



CITY COUNCIL MEETING AGENDA

June 16, 2025 at 7:00 PM

7701 County Road 110 West Minnetrista, MN 55364

1) CALL TO ORDER

- a) Pledge of Allegiance
- b) Introductions: City Council: Mayor Lisa Whalen, Cathleen Reffkin, Claudia Lacy, Peter Vickery, Brian Govern Staff: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Community Development Director David Abel, Director of Public Safety Craig Squires, Assistant City Administrator Allie Polsfuss, Director of Public Works Gary Peters and City Clerk Ann Meyerhoff Consultants: City Attorney Sarah Sonsalla, Kennedy & Graven and City Engineer Alyson Fauske, WSB Engineering
- c) Approval of Agenda

2) SPECIAL PRESENTATIONS

3) PERSONS TO BE HEARD

The City Council invites residents to share new ideas or concerns related to city business not already on the agenda; however, individual question and remarks are limited to three (3) minutes per speaker. No City Council action will be taken, although the Council may refer issues to staff for follow up or for consideration at a future meeting. The Mayor may use discretion if speakers are repeating views already expressed or ask for a spokesperson for groups of individuals with similar views. Speakers should state their name and home address at the podium before speaking.

4) CONSENT AGENDA

- a) Approve Work Session Meeting Minutes
- b) Approve City Council Regular Meeting Minutes
- c) Approve Temporary Liquor License for Northwest Tonka Lions
- d) Approve Bayside Lane Retaining Wall License and Maintenance Agreement
- e) Approve AE2S Task Order #16 for Optimized Corrosion Control Treatment Plan
- f) Res. No. 58-25 Approve Claims
- g) Res. No. 59-25 Award Equipment CIP Purchase - Truck #1 Replacement
- h) Res. No. 60-25 Award Equipment CIP Purchase - Truck #7 Replacement
- i) Res. No. 61-25 Award Equipment CIP Purchase - Truck #9 Replacement
- j) Res. No. 62-25 Re-Approve and Award Equipment CIP Purchase - Skid Loader

5) PUBLIC HEARINGS

6) BUSINESS ITEMS

- a) Water Treatment Plant - Approve Plans and Specifications and Authorize Advertisement for Bids

b) Approve Task Order No. 17 - St Bonifacius Interconnect Analysis

7) ADMINISTRATIVE ITEMS

a) Staff Reports

b) Council Reports

i) Mayor Lisa Whalen – Economic Development Authority; Planning Commission (rotating); Parks Commission (rotating); Public Safety Advisory Committee; Northwest Hennepin League of Municipalities; Regional Council of Mayors; Minnehaha Creek Watershed District; Mound Fire Advisory Committee (alternate); Fire Partnership Committee

ii) Cathleen Reffkin – Acting Mayor; Economic Development Authority; Personnel Committee, Planning Commission (rotating); Parks Commission (rotating); St Bonifacius Fire Advisory Committee; Mound Fire Advisory Committee; Fire Partnership Committee

iii) Claudia Lacy - Economic Development Authority; Planning Commission (rotating); Parks Commission (rotating), Gillespie Center Advisory Council, Westonka Community Commerce Committee

iv) Peter Vickery – Economic Development Authority; Personnel Committee, Planning Commission (rotating); Parks Commission (rotating); Pioneer-Sarah Creek Watershed Management Commission

v) Brian Govern – Economic Development Authority; Planning Commission (rotating); Parks Commission (rotating); Pioneer-Sarah Creek Watershed Management Commission, Westonka Community & Commerce

8) ADJOURNMENT

The agenda packet with all background material will be available on the City's website for viewing by the public. Published agenda is subject to change without notice. Information and materials relating to the above items are available for review at city hall by appointment.



JUNE 2, 2025 CITY COUNCIL WORK SESSION MINUTES

June 02, 2025 at 5:00 PM
7701 County Road 110 West Minnetrista, MN 55364

1) CALL TO ORDER

Mayor Whalen called the meeting to order at 5:00 p.m.

Present: Mayor Lisa Whalen, Council Members Cathleen Reffkin, Peter Vickery, Brian Govern, City Administrator Jasper Kruggel, Finance Director Brian Grimm, Assistant Administrator Allie Polsfuss, Director of Public Services Gray Peters, City Clerk Ann Meyerhoff, Director of Public Services Craig Squires.

Council Member Claudia Lacy joined the meeting at 5:10.

2) DISCUSSION ITEMS

a) Camera System Presentations

City Administrator Kruggel gave a recap regarding the replacement of the security cameras for the Police Dept and Public Works. There is one vender present at the meeting from Security 101 and video from USA Security.

Jake Frolland from Security 101 presented their product to the Council.

Due to weather, the video and connection with Ryan Erasmus from USA Security was unavailable for Council to view. This video has been sent to the City Council for review.

Administrator Kruggel suggested that Chief Squires and Public Services Director Peters look at the proposals and request a demo and come back to Council in July with a recommendation.

b) Discussion of Miscellaneous Drainage Items

Public Service Director Peters stated that there are a few drainage items that staff would like to get Council direction on.

1. Minneapolis Avenue

There is a storm sewer system that conveys discharge from the pond located at 1040 Bayside Lane (west end of Minneapolis Avenue) to Lake Minnetonka. There are several rock pools along the length of the channel that serve to slow down water and reduce erosion. During times of increased rainfall, the water is running from public roads onto private property, creating an issue.

Council had a discussion about who is responsible for maintaining the storm water pond, assessments for this work, and public versus private responsibility. Direction was given for staff to reach out to the watershed district, consult with the City Attorney, obtain estimates of the work that needs to be done, and present to Council in the future to give clearer definition.

2. CR 110 and CR 151

The discharge from the culvert under CR 151 and 810 CR 110 has caused some erosion along the property line. Hennepin County asset management indicates that this is not an issue for them to fix. There is a sanitary sewer manhole in the area that is susceptible to inflow. To address the issue, the vegetation in the drainageway would be removed and some rip rap place to dissipate some of the energy from the runoff.

Council gave direction for staff to contact Hennepin County on a possible joint drainage project.

3. 905 Bayside Lane

At the October 7, 2024 Work Session there was discussion about the drainage at 905 Bayside Lane based on the property owner's concern. The owner installed a drainage and tank system at the back of his property however it can't address the volume of runoff.

Throughout the years storm pipe has been extended to neighboring properties. In 2002 the city extended storm sewer to 925 Bayside Lane. As instructed at the October 7, 2024 work session the city Attorney determined that there is no legal documentation showing that the city owns this pipe. Additionally staff has been told that this pipe is partially collapsed.

At some point a catch basin was installed at the northeast corner of 880 Jennings Cove Road. The city does not have record of this pipe being installed. The owner of 905 Bayside would prefer to connect to this pipe but was not granted permission to do so.

The other alternative to address the issue at 905 Bayside is to extend draitile from the existing catch basin within Bayside Lane. If council supports the use to city funds to help pay for the extension, staff would like direction as to whether the portion in the right of way should be public draitile. If not, a license agreement allowing private drain tile within the public right of way would be required.

Direction was given to staff to work with the City Attorney on the legality of discontinuing storm water service without a maintenance agreement.

4. D'Chene Lane

Staff met with some of the residents on the south side of D'Chene to discuss their concerns about the erosion taking place on their property. Based on the contour data shown in Figure 6, the average slope extending from the road is 25%, with slopes behind the homes as steep as 45%.

Staff is not aware of any public storm sewer in this area. Approximately 185' of the road drains to the low point at 6965 D'chene, and approximately 200' drains to the low point between 6885 and 6925 D'Chene. The drainage is eroding the channel. Residents have safety concerns with erosion and tree loss within the channel and are asking the city to stabilize the channel.

Peters suggested that as the drainage comes off the road in the right of way we could add in a pond area that will slow it down with check dams. Mayor Whalen agreed that we might want to do that because of the erosion of the road.

c) Assistant City Administrator Hiring Process

Administrator Kruggel shared that the City of Minnetrista will have a vacancy for the position of Assistant City Administrator and the City Administrator would like to engage City Council in the hiring process to fill that position.

The City Administrator is facilitating the hiring of the Assistant City Administrator position. Below is a summary and timeline for the process.

- 5/20 – Personnel Committee Hiring Process Discussion
- 5/21 – Post Assistant city Administrator Position (Applications due 6/10)
- 6/2 – Discuss hiring process with full council at work session
- 6/11 – 6/13 – Review and score applications
- 6/16 – 6/19 – 1st Round interview with Department Heads and PC
- 6/23 – 6/27 – 2nd Round interviews with Council and Staff (Meeting notice, can take action)

3) ADJOURNMENT

Motion by Reffkin, seconded by Vickery to adjourn the meeting at 6:38 p.m.

Motion passed 5-0.



JUNE 2, 2025 CITY COUNCIL MEETING MINUTES

**June 02, 2025 at 7:00 PM
7701 County Road 110 West Minnetrista, MN 55364**

1) CALL TO ORDER

Mayor Whalen called the meeting to order at 7:00 p.m.

- a) Pledge of Allegiance
- b) Introductions: City Council: Mayor Lisa Whalen, Cathleen Reffkin, Claudia Lacy, Peter Vickery, Brian Govern Staff: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Community Development Director David Abel, Director of Public Safety Craig Squires, Assistant City Administrator Allie Polsfuss, Director of Public Works Gary Peters and City Clerk Ann Meyerhoff Consultants: City Attorney Sarah Sonsalla, Kennedy & Graven and City Engineer Alyson Fauske, WSB Engineering
- c) Approval of Agenda
Motion made by Councilmember Reffkin, Seconded by Councilmember Govern.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

2) SPECIAL PRESENTATIONS

3) PERSONS TO BE HEARD

4) CONSENT AGENDA

- a) Approve Work Session Meeting Minutes from May 19, 2025
- b) Approve City Council Regular Meeting Minutes from May 19, 2025
- c) Approve 2025 Step Increases for Non Union Employees
- d) Accept St. Bonifacius Fire Department Contract Reconciliation Request
- e) Accept Resignation for Assistant City Administrator, Allie Polsfuss Effective June 20, 2025
- f) Approve License Agreement for 4090 Enchanted Lane
- g) Res. No. 55-25 Approve Claims
- h) Res. No. 56-25 Approve Equipment CIP Purchase to Replace 2007 Bobcat Skid Loader

Council Member Govern questioned Item G regarding Midco and Mediacom charges for internet. City Administrator Kruggel stated that Midco is our primary ISP and when we did the switch it allows for 2 ISP's to allow Mediacom to be a backup for redundancy.

Council Member Vickery questioned item D for the Fire Department Reconciliation Request wondering why we did not claim the money back. Council Member Reffkin stated that they are going to use it for equipment.

Motion made by Councilmember Lacy, Seconded by Councilmember Reffkin.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery,
Councilmember Lacy, Councilmember Govern

5) PUBLIC HEARINGS

6) BUSINESS ITEMS

a) Water Treatment Plant Update

Aaron Vollmer presented a progress update for the Water Treatment Plant which included:

- 3D Layout Review and Architectural Renderings
- Cost Update
- Final Schedule

b) Res. No. 57-25 Approve Change Order #1, 2025 Street Improvement Project

City Engineer Fauske stated that on March 17, 2025 City Council awarded the contract for the 2025 Street Improvement Project to Asphalt Surface Technologies Corporation (ASTECH). During the reclamation of Windridge Trail crews encountered fabric in the street section. Fabric was placed in roads to stabilize and reinforce the street.

Public Works asked ASTECH for a price to resurface Williams Lane. There isn't a watermain in Williams Lane so the next street improvement project is expected to be reconstruction so that watermain can be extended and services installed. This work is not expected to take place within the next 10 years, therefore Public Works proposes that ASTECH resurface the road to improve the surface condition until a street improvement project can be completed.

ASTECH provided a \$36,022.66 quote to overlay Williams Lane. The contractor also submitted a quote for an ultra-thin bonded wear course (UTBWC) in lieu of an overlay. An UTBWC is similar to an overlay and consists of applying polymer to the surface and a layer of asphalt. The price is \$27,878.36 and is included in Change Order 1.

Council Member Reffkin asked about the drainage on Williams.

Public Works Director Peters responded that there is a ditch on the one side so it drains there and goes into the culvert so we have never had an issue with that.

Motion made by Councilmember Reffkin, Seconded by Councilmember Vickery.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery,
Councilmember Lacy, Councilmember Govern

c) Approve Public Safety Training Center Quotes

City Administrator Kruggel presented that the City solicited quotes to modify the current vacant space in the Public Safety Building to develop it into a virtual training center using MILO technology.

Two quotes have been secured to perform the construction related to the virtual training center and additional storage area in the Public Safety Building.

DDK construction is the apparent low quote at \$139,350. The second quote from Villamil Construction Co came in at \$179,287.

Kruggel recommended utilizing the public safety grant received from the State of Minnesota in 2023 for this project. Council had a discussion on different ways to fund the remaining balance that is not covered in the grant.

Motion made by Councilmember Vickery, Seconded by Councilmember Lacy.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy.

7) ADMINISTRATIVE ITEMS

a) Staff Reports

City Administrator Kruggel

- Bus Tour tomorrow night at 5:30 p.m. June 3, 2025

b) Council Reports

i) Mayor Lisa Whalen

- Continued Fire Commission Meetings
- Northwest League
- Mediation

ii) Cathleen Reffkin

iii) Claudia Lacy

iv) Peter Vickery

v) Brian Govern

- Attended the Planning Commission Meeting which only had one item on the agenda which was tabled.

8) ADJOURNMENT

Motion made by Councilmember Reffkin, Seconded by Councilmember Lacy to adjourn the meeting at 7:46 p.m.

Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy

CITY OF MINNETRISTA
CITY COUNCIL AGENDA ITEM



Subject: **Application for a Temporary One-day
Intoxicating Liquor License for the Corks for a Cause event
on August 16, 2025 at Everly Farms, 6480 County Road 26**

Prepared By: **Ann Meyerhoff, City Clerk**

Meeting Date: **June 16, 2025**

Issue:
Corks for a Cause is scheduled to be held on Saturday, August 16, 2025 from 5 pm to 9 pm at Everly Farms located at 6480 County Road 26. This event features a gourmet pizza bar, and wine tasting. This year’s event will benefit the non profit Crescent Cove. A temporary on-sale liquor license is required to conduct this event.

Background:
Temporary intoxicating liquor licenses, may be issued only in connection with a social event sponsored by a club, charitable, religious, or other nonprofit corporation that has existed for at least three years. They may not have an interest in the manufacture or wholesale of alcoholic beverages. No license shall be for longer than four consecutive days, and the city shall issue no more than 12 days of temporary licenses to any one organization in one calendar year.

Discussion:
All required documentation and fees have been submitted by the applicant. As such, staff would recommend approval of the one day temporary on-sale liquor license for the Northwest Tonka Lions to host the Corks for a Cause event at Everly Farms with the following conditions:

1. No alcoholic beverages may be allowed on the property except those being provided by participating Minnesota wineries.
2. No alcoholic beverages may leave the property.
3. On-site ability to call 911 must be provided at the event location.
4. All appropriate postings and laws must be enforced.

Mission Statement:
The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Conclusion:

Staff recommends that the City Council approve a temporary one-day intoxicating liquor license for the Corks for a Cause event being held on Saturday, August 16, 2025 at Everly Farms located at 6480 County Road 26, Minnetrista held by the Northwest Tonka Lions.

Recommended City Council Action: Approve a temporary one-day intoxicating liquor license for the Corks for a Cause event being held on Saturday, August 16, 2025 at Everly Farms located at 6480 County Road 26, Minnetrista held by the Northwest Tonka Lions with conditions as noted in the staff report.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

CITY OF MINNETRISTA

CITY COUNCIL AGENDA ITEM



Subject: Approve a retaining wall maintenance agreement with the residents at 865 Bayside Ln

Prepared By: Jasper Kruggel, City Administrator
Gary Peters, Public Works Director

Meeting Date: June 16, 2025

Issue:
There is an existing retaining wall at 865 Bayside Lane that needs a maintenance agreement.

Background/History:
The residents at 865 Bayside Lane had an inquiry as to who owns the retaining wall located in the northwest corner of their lot (see photo in Exhibit B of the included License & Maintenance Agreement). This retaining wall was installed in the mid-1990s and is mostly located on private property, but moves in to, and ends in the City utility right-of-way. It is believed that the developer of the Bayside neighborhood installed the wall, but this is speculation, as there is no record plan for this wall in any City Hall files.

Overview:
The wall is around 30 years and appears to be in stable condition but will eventually need maintenance, repairs, and/or replacement. Bearing in mind the future costs to perform this work, the City Administrator asked the City Attorney from Kennedy & Graven to draft a maintenance agreement for the retaining wall. The agreement states that the property owners at 865 Bayside Ln will be responsible for any future maintenance, repairs, and/or replacement of this retaining wall, including the section of retaining wall located in the City right-of-way. The maintenance agreement is attached for your review.

Recommended City Council Action:
Motion to approve the License and Maintenance Agreement for retaining wall improvements for the wall located at 865 Bayside Lane in Minnetrista, between the property owners at said address and the City of Minnetrista.

Mission Statement:
The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

**LICENSE AND MAINTENANCE AGREEMENT FOR RETAINING WALL
IMPROVEMENT**

This License and Maintenance Agreement for Retaining Wall Improvement (this “Agreement”) is made and entered into on the _____ day of _____, 2025, by and between the City of Minnetrista, a Minnesota municipal corporation, (the “City”) and Joseph Allen Werner and Elizabeth Carol Werner, married to each other (the “Property Owners”).

RECITALS:

WHEREAS, the Property Owners are the owners of the property legally described in Exhibit A attached hereto (the “Property”); and

WHEREAS, street right-of way was dedicated by the developer to the City in the plat of Bayside which is described in Exhibit B attached hereto (the “Right-of-Way Property”); and

WHEREAS, there is a retaining wall installed on the Property and the Right-of-Way Property; and

WHEREAS, the Property Owners have requested that the retaining wall that encroaches into the Right-of-Way be allowed to remain on the Right-of-Way Property, said location of the retaining wall is shown on the attached Exhibit B; and

WHEREAS, the City is willing to allow the retaining wall to remain on the Right-of-Way Property, provided that the Property Owners agree to maintain it in perpetuity; and

WHEREAS, the parties wish to set forth the terms and conditions under which the Property Owners will maintain the retaining wall; and

NOW, THEREFORE, subject to the license terms and conditions of this Agreement, in reliance upon the above recitals, and in reliance upon the representations, warranties and covenants of the parties herein contained, the City and the Property Owners agree as follows:

ARTICLE 1
DEFINITIONS

1.1 Terms. The following terms, unless elsewhere defined specifically in this Agreement, shall have the following meanings as set forth below.

1.2 Property Owners. “Property Owners” means Joseph Allen Werner and Elizabeth Carol Werner, married to each other or their heirs, successors, or assigns.

1.3 City. “City” means the City of Minnetrista, a Minnesota municipal corporation.

1.4 City Engineer. “City Engineer” means the appointed city engineer of the City and his/her delegates.

1.5 Retaining Wall Improvement. “Retaining Wall Improvement” means the retaining wall, a portion of which is located within the Right-of-Way Property, the location of which is shown on the attached Exhibit B.

ARTICLE 2
MAINTENANCE OF RETAINING WALL IMPROVEMENT

2.1 Maintenance of the Retaining Wall Improvement. The Property Owners agree to maintain the Retaining Wall Improvement. The Property Owners shall maintain the Retaining Wall Improvement on the Right-of-Way Property in perpetuity. Maintenance shall be performed at the Property Owners’ own expense. If the Property Owners disturb the surface of any of the Right-of-Way Property in order to maintain the Retaining Wall Improvement, they must fully restore the surface within 14 days of the disturbance.

ARTICLE 3
CITY LICENSE GRANT

3.1 License Grant. The City hereby grants the Property Owners a license to maintain the Retaining Wall Improvement on the Right-of-Way Property pursuant to the terms and conditions of this Agreement.

3.2 License. The terms of this Agreement shall only create a license for the Property Owners to maintain the Retaining Wall Improvement on the aforementioned properties. This Agreement does not create an interest in real property such as an easement or any other property right.

3.3 No Taking. The termination of this Agreement by the City shall not constitute a taking as defined in Minnesota Statutes Section 117.025. The City and the Property Owners acknowledge and agree that the City must have the ability to use the Right-of-Way Property for any public purpose and that such use may eliminate part or all of the Right-of-Way Property that is available for the Retaining Wall Improvement.

3.4 Removal. The City reserves the right to remove, as necessary in the opinion of the City Engineer, any and all elements of the Retaining Wall Improvement that threaten the safety of the public. The Property Owners agree to reimburse the City for any reasonable expenses or costs incurred by the City for the removal of the Retaining Wall Improvement.

ARTICLE 4
INDEMNIFICATION OF CITY

4.1 Indemnification of City. The Property Owners hereby agree to indemnify, defend and hold the City, its council, agents, employees, attorneys and representatives harmless against and in respect of any and all claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies, including interest, penalties and attorneys' fees, that the City incurs or suffers, which arise out of, result from or relate to:

- a) the installation and maintenance of the Retaining Wall Improvement on the Right-of-Way Property pursuant to this Agreement by the Property Owners, their contractors, their agents, or any party acting under the authorization or direction of the Property Owners; and
- b) any other activity on the Right-of-Way Property pursuant to this Agreement or under the assumed authority of the City by the Property Owners, their contractors, their agents, or any party acting under the authorization or direction of the Property Owners.

The Property Owners shall not be responsible to indemnify, defend or hold harmless the City for any claim, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries and deficiencies, including interest, penalties and attorneys' fees, that are incurred due to the negligence or intentional misconduct of the City, its employees, officials, agents or contractors.

4.2 Governmental Immunity. Nothing contained herein shall be deemed a waiver by the City of any governmental immunity defenses, statutory or otherwise. Further, any and all claims brought by the Property Owners, their heirs, successors, or assigns, shall be subject to any governmental immunity defenses of the City under common law and the maximum liability limits provided in Minnesota Statutes, Chapter 466.

4.3 Hazardous Substances. The Property Owners agree that no hazardous substances, pollutants or contaminants shall be used for any installation or maintenance of the Retaining Wall Improvement on the Right-of-Way Property. The City shall not be responsible for any costs, expenses, damages, demands, obligations, including penalties and reasonable attorneys' fees, or losses resulting from any claims, actions, suits, or proceedings based upon a release of any hazardous substances, pollutants, or contaminants, caused by the Property Owners.

ARTICLE 5
CITY MAINTENANCE RIGHTS

5.1 Failure to Maintain. If the Property Owners fail to maintain the Retaining Wall Improvement on the Right-of-Way Property in accordance with the terms of this Agreement, the City may, but is not obligated to maintain the Retaining Wall Improvement, as provided in this paragraph or terminate this Agreement. If the City reasonably believes that the Property Owners have failed to maintain the Retaining Wall Improvement in accordance with the terms of this Agreement and such failure continues for 30 days after the City gives the Property Owners written notice of such failure or, if such tasks cannot be completed within 30 days, after such time period as may be reasonably required to complete the required tasks provided that the Property Owners

are making a good faith effort to complete said task. If the Property Owners do not complete the maintenance tasks within the required time period after such notice is given by the City, the City shall have the right to perform such maintenance tasks on the Right-of-Way Property at the Property Owners' cost. In such case, the City shall send an invoice of for all costs associated with the installation or maintenance performed by the City including, but not limited to, all staff time, engineering and legal and other reasonable costs and expenses incurred by the City.

ARTICLE 6
TERM

6.1 Term and Termination. This Agreement shall be effective on the date set forth above. The Retaining Wall Improvement has been installed by the City on the Right-of-Way Property. The Property Owners shall remain responsible for maintaining the Retaining Wall Improvement on the Right-of-Way Property in perpetuity. In the event that the Property Owners default with respect to the terms of this Agreement, after providing the Property Owners with 30 days' written notice of the default and the Property Owners fail to cure the default, the City may terminate this Agreement.

ARTICLE 7
MISCELLANEOUS

7.1 City's Duties. The terms of this Agreement shall not be considered an affirmative duty upon the City to maintain the Retaining Wall Improvement on the Right-of-Way Property.

7.2 No Third Party Recourse. Third parties shall have no recourse against the City or the Property Owners under this Agreement. The covenants and conditions of this Agreement are intended for the benefit of the parties hereto and are not intended to create any third party beneficiaries.

7.3 Validity. If any portion, section, subsection, sentence, clause, paragraph or phrase of this Agreement is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Agreement.

7.4 No Assignment. The parties mutually recognize and agree that this Agreement shall not be assigned by the Property Owners unless said assignment is agreed to by the City in writing.

7.5 Amendment. The parties hereto may by mutual written agreement amend this Agreement in any respect. Any agreement on the part of any party for any such amendment must be in writing.

7.6 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of Minnesota.

7.7 Notice. Any notice required to be given under this Agreement shall be sufficiently

given by one party to the other if in writing and if and when delivered or tendered either in person or by depositing it in the United States mail in a sealed envelope, by certified mail, return receipt requested, with postage prepaid, addressed as follows:

- a) If to the Property Owners:

Joseph Allen Werner and Elizabeth Carol Werner
865 Bayside Lane
Minnetrista, MN 55364
- b) If to City:

City of Minnetrista
7701 County Road 110 West
Minnetrista, MN 55364
Attention: City Administrator

or to such other address as the party addressed shall have previously designated by notice given in accordance with this section. Notices shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given, or on the third day after mailing if mailed as provided above.

7.8 Successors and Assigns. The terms and conditions of this Agreement shall run with the Property and the Right-of-Way Property. All duties and obligations of the Property Owners under this Agreement shall also be duties and obligations of the Property Owners’ heirs, successors, and assigns.

7.9 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

7.10 Headings. The subject headings of the paragraphs and subparagraphs of this Agreement are included for purposes of convenience only, and shall not affect the construction of interpretation of any of its provisions.

7.11 No Additional Waiver Implied By One Waiver. In the event any agreement contained in this Agreement is breached by the Property Owners and thereafter waived in writing by the City, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breach hereunder. All waivers by the City must be in writing.

7.12 Insurance. The Property Owners represent that the Property Owners have general liability insurance and hereby agrees to provide the City with a copy of their general liability insurance policy prior to any maintenance of the Retaining Wall Improvement pursuant to this Agreement. The Property Owners agree to keep their general liability policy in place and active at all times during the term of this Agreement and the Property Owners agree to give the City written notice of any policy cancellation or changes in the general liability policy limits.

IN WITNESS WHEREOF, the parties have executed this License and Maintenance Agreement for Retaining Wall Improvement.

PROPERTY OWNERS

By: _____
Joseph Allen Werner

By: _____
Elizabeth Carol Werner

STATE OF MINNESOTA)
) ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this ____ day of _____, 2025,
by Joseph Allen Werner and Elizabeth Carol Werner, married to each other.

Notary Public

CITY OF MINNETRISTA

By _____
Lisa Whalen, Mayor

By _____
Ann Meyerhoff, City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this ____ day of _____, 2025, by Lisa Whalen and Ann Meyerhoff, the Mayor and City Clerk, respectively, of the City of Minnetrista, a Minnesota municipal corporation, on behalf of the municipal corporation.

Notary Public

This instrument drafted by:

Kennedy & Graven, Chartered (SJS)
Fifth Street Towers
150 South Fifth Street, Suite 700
Minneapolis, MN 55402
(612) 337-9300

**EXHIBIT A TO
LICENSE AGREEMENT**

Legal Description of the Property

Lot 8, Block 1, Bayside, County of Hennepin, State of Minnesota.

**EXHIBIT B
TO LICENSE AGREEMENT**

Description of the Right-of-Way Property

The retaining wall located within the dedicated right-of-way of Bayside Lane as dedicated in the plat of Bayside, County of Hennepin, State of Minnesota, as shown below:



CITY OF MINNETRISTA



CITY COUNCIL AGENDA ITEM

Subject: Approve AE2S Task Order #16 for Optimized Corrosion Control Treatment Plan (OCCT Plan)

Prepared By: Gary Peters, Public Works Director

Meeting Date: June 16, 2025

Issue:

The City of Minnetrista needs to implement an Optimized Corrosion Control Treatment Plan (OCCT Plan) as per the Minnesota Department of Health.

Background/History:

As per the Minnesota Department of Health (MDH), all cities are required to perform Lead & Copper sampling at resident homes every three years. Over time, water can break down the molecules in the copper and lead solder, so the City adds a phosphate to the water supply to help with pipe corrosion. How this program works is that the City seeks out 20 homes that would like to volunteer for this free test. We try to get as many homes built before 1986, since these homes are the most likely candidate for having copper piping with lead-based joint solder. Sample bottles are dropped off and the resident is asked to fill them to a certain level right away in the morning before any water is run in the home. They are then asked to fill out paperwork and the label on the bottle and place the sample on the front step for pick up. These samples are then collected and taken to PACE Labs in St. Paul for testing.

Test results are sent back to the City and results are sent out to the homeowners. The City of Minnetrista has been doing this testing as required and had a failing test in 2017 due to one sample being missing from the shipment. We know this was not correct but had no way to prove ourselves and were subject to yearly testing and were back to a 3-year cycle in 2020. In 2023 we had three samples over the reporting limit and deemed a failed system once more. There is no retesting, the City just gets a complete system fail rating. As “punishment” for have three samples over the Copper level, the City must now take 40 samples every six months until the MDH feels that Copper levels are being controlled. Public Works staff have argued with MDH that re-sampling should occur to rule out sampling errors, but they do not agree with this. Staff also pointed out that past sampling charts show large fluctuations in the results for homes being tested over the years, both up and down. This spreadsheet chart is attached. In some cases, the result increased 100% or higher in a 6-month period; with one home going from <2 parts per million (ppm) Copper to 199 ppm Copper. This is a 9,850% increase in just a 6-month period which Public Works staff does not agree with. MDH did not respond to our email with this data.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Overview:

As part of this system failure, the City must perform an Optimized Corrosion Control Treatment Plan (OCCT Plan). All documentation that the City received on this from the MN Department of Health is attached. AE2S is familiar with OCCT Plans and will help staff in getting this plan in place and documented. There are two phases to the OCCT Plan: Phase 1 being the OCCT Plan itself, and Phase 2 being the OCCT Study. Phase 2 may not be required.

Fiscal Impact:

The two phases the OCCT Plan will be funded out of the 601 Water Operations Fund, with Phase 1 cost is invoiced hourly and not to exceed \$9,300.00 and Phase 2 (if needed) is invoiced hourly and not to exceed \$32,100.00.

Recommended City Council Action:

Motion to approve AE2S Task Order #16 to implement the Optimized Corrosion Control Treatment Plan (OCCT Plan).

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Lead and Copper – Optimal Corrosion Control Treatment Plan

Answer each question completely.

Be detailed in your descriptions.

Your system staff, or a consulting engineer if your system is working with one, should review the EPA's "[Optimal Corrosion Control Treatment Evaluation Technical Recommendations for Primacy Agencies and Public Water Systems](https://www.epa.gov/dwreginfo/optimal-corrosion-control-treatment-evaluation-technical-recommendations)" guide on their website (<https://www.epa.gov/dwreginfo/optimal-corrosion-control-treatment-evaluation-technical-recommendations>). The guide covers essential information when it comes to evaluating corrosion control treatment and can help provide an initial recommendation for treatment.

In response to your system's recent action level exceedance, the system is required to propose an optimal corrosion control treatment (OCCT) plan to the state to address the elevated lead and/or copper levels. Complete this form and detail context for the exceedance, the current state of the system's treatment, and what action the system can take to reduce corrosion and ultimately maintain the action levels in the future.

Water System Information

PWSID: _____

PWS Name: _____

Contact Person: _____

Contact Phone Number: _____

Monitoring Period Results

Monitoring period where exceedance occurred:

Base Interim Reduced

- Begin date: _____ End date: _____
- Number of samples collected: _____

	Lead	Copper
Minimum concentration (µg/L)		
Maximum concentration (µg/L)		
90 th percentile		

Source Water and Entry Point Samples

Are there detectable levels of lead or copper in your source(s)?

☐ Yes, list which source and the lead/copper levels (attach the lab report of results):

☐ No

Water Quality Parameters (WQPs)

If your system is already required to collect WQP samples, please use those results to fill out this section. You may request results from MDH. Systems who have not been collecting routine WQP samples will need to collect two samples at each entry point and one or more sample(s) in the distribution system, depending on system size. Refer to your Action Level Exceedance letter for when your WQP schedule starts. **WQP data is essential for properly evaluating OCCT options and must be included in this form.**

Entry Point WQP results (treated supply). Two samples are required to be collected at each entry point to the distribution system. These samples should be collected on different days under normal operating conditions. **Copy the information listed for each entry point if needed.** Attach additional sheets if needed.

1. Entry Point Data.

Name of Entry Point: _____

a. Sample 1 Collection date: _____

- i. pH (pH units): _____
- ii. Alkalinity (mg/L as CaCO_3): _____
- iii. Orthophosphate* (mg/L as PO_4): _____
- iv. Silicate* (mg/L as SiO_2): _____

b. Sample 2 Collection date: _____

- i. pH (pH units): _____
- ii. Alkalinity (mg/L as CaCO_3): _____
- iii. Orthophosphate* (mg/L as PO_4): _____
- iv. Silicate* (mg/L as SiO_2): _____

*Only report parameter if the system currently uses this inhibitor.

2. Distribution Data. Two samples are required to be collected at each distribution system site.

Please provide the result at a single sample site, or the range of sample results if you are required to collect at more than one distribution WQP sample site. Refer to 40 CFR 141.87(a) for the required number of distribution WQP sample sites.

Number of samples required: _____

a. pH: _____
or
min: _____ max: _____

b. Alkalinity (mg/L as CaCO_3): _____
or
min: _____ max: _____

- c. Orthophosphate* (mg/L as PO₄): _____
or
min: _____ max: _____
- d. Silicate* (mg/L as SiO₂): _____
or
min: _____ max: _____

*Only report parameter if the system currently uses this inhibitor.

Distribution System Information

Does the system have lead service lines in the distribution system? Note: MDH will have accurate data up to your last service line inventory submittal. Please provide the most up-to-date estimate.

☐ Yes, provide number: _____

☐ No

☐ Unknown

Are there homes with lead plumbing in the distribution system?

☐ Yes, provide estimate: _____

☐ No

☐ Unknown

Existing Treatment

What existing water treatment is your system currently using? Check all that apply and provide the names of chemicals and ratios of any blended/diluted treatment processes. If your system can provide a visual diagram of the sequence of treatment, please include that with your OCCT plan.

☐ Disinfection:

Chemical Type/Name: _____

Other treatment information: _____

☐ Softening:

Chemical Type/Name: _____

Other treatment information: _____

☐ Filtration:

Chemical Type/Name: _____

Other treatment information: _____

☐ Other

- ☐ Aeration
- ☐ Pre-chlorination

- ☐ Coagulation
- ☐ Sedimentation
- ☐ Fluoride
- ☐ Other treatment: _____

What Corrosion Control Treatment is currently being used?

- ☐ None
- ☐ Inhibitor (phosphate-based or silicate-based)

Date initiated: _____

Is the inhibitor phosphate-based or silicate-based? Circle one.

Phosphate

Silicate

Present dose at treatment plant (mg/L as PO_4 or SiO_2): _____

Residual in distribution system (mg/L as PO_4 or SiO_2):

min _____ max _____

Brand name/chemical name: _____

Is it a blended phosphate? Circle one. Yes No

If yes, what is the ratio of orthophosphate to polyphosphate?

Has it been effective? Please provide detailed information. You may attach additional sheets if needed.

- ☐ pH/Alkalinity Adjustment

Date initiated: _____

pH Target (pH units):

min _____ max _____

Alkalinity Target (mg/L as CaCO_3):

min _____ max _____

Brand name/chemical name: _____

Has it been effective? Please provide detailed information. You may attach additional pages if needed.

Evaluation

From the PWS perspective, why do you believe the PWS exceeded the action level? Describe what you believe is the root cause and why. Your system should summarize the water quality characteristics that is causing elevated levels of corrosion along with context and circumstantial events that may have

contributed to the exceedance. Please note that “if a system allows members of the public to sample, the system cannot challenge the accuracy of the sampling results based on alleged sample collection errors.” (40 CFR 141.86(b)). Therefore, indicating that the action level exceedance is a result of improper sampling is not an acceptable response. You may attach additional pages if needed.

Corrosion Control Study

Do you believe that a corrosion control study is necessary to evaluate and recommend OCCT?

☐ Yes

☐ No

Regardless of your answer, MDH may require any system to conduct a corrosion control study if we believe it necessary to identify OCCT. If you are required to perform a study, you will be notified in writing within one year of the end of the tap sampling period in which the action level exceedance occurred.

In the future, any system serving more than 10,000 people that has lead service lines or serving 50,000 people, regardless of service line material, will be required to perform a corrosion control study.

Recommended/Proposed Treatment

If you do not complete this section using one of the options listed, this form will be deemed incomplete. A combination of treatment options may be needed to optimize corrosion control.

Proposed corrosion control treatment method

☐ pH/Alkalinity adjustment

Target pH: _____

Target alkalinity (mg/L as CaCO_3): _____

Chemical/Method proposed: _____

☐ Inhibitor

☐ Phosphate based

Brand name/Chemical type: _____

Target dose (mg/L): _____

Target residual (mg/L as PO_4): _____

☐ Silicate based

Brand name/Chemical type: _____

Target dose (mg/L): _____

 Target residual (mg/L as SiO₂): _____

☐ Adjust existing corrosion control treatment

Proposed adjustment: _____

Describe how this option will be implemented to optimize your treatment. Include relevant information such as new target doses, ranges, and/or residuals. You may attach additional pages if needed.

List your proposed operational water quality parameters for the adjustment.

*Only include parameter if the system intends on using this inhibitor.

- | | |
|---|-----------------------|
| a. pH | min: _____ max: _____ |
| b. Alkalinity (mg/L as CaCO ₃) | min: _____ max: _____ |
| c. Orthophosphate* (mg/L as PO ₄) | min: _____ max: _____ |
| d. Silicate* (mg/L as SiO ₂) | min: _____ max: _____ |

If you have questions, please contact Hannah Mendez at (651) 201-5651 or hannah.mendez@state.mn.us. The completed form can be mailed or emailed to Hannah Mendez and MDH will follow up with the system regarding approval for the plan.

Minnesota Department of Health
Drinking Water Protection Section
651-201-4700

health.drinkingwater@state.mn.us
www.health.state.mn.us

October 2024

To obtain this information in a different format, call
651-201-4700.

January 17, 2025

Minnetrista City Council
c/o Jasper Kruggel, Administrator
Minnetrista City Hall
7701 County Road 110 West
Minnetrista, Minnesota 55364

Dear Council Members:

SUBJECT: Lead/Copper Tap Water Monitoring Report, PWSID 1270036

This letter is to report the results of your recent lead/copper monitoring that is required by the Safe Drinking Water Act. The results revealed the following 90th percentile levels:

90th percentile lead level = $<1 \mu\text{g/l}$ (rounded as $< 0.001 \text{ mg/l}$).

The action level for lead is $15.0 \mu\text{g/l}$.

90th percentile copper level = $1710 \mu\text{g/l}$ (rounded as 1.710 mg/l).

The action level for copper is $1300 \mu\text{g/l}$.

Based on these results, your public water system **has not exceeded** the action level for lead and **has exceeded** the action level for copper.

By federal rule, 40 CFR 141.85, you are required to provide the lead/copper results to persons served at the sites that were tested. In addition, you must provide them with an explanation of the health effects of lead/copper, list steps consumers can take to reduce exposure to lead/copper in drinking water, and water utility contact information. The notification must also provide the maximum contaminant level goals, the action levels for lead/copper, and the definitions for these two terms.

Notification must be made within 30 days by U.S. Mail. If the residence is a rental property, both the occupant(s) of the residence and rental property owner must be notified. To assist you in meeting the notification requirements, we have enclosed a sample letter and a fact sheet on lead/copper in drinking water. All of the information contained in the sample letter is EPA required language and must be included in your letter and provided to the homeowner. If you would like to receive any of the enclosed documents via e-mail, please send your request to Stephanie.Voeller@state.mn.us.

The lead/copper sampling site addresses are private data. This information was classified as "nonpublic" by the Minnesota Department of Administration in October 2004, upon the request of Minnesota Department of Health (MDH) and Minnesota community water supply

Minnetrista City Council
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January 17, 2025
PWSID 1270036

systems. When notifying the persons served at the sites that were tested, provide them with the results for that address only.

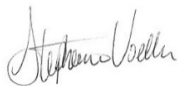
Within 10 days after notifying the residents of their results, you must complete the enclosed Lead/Copper Results Delivery Certification form and return it to us along with a copy of the letter that you sent to the residents notifying them of their results. A return envelope is enclosed for your convenience.

Please note that all enclosures are sent to the addressee of this letter. Persons receiving a copy (cc) of the letter do not receive any enclosures. It is the responsibility of the addressee to follow through with the requirements.

A sampling kit will be sent to you prior to your next scheduled sampling date. The enclosed report should be placed in your records and a copy maintained on or near the water supply premises and available for public inspection for not less than ten (10) years.

If you have any questions, please contact me at 651-201-3974, or Michael Bourland at 651-201-5928.

Sincerely,



Stephanie Voeller
Community Public Water Supply Unit
Environmental Health Division
P.O. Box 64975
St. Paul, Minnesota 55164-0975

PAW
Enclosures
cc: Water Superintendent

South System Address	South System Address	2011		2014		2017		2018		2019		2020		2023		June 2024		October 2024		2024	
		Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Difference	% Increase
5800 Lakeview Dr	Lakeview Dr					37.3	7/18/17	806	7/25/18	1160	6/13/19					26	6/13/24	121	10/10/24	up 95	365%
5815 Lakeview Dr	Lakeview Dr			66	8/7/14									429	9/22/23	352	6/13/24	3540	10/10/24	up 3188	906%
5875 Lakeview Dr	Lakeview Dr									111	6/13/19					263	6/13/24	142	10/10/24	drop 121	
5800 Lakeview Dr	Lakeview Dr	386	6/23/11	268	8/7/14									523	9/22/23						
5925 Lakeview Dr	Lakeview Dr			245	8/6/14	58.9	7/18/17					251	7/15/20	398	9/22/23	390	6/12/24	370	10/10/24	drop 20	
5930 Lakeview Dr	Lakeview Dr									751	6/13/19					259	6/13/24	635	10/10/24	up 376	145%
5931 Lakeview Dr	Lakeview Dr					42.1	7/18/17			25	6/13/19					30	6/13/24	5	10/10/24	drop 25	
5950 Lakeview Dr	Lakeview Dr	29	6/23/11					589	8/7/18	545	6/14/19	322	7/15/20	65	9/22/23	369	6/13/24	543	10/10/24	up 174	47%
5960 Lakeview Dr	Lakeview Dr					586	7/18/17														
5965 Lakeview Dr	Lakeview Dr													261	9/22/23	231	6/13/24	357	10/10/24	up 126	55%
5999 Lakeview Dr	Lakeview Dr					81.3	7/27/17	1830	7/14/18												
4330 Margaret Cir	Margaret Cir					459	7/27/17														
4370 Margaret Cir	Margaret Cir					84	7/19/17	111	7/24/18	176	6/13/19	24	7/15/20	124	9/22/23	35	6/13/24	180	10/10/24	up 145	414%
4385 Margaret Cir	Margaret Cir									1730	6/13/19	686	7/15/20			667	6/13/24	1530	10/11/24	up 863	129%
4400 Margaret Cir	Margaret Cir			58	8/8/14	173	7/19/17	1480	7/24/18			543	7/15/20			490	6/13/24	1970	10/10/24	up 1480	302%
4405 Margaret Cir	Margaret Cir							64	7/24/18									142	10/10/24		
4425 Margaret Cir	Margaret Cir	445	7/1/11			1040	7/19/17	2470	7/26/18												
4375 Shady Ln	Shady Ln							174	7/14/18												
4380 Shady Ln	Shady Ln							92	8/7/18												
4244 Stonebridge Cir	Stonebridge Cir					35.1	7/24/17									65	6/13/24	13	10/10/24	drop 52	
4260 Stonebridge Cir	Stonebridge Cir					367	8/16/17	2510	7/25/18												
4280 Stonebridge Cir	Stonebridge Cir	88	6/30/11	92	8/7/14																
5950 Stonebridge Rd	Stonebridge Rd	7	6/23/11	8	8/7/14																
6051 Hermitage Tr	Hermitage Tr													26	9/22/23						
4255 Trillium Ln E	Trillium Ln E													666	9/22/23	634	6/19/24	1710	10/10/24	up 1076	170%
6915 Pinnacle Way	Pinnacle Way													1720	9/22/23	1480	6/13/24	2290	10/10/24	up 810	55%
6482 Willow Ct	Willow Ct													452	9/22/23						
8321 Pondview Dr	Pondview Dr													470	9/22/23						
3801 Eagle Nest Dr	Eagle Nest Dr															141	6/13/24	164	10/10/24	up 23	16%
9393 Glacier Rd	Glacier Rd													2940	9/22/23	410	6/13/24	312	10/11/24	drop 98	
9381 Glacier Rd	Glacier Rd													2460	9/22/23	1910	6/12/24	2100	10/10/24	up 190	10%
3928 Games Dr	Games Dr													116	9/22/23	48	6/13/24	89	10/10/24	up 41	85%
9495 Cottontail Dr	Cottontail Dr													271	9/22/23	168	6/13/24	178	10/10/24	up 10	6%
9448 Cottontail Dr	Cottontail Dr													340	9/22/23	176	6/13/24	254	10/10/24	up 78	44%
9184 Woodland Dr	Woodland Dr															364	6/13/24				
9226 Woodland Dr	Woodland Dr															117	6/13/24	115	10/10/24	drop 2	

North System Address	North System Address	2011		2014		2017		2018		2019		2020		2023		June 2024		October 2024		2024	
		Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Copper Reading	Sample Date	Difference	% Increase
1300 Cty Rd 110 N	Cty Rd 110 N					195	7/19/17	67	7/24/18	91	6/14/19	78	7/22/20	124	9/22/23	97	6/12/24	278	10/10/24	up 181	187%
1185 Cty Rd 110 N	Cty Rd 110 N	901	6/23/11	452	8/6/14							1820	7/23/20			707	6/13/24	1320	10/10/24	up 613	87%
5330 Eastview Ave	Eastview Ave	16	7/21/11	6	8/11/14																
5425 Eastview Ave	Eastview Ave					1780	7/19/17	122	7/16/18							522	6/13/24	694	10/10/24	up 172	33%
5500 Eastview ave	Eastview Ave	45	6/23/11	16	8/7/14			714	7/25/18												
5575 Eastview Ave	Eastview Ave															492	6/13/24	355	10/10/24	drop 137	
5580 Eastview Ave	Eastview Ave									26	6/13/19					27	6/13/24	27	10/10/24	no change	
5581 Eastview Ave	Eastview Ave	50	6/23/11																		
1375 Westwood Dr	Westwood Dr					898	7/9/17	108	7/25/18			110	7/22/20			127	6/12/24	146	10/10/24	up 19	15%
1395 Westwood Dr	Westwood Dr					76.5	7/17/17	149	7/26/18			63	7/22/20	53	9/22/23	<2	6/13/24	199	10/10/24	up 199	9850%
1420 Westwood Dr	Westwood Dr	51	6/24/11																		
1425 Westwood Dr	Westwood Dr					82.5	7/18/17	1100	7/25/18			1100	7/25/18			1140	6/13/24	1040	10/10/24	drop 100	
1455 Westwood Dr	Westwood Dr			25	8/9/14			131	7/12/18							174	6/13/24	165	10/10/24	drop 9	
1500 Westwood Dr	Westwood Dr					115	7/26/17									30	6/13/24	133	10/10/24	up 103	343%
1505 Westwood Dr	Westwood Dr											110	7/22/20			240	6/12/24	635	10/11/24	up 395	165%
5550 Westwood Ave	Westwood Ave					41.3	7/17/17	41.3	7/17/17							142	6/13/24	195	10/10/24	up 53	37%
1240 Morningview Dr	Morningview Dr					246	7/19/17														
1290 Morningview Dr	Morningview Dr															876	6/13/24	801	10/10/24	drop 75	
5549 Morningview Ter	Morningview Ter									305	6/14/19					682	6/13/24	<2	12/10/24	drop 680	
5559 Morningview Ter	Morningview Ter									31	6/14/19					70	6/13/24	23	10/10/24	drop 47	
5569 Morningview Ter	Morningview Ter							100	7/23/18												
1210 Langewood Dr	Langewood Dr													234	9/22/23	86	6/13/24	219	10/10/24	up 133	155%
1350 Langewood Dr	Langewood Dr													1280	9/22/23						
1532 Sunnybrook Dr	Sunnybrook Dr															349	6/14/24	149	10/11/24	drop 200	
940 Maple Crest Dr	Maple Crest Dr															613	6/13/24	1080	10/10/24	up 467	76%

**Lead/Copper Consumer Notification Certification
Municipal System (Population Greater Than 3,300)**PWS Name: MinnetristaPWSID: 1270036Compliance Period: July 1, 2024 - December 31, 2024**PLEASE COMPLETE THIS FORM AND KEEP A COPY FOR THE SYSTEM'S RECORDS.**

Delivery/Notification must be completed within 30 days.

Delivery/Notification:

Residences were notified by U.S. Mail on _____ (date). You must submit a copy of the letter that you sent to the residents notifying them of their results, along with this certification form.

Failure to provide notice of the lead/copper results to persons served at the sites that were tested and submit this Consumer Notification Certification form to the Minnesota Department of Health (MDH) will result in enforcement action, which may include fines, from the U.S. Environmental Protection Agency and/or MDH.

I certify that lead/copper results were provided to persons served at the sites that were tested along with the following information: MCLGs, ALs and their definitions, a fact sheet on the health effects of lead/copper which includes steps to reduce exposure to lead/copper in drinking water, and contact information for the water utility. I further certify that notification was completed within 30 days after our system learned of the results, and that if the residence is a rental property, both the occupant(s) and rental property owner were notified.

Signature: _____ Print Name: _____

Job Title: _____ Phone: _____ Date: _____

Email Address: _____

Please print clearly

Mailing Address:

Return this certification form and a copy of the resident notification letter to MDH, in the enclosed envelope, within 10 days after notification has been completed.

Minnesota Department of Health
c/o Stephanie Voeller, Compliance Officer
Community Public Water Supply Unit
Environmental Health Division
P.O. Box 64975
St. Paul, Minnesota 55164-0975

If you have any questions, please call 651-201-3974, or email stephanie.voeller@state.mn.us.

09/2021

Protecting, Maintaining and Improving the Health of All Minnesotans

January 16, 2025

Minnetrista City Council
c/o Mr. Jasper Kruggel, Administrator
Minnetrista City Hall
7701 County Road 110 West
Minnetrista, Minnesota 55364

Dear Council Members:

Subject: **NOTICE OF EXCEEDANCE**, Exceedance of the copper Action Level, Minnetrista, Hennepin County, PWSID 1270036

Federal rules under 40 CFR 141.86, as implemented by Minnesota Rules, part 4720.0350, require public water systems to monitor for lead and copper at a specific number of drinking water taps. Compliance with the Lead and Copper Rule (LCR) is based on an Action Level (AL) for lead and copper, as established by the United States Environmental Protection Agency (EPA) under 40 CFR 141.80, as implemented by Minnesota Rule 4720.0350. A system is in exceedance of the AL if the concentration of lead or copper in more than 10 percent of the samples collected in a monitoring period exceeds the AL (known as the 90th Percentile Level).

Below are the calculated 90th percentiles for the July - December monitoring period. **These results show your water system exceeds the copper action level of 1300 µg/L.**

Samples Collected: 40

Lead Level: < 1 µg/L

Copper Level: 1710 µg/L

Water systems that have exceeded the copper action level are required to complete the following requirements:

- ☐ **Your system must complete public education for the action level exceedance within 30 days from violation.**
 - a. The steps and deadline for completing public education are detailed in the Public Education Memo included in the letter.
- ☐ **You must deliver the results to those who participated in sampling within 30 days of receiving this notice.**
 - a. Attached is the consumer letter template that can be used to provide homeowners with their individual results. Please complete the certification form and return it to MDH once completed.
- ☐ **You must collect source water samples by 6/30/2025.**
 - b. There is a chain of custody enclosed for collection of one lead and copper sample at each source sampling tap. MDH will contact your lead and copper laboratory for sending you the required number of sample bottles.

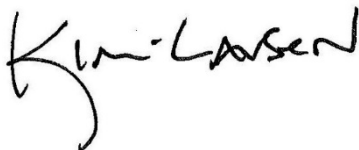
- ☐ **Per Federal Rule Requirements, your system is required to submit a plan to optimize its corrosion control treatment (OCCT Plan) to MDH by 6/30/2025.**
 - a. Systems with existing corrosion control inhibitor (such as a phosphate-based inhibitor or silica inhibitor) will provide MDH with the most current information on target dose, distribution residuals (if available), and product being used.
 - b. Systems proposing adding treatment are required to submit plans to MDH for approval.
 - c. Since this is not your system's first exceedance of the copper action level, completing this step is mandatory. Failure to submit an OCCT Plan by the date above will result in a violation.
- ☐ **Your system will remain on standard monitoring for lead and copper. You will be scheduled to collect 40 samples during the January - June 2025 monitoring period.**
- ☐ **Your system will begin collecting WQP samples.**
 - a. See attached WQP memo and Annual Monitoring Schedule addition for more information.

After your system submits the OCCT Plan and completes public education, MDH will review your corrosion control treatment plan and follow up if more information is needed. Once your system receives approval for its OCCT plan, you must adhere to the timeline detailed in the approval letter.

For your system to return to reduced monitoring (collecting the reduced number of samples annually) your system must complete the required actions as part of the OCCT plan approval. Once the actions are completed, your system must then maintain the lead and copper action levels through two consecutive standard monitoring rounds and be deemed optimized for lead and copper by the state. The steps for being deemed optimized for lead and copper are shown in more detail in the OCCT Installation sheet included with your letter.

Please contact Hannah Mendez, Compliance Engineer, at Hannah.mendez@state.mn.us or 651-336-3359 for assistance with corrosion control treatment, or if you have questions about this notice and the requirements.

Sincerely,



Kim Larsen, Supervisor
Community Public Water Supply Unit
Environmental Health Division
4140 Thielman Lane, Suite 101
St. Cloud, Minnesota 56301

KL:sv

cc: Water Superintendent

Minnetrista
PWSID 1270036
January 16, 2025

Section 4, Item e)

Jackie Becker, Compliance Officer
Brian A. Noma, St. Paul District Office

Enclosures:

MDH OCCT Template
OCCT Flow Diagram
Minnetrista Copper_PE
Results Letter
Consumer Letter Template
Minnetrista Exceedance Results Comments

MEMORANDUM

Date: January 16th, 2025

To: Minnetrista City Council
c/o Mr. Jasper Kruggel, Administrator
Minnetrista City Hall
7701 County Road 110 West
Minnetrista, Minnesota 55364

Dear Council Members,

Subject: Water Quality Parameter Sampling, Minnetrista, Hennepin County, PWSID 1270036

Water Quality Parameter (WQP) monitoring is required by the Lead and Copper Rule for public water supply systems (PWS) that have exceeded the lead/copper action level or have installed a corrosion control treatment for lead/copper corrosion control. WQP monitoring is essential for evaluating the progress of the corrosion control treatment for lead/copper corrosion control.

According to our records, your system exceeded the action level for copper during the July – December 2024 monitoring period and will be put on quarterly monitoring for WQPs beginning **March 2025**. Your system will be required to complete the following schedules:

Distribution: 3 sample locations

Entry Points: 1

Please note that these are separate compliance requirements but for convenience are scheduled to be sampled at the same time.

Distribution samples must be taken at representative locations. In general, divide your system into segments based on number of required sites and choose sites from within each area to represent different areas in the distribution system. Acceptable sites include the sites without a point of use or point of entry devices, approved bacti sample sites, or accessible business locations. The number of samples you are required to collect from distribution is determined by the population of your PWS.

Entry point samples are taken from a point after treatment & before the first customer. The samples should be taken at a point after the water has mixed well as sampling too close to the chemical injector may result in inaccurate results.

The chain of custody (COC) should indicate the actual address used for sampling in the sample point location. The old generic site ID for WQPs, such as D-001, D-002 should not be

[Name] PWSID [PWSID]

Page 2

[Date]

used. To obtain a WQP site plan template, please reach out to:

Health.Community.LeadandCopper@state.mn.us

Please see enclosed Annual Monitoring Schedule showing the updated requirements for WQP sampling in 2025.

If you have any questions, please contact me at 651/539-3048 or Haripriya.Naidu@state.mn.us or Stephanie Voeller at 651/201-3974 or stephanie.voeller@state.mn.us.

HN:slv

cc: Water Superintendent

Haripriya Naidu, Compliance Engineer

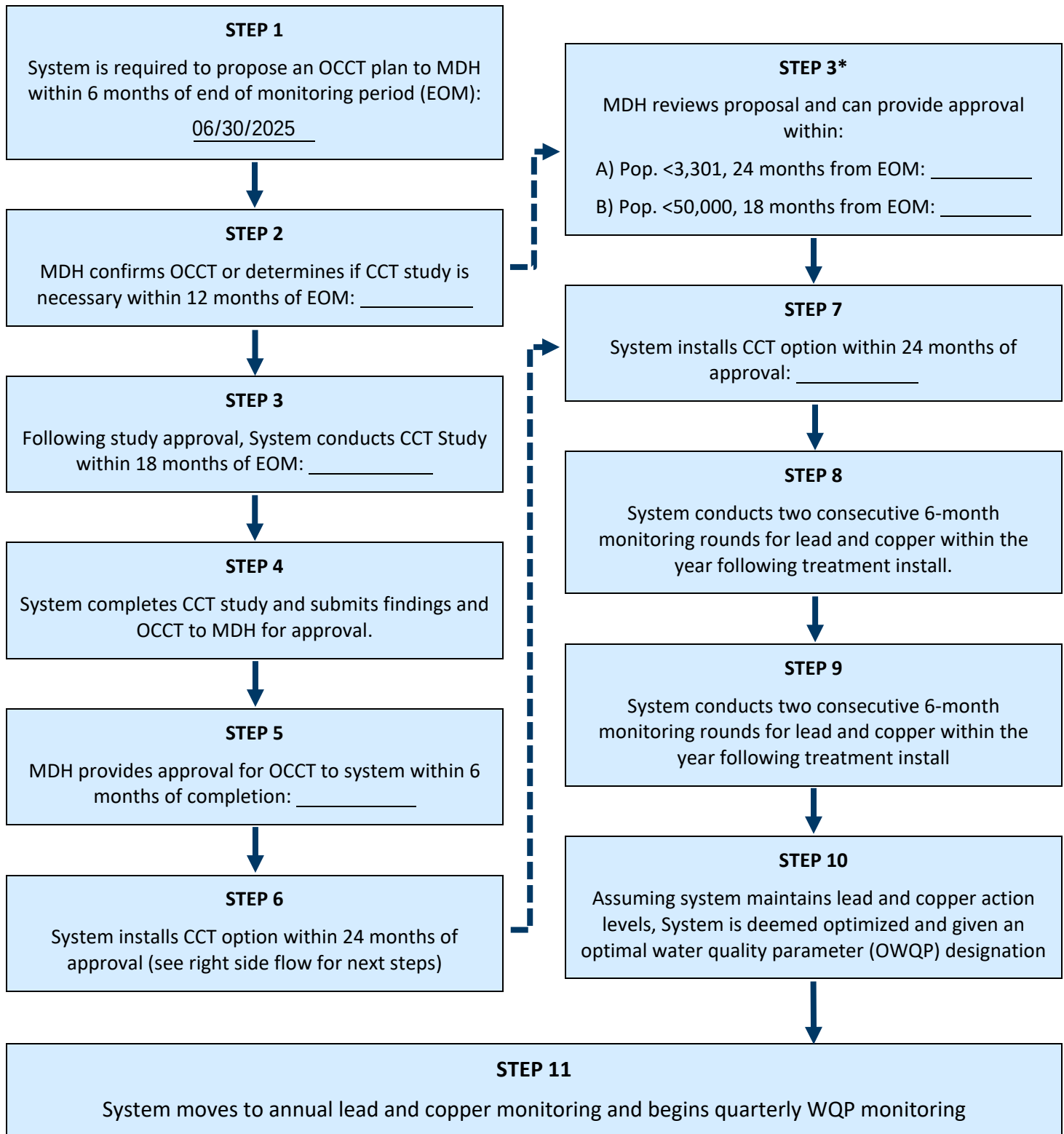
Stephanie Voeller, Compliance Officer

Hannah Mendez, Compliance Engineer

Jackie Becker, Compliance Officer

[DE], [District] District Office

Optimal Corrosion Control Treatment (OCCT) Installation



**MDH can deny OCCT submission and require system to resubmit*

RESOLUTION NO. 58-25

**RESOLUTION APPROVING JUST AND CORRECT
CLAIMS AGAINST CITY FUNDS**

WHEREAS, the City Council of the City of Minnetrista, pursuant to MS 412.241, shall have the full authority over the financial affairs of the City; and

WHEREAS, the City Council reviewed the Claims for payment, with checks numbered 72993 through 73056; electronic checks E1003321 through E1003337; Claims batch includes an electronic transfer for payroll in the amount of \$109,257.99.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MINNETRISTA, that the attached list of claims in the amount of \$1,026,005.81 is hereby approved.

ADOPTED this 16th day of June 2025 by a vote of ____ Ayes
____ Nays.

Lisa Whalen, Mayor

ATTEST:

City Clerk

(seal)

CITY OF MINNETRISTA

***Check Detail Register©**

Batch: PD PC 5-30-25, MetLife060125, Tasc053025, 060325 PSN, 6-2-25

BRIDGE, Tasc060525, Medsurety060525, Aflac060525, PR06052025, 06162025, 2025 Street ImpProV1, WELLS 8, 9 6-16-25

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
1010 1ST BK OF THE LAKES					
72993	06/16/25	ADOBE INC.			
E 101-41320-433		DUES & SUBSCRIPT & TR	\$182.32		License user
		Total	\$182.32		
72994	06/16/25	ADVANTAGE PROPERTY MAINTENANCE			
E 101-45202-402		LAWN MAINTENANCE	\$6,800.00	3972	Lawn maintenance
E 601-49440-402		LAWN MAINTENANCE	\$2,300.00	3972	Lawn maintenance
E 602-49490-402		LAWN MAINTENANCE	\$600.00	3972	Lawn maintenance
E 101-41940-402		LAWN MAINTENANCE	\$960.00	3972	Lawn maintenance
		Total	\$10,660.00		
72995	06/16/25	AE2S			
E 601-49440-303		ENGINEERING SERV	\$328.50	102560	Well 3 Rehab
E 601-49440-303		ENGINEERING SERV	\$1,418.75	102561	Well 7 rehab
E 601-49440-303		ENGINEERING SERV	\$2,858.28	102569	Wells 8 and 9
E 601-49440-303		ENGINEERING SERV	\$2,344.45	102601	Woodland Cove Water Quality Complaints and General Services
E 601-49440-303		ENGINEERING SERV	\$87.50	102602	Kings Pt Tower
E 601-49440-303		ENGINEERING SERV	\$69,393.50	102603	WTP Design
E 602-49490-303		ENGINEERING SERV	\$6,804.00	102804	Scada Service
		Total	\$83,234.98		
72996	06/16/25	ALEX PRO FIREARMS, LLC			
E 401-43126-560		EQUIP AND FURNISHIN	\$5,600.00	25062	Guns/Rifles
		Total	\$5,600.00		
72997	06/16/25	AMAZON CAPITAL SERVICES			
E 407-45202-530		IMPROVEMENTS	\$302.94	11NP-YN7M-	Shockwave Tubular Shock Absorbing Lanyard for Truck
E 101-43121-201		OFFICE SUPPLIES	\$45.56	1471-4QNG-	Water, Sheet Protectors, Recoil
E 101-43121-201		OFFICE SUPPLIES	\$73.30	147Q-11RF-	Copy Paper and Correction Tape
E 101-41940-401		BLDG/STRUCT MAINTEN	\$8.99	1HYX-46Y9-L	Door Stopper
E 101-41940-211		CLEANING & MAINT SUP	\$86.92	1JH7-MVN9-	Coffee
E 101-41940-211		CLEANING & MAINT SUP	\$19.71	1JH7-MVN9-	Dishwasher Pods
E 101-43121-201		OFFICE SUPPLIES	\$24.49	1JH7-MVN9-	Batteries
E 101-41940-401		BLDG/STRUCT MAINTEN	\$77.50	1K6X-G1GY-	Stainless Steel Brush
E 101-43121-201		OFFICE SUPPLIES	\$18.99	1K9Q-YPQK-	Cables
E 101-43121-201		OFFICE SUPPLIES	(\$14.24)	1KTP-WJV4-	Return
		Total	\$644.16		
72998	06/16/25	Transwest Truck Trailer -St Michael			
E 101-43121-221		EQUIPMENT PARTS, TIR	(\$99.94)		Credit
E 101-43121-221		EQUIPMENT PARTS, TIR	\$2,601.33	093S8758	Truck 17-Repairs
		Total	\$2,501.39		
72999	06/16/25	BRUCE, SHANNON			
E 101-43121-224		STREET MAINTENANCE	\$130.57	122135	Irrigation repair -Snowplow Damage
		Total	\$130.57		
73000	06/16/25	CAMPBELL KNUTSON			

CITY OF MINNETRISTA

06/11/25 1:22 PM

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***Check Detail Register©**

Batch: PD PC 5-30-25, MetLife060125, Tasc053025, 060325 PSN, 6-2-25

BRIDGE, Tasc060525, Medsurety060525, Aflac060525, PR06052025, 06162025, 2025 Street ImpProV1, WELLS 8, 9 6-16-25

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41610-305		PROSECUTING ATTORN	\$324.00		Prosecution Atty Services
E 101-41610-305		PROSECUTING ATTORN	\$2,880.14		Prosecution Atty Services
		Total	\$3,204.14		
73001	06/16/25	Car-Co Auto Parts			
E 101-43121-221		EQUIPMENT PARTS, TIR	\$69.97	49-770316	Grader Parts
		Total	\$69.97		
73002	06/16/25	Center Point Energy			
E 601-49440-383		NATURAL GAS	\$803.26	10658039-2	Gas Utility
E 601-49440-383		NATURAL GAS	\$30.90	10658041-8	Gas Utility
E 601-49440-383		NATURAL GAS	\$20.86	11144790-0	Gas Utility
E 601-49440-383		NATURAL GAS	\$20.86	11553312-7	Gas Utility
E 601-49440-383		NATURAL GAS	\$23.38	11833736-9	Gas Utility
E 101-41940-383		NATURAL GAS	\$221.83	5651357-5	Gas Utility - Gov't Bldg
E 601-49440-383		NATURAL GAS	\$65.43	5659223-1	Gas - Well #5
E 101-43121-383		NATURAL GAS	\$94.49	6744979-3	Gas Utility - PW
E 101-42110-383		NATURAL GAS	\$174.42	8486433-9	Gas Utility - PD
E 101-43121-383		NATURAL GAS	\$73.43	8486442-0	Gas Utility - PW
		Total	\$1,528.86		
73003	06/16/25	CINTAS			
E 101-43121-417		UNIFORMS	\$144.25	4232393440	Uniforms
E 101-43121-417		UNIFORMS	\$144.25	4233143004	Uniforms
		Total	\$288.50		
73004	06/16/25	City of Mound Finance Dept			
E 101-42210-316		FIRE CONTRACT MOUN	\$94,191.00	3rd Qtr 2025	Quarterly Fire Service
		Total	\$94,191.00		
73005	06/16/25	City of St Bonifacius			
E 101-42210-318		FIRE CONTRACT ST BO	\$86,702.50	3rd Qtr 2025	Quarterly Fire Service
		Total	\$86,702.50		
73006	06/16/25	CliftonLarsonAllen			
E 101-41530-301		AUDITING AND ACCOUN	\$10,941.00	L251339545	Audit Services Performed for 12/31/24
		Total	\$10,941.00		
73007	06/16/25	CONCRETE CUTTING & CORING			
E 101-43121-224		STREET MAINTENANCE	\$181.23	25027	Chainsaw Repair
E 101-43121-240		SMALL TOOLS AND MIN	\$212.62	25031	Visor, Earmuffs, Synthetic Oil
E 101-43121-221		EQUIPMENT PARTS, TIR	(\$26.09)	25038	Return
		Total	\$367.76		
73008	06/16/25	CORE AND MAIN			
E 601-49440-227		UTILITY SYSTEM MAINT	\$5,175.86	INV0017273	Water testing Equipment and Supplies
E 601-49440-227		UTILITY SYSTEM MAINT	\$7,845.27	X011497	Chemicals
		Total	\$13,021.13		
73009	06/16/25	CULLIGAN			
E 101-42110-211		CLEANING & MAINT SUP	\$119.00	114X0349620	Water Cooler Rental

CITY OF MINNETRISTA

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BRIDGE, Tasc060525, Medsurety060525, Aflac060525, PR06052025, 06162025, 2025 Street ImpProV1, WELLS 8, 9 6-16-25

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$119.00		
73010	06/16/25	ECM PUBLISHERS, INC			
E 101-41320-351		LEGAL NOTICE & ORD P	\$43.00	1050796	Ord No 499
Total			\$43.00		
73011	06/16/25	EH RENNER & SONS			
E 101-43121-401		BLDG/STRUCT MAINTEN	\$6,425.09	8868	Repair of PW building well pump piping and vallye
Total			\$6,425.09		
73012	06/16/25	EMBEDDED SYSTEMS, INC			
E 101-42110-339		SIREN AND MAINTENAN	\$4,797.12	344884	6 Month Siren Maint Fee
Total			\$4,797.12		
73013	06/16/25	EMERGE ENTERPRISES INC			
E 671-43230-241		RECYCLING DAY EXPEN	\$1,560.00	867	Second Chance Recycling-Mattress for Clean up Day
Total			\$1,560.00		
73014	06/16/25	AT & T MOBILITY			
E 101-42110-321		TELEPHONE	\$281.48		Cell Phones
E 401-42110-560		EQUIP AND FURNISHIN	\$305.84		Cell Phones
E 101-43121-321		TELEPHONE	\$475.00	28733314926	Cell Phones, lpads, hotspots (2 Months)
E 101-41940-321		TELEPHONE	\$965.00	28733314926	Cell Phones, lpads, hotspots (2 Months)
E 601-49440-381		ELECTRIC UTILITIES	\$200.00	28733314926	Cell Phones, lpads, hotspots (2 Months)
E 602-49490-381		ELECTRIC UTILITIES	\$199.26	28733314926	Cell Phones, lpads, hotspots (2 Months)
Total			\$2,426.58		
73015	06/16/25	Gopher State One Call			
E 601-49440-227		UTILITY SYSTEM MAINT	\$364.50	5050611	Sewer & Water Locates
E 602-49490-227		UTILITY SYSTEM MAINT	\$364.50	5050611	Sewer & Water Locates
Total			\$729.00		
73016	06/16/25	GREATER MN COMMUNICATIONS			
E 101-43121-437		MISCELLANEOUS EXPE	\$500.00	33156	Newsletter
E 101-42401-202		COPY & PRINTING SUPP	\$350.00	33156	Newsletter
E 101-41320-202		COPY & PRINTING SUPP	\$880.00	33156	Newsletter
E 101-42110-202		COPY & PRINTING SUPP	\$250.00	33156	Newsletter
E 101-41910-202		COPY & PRINTING SUPP	\$591.47	33156	Newsletter
Total			\$2,571.47		
73017	06/16/25	HENNEPIN COUNTY INFO TECH DEPT			
E 401-42110-560		EQUIP AND FURNISHIN	\$2,707.91	10000247223	radio lease - PD
Total			\$2,707.91		
73018	06/16/25	Hennepin County Treasurer			
E 101-42110-441		CORRECTION FEES/CH	\$225.00	1000246935	Booking Fee
Total			\$225.00		
73019	06/16/25	Int'l Union of Oper. Engineers			
G 101-2360		PAYROLL CLEARING UN	\$315.00	June 2025	* Union dues

CITY OF MINNETRISTA

***Check Detail Register©**

Batch: PD PC 5-30-25, MetLife060125, Tasc053025, 060325 PSN, 6-2-25

BRIDGE, Tasc060525, Medsurety060525, Aflac060525, PR06052025, 06162025, 2025 Street ImpProV1, WELLS 8, 9 6-16-25

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$315.00		
73020	06/16/25	Jubilee Foods			
E 671-43230-241		RECYCLING DAY EXPEN	\$52.84		Recycling Day
Total			\$52.84		
73021	06/16/25	LAKETOWN ELECTRIC CORP			
E 602-49490-227		UTILITY SYSTEM MAINT	\$530.58	41909	LS4 VFD Change
Total			\$530.58		
73022	06/16/25	LANDS END BUSINESS OUTFITTERS			
E 101-42110-417		UNIFORMS	\$277.45	SIN13057966	Uniforms
Total			\$277.45		
73023	06/16/25	LEADSONLINE LLC			
E 101-42110-433		DUES & SUBSCRIPT & TR	\$2,947.00	418824	Investigation System
Total			\$2,947.00		
73024	06/16/25	LELS			
G 101-2360		PAYROLL CLEARING UN	\$949.00	June 2025	PD Union Dues (13x\$73.00)
G 101-2360		PAYROLL CLEARING UN	\$129.32	June 2025	CSO Union Dues (2x\$64.66)
Total			\$1,078.32		
73025	06/16/25	LEXISNEXIS RISK DATA MNGMT INC			
E 101-42110-307		PROFESSIONAL SERVIC	\$207.50	110147630	Contract Fee
Total			\$207.50		
73026	06/16/25	LIFESAVER FIRE PROTECTION LLC			
E 601-49440-401		BLDG/STRUCT MAINTEN	\$450.00	28643	Annual Inspection
E 101-43121-401		BLDG/STRUCT MAINTEN	\$925.00	28644	Annual Inspection
E 601-49440-401		BLDG/STRUCT MAINTEN	\$450.00	28645	Annual Inspection
E 101-42110-401		BLDG/STRUCT MAINTEN	\$925.00	28646	Annual Inspection
Total			\$2,750.00		
73027	06/16/25	LOFFLER			
E 401-43126-560		EQUIP AND FURNISHIN	\$633.75	5026997	Installation of 5 Mini Desktop Computers
E 101-41320-410		COMPUTER SERVICES/	\$195.00	5037068	General Support for new Computer
E 101-42110-410		COMPUTER SERVICES/	\$34.70	5038784	Copier-PD
E 101-41940-321		TELEPHONE	\$1,319.73	5040399	Monthly Phone Bill
E 101-41320-410		COMPUTER SERVICES/	\$2,566.78	5041237	General Support
E 101-42110-410		COMPUTER SERVICES/	\$3,666.83	5041237	General Support
E 101-43121-410		COMPUTER SERVICES/	\$550.02	5041237	General Support
E 601-49440-410		COMPUTER SERVICES/	\$1,191.72	5041237	General Support
E 602-49490-410		COMPUTER SERVICES/	\$1,191.72	5041237	General Support
Total			\$11,350.25		
73028	06/16/25	MARTINSON, DAVID & ERIN			
G 101-2025		DEPOSITS PAYABLE	\$5,000.00	MB24145 R1	Temp Co Rtn-3600 Farmhill Drive
Total			\$5,000.00		
73029	06/16/25	Media Com			

CITY OF MINNETRISTA

***Check Detail Register©**

Batch: PD PC 5-30-25, MetLife060125, Tasc053025, 060325 PSN, 6-2-25

BRIDGE, Tasc060525, Medsurety060525, Aflac060525, PR06052025, 06162025, 2025 Street ImpProV1, WELLS 8, 9 6-16-25

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 673-49600-307		PROFESSIONAL SERVIC	\$454.90		Monthly Internet
		Total	\$454.90		
73030	06/16/25	MENARDS BUFFALO			
E 101-45202-402		LAWN MAINTENANCE	\$74.83	29851	Preen Weed
		Total	\$74.83		
73031	06/16/25	Metropolitan Council WW Servic			
E 602-49490-438		EXPENSE MWCC	\$39,678.03	0001188553	* Monthly Sewer
		Total	\$39,678.03		
73032	06/16/25	MID COUNTY			
E 101-42110-212		MOTOR FUELS AND LUB	\$910.61	82198	Squad Fuel
E 101-42110-212		MOTOR FUELS AND LUB	\$707.98	82270	Squad Fuel
E 101-42110-212		MOTOR FUELS AND LUB	\$793.00	82305	Squad Fuel
E 101-42110-212		MOTOR FUELS AND LUB	\$1,125.26	82376	Squad Fuel
E 601-49440-212		MOTOR FUELS AND LUB	\$510.86	82417	Dyed Diesel Fuel
E 602-49490-212		MOTOR FUELS AND LUB	\$510.86	82417	Dyed Diesel Fuel
E 101-43121-212		MOTOR FUELS AND LUB	\$1,277.15	82417	Dyed Diesel Fuel
E 101-43125-212		MOTOR FUELS AND LUB	\$255.42	82417	Dyed Diesel Fuel
		Total	\$6,091.14		
73033	06/16/25	MN CHILD SUPPORT PAYMENT CENTE			
G 101-2380		PAYROLL CLEARING LIF	\$955.00		* Child Support
		Total	\$955.00		
73034	06/16/25	MN DEPT OF HEALTH			
R 601-400-37158		WATER TEST SURCHAR	\$4,721.00		Community Water Supply Service Conn Fee 4/1/25-6/30/25
		Total	\$4,721.00		
73035	06/16/25	MN DEPT OF HEALTH			
E 101-41320-437		MISCELLANEOUS EXPE	\$40.00	39122	Hospitality Fee-Tree Lighting
		Total	\$40.00		
73036	06/16/25	MOUND TRUE VALUE HARDWARE			
E 101-42110-211		CLEANING & MAINT SUP	\$10.98	197092	Auto Cleaner
E 101-42110-240		SMALL TOOLS AND MIN	\$7.99	197162	Food Container
E 101-42110-211		CLEANING & MAINT SUP	\$11.99	197264	Black Strip
E 101-42110-440		APPRECIATION EVENTS	\$18.98	197388	Paint
E 601-49440-227		UTILITY SYSTEM MAINT	\$29.97	197562	Adhesive
E 101-41940-401		BLDG/STRUCT MAINTEN	\$2.49	197576	Hose
		Total	\$82.40		
73037	06/16/25	PREMIUM WATERS, INC			
E 101-41940-211		CLEANING & MAINT SUP	\$131.86	605123-05-25 Water	
		Total	\$131.86		
73038	06/16/25	Press Perfect			
E 101-42110-202		COPY & PRINTING SUPP	\$62.15	25274	Business Cards
		Total	\$62.15		

CITY OF MINNETRISTA

***Check Detail Register©**

Batch: PD PC 5-30-25, MetLife060125, Tasc053025, 060325 PSN, 6-2-25

BRIDGE, Tasc060525, Medsurety060525, Aflac060525, PR06052025, 06162025, 2025 Street ImpProV1, WELLS 8, 9 6-16-25

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
73039	06/16/25	RANDYS LANDSCAPE PLUS			
E 651-49590-224		STREET MAINTENANCE	\$1,041.39	9986	Black Dirt
		Total	\$1,041.39		
73040	06/16/25	Stericycle, Inc.			
E 101-41320-307		PROFESSIONAL SERVIC	\$177.92	8010965515	Shredding Services
		Total	\$177.92		
73041	06/16/25	STORM TRAINING GROUP			
E 101-42110-434		POLICE TRAINING	\$699.00	ZVFQLJXT-0	Training Course
		Total	\$699.00		
73042	06/16/25	SUN BADGE CO.			
E 101-42110-417		UNIFORMS	\$1,179.00	423465	Uniform
		Total	\$1,179.00		
73043	06/16/25	SUN LIFE FINANCIAL			
G 101-2340		PAYROLL CLEARING HE	\$1,048.47	July 2025	LTD
G 101-2340		PAYROLL CLEARING HE	\$838.88	July 2025	STD
		Total	\$1,887.35		
73044	06/16/25	TASC			
E 101-42110-437		MISCELLANEOUS EXPE	\$34.04	IN3464961	Admin Fees
E 101-41320-437		MISCELLANEOUS EXPE	\$34.00	IN3464961	Admin Fees
		Total	\$68.04		
73045	06/16/25	The Standard			
G 101-2380		PAYROLL CLEARING LIF	\$1,596.85	July 2025	* Life Insurance
		Total	\$1,596.85		
73046	06/16/25	Toll Gas & Welding Supply			
E 101-43121-215		SHOP MATERIALS	\$26.78	0040213190	Torch and Welding Cylinders
		Total	\$26.78		
73047	06/16/25	TWIN CITY GARAGE DOOR CO.			
E 101-43121-401		BLDG/STRUCT MAINTEN	\$1,016.00	419549540	Garage door Repair
		Total	\$1,016.00		
73048	06/16/25	US BANK CORPORATE SYSTEMS			
E 101-42110-201		OFFICE SUPPLIES	\$25.96		Label Maker Tape
E 101-42110-437		MISCELLANEOUS EXPE	\$53.99		Cake for Swearing in Police Supervisors
E 101-42110-211		CLEANING & MAINT SUP	\$16.99		Bathroom Supplies
E 101-42110-434		POLICE TRAINING	\$20.00		Class- Brown
E 101-49020-437		MISCELLANEOUS EXPE	\$63.89		Flowers
E 101-49020-437		MISCELLANEOUS EXPE	\$178.76		Flowers
E 101-42110-201		OFFICE SUPPLIES	\$147.80		markers, Disks, bags
E 101-42110-417		UNIFORMS	\$137.52		Medical Gloves
E 101-42110-201		OFFICE SUPPLIES	\$8.49		Phone Charger
E 101-42110-201		OFFICE SUPPLIES	\$14.65		Chargers (3)
E 101-41320-433		DUES & SUBSRIPT & TR	\$50.00		MCFOA Annual Dues- Meyerhoff
E 101-43121-433		DUES & SUBSRIPT & TR	\$104.18		National PW Appreciation week

CITY OF MINNETRISTA

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Batch: PD PC 5-30-25, MetLife060125, Tasc053025, 060325 PSN, 6-2-25

BRIDGE, Tasc060525, Medsurety060525, Aflac060525, PR06052025, 06162025, 2025 Street ImpProV1, WELLS 8, 9 6-16-25

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41110-433		DUES & SUBSCRIPT & TR	\$91.13		Council Meeting Food
E 101-41110-433		DUES & SUBSCRIPT & TR	\$75.06		Council meeting food
E 101-41110-440		APPRECIATION EVENTS	\$589.25		City Bus Tour Food/Supplies
E 101-42401-433		DUES & SUBSCRIPT & TR	\$85.00		MN DOLI CRW IMS-Goodman
E 101-42110-211		CLEANING & MAINT SUP	\$17.99		Lens Wipes
E 101-42110-201		OFFICE SUPPLIES	\$9.95		Display Port
		Total	\$1,690.61		
73049	06/16/25	US BANK EQUIPMENT FINANCE			
E 101-41320-307		PROFESSIONAL SERVIC	\$41.86	556100576	Copier
E 101-41910-307		PROFESSIONAL SERVIC	\$41.86	556100576	Copier
E 101-43121-307		PROFESSIONAL SERVIC	\$41.86	556100576	Copier
E 601-49440-307		PROFESSIONAL SERVIC	\$41.87	556100576	Copier
E 602-49490-307		PROFESSIONAL SERVIC	\$41.87	556100576	Copier
		Total	\$209.32		
73050	06/16/25	USA SECURITY			
E 101-41940-401		BLDG/STRUCT MAINTEN	\$108.12	12404890	Monitoring
		Total	\$108.12		
73051	06/16/25	VERIZON WIRELESS			
E 101-42110-321		TELEPHONE	\$40.01	6114279916	Arlo Camera
		Total	\$40.01		
73052	06/16/25	VOIGTS BUS COMPANIES			
E 101-41110-440		APPRECIATION EVENTS	\$1,199.25	33547	Bus Tour
		Total	\$1,199.25		
73053	06/16/25	WILSON NURSERY INC			
E 407-45202-530		IMPROVEMENTS	\$4,441.00	30662	Tree Replacement Turtle Creek and Gene Lehner Park
		Total	\$4,441.00		
73054	06/16/25	WRIGHT-HENNEPIN COOPERATIVE			
E 101-42110-339		SIREN AND MAINTENAN	\$261.42		765 Game Farm Rd
E 101-42110-339		SIREN AND MAINTENAN	\$261.42		Rolling Hills Drive
E 101-42110-339		SIREN AND MAINTENAN	\$261.42		675 Apple Garden
E 101-42110-339		SIREN AND MAINTENAN	\$261.99		Co Rd 15
E 101-42110-339		SIREN AND MAINTENAN	\$261.42		Co Rd 26
E 101-43160-381		ELECTRIC UTILITIES	\$21.33		Co Road 110N
		Total	\$1,329.00		
73055	06/16/25	WSB & ASSOCIATES			
E 651-49590-303		ENGINEERING SERV	\$347.50	R-013428-00	MS4 Services
E 433-43122-303		ENGINEERING SERV	\$534.48	R-020668-00	2023 Street and Utility Reconstruction
E 601-43241-303		ENGINEERING SERV	\$503.04	R-020668-00	2023 Street and Utility Reconstruction
E 602-49490-303		ENGINEERING SERV	\$10.48	R-020668-00	2023 Street and Utility Reconstruction
E 406-43121-303		ENGINEERING SERV	\$6,017.50	R-026511-00	2025 Street Improvement Project
E 601-49440-303		ENGINEERING SERV	\$500.00	R-026558-00	General Engineering Svcs
E 602-49490-303		ENGINEERING SERV	\$500.00	R-026558-00	General Engineering Svcs
E 651-49590-303		ENGINEERING SERV	\$500.00	R-026558-00	General Engineering Svcs

CITY OF MINNETRISTA

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Batch: PD PC 5-30-25, MetLife060125, Tasc053025, 060325 PSN, 6-2-25

BRIDGE, Tasc060525, Medsurety060525, Aflac060525, PR06052025, 06162025, 2025 Street ImpProV1, WELLS 8, 9 6-16-25

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42600-303		ENGINEERING SERV	\$1,250.00	R-026558-00	General Engineering Svcs
E 602-49490-303		ENGINEERING SERV	\$3,730.00	R-026559-00	2025 Engineering Misc
E 406-43121-303		ENGINEERING SERV	\$1,721.00	R-026559-00	2025 Engineering Mis
E 602-49490-303		ENGINEERING SERV	\$146.00	R-026674-00	2025 GIS Services
G 801-1170		LAND USE RECEIVABLE	\$1,670.00	R-026766-00	WCA Services
E 651-49590-303		ENGINEERING SERV	\$167.00	R-026766-00	2025 WCA Services
E 406-43121-303		ENGINEERING SERV	\$11,622.00	R-028526-00	2025 Pavement Maintenance Project
G 801-1170		LAND USE RECEIVABLE	\$3,357.00	R-028750-00	* Halstead Bay Estates
E 651-49590-303		ENGINEERING SERV	\$1,711.25	R-028841-00	Pond Surveys
E 101-43121-307		PROFESSIONAL SERVIC	\$3,600.00	R-029000-00	2025 Datafi Subscription
		Total	\$37,887.25		
73056	06/16/25	XCEL ENERGY			
E 101-42110-381		ELECTRIC UTILITIES	\$2,695.18	51-9597547-2	Electricity-Police
		Total	\$2,695.18		
1003321 e	05/29/25	Petty Cash			
E 101-42110-431		TRAIN/MTG/EXP & SUPP	\$51.04		CLASS MEALS
E 101-42110-322		POSTAGE	\$9.68		POSTAGE
E 101-42110-431		TRAIN/MTG/EXP & SUPP	\$33.60		CLASS MEALS
E 101-42110-322		POSTAGE	\$24.61		POSTAGE
		Total	\$118.93		
1003322 e	06/03/25	TASC			
G 101-2346		PR CLEARING DAYCARE	\$2,083.30		Dependent Care
		Total	\$2,083.30		
1003323 e	06/04/25	PSN			
E 601-49440-307		PROFESSIONAL SERVIC	\$514.00	6/3/25	MONTHLY ONLINE PAYMENT FEES MAY 2025
E 602-49490-307		PROFESSIONAL SERVIC	\$514.00	6/3/25	MONTHLY ONLINE PAYMENT FEES MAY 2025
E 651-49590-307		PROFESSIONAL SERVIC	\$342.67	6/3/25	MONTHLY ONLINE PAYMENT FEES MAY 2025
E 671-43230-307		PROFESSIONAL SERVIC	\$342.67	6/3/25	MONTHLY ONLINE PAYMENT FEES MAY 2025
		Total	\$1,713.34		
1003324 e	06/04/25	BRIDGEWATER BANK			
E 101-41320-437		MISCELLANEOUS EXPE	\$100.00	06/02/25	SAFE DEPOSIT BOX RENTALS
		Total	\$100.00		
1003325 e	06/05/25	TASC			
G 101-2345		PR CLEARING HEALTH F	\$144.99		FSA Healthcare
		Total	\$144.99		
1003326 e	06/05/25	MEDSURETY, LLC			
E 101-41320-437		MISCELLANEOUS EXPE	\$30.00	760936	Cobra Administration
		Total	\$30.00		
1003327 e	06/05/25	AFLAC			
G 101-2348		AFLAC INS	\$48.46	000384	* Supplementary Insurance
		Total	\$48.46		
1003328 e	06/09/25	Internal Revenue Service			

CITY OF MINNETRISTA

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BRIDGE, Tasc060525, Medsurety060525, Aflac060525, PR06052025, 06162025, 2025 Street ImpProV1, WELLS 8, 9 6-16-25

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-2300		PAYROLL CLEARING FE	\$16,884.40		* PR - Fed w/h
G 101-2320		PAYROLL CLEARING FIC	\$16,786.04		* PR - SS/Medicare w/h
		Total	\$33,670.44		
1003329 e	06/09/25	MINNESOTA DEPT. OF REV.			
G 101-2310		PAYROLL CLEARING ST	\$7,838.95		* State w/h
		Total	\$7,838.95		
1003330 e	06/09/25	Public Employees Retirement			
G 101-2330		PAYROLL CLEARING PE	\$33,612.16		* Pera w/h
		Total	\$33,612.16		
1003331 e	06/09/25	Optum			
G 101-2347		HSA CLEARING ACCT	\$6,051.87		HSA Employer and Employee Cont
		Total	\$6,051.87		
1003332 e	06/09/25	EDWARD JONES			
G 101-2370		PAYROLL CLEARING DE	\$3,377.10		* Deferred Comp w/h
		Total	\$3,377.10		
1003333 e	06/09/25	ICMA			
G 101-2370		PAYROLL CLEARING DE	\$290.00		* Roth IRA Contributions
G 101-2370		PAYROLL CLEARING DE	\$100.00		* Deferred Comp Contributions
		Total	\$390.00		
1003334 e	06/09/25	HCSP			
G 101-2370		PAYROLL CLEARING DE	\$275.00		* HCSP Retirement
		Total	\$275.00		
1003335 e	06/09/25	METLIFE			
E 101-41320-131		HEALTH & LIFE INS - E C	\$263.07		Dental Insurance
E 101-42401-131		HEALTH & LIFE INS - E C	\$90.64		Dental Insurance
E 101-41910-131		HEALTH & LIFE INS - E C	\$175.38		Dental Insurance
E 101-43121-131		HEALTH & LIFE INS - E C	\$355.93		Dental Insurance
E 101-43125-131		HEALTH & LIFE INS - E C	\$84.13		Dental Insurance
E 101-45202-131		HEALTH & LIFE INS - E C	\$45.30		Dental Insurance
E 101-42110-131		HEALTH & LIFE INS - E C	\$894.60		Dental Insurance
E 601-49440-131		HEALTH & LIFE INS - E C	\$123.74		Dental Insurance
E 602-49490-131		HEALTH & LIFE INS - E C	\$113.75		Dental Insurance
E 651-49590-131		HEALTH & LIFE INS - E C	\$42.34		Dental Insurance
		Total	\$2,188.88		
1003336 e	06/16/25	ASPHALT SURFACE TECH CORP			
E 406-43121-530		IMPROVEMENTS	\$217,791.13	06/16/25	PAY VOUCHER 1; 2025 STREET IMPROVEMENT PROJECT
		Total	\$217,791.13		
1003337 e	06/11/25	TRAUT Companies			
E 601-43241-530		IMPROVEMENTS	\$138,348.50	06/16/25	MINNETRISTA WELL 8 & 9
		Total	\$138,348.50		

CITY OF MINNETRISTA

06/11/25 1:22 PM

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Batch: PD PC 5-30-25, MetLife060125, Tasc053025, 060325 PSN, 6-2-25

BRIDGE, Tasc060525, Medsurety060525, Aflac060525, PR06052025, 06162025, 2025 Street ImpProV1, WELLS 8, 9 6-16-25

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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1010			\$916,747.82		
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Fund Summary**1010 1ST BK OF THE LAKES**

101 GENERAL FUND	\$357,879.66
401 CAPITAL IMPROVEMENT PROGRAM	\$9,247.50
406 ROAD MAINTENANCE FUND	\$237,151.63
407 TREE REPLACEMENT FUND	\$4,743.94
433 2023 STREET PROJECTS	\$534.48
601 WATER FUND	\$240,666.00
602 SEWER FUND	\$54,935.05
651 STORM WATER MGMT FUND	\$4,152.15
671 RECYCLING FUND	\$1,955.51
673 CABLE	\$454.90
801 LANDUSE AGENCY	\$5,027.00
	\$916,747.82

CITY OF MINNETRISTA

CITY COUNCIL AGENDA ITEM



Subject: Approve purchase for replacement of Sewer Utility Service Truck

Prepared By: Gary Peters, Public Works Director

Meeting Date: June 16, 2025

Issue:
The Sewer Utility Department needs to replace their service truck.

Background/History:
When the City Council approved the 2025 Sewer Capital Improvement Plan (CIP) Equipment Fund, it included the purchase of a new service truck for the Sewer Utility Department. This new truck will replace the current 2017 Ford F-550 (Truck #1). It is a 2-ton cab/chassis with a service body and crane, with 82,000 miles on it. Like the other trucks being replaced, this truck has a diesel engine that has had many issues. The major issue comes from the Diesel Exhaust Fluid (DEF) system which has cost just over \$2,000.00 to repair on this truck. New diesel trucks are made for longer hauling/driving and not for short trips and idle time – which City trucks do all the time. Staff found that repairs for DEF related issues are rising and are very expensive to fix. For this reason, Public Works will be moving away from diesel engines and purchasing trucks with gas engines. This will also save \$8,500.00 - \$9,500.00 depending on the brand purchased. This truck has also had coolant system issues costing \$4,150.00, and oil leak issues costing \$2,125.00. This truck has accrued just over \$19,000.00 in total repair costs over its lifetime in the fleet. This does include normal wear and tear replacement parts (i.e., batteries, brakes, oil/filter changes, tires, etc.).

Overview:
The Public Works Director and the Public Works Supervisor sat down with the Sewer Utility Operator to discuss the new truck and what the department needs were. This new service truck does require a crane. This crane is used to lift sewage pumps from lift station wet wells for emergency repairs and yearly inspections, with some of these pumps weighing up to 1,800 pounds. It was decided that a 2-ton cab/chassis with a service body and crane would fit the department’s needs. It was also decided to research and find a service body that could be retrofitted to use on the next cab/cassis, saving the city money.

The Public Works Director contacted Aspen Equipment, the City’s truck outfitter, for a quote on a service body and crane that could be used on this truck and then removed and reinstalled for the next truck as well. They recommended the Palfinger PCB Series 9 Heavy Duty Steel Crane Body with a Palfinger PSC 4025 telescopic service crane. They were asked what other cities and contractors that had this service body/crane set up so

Mission Statement:
The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Public Works could call and ask questions. The three cities and one contractor that we contacted loved the service body set up and the durability. One city had this installed on their service truck in 2020 and there have been no issues. Once the service body was chosen, the next step was to ask Aspen Equipment what the cab/chassis would need for specifications. The Ford F-550 was the recommended choice for both frame and suspension strength, as well as ease of installation. A quote was requested from Morrie’s Buffalo Ford only for the F-550 cab/chassis. Morries utilizes Sourcewell Purchasing. Like the state bid, Sourcewell is a cooperative purchasing program that manages equipment and services solicitation to get the best pricing available. The quotation for the new truck is as follows:

Ford F-550 Crew Cab: \$63,429.00 + tax/title/license fees

Public Works has had Ford vehicles in the fleet for several years. Changing over to gas engines will save money on the original purchase price of the engines themselves, but the hope being that the number and cost of repairs will be less. Public Works staff are recommending the purchase of the Ford F-550 crew cab/chassis from Morrie’s Buffalo Ford. Upon delivery, this truck will be taken to Aspen Equipment in Bloomington, where it will be equipped with a service body and crane at a total cost of \$96,720.00. Aspen Equipment is the State Bid vendor for Palfinger.

Fiscal Impact:

In the 2025 Sewer CIP Equipment Fund, \$180,000.00 was estimated for the replacement of this truck (\$90,0000.00 for the truck, \$70.000.00 for the service body, and \$20.000.00 for the crane). The total estimated cost of this new service truck with service body and crane installation is \$160,149.00 plus tax/title/license fees. Once the new truck has entered the fleet, the old truck will be sent to ADESA Auto Auction to be placed up for auction. The purchase of this new truck and equipment for the Public Works Utility Department will be paid out of the approved 2025 Sewer CIP Equipment Fund.

Recommended City Council Action:

Motion to approve Res No. 59-25 for the purchase of a 2026 Ford F-550 crew cab/chassis from Morrie’s Buffalo Ford in Buffalo, MN at a cost of \$63,429.00 plus tax/title/license fees.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Cust Name: **City of Minnetrista**
Contact: **Gary Peters**
Phone: **952-241-2532**
Fax:
Dealership:
Contact:

Configuration #: **EQT004735_v2**

Proposal Date: 1/17/2025

E-Mail:

Aspen Equipment, LLC. is pleased to offer the following proposal for your consideration

Qty	Part/Spec Number	Description	Price
1	2.2 PCB20-9CS Body Specification:	9' CS Raised - 40"H sidepacks, Curb side 1st raised to 60"H PCB 20 Series 9' heavy duty galvanized steel crane body with standard right rear crane mounting compartment, compartment tops reinforced with structural angle, six (6) recessed cargo tie downs (6,000 lb. capacity), two (2) grab handles, 40" high side compartments (optional compartments may be raised to 60" high with additional structural gusseting), a fully integrated and sealed automotive style harness kit, FMVSS 108 LED light and reflector kit, mudflap brackets, entire body electro coat (E-Coat) primer, understructure and bottom of compartments undercoated. Body installation kit for Class 3-5 chassis cab with 60" CA included for Ford, GM, and RAM. Designed to accept up to 20,000 ft./lbs. rated crane. Backup alarm.	\$12,255.00
1	2.5 Install 20 Series Body	Mount body, install FMVSS lighting, Route fuel/DEF fillers, 1 pr. mudflaps	\$4,633.00
1	2.8 54X108	54.5" W X 108" L Floor Without Wheelboxes (Dual Wheel Chassis)	
1	2.14 OSCB9901	21" Workbench Tailshelf w/Outtrigger Tube, Through Compartment, 1/4" Surface	\$4,839.00
1	2.16 OS5016904	Rear Power Out (crane side) Power Down Stabilizers	\$8,106.00
1	2.75 OS5030046	Flexible bumper mounted step	\$461.00
1	2.77 OS5040304	Weld-on vise mounting plate 9" x 9"	\$109.00
1	2.83 OS5050037	Standard coating - outside/inside E-coat prime only	
1	2.25 OSSB6902	PSC Curb Side Crane Mounting (12" X 12")	
1	2.35 OSSB0703	Rear fuel fill cutout - includes (1) aluminum fuel fill cup OS3450331	\$127.00
1	2.1044 OS5030112	Install tail lights and harness	\$152.00
1	2.1057 3287058	Ford Super Duty chassis cab tail light adapter	\$54.00
1	2.28 OSSB2301	PALFINGER Stamped Tailgate	\$250.00
1	2.38 OSCB8102	Boom support mounting bracket	\$109.00
1	2.39 OSCB8103	Streetside Front General Accessory Mounting Bracket	\$340.00
1	2.33 OSCB9101	49" Rack Height - Installed only, Not compatible w/ LSR	\$970.00
1	2.1043 OSCB8302	3 Light Hole Tail Light Boxes in lieu of standard 2 Light Hole Tail Light Boxes	\$183.00
1	2.1045 OS5030131	Body Control System (BCS) and Installation	\$1,196.00
1	2.1047 OS5030065	Body Interior LED strip lighting in 6 compartments	\$1,314.00
1	2.1052 OS5030061	LED flood light kit (two lights) - includes harnesses for up to 6 lights	\$762.00
1	2.84 OS5050038	Body topcoat - PCB 20 exterior/interior (Single Stage Common Whites)	\$1,978.00
1	2.87 OS5050043	Add Line-X Bedliner on load space, tops, front panels, rear panels and bumper	\$2,138.00
1	2.90 OS5050041	Add Line-X Ultra coating inside compartments to top coated body	\$1,497.00
1	8.4 Backup Camera	Cab Chassis - Relocate factory supplied backup camera system	\$413.00
1	6.49 560700	7-way flat pin trailer socket	\$303.00
1	PCB20-9FT BODY - Streetside front vertical compartment (LV1)		

Continued On Next Page

Submitted by,

Mitch Buzzo
952-656-7133

* Equipment Specifications subject to change.

** Manufacture's Surcharges may be added to this proposal.

*** Chassis modifications including, but not limited to alterations or relocation of components related to fuel tanks, air tanks, brakes, exhaust systems, battery boxes, protrusions above and below the frame rails, shortening or lengthening frame rails and the like will be added to the selling price.

Exhaust Systems : With the new EPA mandated diesel exhaust systems for 2007 and newer many changes are taking place. Manufacturers are often unable to depict accurately how the exhaust systems are configured and have difficulty stipulating whether certain components (i.e. PTOs and pumps) may fit in the confined spaces beneath the truck. 2007 EPA COMPLIANT DIESEL EXHAUST SYSTEMS CANNOT BE MODIFIED, RELOCATED OR REPLACED BY ASPEN EQUIPMENT, LLC. Due to evolving designs, Aspen Equipment, LLC. can not maintain expertise on every chassis/engine/transmission/exhaust configuration possible, regardless of who orders or specifies it. Nor can Aspen Equipment, LLC. guarantee that a chassis ordered today will not change in design prior to delivery from the factory. Therefore, Aspen Equipment, LLC. does not warrant that proposed products can be installed on a chassis without modifications to the chassis or products installed. As such, Aspen Equipment, LLC. will not be responsible for the cost of modifications due to exhaust systems conflicting with the installation of proposed products. Aspen Equipment, LLC. will make every reasonable effort to ensure that installations are completed without additional charges to the customer.

Cust Name: **City of Minnetrista**
Contact: **Gary Peters**
Phone: **952-241-2532**
Fax:
Dealership:
Contact:

Configuration #:
EQT004735_v2

Proposal Date: 1/17/2025

Aspen Equipment, LLC. is pleased to offer the following proposal for your consideration

Qty	Part/Spec Number	Description	Price
1	8.132 045-MD01	MCB Body Oxy/Acy tank holder, (2) tanks, threaded rod clamp	\$1,051.00
1	14.2 Rate for Body Work	Divider partition with three shelves in oxy/acc compartment	\$1,979.00
1	2.51 OS5020203	PCB20-9FT BODY - Streetside horizontal compartment (LH) Aluminum Drawer Unit 3-3" X 40"W (3 drawers)	\$1,827.00
1	Ctech	PCB20-9FT BODY - Streetside rear vertical compartment (LR) 7 - 3" Drawers, 1 - 5" drawer, 1 - 7" drawer for SS rear comp	\$2,674.00
1	Order note:	Verify dimensions before ordering	
2	2.1105 Welder Install	PCB20-9FT BODY - Curbside front vertical compartment (RV1) Mount supplied welder in cargo area with vibration dampers	\$1,178.00
4	2.1106 Welder Cutout	Cutout side pack for compartment access to welder control panel	\$1,320.00
3	14.2 Rate for Body Work	Route welding hose from SS comp 1 to CS comp 1	\$744.00
2	14.2 Rate for Body Work	Hoses in cargo area to be guarded for protection	\$660.00
1	8.382 5650OLP	Reel Craft 3/8" X 50 Ft. spring retract air reel	\$1,102.00
1	8.396 CUSTOM	Routing of hose reel through body wall	\$363.00
1	2.1100 OS5052027	3/4" Air Filter, Regulator, Lubricator (FRL) - Includes Air Hose and Fittings	\$563.00
1	2.63 OSSB4912	4 Swivel Material Hooks Installed (1-2-1) 7" down from compartment top	\$145.00
2	2.64 OSPSB108MK12	PCB20-9FT BODY - Curbside horizontal compartment (RH) Adjustable Aluminum divider tray - 16" x 45.5" x 3" LH / RH compartment	\$618.00
2	2.65 OSPSBMP00579	Additional dividers for divider tray	\$24.00
1	2.74 Crane Comp	PCB20-9FT BODY - Crane Compartment (RR Standard) No Options Available	
1	2.43 OS5030029	Cover kit for hose reel hole in crane compartment	\$54.00
1	8.102 Alum Tray	Remove rear seat from Pickup, Fab/Install full width 4" Alum tray, carpet floor	\$1,322.00
2	8.121 01010013	Stainless Steel grab handle	\$214.00
2	8.123 43001	Galvanized E-Track, 10' section	\$364.00
1	1.0 PSC4025E Crane Specification:	Model PSC 4025 electric telescopic service crane Palfinger model PSC 4025 telescopic service crane specifications: 25' reach capability, two hydraulic extensions 4,000 Lb. vertical lift capacity, Crane rating 18,500 ft_lbs /- 5 to +80 degree boom elevation Continuous Rotation Three-spool proportional control valve	\$27,450.00

Continued On Next Page

Submitted by,

Mitch Buzzo
952-656-7133

* Equipment Specifications subject to change.

** Manufacture's Surcharges may be added to this proposal.

*** Chassis modifications including, but not limited to alterations or relocation of components related to fuel tanks, air tanks, brakes, exhaust systems, battery boxes, protrusions above and below the frame rails, shortening or lengthening frame rails and the like will be added to the selling price.

Exhaust Systems: With the new EPA mandated diesel exhaust systems for 2007 and newer many changes are taking place. Manufacturers are often unable to depict accurately how the exhaust systems are configured and have difficulty stipulating whether certain components (i.e. PTOs and pumps) may fit in the confined spaces beneath the truck. 2007 EPA COMPLIANT DIESEL EXHAUST SYSTEMS CANNOT BE MODIFIED, RELOCATED OR REPLACED BY ASPEN EQUIPMENT, LLC. Due to evolving designs, Aspen Equipment, LLC. can not maintain expertise on every chassis/engine/transmission/exhaust configuration possible, regardless of who orders or specifies it. Nor can Aspen Equipment, LLC. guarantee that a chassis ordered today will not change in design prior to delivery from the factory. Therefore, Aspen Equipment, LLC. does not warrant that proposed products can be installed on a chassis without modifications to the chassis or products installed. As such, Aspen Equipment, LLC. will not be responsible for the cost of modifications due to exhaust systems conflicting with the installation of proposed products. Aspen Equipment, LLC. will make every reasonable effort to ensure that installations are completed without additional charges to the customer.

Cust Name: **City of Minnetrista**
Contact: **Gary Peters**
Phone: **952-241-2532**
Fax:
Dealership:
Contact:

Configuration #:
EQT004735_v2

Proposal Date: 1/17/2025

Aspen Equipment, LLC. is pleased to offer the following proposal for your consideration

Qty	Part/Spec Number	Description	Price
		Electric planetary drive winch Two-block damage prevention system 12V power unit. Double acting cylinders with load holding valves on all cylinders Electric overload shutdown system Radio remote control Crane hook and load line block Ecoat primer White finish topcoat Crane mounting kit Available for use on vehicles above 10,001 GVWR Mount, wire, and stability test electric service crane w/Aux Battery	
1	7.1	Install Elec Crane	\$2,935.00
1	6.21	KMG10005A	\$1,101.00
1	6.25	KMG04787AS	\$306.00
1	6.27	5060001	\$1,564.00
1	2.1110	Spring Build-up SM	\$1,076.00
1	2.1115	Start Stop	\$1,073.00
1	10.2	INITIAL INSPECTION/DIAGNOSTIC	\$165.00
1	8.232	5585A	\$355.00
1	8.217	Strobe Installation EA	\$413.00
2	8.241	3510A	\$226.00
2	8.245	3861A	\$168.00
2	8.347	50-60700-3	\$12.00
2	8.218	Strobe Installation PR	\$1,320.00
1	8.221	Wire Hot	\$165.00

State of Minnesota Contract 229754, 259318

Tax Note: Applicable sales tax and/or FET estimates will be confirmed and added to the final invoice

Submitted by,	Budgetary Sub Total:	\$96,720.00
Mitch Buzzo 952-656-7133	<i>Does not include Applicable Taxes</i>	
	Budgetary Total:	\$96,720.00

* Equipment Specifications subject to change.

** Manufacture's Surcharges may be added to this proposal.

*** Chassis modifications including, but not limited to alterations or relocation of components related to fuel tanks, air tanks, brakes, exhaust systems, battery boxes, protrusions above and below the frame rails, shortening or lengthening frame rails and the like will be added to the selling price.

Exhaust Systems : With the new EPA mandated diesel exhaust systems for 2007 and newer many changes are taking place. Manufacturers are often unable to depict accurately how the exhaust systems are configured and have difficulty stipulating whether certain components (i.e. PTOs and pumps) may fit in the confined spaces beneath the truck. 2007 EPA COMPLIANT DIESEL EXHAUST SYSTEMS CANNOT BE MODIFIED, RELOCATED OR REPLACED BY ASPEN EQUIPMENT, LLC. Due to evolving designs, Aspen Equipment, LLC. can not maintain expertise on every chassis/engine/transmission/exhaust configuration possible, regardless of who orders or specifies it. Nor can Aspen Equipment, LLC. guarantee that a chassis ordered today will not change in design prior to delivery from the factory. Therefore, Aspen Equipment, LLC. does not warrant that proposed products can be installed on a chassis without modifications to the chassis or products installed. As such, Aspen Equipment, LLC. will not be responsible for the cost of modifications due to exhaust systems conflicting with the installation of proposed products. Aspen Equipment, LLC. will make every reasonable effort to ensure that installations are completed without additional charges to the customer.



Preview Order 2222 - X5H 4x4 Super Chas Cab DRW : Order Summary Time of Preview: 05/28/2025 18:14:25 Receipt: NA

Dealership Name : Morrie's Buffalo Ford

Sales Code : F58631

Dealer Rep.	Michael Schuetz	Type	Fleet	Vehicle Line	Superduty	Order Code	2222
Customer Name	Minnetrista	Priority Code	G4	Model Year	2026	Price Level	615

DESCRIPTION	MSRP	INVOICE	DESCRIPTION	MSRP	INVOICE
F550 4X4 SUPERCAB CHAS CAB/168	\$63905	\$60710	PLATFORM RUNNING BOARDS	\$445	\$405
168 INCH WHEELBASE	\$0	\$0	19650# GVWR PACKAGE	\$0	\$0
TOTAL BASE VEHICLE	\$63905	\$58845	50 STATE EMISSIONS	\$0	\$0
OXFORD WHITE	\$0	\$0	PRO POWER ONBOARD - 2KW	\$985	\$897
40/20/40 CLOTH SEAT	\$0	\$0	SIRIUSXM W/360L (3 MOS TRIAL)	\$0	\$0
MEDIUM DARK SLATE	\$0	\$0	INTERIOR WORK SURFACE	\$140	\$128
PREFERRED EQUIPMENT PKG.663A	\$0	\$0	POWERSCOPE TRAILER TOW MIRROR	\$280	\$255
.XLT TRIM	\$0	\$0	PAYLOAD PLUS PACKAGE UPGRADE 2	\$1155	\$1051
.AM/FM STEREO MP3/CLK	\$0	\$0	PRICE CONCESSION INDICATOR	\$0	\$0
.7.3L DEVCT NA PFI V8 ENGINE	\$0	\$0	REAR VIEW CAMERA & PREP KIT	\$515	\$468
10-SPEED AUTO TORQSHIFT	\$0	\$0	CONN PKG: 1 YR INCL W/FORDPASS	\$0	\$0
225/70R19.5G BSW ALL POSITION	\$0	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0	\$-1865
4.88 RATIO LIMITED SLIP AXLE	\$395	\$360	FUEL CHARGE	\$0	\$25.68
FRONT LICENSE PLATE BRACKET	\$0	\$0	PRICED DORA	\$0	\$0
CARPET DELETE	\$0	\$0	ADVERTISING ASSESSMENT	\$0	\$0
			DESTINATION & DELIVERY	\$2195	\$2195

TOTAL BASE AND OPTIONS

DISCOUNTS

TOTAL

SHIP TO : F58631

702 E. Highway 55 , Buffalo, MN, 55313-1706

ORDERING FIN: QT464 END USER FIN: QT464 PO NUMBER: gary peters

INCENTIVES:

Acc. Code ID: 10 Contract/Ref #: 02-926T Description: undefined Concession Amount: \$-1200.00

64,629
- 1200 GFC
\$ 63,429

MSRP	INVOICE
\$70015	\$64629.68
NA	NA
\$70015	\$64629.68

This order has not been submitted to the order bank.

This is not an invoice.

RESOLUTION NO. 59-60

**RESOLUTION APPROVING THE PURCHASE OF A 2026 FORD
F-550 CREW CAB/CHASSIS TRUCK**

WHEREAS, the City received the lowest quote from Morrie’s Buffalo Ford in the amount of \$63,429.00 plus tax/title/license fees for one 2026 Ford F-550 Crew Cab/Chassis truck;

WHEREAS, the purchase of this vehicle was budgeted for in the 2025 Sewer Capital Improvement Plan (CIP) Equipment Fund and is within the budgeted amount of \$90,000.00 for the truck;

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF MINNETRISTA, that they approve the purchase of one 2026 Ford F-550 Crew Cab/Chassis truck from Morrie’s Buffalo Ford for the Public Works Utility Department at a price of \$63,429.00 plus tax/title/license fees.

This resolution was adopted by the City Council of the City of Minnetrista on the 16th day of June 2025, by a vote of _____ Ayes and _____ Nays.

Mayor Lisa Whalen

ATTEST:

Ann Meyerhoff, City Clerk

CITY OF MINNETRISTA



CITY COUNCIL AGENDA ITEM

Subject: Approve purchase for replacement of Water Utility Service Truck

Prepared By: Gary Peters, Public Works Director

Meeting Date: June 16, 2025

Issue:

The Water Utility Department needs to replace their service truck.

Background/History:

When the City Council approved the 2025 Water Capital Improvement Plan (CIP) Equipment Fund, it included the purchase of a new service truck for the Water Utility Department to replace the current 2016 Ford F-550 (Truck #7) with 98,000 miles on it. This current service truck is a 2-ton cab/chassis with a service body and crane. Like the other trucks being replaced, this truck has had many issues with the engine. The major issue comes from the Diesel Exhaust Fluid (DEF) system. New diesel trucks are made for longer hauling/driving and not for short trips and idle time – which City trucks do all the time. Staff have found that repairs for DEF related issues are rising and are very expensive to fix. For this reason, we will be moving away from diesel engines to gas engines. This will also save \$8,500.00 - \$9,500.00 depending on the brand purchased. This truck has had coolant system issues (\$2,450.00), suspension issues (\$4,050.00) and AC issues (\$2,300.00). This truck has accrued just over \$38,000.00 in total repair costs over its lifetime in the fleet. This does include normal wear and tear replacement parts (i.e., batteries, brakes, oil/filter changes, tires, etc.).

Overview:

The Public Works Director and the Public Works Supervisor sat down with the Water Utility Operator to discuss the new truck and what the department needs were. It was decided that the new service truck did not need a crane, which meant that the cab/chassis could be downsized. It was decided that a 1-ton crew cab/chassis with a fiberglass service body would fit the department's needs. This downsizing saved approximately \$18,000.00 on the truck, \$10,000.00 on the service type, and an additional \$35,000.00 for not installing a crane. This fiberglass body can be retrofitted to use on the next crew cab/chassis, saving the city money.

The Public Works Director requested a quote from Morrie's Buffalo Ford and Saxon Fleet Services for this new cab/chassis. Saxon Fleet Services is the vendor on the Minnesota State Cooperative Purchasing Venture (State Bid), and Morries utilizes Sourcewell Purchasing. Like the state bid, Sourcewell is a cooperative purchasing program that manages equipment and services solicitation to get the best pricing available. We did get a response back from both vendors. Morrie's Buffalo Ford

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

submitted a quote for a 2026 model, but Saxon Fleet Services said that the 2025 State Bid for Chevrolet trucks is closed due to meeting the allotted quota of available trucks. They did offer to send us a quote for a 2026 Chevrolet cab/chassis when the new Chevrolet State Bid pricing is set, and vendors awarded this fall. The quotation for the new truck from Morrie’s Buffalo Ford is as follows:

Ford F-350 Crew Cab/Chassis: \$53,884.68 + tax/title/license fees

Public Works has had Ford vehicles in the fleet for several years and has one Chevrolet pickup in the fleet. Staff would like to move forward with the cab/chassis from Morrie’s Buffalo Ford and not wait several months for the new state contract to be awarded and are recommending the purchase of the Ford F-350 crew cab/chassis from them. Upon delivery, this truck will be taken to Aspen Equipment in Bloomington, where it will be equipped with a Brand FX service body and warning lights at a total cost of \$34,346.00. Aspen Equipment is the State Bid vendor for Brand FX.

Fiscal Impact:

In the 2025 Water CIP Equipment Fund, \$180,000.00 was estimated for the replacement of this truck (\$90,000.00 for the truck, \$70,000.00 for the service body, and \$20,000.00 for the crane). The total estimated cost of this new service truck with service body installation is \$88,230.68 plus tax/title/license fees. Once the new service truck has entered the fleet, the old truck will be sent to ADESA Auto Auction to be placed up for auction. The purchase of this new truck and equipment for the Public Works Department will be paid out of the approved 2025 Water CIP Equipment Fund.

Recommended City Council Action:

Motion to approve Res No. 60-25 for the purchase of a 2026 Ford F-350 crew cab/chassis truck from Morrie’s Buffalo Ford in Buffalo, MN at a cost of \$53,884.68 plus tax/title/license fees.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.



Preview Order 2222 - F3F 4x4 Reg Chas Cab SRW : Order Summary Time of Preview: 06/11/2025 13:20:40 Receipt: NA

Dealership Name : Morrie's Buffalo Ford

Sales Code : F58631

Dealer Rep.	Michael Schuetz	Type	Fleet	Vehicle Line	Superduty	Order Code	2222
Customer Name	Minnetrista	Priority Code	G4	Model Year	2026	Price Level	615

DESCRIPTION	MSRP	INVOICE	DESCRIPTION	MSRP	INVOICE
F350 4X4 CHASSIS CAB/145	\$56080	\$53276	PLATFORM RUNNING BOARDS	\$320	\$291
.145 INCH WHEELBASE	\$0	\$0	10900# GVWR PACKAGE	\$0	\$0
TOTAL BASE VEHICLE	\$56080	\$51680	50 STATE EMISSIONS	\$0	\$0
OXFORD WHITE	\$0	\$0	PRO POWER ONBOARD - 2KW	\$985	\$897
40/20/40 CLOTH SEAT	\$0	\$0	JOB #1 ORDER	\$0	\$0
MEDIUM DARK SLATE	\$0	\$0	SIRIUSXM W/360L (3 MOS TRIAL)	\$0	\$0
PREFERRED EQUIPMENT PKG.633A	\$0	\$0	INTERIOR WORK SURFACE	\$140	\$128
.XLT TRIM	\$0	\$0	PRICE CONCESSION INDICATOR	\$0	\$0
.AM/FM STEREO MP3/CLK	\$0	\$0	REAR VIEW CAMERA & PREP KIT	\$515	\$468
.7.3L DEVCT NA PFI V8 ENGINE	\$0	\$0	CONN PKG: 1 YR INCL W/FORD APP	\$0	\$0
10-SPEED AUTO TORQSHIFT	\$0	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0	\$-1596
.LT275/65R18E BSW ALL SEASON	\$0	\$0	FUEL CHARGE	\$0	\$25.68
4.30 ELECTRONIC-LOCKING AXLE	\$0	\$0	PRICED DORA	\$0	\$0
FRONT LICENSE PLATE BRACKET	\$0	\$0	ADVERTISING ASSESSMENT	\$0	\$0
CARPET DELETE	\$0	\$0	DESTINATION & DELIVERY	\$2195	\$2195

	MSRP	INVOICE
TOTAL BASE AND OPTIONS	\$60235	\$55684.68
DISCOUNTS	NA	NA
TOTAL	\$60235	\$55684.68

SHIP TO : F58631

702 E. Highway 55 , Buffalo, MN, 55313-1706

ORDERING FIN: QT464 END USER FIN: QT464 PO NUMBER: gary peters

INCENTIVES:

Acc. Code ID: 10 Contract/Ref #: 08-282T Description: undefined Concession Amount: \$-1800.00

-1800 GPC
\$53,084.68

This order has not been submitted to the order bank.

This is not an invoice.

Cust Name: **City of Minnetrista**
Contact: **Gary Peters**
Phone: **952-241-2532**
Fax:
Dealership:
Contact:

Configuration #:
EQT004847_v1

Proposal Date: 1/31/2025

E-Mail:

Aspen Equipment, LLC. is pleased to offer the following proposal for your consideration

Qty	Part/Spec Number	Description	Price
1	2.004 60 LS	BrandFX Body - Length: 108" / Height: 42" / Depth: 15" / Width: 82-3/4" Vinyl rock guards Heavy duty black poly gas fill cup Automotive grade bubble gasket Bright white gel coat exterior Bright white interiors to reflect light LED Exterior ICC lighting package (excludes backup lights) Flow-through ventilation system Non-skid compartment tops One piece molded doors with automotive finish both sides Recessed door jams Treadbright aluminum floor 3/16" smooth aluminum bulkhead 3/16" smooth aluminum tail skirt 10" aluminum automotive style tailgate Treadbright aluminum bumper Stainless steel hinges and hardware Automotive style dual rotary latch Vinyl coated stainless steel cable door stops	\$10,794.00
1	2.026 Body Installation	Mount body, install FMVSS lighting, Route fuel/DEF fillers, 1 pr. Mudflaps	\$3,153.00
1	2.402	Streetside Front Vertical Compartment 570116 56LS vertical 1-5", 3-3"	\$1,598.00
1	2.411	Streetside Horizontal Compartment 570102, 56LS horizontal, 2-3"	\$1,395.00
3	2.125 Hook	Streetside Rear Vertical Compartment Locking swivel hook (per hook) Standard 3/8" hook package 1-1-1	\$120.00
1	2.112 Shelf 2	Streetside Rear Vertical Compartment (2) adjustable fiberglass shelves	\$374.00
2	2.117 Shelf Div	Divider pack for fiberglass shelves (4 dividers) Streetside Horizontal Compartment	\$110.00
1	2.411	570102, 56LS horizontal, 2-3"	\$1,395.00
3	2.125 Hook	Streetside Rear Vertical Compartment Locking swivel hook (per hook) Standard 3/8" hook package 1-1-1	\$120.00
1	2.190 SW Galv Bumper - Pintle	Galvanized sure step with pintle recess. - Single rear wheel	\$725.00
1	2.269 Step	Cable stirrup step (each).	\$161.00

Continued On Next Page

Submitted by,

Mitch Buzzo
952-656-7133

* Equipment Specifications subject to change.

** Manufacture's Surcharges may be added to this proposal.

*** Chassis modifications including, but not limited to alterations or relocation of components related to fuel tanks, air tanks, brakes, exhaust systems, battery boxes, protrusions above and below the frame rails, shortening or lengthening frame rails and the like will be added to the selling price.

Exhaust Systems : With the new EPA mandated diesel exhaust systems for 2007 and newer many changes are taking place. Manufacturers are often unable to depict accurately how the exhaust systems are configured and have difficulty stipulating whether certain components (i.e. PTOs and pumps) may fit in the confined spaces beneath the truck. 2007 EPA COMPLIANT DIESEL EXHAUST SYSTEMS CANNOT BE MODIFIED, RELOCATED OR REPLACED BY ASPEN EQUIPMENT, LLC. Due to evolving designs, Aspen Equipment, LLC. can not maintain expertise on every chassis/engine/transmission/exhaust configuration possible, regardless of who orders or specifies it. Nor can Aspen Equipment, LLC. guarantee that a chassis ordered today will not change in design prior to delivery from the factory. Therefore, Aspen Equipment, LLC. does not warrant that proposed products can be installed on a chassis without modifications to the chassis or products installed. As such, Aspen Equipment, LLC. will not be responsible for the cost of modifications due to exhaust systems conflicting with the installation of proposed products. Aspen Equipment, LLC. will make every reasonable effort to ensure that installations are completed without additional charges to the customer.

Cust Name: **City of Minnetrista**
 Contact: **Gary Peters**
 Phone: **952-241-2532**
 Fax:
 Dealership:
 Contact:

Configuration #:
 EQT004847_v1

Proposal Date: 1/31/2025

Aspen Equipment, LLC. is pleased to offer the following proposal for your consideration

Qty	Part/Spec Number	Description	Price
1	6.11 1801060L	Service body Class V 2.5"x2.5" rec. tube hitch, 20,000 lb cap	\$1,211.00
1	6.49 560700	7-way flat pin trailer socket	\$303.00
1	8.4 Backup Camera	Cab Chassis - Relocate factory supplied backup camera system	\$413.00
1	2.184 Tailgate	10" aluminum tailgate with automotive style latch. Incl w/ 40LS and 56LS SRW	\$429.00
1	2.170 Shovel 85	Punched aluminum shovel basket 8" H x 15" W x 85" L	\$617.00
6	2.182 Floor Tiedown	Recessed floor tie down (each)	\$582.00
1	2.139 Light Guard	Interior light guards (QTY 2)	\$169.00
2	2.268 Grab Handle	Stainless steel grab handle (each).	\$98.00
1	14.2 Rate for Body Work	3 piece key rack, PS with full tray	\$3,640.00
2	8.241 3510A	ECCO 1.1" x 3.3" Surface Mount Amber LED Strobe, Class 1	\$226.00
2	8.246 9013C	Wide Angle Clear LED Hide-Away LED, 6 element warning light	\$278.00
2	8.218 Strobe Installation PR	Mount strobe pair, route wire to switch, tie-up and guard.	\$1,320.00
1	8.280 TAL65	Whelen Traffic Advisor, (6) 500LED Series heads, 15' cord, TACTLD1 Control Head	\$927.00
1	ECCO	12+ Pro Vantage Lightbar 48"	\$1,934.00
		Streetside Amber, Curbside Blue, 2 Alley Lights, 2 Rear Work Lights	
		EZ1202 12+ Series Lightbar Controller	
3	8.350 Light Bracket Platform	Fabricate and install Platform style bracket for light mounting	\$603.00
2	8.220 Install Traffic Director	Install traffic director and lighting control box	\$1,486.00
1	8.221 Wire Hot	Wire Strobes Hot	\$165.00

State of Minnesota Contract 229754

Tax Note: Applicable sales tax and/or FET estimates will be confirmed and added to the final invoice

Submitted by,		Budgetary Sub Total:	\$34,346.00
Mitch Buzzo		<i>Does not include</i>	
952-656-7133		<i>Applicable Taxes</i>	
		Budgetary Total:	\$34,346.00

* Equipment Specifications subject to change.

** Manufacture's Surcharges may be added to this proposal.

*** Chassis modifications including, but not limited to alterations or relocation of components related to fuel tanks, air tanks, brakes, exhaust systems, battery boxes, protrusions above and below the frame rails, shortening or lengthening frame rails and the like will be added to the selling price.

Exhaust Systems : With the new EPA mandated diesel exhaust systems for 2007 and newer many changes are taking place. Manufacturers are often unable to depict accurately how the exhaust systems are configured and have difficulty stipulating whether certain components (i.e. PTOs and pumps) may fit in the confined spaces beneath the truck. 2007 EPA COMPLIANT DIESEL EXHAUST SYSTEMS CANNOT BE MODIFIED, RELOCATED OR REPLACED BY ASPEN EQUIPMENT, LLC. Due to evolving designs, Aspen Equipment, LLC. can not maintain expertise on every chassis/engine/transmission/exhaust configuration possible, regardless of who orders or specifies it. Nor can Aspen Equipment, LLC. guarantee that a chassis ordered today will not change in design prior to delivery from the factory. Therefore, Aspen Equipment, LLC. does not warrant that proposed products can be installed on a chassis without modifications to the chassis or products installed. As such, Aspen Equipment, LLC. will not be responsible for the cost of modifications due to exhaust systems conflicting with the installation of proposed products. Aspen Equipment, LLC. will make every reasonable effort to ensure that installations are completed without additional charges to the customer.

RESOLUTION NO. 60-25

**RESOLUTION APPROVING THE PURCHASE OF A 2026 FORD
F-350 CREW CAB/CHASSIS TRUCK**

WHEREAS, the City received the lowest quote from Morrie’s Buffalo Ford in the amount of \$53,884.68 plus tax/title/license fees for one 2026 Ford F-350 Crew Cab/Chassis truck;

WHEREAS, the purchase of this vehicle was budgeted for in the 2025 Water Capital Improvement Plan (CIP) Equipment Fund and is within the budgeted amount of \$90,000.00 for the truck;

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF MINNETRISTA, that they approve the purchase of one 2026 Ford F-350 Crew Cab/Chassis Truck from Morrie’s Buffalo Ford for the Public Works Water Department at a price of \$53,884.68 plus tax/title/license fees.

This resolution was adopted by the City Council of the City of Minnetrista on the 16th day of June 2025, by a vote of _____ Ayes and _____ Nays.

Mayor Lisa Whalen

ATTEST:

Ann Meyerhoff, City Clerk

CITY OF MINNETRISTA

CITY COUNCIL AGENDA ITEM



Subject: Approve purchase for replacement Public Works pickup truck

Prepared By: Gary Peters, Public Works Director

Meeting Date: June 16, 2025

Issue:
Public Works needs to replace a Public Works regular cab pickup truck.

Background/History:
When the City Council approved the 2025 Capital Improvement Plan (CIP) Equipment Fund, it included the purchase of a pickup truck for the Public Works department to replace a 2016 Ford F-350 regular cab pickup truck (Truck #9) with 65,000 miles on it. This current truck has a diesel engine and for many years, diesel engines were the choice for work trucks that hauled trailers and snowplowed. This was due to the diesel engine’s power and reliability. This truck, like all the City owned vehicles with diesel engines, has had many issues with the engine. The major issue comes from the Diesel Exhaust Fluid (DEF) system which has cost just over \$2,500.00 to repair on this truck. New diesel trucks are made for longer hauling/driving and not for short trips and idle time – which City trucks do all the time. Staff have found that repairs for DEF related issues are rising and are very expensive to fix. For this reason, Public Works will be moving away from diesel engines and purchasing trucks with gas engines. This will also save \$8,500.00 - \$9,500.00 depending on the brand purchased. This truck has accrued just over \$11,000.00 in total repair costs over its lifetime in the fleet. This does include normal wear and tear replacement parts (i.e., batteries, brakes, oil/filter changes, tires, etc.).

Overview:
The Public Works Director requested a quote from Morrie’s Buffalo Ford and Saxon Fleet Services for this truck. Saxon Fleet Services is the vendor on the Minnesota State Cooperative Purchasing Venture (State Bid), and Morries utilizes Sourcewell Purchasing. Like the state bid, Sourcewell is a cooperative purchasing program that manages equipment and services solicitation to get the best pricing available. The quotation for the new trucks is as follows:

Ford F-350 Regular Cab:	\$45,663.00 + tax/title/license fees
Chevrolet Silverado 3500HD:	\$48,106.00 + tax/title/license fees

Public Works has had Ford vehicles in the fleet for several years and has one Chevrolet pickup in the fleet. Staff is recommending the purchase of the Ford F-350 from Morrie’s Buffalo Ford. Upon delivery, this truck will be taken to Aspen Equipment in Bloomington, where it will be equipped with advanced warning lights and a Western

Mission Statement:
The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Snowplow (\$16,000.00 estimated cost). Aspen Equipment is the State Bid vendor for Western Snowplows. The existing unit being replaced (2016 Ford F-350) will be sent to auction as soon as the new unit is added to the fleet.

Fiscal Impact:

In the Public Works 2025 Capital Improvement Plan, \$70,000.00 was estimated for the replacement of this truck. The total estimated cost of this truck with warning lights and snowplow installation is estimated to be \$61,653.00 plus vehicle sales tax, title and license fees. Once the new truck has entered the fleet, the old truck will be sent to ADESA Auto Auction to be placed up for auction. The purchase of this new truck and equipment for the Public Works Department will be paid out of the approved 2025 CIP Equipment Fund.

Recommended City Council Action:

Motion to approve Res No. 61-25 for the purchase of a 2025 Ford F-350 pickup truck from Morrie's Buffalo Ford in Buffalo, MN at a cost of \$45,663.00 + tax/title/license fees.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Truck #9 Replacement

City of Minnetrista

Prepared For: Gary Peters

FAN Needed

Contract ID 258654

[Fleet] 2025 Chevrolet Silverado 3500HD (CK30903) 4WD Reg Cab 142" LT (7)



2025 Base Price	\$46,864.00
Options	\$1,242.00
Total	\$48,106.00

Does not include any Minnesota State taxes, title, or registration fees or Fed Excise Tax or dealer doc fee

[Fleet] 2025 Chevrolet Silverado 3500HD (CK30903) 4WD Reg Cab 142" LT (7) ( Complete)

Price Summary

PRICE SUMMARY	
	Invoice
Base Price	\$49,701.00
Total Options	\$1,242.15
Vehicle Subtotal	\$50,943.15
Dealer Advertising Adjustment	\$0.00
Destination Charge	\$1,995.00
Grand Total	\$52,938.15

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 24922, Data updated Mar 10, 2025 6:41:00 PM PDT

[Fleet] 2025 Chevrolet Silverado 3500HD (CK30903) 4WD Reg Cab 142" LT (7) (✔ Complete)

Selected Model and Options

MODEL		
CODE	MODEL	Invoice
CK30903	2025 Chevrolet Silverado 3500HD 4WD Reg Cab 142" LT	\$49,701.60

COLORS	
CODE	DESCRIPTION
GAZ	Summit White

OPTIONS		
CODE	DESCRIPTION	Invoice
1LT	LT Preferred Equipment Group includes standard equipment	\$0.00
9L7	Upfitter switch kit, (5) Provides 3-30 amp and 2-20 amp configurable circuits to facilitate installation of aftermarket electrical accessories. Kit with all required parts will be shipped loose with the truck for installation by the dealer or upfitter at customer expense. Installation instructions and technical assistance available at www.gmupfitter.com.	\$136.50
AZ3	Seats, front 40/20/40 split-bench with covered armrest storage and under-seat storage (lockable) (STD)	\$0.00
BG9	Floor covering, rubberized-vinyl (Included with (ANQ) Alaskan Snow Plow Special Edition. Not available on Crew Cab models with (PCM) Convenience Package II. Not available with LPO floor liners.)	\$0.00
DLN	Mirrors, outside heated power-adjustable, manual folding (Passenger mirror includes flat glass, not convex) smaller non-trailer mirror, 11.2" (284.73mm) x 7.15" (181.69mm) (Not available with dual rear wheels or (PQB) Safety Package.)	(\$127.40)
E63	Durabed, pickup bed (STD)	\$0.00
GAZ	Summit White	\$0.00
GT4	Rear axle, 3.73 ratio (STD) (Requires (L8T) 6.6L V8 gas engine. Not available with (L5P) Duramax 6.6L Turbo-Diesel V8 engine.)	\$0.00
H0U	Jet Black, Cloth seat trim	\$0.00
IOK	Audio system, Chevrolet Infotainment 3 Premium system with Google built-in compatibility (select service plan required, terms and limitations apply) including navigation capability, 13.4" diagonal HD color touchscreen, includes multi-touch display, AM/FM stereo, Bluetooth streaming audio for music and most phones; featuring Wireless Apple CarPlay and Wireless Android Auto capability for compatible phones, advanced voice recognition, in-vehicle apps, personalized profiles for infotainment and vehicle settings (STD)	\$0.00
JFP	GVWR, 11,300 lbs. (5126 kg) with single rear wheels (STD) (Included and only available with CC30953 model and CK30903 models with (L8T) 6.6L V8 gas engine with 18" or 20" wheels. Requires single rear wheels.)	\$0.00
K4Z	Battery, auxiliary, 700 cold-cranking amps/70 Amp-hr (Requires (L8T) 6.6L V8 gas engine and either (KW5) 220-amp alternator or (KHF) dual alternators. Not available with (KW7) 170-amp alternator.)	\$122.85

[Fleet] 2025 Chevrolet Silverado 3500HD (CK30903) 4WD Reg Cab 142" LT (7) (✔ Complete)

OPTIONS		
CODE	DESCRIPTION	Invoice
KW5	Alternator, 220 amps (Included with (L5P) Duramax 6.6L Turbo-Diesel V8 engine or (VYU) Snow Plow Prep/Camper Package. Free flow on (L8T) 6.6L V8 gas engine.)	Inc.
L8T	Engine, 6.6L V8 with Direct Injection and Variable Valve Timing, gasoline (401 hp [299 kW] @ 5200 rpm, 464 lb-ft of torque [629 N-m] @ 4000 rpm) (STD)	\$0.00
MKM	Transmission, Allison 10-speed automatic (STD) (Standard with (L8T) 6.6L V8 gas engine.)	\$0.00
NE1	Emissions, Colorado, Connecticut, Delaware, Maine, Maryland, Massachusetts, Minnesota, Nevada, New Jersey, New York, Oregon, Pennsylvania, Rhode Island, Vermont, Virginia and Washington state requirements	\$0.00
NQH	Transfer case, two-speed active electronic Autotrac with push button control (Requires 4WD models.)	\$182.00
NZZ	Skid Plates protect the oil pan, front axle and transfer case (Included with (Z71) Z71 Off-Road Package or (VYU) Snow Plow Prep/Camper Package.)	Inc.
PYV	Wheels, 18" (45.7 cm) machined aluminum with Silver painted accents, 6-spoke (STD) (Requires single rear wheels.)	\$0.00
QF6	Tires, LT275/70R18E all-terrain, blackwall (STD) (Requires single rear wheels.)	\$0.00
SRW	Single Rear Wheels (STD)	\$0.00
VQK	LPO, Molded splash guards, Black (dealer-installed) (Not available with dual rear wheels or (ZW9) pickup bed delete.)	\$204.75
VQO	LPO, Black work step (dealer-installed) (Not available with any other assist steps.)	\$450.45
VYU	Snow Plow Prep/Camper Package includes (KW5) 220-amp alternator, includes increased front GAWR on Heavy Duty models, (NZZ) skid plates (transfer case and oil pan), pass through dash grommet hole and roof emergency light provisions. Contact GM Upfitter Integration at www.gmupfitter.com for plow installation details and assistance. Note: if ordered for Camper usage, recommend ordering (UY2) Trailering wiring provisions (Requires 4WD model. Upgradeable to (KHF) Dual alternators (220-amp primary, 170-amp auxiliary). Included with (ANQ) Alaskan Snow Plow Special Edition. Not available with (F60) Heavy Duty Front Spring/Camper Package.)	\$273.00
ZYG	Tire, spare LT275/70R18 all-terrain, blackwall (STD) (Included and only available with (QF6) LT275/70R18E all-terrain, blackwall tires or (QF9) LT275/65R20 all-terrain, blackwall tires with (E63) Durabed, pickup bed single rear wheel models. Included when (QFG) LT275/65R20 blackwall off-road tires are ordered without (ZW9) pickup bed delete. Available to order when (ZW9) pickup bed delete and (QF6) LT275/70R18E all-terrain, blackwall tires are ordered with single rear wheel models. Not available with dual rear wheels.)	\$0.00
Options Total		\$1,242.15



Preview Order 2222 - F3B 4x4 Reg Cab SRW : Order Summary Time of Preview: 05/28/2025 17:58:06 Receipt: NA

Dealership Name : Morrie's Buffalo Ford

Sales Code : F58631

Dealer Rep.	Michael Schuetz	Type	Fleet	Vehicle Line	Superduty	Order Code	2222
Customer Name	Minnetrista	Priority Code	G4	Model Year	2026	Price Level	615

DESCRIPTION	MSRP	INVOICE	DESCRIPTION	MSRP	INVOICE
F350 4X4 STYLESIDE PICKUP/142	\$49770	\$47281	PLATFORM RUNNING BOARDS	\$320	\$291
142 INCH WHEELBASE	\$0	\$0	10900# GVWR PACKAGE	\$0	\$0
TOTAL BASE VEHICLE	\$49770	\$45863	50 STATE EMISSIONS	\$0	\$0
OXFORD WHITE	\$0	\$0	SNOW PLOW PREP PACKAGE	\$250	\$228
CLOTH 40/20/40 SEAT	\$100	\$91	SIRIUSXM W/360L (3 MOS TRIAL)	\$0	\$0
MEDIUM DARK SLATE	\$0	\$0	JACK	\$0	\$0
PREFERRED EQUIPMENT PKG.610A	\$0	\$0	410 AMP DUAL ALTERNATOR	\$115	\$104
.XL TRIM	\$0	\$0	PRICE CONCESSION INDICATOR	\$0	\$0
.AIR CONDITIONING - CFC FREE	\$0	\$0	DUAL BATTERY	\$210	\$191
.AM/FM STEREO MP3/CLK	\$0	\$0	CONN PKG: 1 YR INCL W/FORDPASS	\$0	\$0
.STEEL ROAD WHEELS-18"	\$0	\$0	XL CHROME PACKAGE	\$325	\$296
.6.8L DEVCT NA PFI V8 ENGINE	\$0	\$0	.FOG LAMPS	\$0	\$0
10-SPEED AUTO TORQSHIFT-G	\$0	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0	\$-1418
.LT275/65R18E BSW ALL SEASON	\$0	\$0	FUEL CHARGE	\$0	\$12.84
3.73 ELECTRONIC-LOCKING AXLE	\$430	\$392	PRICED DORA	\$0	\$0
JOB #1 ORDER	\$0	\$0	ADVERTISING ASSESSMENT	\$0	\$0
FRONT LICENSE PLATE BRACKET	\$0	\$0	DESTINATION & DELIVERY	\$2195	\$2195

TOTAL BASE AND OPTIONS

DISCOUNTS

TOTAL

SHIP TO : F58631

702 E. Highway 55 , Buffalo, MN, 55313-1706

ORDERING FIN: QT464 END USER FIN: QT464 PO NUMBER: gary peters

INCENTIVES:

Acc. Code ID: 10 Contract/Ref #: 03-158T Description: undefined Concession Amount: \$-4000.00

~~\$49,663~~
~~\$4,000 GPC~~
\$45,663

MSRP	INVOICE
\$53715	\$49663.84
NA	NA
\$53715	\$49663.84

This order has not been submitted to the order bank.

This is not an invoice.

RESOLUTION NO. 61-25

**A RESOLUTION APPROVING THE PURCHASE OF A 2025 FORD
F-350 REGULAR CAB PICKUP TRUCK**

WHEREAS, the City received the lowest quote from Morrie's Buffalo Ford in the amount of \$45,663.00 plus tax/title/license fees for one 2025 Ford F-350 Regular Cab Pickup Truck;

WHEREAS, the purchase of this vehicle was budgeted for in the 2025 Capital Improvement Plan and is within the budgeted amount of \$70,000.00;

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF MINNETRISTA, that they approve the purchase of one 2025 Ford F-350 Regular Cab Pickup Truck from Morrie's Buffalo Ford for the Public Works department at a price of \$45,663.00 + tax/title/license fees.

This resolution was adopted by the City Council of the City of Minnetrista on the 16th day of June 2025, by a vote of _____ Ayes and _____ Nays.

Mayor Lisa Whalen

ATTEST:

Ann Meyerhoff, City Clerk

CITY OF MINNETRISTA



CITY COUNCIL AGENDA ITEM

Subject: Re-Approve purchase for replacement of Public Works skid loader

Prepared By: Gary Peters, Public Works Director

Meeting Date: June 16, 2025

Issue:

The approved replacement skid steer loader purchase agreement has errors that were corrected and for complete transparency, now needs re-approval from the City Council.

Overview:

At the June 2, 2025 city council meeting, the Public Works Director presented an agenda item for the purchase of a new rubber tracked Bobcat skid steer loader from Lano Equipment for the public works department. This rubber tracked skid steer loader was to replace an aging wheeled Bobcat skid steer loader. The Council voted to accept Resolution 56-25 with a vote of 5-0.

When looking over the final purchase agreement with Lano Equipment, the Public Works Director noticed that there was a missing line item and an additional fee on the agreement that should not have been there and was missed by him before presenting this to the city council.

The missing line item was the 60-Month/2000 Hour Full Extended Warranty – a “bumper-to-bumper” warranty. Bobcat skid steer units come standard with a 24-Month/2000 Hour Full Extended Warranty. The Public Works Staff requested to add the warranty extension due to all the electronics and sensors on the new machine and felt that if something failed after the warranty period, the cost of repair could be high. The Public Works Director contacted Lano Equipment and asked them to get this added to a new quote. The new quote was submitted and again, the Public Works Director noticed an error. The quoted price for the 60-Month/2000 Hour Full Extended Warranty was \$3,000.00 dollars. Upon checking the listed Sourcewell allotted cost for this warranty, it was found that it should be \$2,280.00. Lano Equipment was notified about the price difference, and the error was corrected.

During the warranty item discussion, the additional fee that was identified was questioned as well. This fee was a tariff surcharge at a cost of \$1,328.00. The public Works Director asked if this machine was to be built/assembled for the city or if it was already built and waiting for delivery. He then stated that if it was sitting on a lot waiting to be shipped, the city should have to pay the tariff charge since this machine was most likely built/assembled before the tariffs were in place. If it is going to be built/assembled or in

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

production now, then he agreed that the tariff should be paid. After an email conversation, Lano Equipment removed the tariff surcharge.

Fiscal Impact:

The original quoted price for the Bobcat T770 rubber tracked skid steer loader was \$60,001.54. Once the full extended warranty price was adjusted and added, along with the removal of the tariff surcharge, the new quoted price is \$60,952.74 (after the \$20,000.00 trade-in value of the city's old Bobcat S300 skid steer loader). The purchase of this new skid steer loader will be paid for from the 2025 Stormwater Capital Improvement Plan (CIP) Equipment fund.

Recommended City Council Action:

Motion to approve Res No. 62-25 for the purchase of a Bobcat T770 Rubber Tracked Skid Steer Loader from Lano Equipment of Loretto, MN for a total price of \$60,952.74.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Quotation Number: **RB1230548**Quote Sent Date: **Jun 12, 2025**Expiration Date: **Jul 12, 2025**Prepared By: **Randy Barto**

Phone: 612-282-7038

Email: randy_b@lanoequip.com

Customer

CITY OF MINNETRISTA G01180

7701 COUNTY ROAD 110W

MINNETRISTA, MN, 55364

Contact

Dealer

Lano Equipment, Inc., Loretto, MN

23580 HIGHWAY 55

Loretto, MN, 55357

Item Name	Item Number	Quantity	Price Each	Total
T770 T4 Bobcat Compact Track Loader 44	M0285	1	59,431.01	59,431.01
Standard Equipment: 92 HP Turbo Tier 4 Diesel Engine Air Intake Heater (Automatically Activated) Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Hand and Foot (Manual) Cylinder Cushioning - Lift, Tilt Engine/Hydraulic Systems Shutdown Glow Plugs (Automatically Activated)		Horn Instrumentation: Engine Temp and Fuel Gauges, Hourmeter, RPM and Warning Indicators Lift Arm Support Lift Path: Vertical Lights, Front & Rear Operator Cab Includes: Adjustable Suspension Seat, Top & Rear Windows, Seat Bar, Seat Belt Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471 Falling Object Protective Structure (FOPS) meets SAE-J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts) Parking Brake: Spring Applied, Pressure Released (SAPR) Solid Mounted Carriage with 5 Rollers Tracks: Rubber, 17.7" wide Warranty: 2 years, or 2000 hours whichever occurs first		
Selectable Joystick Controls (SJC)	M0285-R01-C04	1	649.23	649.23
Deluxe Package <i>Included:</i> Deluxe Package: Enclosed HVAC Cab, Adjustable Heated Cloth Air Ride Seat, Power Bob-Tach, Keyless Ignition, Deluxe Display, Standard Lights, 7-Pin Attachment Control, Single Direction Bucket Positioning, Two-Speed Travel, Telematics - Machine IQ, 2yr Standard Telematics Subscription, Radio with Bluetooth, Ride Control, Reversing Fan,	M0285-P11-C14	1	7,590.43	7,590.43
High Flow Hydraulics	M0285-R03-C03	1	1,851.21	1,851.21
Roller Suspension Undercarriage	M0285-R21-C13	1	1,226.10	1,226.10
17.7" Multi-Bar Tracks	M0285-R09-C05	1	584.24	584.24
86" Severe Duty Bucket	7326128	1	2,137.88	2,137.88
Bolt-On Cutting Edge, 86"	7296449	1	450.00	450.00
Rear Camera Kit	7329670	1	1,191.18	1,191.18
Side Light Kit	7256348	1	455.46	455.46
60 Month/2000 Hour Full Extended	9986213	1	2,280.00	2,280.00

Warranty			
		Total for T770 T4 Bobcat Compact Track Loader 44	77,846.74
		Quote Total - USD	77,846.74
		Dealer P.D.I.	300.00
		Tariff Surcharge	0.00
		Freight Charges	1,350.00
		Destination Charges	156.00
		Dealer Assembly Charges	850.00
		Charges	
		<i>LO PRO LED BECAON INSTALLED ON KEY POWER</i>	450.00
		Trade-In	
		<i>BOBCAT S300 SKID LOADER WITH DIRT BUCKET</i>	-20,000.00
		Sales total before Taxes	60,952.74
		Taxes	0.00
		Quote Total - USD	60,952.74

Notes:

Pricing is Sourcewell Contract # 020223-CEC

Customer acceptance:

Quotation Number:: RB1230548

Purchase Order:_____

Authorized Signature:

Print:_____ Sign:_____

Date:_____ Email:_____ Tax Exempt: Y ☐ / N ☐

Quotation Number: **RB1188623**Quote Sent Date: **May 13, 2025**Expiration Date: **Jun 12, 2025**Prepared By: **Randy Barto**

Phone: 612-282-7038

Email: randy_b@lanoequip.com

Customer

CITY OF MINNETRISTA G01180

7701 COUNTY ROAD 110W

MINNETRISTA, MN, 55364

Contact

Dealer

Lano Equipment, Inc., Loretto, MN

23580 HIGHWAY 55

Loretto, MN, 55357

Item Name	Item Number	Quantity	Price Each	Total
T770 T4 Bobcat Compact Track Loader 44	M0285	1	59,431.01	59,431.01
Standard Equipment: 92 HP Turbo Tier 4 Diesel Engine Air Intake Heater (Automatically Activated) Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Hand and Foot (Manual) Cylinder Cushioning - Lift, Tilt Engine/Hydraulic Systems Shutdown Glow Plugs (Automatically Activated)		Horn Instrumentation: Engine Temp and Fuel Gauges, Hourmeter, RPM and Warning Indicators Lift Arm Support Lift Path: Vertical Lights, Front & Rear Operator Cab Includes: Adjustable Suspension Seat, Top & Rear Windows, Seat Bar, Seat Belt Roll Over Protective Structure (ROPS) meets SAE-J1040 & ISO 3471 Falling Object Protective Structure (FOPS) meets SAE-J1043 & ISO 3449, Level I; (Level II is available through Bobcat Parts) Parking Brake: Spring Applied, Pressure Released (SAPR) Solid Mounted Carriage with 5 Rollers Tracks: Rubber, 17.7" wide Warranty: 2 years, or 2000 hours whichever occurs first		
Selectable Joystick Controls (SJC)	M0285-R01-C04	1	649.23	649.23
Deluxe Package <i>Included:</i> Deluxe Package:, Enclosed HVAC Cab, Adjustable Heated Cloth Air Ride Seat, Power Bob-Tach, Keyless Ignition, Deluxe Display, Standard Lights, 7-Pin Attachment Control, Single Direction Bucket Positioning, Two-Speed Travel, Telematics - Machine IQ, 2yr Standard Telematics Subscription, Radio with Bluetooth, Ride Control , Reversing Fan	M0285-P11-C14	1	7,590.43	7,590.43
High Flow Hydraulics	M0285-R03-C03	1	1,851.21	1,851.21
Roller Suspension Undercarriage	M0285-R21-C13	1	1,226.10	1,226.10
17.7" Multi-Bar Tracks	M0285-R09-C05	1	584.24	584.24
86" Severe Duty Bucket	7326128	1	2,137.88	2,137.88
Bolt-On Cutting Edge, 86"	7296449	1	450.00	450.00
Rear Camera Kit	7329670	1	1,191.18	1,191.18
Side Light Kit	7256348	1	455.46	455.46
Total for T770 T4 Bobcat Compact Track Loader 44				75,566.74

Quote Total - USD	75,566.74
Dealer P.D.I.	300.00
Tariff Surcharge	1,328.80
Freight Charges	1,350.00
Destination Charges	156.00
Dealer Assembly Charges	850.00
Charges	
<i>LO PRO LED BECAON INSTALLED ON KEY POWER</i>	450.00
Trade-In	
<i>BOBCAT S300 SKID LOADER WITH DIRT BUCKET</i>	-20,000.00
Sales total before Taxes	60,001.54
Taxes	0.00
Quote Total - USD	60,001.54

Notes:

Pricing is Sourcewell Contract # 020223-CEC

Customer acceptance:Quotation Number:: **RB1188623**

Purchase Order:_____

Authorized Signature:

Print:_____ Sign:_____

Date:_____ Email:_____ Tax Exempt: Y ☐ / N ☐

RESOLUTION NO. 62-25

**A RESOLUTION APPROVING THE PURCHASE OF A BOBCAT T770
RUBBER TRACKED SKID STEER LOADER FROM LANO EQUIPMENT**

WHEREAS, the City received the lowest quote from Lano Equipment in the amount of \$60,952.74 for one 2025 Bobcat T770 Rubber Tracked Skid Steer Loader;

WHEREAS, the purchase of this piece of equipment was budgeted for in the 2025 Capital Improvement Plan and is within the budgeted amount of \$80,000.00;

NOW THEREFORE, BE IT RESOLVED by the City Council of Minnetrista that they approve the purchase of 2025 Bobcat T770 Rubber Tracked Skid Steer Loader for the Public Works Stormwater Department.

This resolution was adopted by the City Council of the City of Minnetrista on the 16th day of June, 2025, by a vote of _____ Ayes and _____ Nays.

Mayor Lisa Whalen

ATTEST:

City Clerk Ann Meyerhoff

CITY OF MINNETRISTA
CITY COUNCIL AGENDA ITEM



Subject: Approve Plans and Specifications and Authorize Advertisement for Bids – Minnetrista Woodland Cove Water Treatment Plant (WTP) Project

Prepared By: Gary Peters, Public Works Director

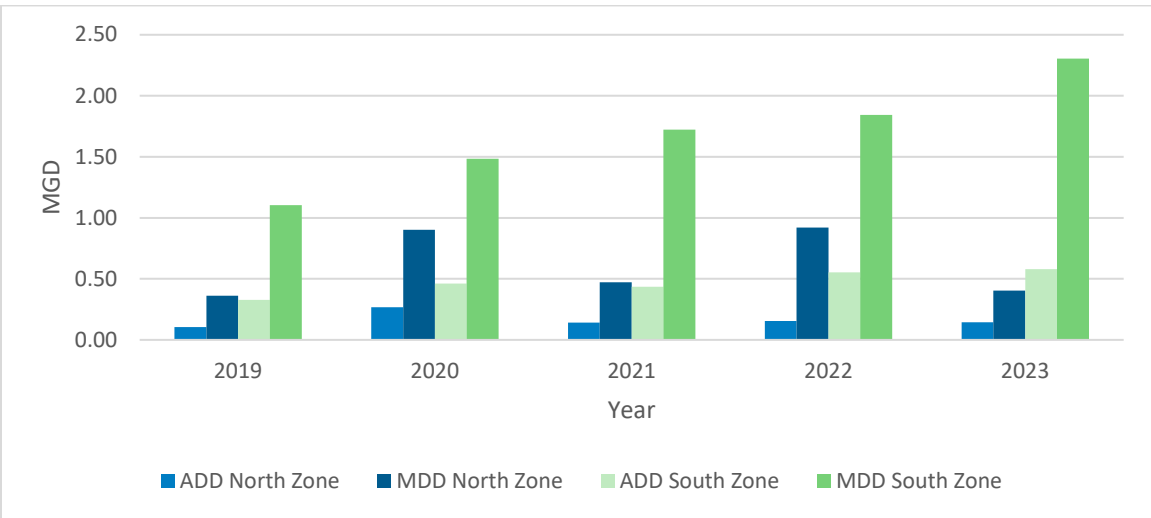
Meeting Date: June 16, 2025

Issue:
Approval of final construction documents and authorization to advertise for bids for the Minnetrista Woodland Cove Water Treatment Plant project.

Background/History:
The City of Minnetrista is planning the construction of a new Water Treatment Plant (WTP) to meet growing community water demands and address long-standing water quality concerns. Since 2019, the City has experienced significant increases in summer peak water demands. The existing Kings Point WTP, with a maximum capacity of 1,000 gallons per minute (gpm) or 1.44 million gallons per day (MGD), has proven insufficient during peak periods.

As shown in **Figure 1 – Historical Water Demand**, the City has exceeded this capacity since 2020. To meet demand, the City has relied on Well 3, which has a high concentration of iron and manganese and has led to customer complaints regarding water quality.

Figure 1 – Historical Water Demand



Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

In 2024, the City approved the design of the new Woodland Cove WTP, which is designed to produce 2,100 gpm and includes a 700,000-gallon clearwell to increase system storage capacity. The plant will treat groundwater from two new wells currently under construction on-site. These will replace Wells 4 and 5, which will be decommissioned through a separate project.

AE2S, the City’s engineering consultant, has completed final design documents, and the project is now ready to move into the bidding phase.

Overview:

The Woodland Cove WTP project includes construction of a water treatment facility, associated piping and utility connections, site improvements, and other necessary infrastructure to support long-term community water needs. Key proposed dates are as follows:

- **Advertise for Bid:** July 8, 2025
- **Bid Opening:** August 7, 2025
- **City Council Award of Contract:** August 18, 2025
- **Notice to Proceed:** September 15, 2025
- **Construction Start:** October 2025
- **Substantial Completion:** December 2, 2027
- **Final Completion:** May 2, 2028

Plans will be provided for relevant agencies including:

- **MN Department of Labor and Industry (DLI)**
- **MN Department of Health (MDH)**
- **Minnehaha Creek Watershed District**
- **Metropolitan Council Environmental Services (MCES)**

Coordination is ongoing with adjacent property owners for Permitting and easement coordination.

Fiscal Impact:

The current engineer’s bid estimate for the Woodland Cove WTP construction is approximately **\$20,000,000**. The project will be funded through a combination of municipal bonding and water rate adjustments.

AE2S also recommends reserving an additional **\$500,000** to cover potential construction-related costs such as change orders or unforeseen field conditions.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Other project-related costs, such as engineering oversight during construction and SCADA programming services, are not included in the bid package and will be presented to the City Council for approval at a future date.

Recommended City Council Action:

Motion to approve the final plans and specifications for the Woodland Cove Water Treatment Plant project and authorize the advertisement for bids.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

SECTION 00 11 13
ADVERTISEMENT FOR BIDS

Electronic bids for the construction of the Minnetrista Woodland Cove Water Treatment Plant Project for the City of Minnetrista, Minnesota, will be received until 2:00 PM local time on Thursday, August 7, 2025. A virtual bid opening will be hosted using online meeting presentation software. Information for joining the bid opening meeting will be provided to the plan holders list.

Bids can be uploaded to: Quest CDN vBid System at www.questcdn.com. Theas-read on-line bid results will be available at www.questcdn.com following the bid opening.

Description of Work:

The Work shall be completed under one (1) Contract and consists of all labor, skill, and materials required to properly construct the Project. The Project generally consists of the following Construction Contract:

Contract No. 1 – Minnetrista Woodland Cove Water Treatment Plant Project.

Construction of a new 3.0 MGD, 11,781 square foot Water Treatment Plant (WTP) Building construction consists of cast-in-place concrete, precast concrete, and CMU; four (4) conventional dual media gravity filters with each bay being 13'-0" by 18'-0" including underdrain nozzles, media, backwash troughs, air piping, and appurtenances; one (1) forced draft aerator; general process piping ranging in size from 4-inch to 20-inch, valves, fittings, and appurtenances; on-site chemical feed systems which include chemical storage tanks, chemical containment, and chemical feed equipment for chlorine gas, fluoride, and combined ortho-polyphosphate; four (4) 1,000 gpm high service pumps and one (1) 3,500 gpm backwash supply pump general mechanical work including HVAC work, ductwork, drain, waste, and vent piping; and other mechanical equipment and appurtenances. Electrical systems generally consist of providing electrical circuits and controls within the WTP including lighting, power, instrumentation and controls, and associated conduit and wiring. A standby generator sized to meet emergency and load management electrical requirements will be included in the new WTP. Sitework generally includes grading, seeding, installing water main, sanitary sewer, storm sewer, and piping appurtenances; installing an asphalt access road and concrete parking lot; installing stormwater basins; and repair to the existing staging area.

Alternative No. 1 – Removal of Water Treatment Plant Clearwell Storage Tank:

Contractor shall provide a lump sum deduct dollar amount to remove the portion of the buried clearwell located outside of the building and modify piping as noted.

Mandatory Pre-Bid Conference:

A Mandatory Pre-Bid Conference will be held for all prospective Bidders at the Minnetrista City Hall (7701 County Road 110 W, Minnetrista, MN 55364), followed by a project site walk-through, on Wednesday, July 16, 2025 at 10:00 AM, at which time the Owner's Representative, Bidders, and Subcontractors will discuss the project. All prospective Bidders that complete a Bid Form MUST attend the Pre-Bid Conference. The Owner Reserves the right to disqualify any prospective Bidder that does not attend.

3D Model Review:

An Autodesk BIM 360 model is available for viewing by bidding Contractors at no charge. To gain access and view the model, Contractors should request a copy of the THIRD PARTY USER AGREEMENT FOR ELECTRONIC DATA from Steve Seibert at Steve.Seibert@ae2s.com. Bidder shall complete and scan the form and email it back to Steve Seibert who will then grant access to the contact person listed.

Minimum Bidder Qualifications:

Bidders shall meet the minimum qualifications as specified in Specification Section 00 45 13 – Bidder Qualification Form of the Project Documents. All Bidders must certify they are a Responsible Contractor by signing a certification form stating they meet the minimum requirements under Minnesota Statute 16C.285. This form can be found in Specification Section 00 43 29 – Responsible Contractor Verification Form of the Project Documents.

Bid Security:

Each Bid shall be accompanied by a Bidder's Bond executed by the Bidder as principal and by a surety company authorized to do business in the State of Minnesota, payable to the City of Minnetrista, in a sum equal to five (5) percent of the full amount of the Bid. This is to serve as a guarantee that the Bidder will enter into a Contract within fifteen (15) calendar days of Notice of Award in accordance with the terms of the principal's Bond and a contractor's Bond as required by law and the regulations and determinations of the governing board for the performances of such Work. Only Bids that are accompanied by such a Bond will be considered. Bidder must be licensed for the full amount of the Bid. No Bid will be read or considered which does not fully comply with the above provisions as to bond and license.

Bidding Documents:

Complete digital Project Bidding Documents, pursuant to which labor, materials, or services must be furnished, are available at www.AE2S.com or www.questcdn.com. You may download the digital Bidding Documents for \$50.00 by inputting Quest project # [REDACTED] on the website's Project Search page. Please contact QuestCDN at 952-233-1632 or info@questcdn.com for

assistance in free membership registration, downloading, and working with this digital Project information. An optional digital format on USB may be purchased for a charge of \$100.00 or paper copies of the Bidding Documents may be obtained for \$1,500.00, for each set of documents requested, from the issuing office of the Engineer, AE2S, 6901 East Fish Lake Road, Suite 184, Maple Grove, MN 55369. Each set of Bidding Documents will include the Project Manual and one (1) complete set of 11x17 inch Drawings. All costs associated with preparation of Bids shall be borne by the Bidder. All costs for either digital or paper copies of the Bidding Documents are NON-REFUNDABLE.

Substitute and “Or-Equal” (or”Prior Approved Equivalent”) Items:

Bidders shall submit a qualification package at least fourteen (14) calendar days prior to the date of receipt of Bids for each proposed "Prior Approved Equivalent" manufacturer or supplier not already listed as an acceptable or approved “manufacturer” or “supplier” in the specifications, which the Bidder proposes to furnish. Refer to Specification Section 00 26 00 – Procurement Substitution Procedures for the required procedures for proposing substitute items by manufacturers or suppliers not listed in the specifications. Failure to furnish the qualifications package as outlined in Specification Section 00 26 00 – Procurement Substitution Procedures per the above timeline requirements shall be cause for rejection of a proposed alternate item for us on this Project.

Owner’s Rights Reserved:

All Bids will be made on the basis of cash payment for such Work. The Owner reserves the right to reject any or all Bids, waive any informalities in the Bids received, and further reserves the right to award the Contract in the best interest of the Owner. The Owner reserves the right to hold the three (3) lowest Bids for a period not to exceed sixty (60) calendar days after the date of Bid opening.

Completion of Work:

The Work shall have the following completion dates:

Substantial Completion: 12/30/2027

Final Completion: 5/01/2028

Dated this: July 8th, 2025

Published: July 8th, 2025

Quest CDN: _____

City Newspaper: Laker Pioneer

END OF SECTION

CITY OF MINNETRISTA

CITY COUNCIL AGENDA ITEM



Subject: St. Bonifacius Interconnect Metering Project Task Order

Prepared By: Jasper Kruggel, City Administrator

Meeting Date: June 16, 2025

Issue: The City Council directed staff to develop a plan to install up to three interconnect meters between the City of Minnetrista and the City of St. Bonifacius. Attached you will find Task Order No. 17 from AE2S to provide engineering services to model, design, bid, and inspect the project.

Overview: The City of Minnetrista and the City of St. Bonifacius recently partnered on installing a bidirectional meter at one of the four interconnect locations between the two cities. Task Order No. 17 outlines and provides the services required to model, design, bid, and inspect the project.

Installing up to three additional meters between the two cities will allow for accurate measurements of water usage between the two communities, which will allow for the interconnects to be opened up for maintenance projects in each of the communities. This would include the maintenance of the Kings Point Road water tower in Minnetrista as early as 2026.

The financing mechanism for this project is proposed to be the water fund for both the engineering and future installation of the meters. From a partnering aspect, the City of Minnetrista would front the costs for this project, provide a “water credit” to St. Bonifacius for 50% of the cost, and as water is used, the credit will be adjusted. Under the circumstance that St. Bonifacius uses water from Minnetrista, a future agreement will be developed.

The proposed Task Order No. 17 defines a total cost not to exceed the amount of \$120,500. The basis of compensation is hourly, so the City only pays for services rendered.

Recommended City Council Action: Staff recommend approving Task Order No. 17 and directing staff to work with AE2S to develop plans for the remaining interconnects between the cities of Minnetrista and St. Bonifacius. Once plans are developed, they will be brought to City Council for consideration to bid this fall.

Mission Statement:

The City of Minnetrista will deliver quality services in a cost effective and innovative manner and provide opportunities for a high quality of life while protecting natural resources and maintaining a rural character.

Task Order No. 17

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated August 1, 2022 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: June 10, 2025
- b. Owner: City of Minnetrista
- c. Engineer: Advanced Engineering and Environmental Services, LLC
- d. Specific Project (title): Minnetrista St. Bonifacius Interconnects
- e. Specific Project (description): Hydraulic model analysis for regular operation of watermain interconnects between Minnetrista and St. Bonifacius. Design, bidding, and construction services to install meter vaults for three (3) watermain interconnects.

2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are as follows:

1) Hydraulic Model Analysis

- a) Request and review St. Bonifacius operational data and demand data.
- b) Incorporate St. Bonifacius operational and demand data into Minnetrista's hydraulic model.
- c) Model analysis for:
 - i) Temporary use of interconnects during Minnetrista's Kings Point Tower rehabilitation.
 - ii) Permanent long-term use of interconnects to serve St. Bonifacius' entire water system from city's water treatment facilities.
- d) Review model analysis results with the Owner.
- e) **Deliverables**
 - i) 1-2 page technical memorandum summarizing the model analysis results.
 - ii) GIS exhibits for each interconnect location
 - iii) Opinion of Probable Cost for the recommended improvements

2) Design Phase Services

- a) Coordinate virtual design kickoff meeting (duration up to one (1) hour)
 - i) Discuss the goals and objectives of the project, review the schedule, and provide general overview of the project.
 - ii) Identify critical project items.
- b) 90 Percent Design Plans and Specifications

- i) Engineer shall submit to the Owner for a single review period construction plans and specifications which are to address not less than 90 percent completion design efforts for the Project. Tasks of the 90 Percent Design include:
 - (1) Prepare plans for the proposed meter vaults and control panels including:
 - (a) Meter vaults and appurtenances
 - (b) Control panels
 - (c) Electrical and I&C design to connect to nearby lift station control panels
 - (2) Prepare specifications for the proposed meter vaults and control panels. Specification format will conform to the City of Minnetrista's standard General Conditions and Contract Forms as provided by Owner.
 - (3) Prepare Front End Specifications and Bidding documents for the Project.
 - (4) Prepare an Opinion of Total Probable Construction Cost.
 - (5) Submit to the Owner one (1) digital copy of the construction plans and specifications.
 - (6) Conduct one (1) virtual meeting with the Owner to discuss the plans and specifications.
- c) Final (100 Percent) Design
 - i) The Final Design shall include the following:
 - (1) Make edits to the 90 Percent Design Plans and Specifications based on Owner comments.
 - (2) Prepare and submit to the Owner and MDH, two (2) paper copies and one (1) pdf copy, each, of the final design construction plans and specifications.
 - (3) Respond to MDH regarding their review of the drawings and specifications.
 - (4) Prepare and submit the Final Opinion of Total Probable Construction Costs to the Owner.
 - d) **Deliverables**
 - i) 90% Plans and Specifications
 - ii) 100% Plans and Specifications
 - iii) Total Probable Construction Cost
- 3) Bidding or Negotiating Services**
 - a) Respond to bidder questions.
 - b) Issue addenda to bidding documents, if required.
 - c) Attend the Bid Opening and prepare bid tabulation sheets.
 - d) Evaluate the bids and prepare a recommendation letter.
- 4) Construction Phase Services (Exhibit A, Paragraph A1.05)**
 - a) Including Resident Project Representative (RPR) services (A1.05.A.2)
 - b) Total time allotted for onsite RPR services is forty (40) hours, assuming 2-3 site visits per interconnect location pending the Contractor's schedule.

B. Resident Project Representative (RPR) Services

- Exhibit D of the Agreement is expressly incorporated in this Task Order by reference.

C. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following:

4. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

- Hydraulic Model Analysis to be completed on or before June 30, 2025
- Final Design to be completed on or before August 15, 2025
- Bidding to be completed on or before September 15, 2025
- Construction to be completed on or before April 30, 2026
 - Assumption that meter vault and pipe modifications to be completed Fall 2025.
- Assumption that control panel procurement and installation will be completed in Spring 2026.

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Description of Service	Amount	Basis of Compensation
1. Basic Services (Part 1 of Exhibit A)		
Study and Report Phase (A1.01)	\$ 14,700	Hourly
Preliminary and Final Design Phase (A1.02, A1.03)	\$ 61,200	Hourly
Bidding or Negotiating Phase (A1.04)	\$ 12,900	Hourly
Construction Phase (A1.05)*	\$ 25,600	Hourly
Resident Project Representative Services* (A1.05.A.2)	\$ 6,100	Hourly
TOTAL COMPENSATION	\$120,500	
2. Additional Services (Part 2 of Exhibit A)	(N/A)	

*Based on a 3 month construction period with the assumption that the construction period will have a gap between completing the pipe modifications and procuring and installing the control panels.

Compensation items and totals based in whole or in part on Hourly Rates are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered. Engineer shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

- B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

6. Consultants retained as of the Effective Date of the Task Order: None

7. Other Modifications to Agreement and Exhibits: None

8. Attachments:

- 2025 Hourly Fee and Expense Schedule

9. Other Documents Incorporated by Reference: None

10. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is June 10, 2025.

OWNER:
City of Minnetrista

By:

Print name: Lisa Whalen

Title: Mayor

Date Signed:

ENGINEER:
Advanced Engineering and Environmental Services,
LLC

By: Brian R. Bergantine
Brian R. Bergantine (Jun 11, 2025 11:56 CDT)

Print name: Brian R. Bergantine

Title: Project Quality Director

Date Signed:
Jun 11, 2025

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Jasper Kruggel

Title: City Administrator

Address: 7701 County Road 110W
Minnetrista, MN 55364

E-Mail Address: _____

Phone: _____

DESIGNATED REPRESENTATIVE FOR ORDER:

Name: Jake Puffe, PE

Title: Senior Project Engineer
Water Tower Place Business Center
6901 East Fish Lake Road, Suite 184

Address: Maple Grove, MN 55369

E-Mail Address: jake.puffe@ae2s.com

Phone: 763-463-5036

ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, LLC

2025 HOURLY FEE AND EXPENSE SCHEDULE

Labor Rates*

Administrative 1	\$70.00	IT 1	\$140.00
Administrative 2	\$85.00	IT 2	\$189.00
Administrative 3	\$99.00	IT 3	\$232.00
Communications Specialist 1	\$113.00	Land Surveyor Assistant	\$103.00
Communications Specialist 2	\$132.00	Land Surveyor 1	\$124.00
Communications Specialist 3	\$152.00	Land Surveyor 2	\$150.00
Communications Specialist 4	\$183.00	Land Surveyor 3	\$169.00
Communications Specialist 5	\$202.00	Land Surveyor 4	\$186.00
		Land Surveyor 5	\$205.00
Construction Services 1	\$135.00	Operations Specialist 1	\$108.00
Construction Services 2	\$165.00	Operations Specialist 2	\$135.00
Construction Services 3	\$183.00	Operations Specialist 3	\$167.00
Construction Services 4	\$203.00	Operations Specialist 4	\$191.00
Construction Services 5	\$224.00	Operations Specialist 5	\$214.00
Engineering Assistant 1	\$91.00	Project Coordinator 1	\$125.00
Engineering Assistant 2	\$107.00	Project Coordinator 2	\$140.00
Engineering Assistant 3	\$135.00	Project Coordinator 3	\$156.00
Engineer 1	\$146.00	Project Coordinator 4	\$172.00
Engineer 2	\$175.00	Project Coordinator 5	\$194.00
Engineer 3	\$205.00	Project Manager 1	\$221.00
Engineer 4	\$237.00	Project Manager 2	\$242.00
Engineer 5	\$254.00	Project Manager 3	\$259.00
Engineer 6	\$269.00	Project Manager 4	\$274.00
Engineering Technician 1	\$90.00	Project Manager 5	\$293.00
Engineering Technician 2	\$113.00	Project Manager 6	\$307.00
Engineering Technician 3	\$136.00	Sr. Designer 1	\$192.00
Engineering Technician 4	\$152.00	Sr. Designer 2	\$213.00
Engineering Technician 5	\$174.00	Sr. Designer 3	\$229.00
Financial Analyst 1	\$121.00	Sr. Financial Analyst 1	\$227.00
Financial Analyst 2	\$137.00	Sr. Financial Analyst 2	\$248.00
Financial Analyst 3	\$165.00	Sr. Financial Analyst 3	\$269.00
Financial Analyst 4	\$180.00	Technical Expert 1	\$348.00
Financial Analyst 5	\$201.00	Technical Expert 2	Negotiable
GIS Specialist 1	\$113.00		
GIS Specialist 2	\$137.00		
GIS Specialist 3	\$162.00		
GIS Specialist 4	\$181.00		
GIS Specialist 5	\$202.00		
I&C Assistant 1	\$108.00		
I&C Assistant 2	\$134.00		
I&C 1	\$160.00		
I&C 2	\$189.00		
I&C 3	\$213.00		
I&C 4	\$226.00		
I&C 5	\$237.00		

Reimbursable Expense Rates

Transportation	\$0.75/mile
Survey Vehicle	\$0.95/mile
Laser Printouts/Photocopies	\$0.30/copy
Plotter Printouts	\$1.00/s.f.
UAS - Photo/Video Grade	\$100.00/day
UAS – Survey	\$50.00/hour
Total Station – Robotic	\$35.00/hour
Mapping GPS	\$25.00/hour
Fast Static/RTK GPS	\$50.00/hour
All-Terrain Vehicle/Boat	\$100.00/day
Cellular Modem	\$75.00/month
Web Hosting	\$26.00/month
Legal Services Reimbursement	\$291.00/hour
Outside Services	cost * 1.15
Geotechnical Services	cost * 1.30
Out of Pocket Expenses	cost * 1.15
Rental Car	cost * 1.20
Project Specific Equipment	Negotiable

* Position titles are for labor rate grade purposes only.

These rates are subject to adjustment each year on January 1.