

CITY OF EYOTA
CITY COUNCIL AGENDA
November 22, 2016
7:00 p.m. Eyota City Hall

1. Call to order and Pledge of Allegiance
2. General announcements
3. Set the agenda
4. Consent Agenda
 - A. Approve the minutes of the November 10, 2016 regular Council meeting
 - B. Approve the minutes of the November 16, 2016 canvassing board meeting
 - C. Resolution 2016-37 Accepting Donation to the Fire Department
 - D. Sewer District Board of Directors – Tony Nelson’s term expiration
 - E. Liquor Licenses – approve renewals for 2017 licenses
 - F. Resolution 2016-38 Adjusting Assessment Interest – 2016 Street & Utility Project
5. Reports – Boards, Commissions, Authorities, Committees, Staff
 - A. DESCASD Sewer Board – meeting was held November 15
 - B. Planning Commission – meeting was held November 16
 - C. Economic Development Authority (EDA) – meeting was held November 22
 - D. Public Works – Brad Boice
 - E. Clerk – Marlis Knowlton
6. Regular Agenda:
 - A. Employee Health Insurance Renewal
 - B. 2016 Street & Utility Improvements - pay request #5
 - C. 2016 Crack Sealing – pay request #1
 - D. 2015 Street & Utility Improvements – final pay request #8
 - E. Lake Eyota Feasibility Study – WHKS Engineers will present findings of the study.
(included in the agenda is just the first seven page memorandum of the 177 page report)
 - F. Animal Ordinance
 - G. Accounts Payable
7. Any Other Business

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Consent Agenda	ORIGINATING DEPT: City Clerk/Treasurer	ITEM NO. 4. A-F
ITEM DESCRIPTION: Approval of Consent Agenda Items		PREPARED BY: Marlis Knowlton

This Request for Council Action lists all the items which have been included in the Consent Agenda for this meeting. The Council can approve all of the items with a single motion to approve. The Mayor will allow Councilmembers an opportunity to state whether there are any of these items which you wish to have removed from the Consent Agenda approval and have them discussed and then acted upon separately.

- A. Approve the minutes of the November 10, 2016 regular Council meeting
- B. Approve the minutes of the November 16, 2016 canvassing board meeting
- C. Resolution 2016-37 Accepting Donation to the Fire Department
- D. Sewer District Board of Directors – Tony Nelson’s term expiration
- E. Liquor Licenses – approve renewals for 2017 licenses
- F. Resolution 2016-38 Adjusting Assessment Interest – 2016 Street & Utility Project

Council Action Requested:

Motion to approve consent agenda items as presented.

or request to remove an item and then motion to approve consent agenda items excluding item 4-?

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Consent	ORIGINATING DEPT: City Clerk/Treasurer	ITEM NO. 4.A
ITEM DESCRIPTION: Approve the minutes of the previous meeting		PREPARED BY: Marlis Knowlton

**Request to approve the minutes of the previous regular Council meeting:
November 10, 2016**

These minutes were forwarded to you in a previous email and are in the Dropbox Minutes File Folder.

Council Action Requested:

Motion to approve the regular Council meeting minutes of November 10, 2016 as presented.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

REQUEST FOR COUNCIL ACTION

MEETING

DATE: 11/22/16

AGENDA SECTION: Consent	ORIGINATING DEPT: City Clerk/Treasurer	ITEM NO. 4.B
ITEM DESCRIPTION: Approve the minutes of the Election Canvassing Board meeting		PREPARED BY: Marlis Knowlton

**Request to approve the minutes of the Election Canvassing Board meeting:
November 16, 2016**

These minutes were forwarded to you in a previous email and are in the Dropbox Minutes File Folder.

Council Action Requested:

Motion to approve the Election Canvassing Board meeting minutes of November 16, 2016 as presented.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Consent	ORIGINATING DEPT: Fire Department	ITEM NO. 4.C
ITEM DESCRIPTION: Resolution 2016-37 Accepting Donations to the Fire Department		PREPARED BY: Marlis Knowlton

Request to move Resolution 2016-37 Expressing Acceptance of, Appreciation for and Designation of Donation Received.

The Eyota Volunteer Fire Department has received \$100 cash donations from Jerome Lawler. Recommendation to designate the funds to be allocated to the Fire Department Fund for the purchase of future equipment to be determined.

Council Action Requested:

Motion to move Resolution 2016-37 as presented.

COUNCIL ACTION: Motion by: _____ Second by: _____ to: _____

**RESOLUTION #2016-37
CITY OF EYOTA**

**“RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND
DESIGNATION OF DONATION RECEIVED”**

WHEREAS, The City of Eyota is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and

WHEREAS, Jerome Lawler has presented a \$100.00 cash donation to the Eyota Volunteer Fire Department, and

WHEREAS, this donation is to be designated to the Eyota Fire Department as a thank you and continued support for their services, and

WHEREAS, the City Council is appreciative of the donation and commends and thanks the above mentioned person for their support, generosity and consideration,

BE IT RESOLVED, by the Common Council of the City of Eyota, Minnesota accepts and acknowledges with gratitude the \$100 donation and designates the funds to be appropriated to the Fire Department Fund for the purchase of future equipment to be determined.

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF EYOTA,
MINNESOTA, THIS 22nd DAY OF NOVEMBER, 2016.

EYOTA CITY COUNCIL

Tyrel Clark, Mayor

ATTEST:

Marlis Knowlton, Clerk/Treasurer

REQUEST FOR COUNCIL ACTION

MEETING

DATE: 11/22/16

AGENDA SECTION: Consent	ORIGINATING DEPT: DESCASD	ITEM NO. 4.D.
ITEM DESCRIPTION: Sewer District Board of Directors - Tony Nelson's term expiration		PREPARED BY: Marlis Knowlton

Tony Nelson's term of office on the Dover Eyota St. Charles Area Sanitary District Board of Directors expires at year end. Consider Tony being appointed to another two year term, expiring January 1, 2019.

Council Action Requested:

Motion to appoint Tony Nelson to serve a two year term, expiring January 1, 2019, on the Dover Eyota St. Charles Area Sanitary District Board of Directors.

COUNCIL ACTION: Motion by: _____ Second by: _____ to: _____

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Consent	ORIGINATING DEPT: Clerk/Treasurer	ITEM NO. <u>4.E.</u>
ITEM DESCRIPTION: Liquor Licenses – approve renewals for 2017 licenses		PREPARED BY: Marlis Knowlton

Request to approve liquor licenses for 2017. Approval will be contingent on all of the complete and correct license application requirements being fulfilled.

License renewals requested:

Kwik Trip

3.2 Malt Liquor Off Sale – annual (includes Sundays)

Eyota Market

3.2 Malt Liquor Off Sale – annual (includes Sundays)

Greendoor

Liquor Off Sale – annual

Liquor On Sale – annual

Liquor On Sale – Sunday

American Legion

Club Liquor On Sale – annual

Club Liquor On Sale - Sunday

Buddy's

Liquor Off Sale – annual

Any issues or concerns will be brought to the Council for review and consideration prior to a license being issued.

Council Action Requested:

Motion to approve 2017 liquor license renewals as requested, contingent on complete renewal requirements being met.

COUNCIL ACTION: Motion by: _____ Second by: _____ to: _____

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Consent	ORIGINATING DEPT:	ITEM NO. 4.F
ITEM DESCRIPTION: Resolution 2016-38 Adjusting Assessment Interest – 2016 Street & Utility Improvement Project		PREPARED BY: Marlis Knowlton

Request to move Resolution #2016-38 to adjust the interest rate to be applied to the 2016 Street and Utility Improvement Project from the original 3.62% down to 3.1%.

The interest of 3.62% was originally approved in Resolution #2016-21 RESOLUTION ADOPTING ASSESSMENT 2016 STREET AND UTILITY IMPROVEMENT PROJECT:

- 2. Such assessments shall be as follows:
 - a. The assessments shall be payable in equal annual installments including principal and interest extending over a period of fifteen (15) years, with interest at the rate of three point six two percent (3.62%) per annum, in the amount annually required to pay the principal over such period at such rate, the first of said installments to be payable with general taxes for the year 2017, collectible with such taxes during the year 2017. Interest shall accrue from and after January 1, 2017.

When the bond was sold the interest rate was lower than original anticipated. So the interest rate to be charged on the assessments can also be lowered. The Council was informed of this at the time of the bond sale on May 26, 2016, which was approved by RESOLUTION NO. 2016-24 RESOLUTION ACCEPTING PROPOSAL ON THE COMPETITIVE NEGOTIATED SALE OF \$1,245,000 GENERAL OBLIGATION IMPROVEMENT BONDS, SERIES 2016A, PROVIDING FOR THEIR ISSUANCE AND PLEDGING SPECIAL ASSESSMENTS FOR THE SECURITY THEREOF AND LEVYING A TAX FOR THE PAYMENT THEREOF.

The May 26 Council minutes stated: *The interest rate on the assessments charged to property owners will be lowered from 3.62% down to 3.1%.* That will be formalized by adopting RESOLUTION #2016-38 RESOLUTION ADJUSTING AND ADOPTING ASSESSMENT INTEREST 2016 STREET AND UTILITY IMPROVEMENT PROJECT

Council Action Requested:

Move Resolution 2016-38, Resolution Adjusting Assessment Interest Rates.

COUNCIL ACTION: Motion by: _____ Second by: _____ to: _____

RESOLUTION #2016-38
RESOLUTION ADJUSTING AND ADOPTING ASSESSMENT INTEREST
2016 STREET AND UTILITY IMPROVEMENT PROJECT

WHEREAS, pursuant to notice duly given as required by law, the City Council has met, heard and passed upon all objections to the proposed assessment for 2016 Street & Utility Improvements, and has amended such proposed assessment as it deems just;

WHEREAS, on April 14, 2016 the interest rates were set by Resolution #2016-21as:

The assessments shall be payable in equal annual installments including principal and interest extending over a period of fifteen (15) years, with interest at the rate of three point six two percent (3.62%) per annum, in the amount annually required to pay the principal over such period at such rate, the first of said installments to be payable with general taxes for the year 2017, collectible with such taxes during the year 2017. Interest shall accrue from and after January 1, 2017.

WHEREAS, on May 26, 2016 the bond sale for said project was approved via Resolution #2016-24 and the interest rate was lower than originally anticipated.

WHEREAS, the City Council will, in turn, lower the interest rate to be assessed from 3.62% down to 3.1%,

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

The assessments shall be payable in equal annual installments including principal and interest extending over a period of fifteen (15) years, **with interest at the rate of three point one percent (3.1%) per annum**, in the amount annually required to pay the principal over such period at such rate, the first of said installments to be payable with general taxes for the year 2017, collectible with such taxes during the year 2017. Interest shall accrue from and after January 1, 2017.

The City Clerk shall forthwith transmit this assessment interest change to the County Auditor to be extended on the tax list of the County.

PASSED AND ADOPTED BY THE COMMON COUNCIL OF THE CITY OF EYOTA, MINNESOTA, THIS 22nd DAY OF NOVEMBER, 2016.

EYOTA CITY COUNCIL

Tyrel Clark, Mayor

ATTEST:

Marlis Knowlton, Clerk/Treasurer

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Regular	ORIGINATING DEPT:	ITEM NO. 6. A.
ITEM DESCRIPTION: Employee Health Insurance Renewal		PREPARED BY: Marlis Knowlton

**The employee health insurance coverage renews January 1, 2017.
The current Blue Cross Blue Shield policy is available and the increase is 16%,
which is lower than many others. (last year premiums went down 1.9%)**

Other carriers were investigated and premiums were found to be higher than Blue Cross.

**Blue Cross policy options that may reduce the City's premium cost will, in turn,
increase deductible and out of pocket expenses for the employees.**

Recommendation:

Blue Cross is the least expense carrier for small employer group policies in 2017.
Renew with Blue Cross Blue Shield.

Consider keeping the same policy: both city and employees share an increased cost.

Council Action Requested:

Consider: Motion to approve renewing the current Blue Cross Blue Shield health insurance policy covering the employees for 2017.

COUNCIL ACTION: Motion by: _____ Second by: _____ to: _____

City of Eyota



**HEARTMAN
INSURANCE**

January 1, 2017 Renewal

BlueAccess Silver \$1,800 Plan 625

COVERAGE	Current Premium	Renewal Premium	Plan Alternatives		
			BlueAccess HSA Silver \$4,200 Plan 640	BlueAccess HRA Silver \$3,000 Plan 634	Medica Choice Passport 1500-55-50% Silver
Single	\$ 626.82	\$ 736.95	\$ 727.26	\$ 729.12	\$ 791.01
Single	\$ 547.83	\$ 645.19	\$ 636.71	\$ 638.34	\$ 692.52
EE+Sp	\$ 782.57	\$ 920.46	\$ 908.36	\$ 910.69	\$ 987.99
	\$ 818.21	\$ 940.33	\$ 927.97	\$ 930.34	\$ 1,009.31
	\$ 1,600.78	\$ 1,860.79	\$ 1,836.33	\$ 1,841.03	\$ 1,997.30
Single	\$ 372.18	\$ 427.36	\$ 421.74	\$ 422.82	\$ 458.71
EE+Sp	\$ 418.10	\$ 478.66	\$ 472.36	\$ 473.57	\$ 513.77
	\$ 389.84	\$ 441.45	\$ 435.64	\$ 436.76	\$ 473.83
	\$ 807.94	\$ 920.11	\$ 908.00	\$ 910.33	\$ 987.60
TOTAL MONTHLY PREMIUM	3,955.55	\$ 4,590.40	\$ 4,530.04	\$ 4,541.64	\$ 4,927.14
	Overall % Increase	16.0%	14.5%	14.8%	24.56%
	Monthly Premium Change	\$ 634.85			

Benefits Summary

	2016	2017	Plan 640	Plan 634	Medica Choice Passport 1500-55-50% Silver
Deductible:	1,500/3,000	1,800/3,600	4,200/8,400	3,000/6,000	1,500/4,500
Coinsurance:	40%	40%	0%	25%	50%
Office Visit Copay:	\$40	\$40	0% after deductible	\$40	\$55
Out of Pocket Max:	6,000/12,000	7,150/14,300	4,200/8,400	6,850/13,700	6,850/13,700
RX Copay:	\$10/\$50/\$90	\$10/\$50/\$150	0% after deductible	\$15/\$50/\$150	\$12/\$50/\$90

This is a summary of benefits only provided for comparison purposes. Actual benefits may vary based upon the contract issued by the insurance company.

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Regular	ORIGINATING DEPT:	ITEM NO. 6.B.
ITEM DESCRIPTION: 2016 Street & Utility Improvements - pay request #5		PREPARED BY: Marlis Knowlton

A-1 Excavating Inc. has completed additional construction, submitted a pay request and WHKS & Co is recommending payment:

Pay Request #5 of \$ 100,558.55

Construction expenses are always reduced by the normal 5% retainage, and net is paid out to the contractor.

NOTE: Payment has been included in the accounts payable amount to be approved.

Council Action Requested:

Motion to approve 2016 Street & Utility Improvements Project pay request #5, payable to A-1 Excavating Inc., \$100,558.55.

COUNCIL ACTION: Motion by: _____ Second by: _____ to: _____

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com

whks

engineers + planners + land surveyors

November 15, 2016

Ms. Marlis Knowlton
Clerk/Treasurer
City of Eyota
38 South Front Street SW
PO Box 328
Eyota, MN 55934-0328

RE: 2016 Street & Utility Improvements
Eyota, MN
Pay Request No. 5

Dear Marlis:

Enclosed is Pay Request No. 5 for work on the above referenced project. We recommend payment in the amount of \$100,558.55 to:

A-1 Excavating, Inc.
408 26th Avenue
Bloomer, WI 54724

Please contact me if you have any questions.

Sincerely,

WHKS & CO.



Daren D. Sikkink, P.E.

DS/jl

Cc: Brad Boice, City of Eyota
Bill Angerman, WHKS & Co.
Al Gingras, A-1 Excavating, Inc.

2905 South Broadway
 Rochester, MN 55904
 Phone 507-288-3923



PARTIAL PAYMENT ESTIMATE
 FOR CONSTRUCTION WORK COMPLETED

Project: 2016 Street & Utility Improvements
 Project No.: 8176
 Location: Eyota, Mn
 Contractor: A-1 Excavating, Inc.

Bid Price: \$1,020,327.25
 Date: Nov. 14, 2016
 Estimate #: 5
 % Complete: 88%

Item No.		Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimates	Quantity Completed This Estimate	Quantity Completed to Date	Total
1.	MOBILIZATION	1	LUMP SUM	\$50,900.00	0,80	0,10	0,90	\$45,810.00
2.	CLEARING & GRUBBING	15	TREE	\$800.00	8	0	8	\$4,800.00
3.	GRUBBING	8	STUMP	\$270.00	6	2	8	\$2,160.00
4.	REMOVE WATER MAIN	253	LIN FT	\$10.00	116	0	116	\$1,160.00
5.	REMOVE CURB AND GUTTER	335	LIN FT	\$4.00	435	0	435	\$1,740.00
6.	REMOVE SEWER PIPE (STORM)	456	LIN FT	\$12.00	456	0	456	\$5,472.00
7.	REMOVE CONCRETE WALK	425	SQ YD	\$8.00	475	0	475	\$3,800.00
8.	REMOVE CONCRETE DRIVEWAY PAVEMENT	300	SQ YD	\$8.00	289	0	289	\$2,312.00
9.	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	700	SQ YD	\$5.00	560	0	560	\$2,800.00
10.	REMOVE BITUMINOUS PAVEMENT	8,150	SQ YD	\$2.00	8,150	0	8,150	\$16,300.00
11.	REMOVE MANHOLE OR CATCH BASIN	9	EACH	\$380.00	9	0	9	\$3,420.00
12.	REMOVE GATE VALVE BOX	7	EACH	\$210.00	7	0	7	\$1,470.00
13.	REMOVE HYDRANT	3	EACH	\$260.00	3	1	4	\$1,040.00
14.	TOPSOIL BORROW (LV)	708	CU YD	\$16.00	0	60	60	\$960.00
15.	GEOTEXTILE FABRIC	10,900	SQ YD	\$1.60	10,900	0	10,900	\$17,440.00
16.	EXCAVATION - COMMON (P)	6,850	CU YD	\$8.50	6,850	0	6,850	\$58,225.00
17.	EXCAVATION - TRENCH ROCK	1,550	LIN FT	\$1.00	601	0	601	\$601.00
18.	AGGREGATE BASE (CV) CLASS 5	3,050	CU YD	\$25.00	3,061	0	3,061	\$76,525.00
19.	SUBBASE CORRECTION BREAKER RUN (CV)	1,850	CU YD	\$29.50	749	0	749	\$22,095.50
20.	TYPE SP 12.5 NON-WEARING COURSE MIX	1,200	TON	\$67.00	565	597	1,162	\$77,854.00
21.	TYPE SP 12.5 WEARING COURSE MIX	1,200	TON	\$67.00	0	200	200	\$13,400.00
22.	12" STORM SEWER	91	LIN FT	\$37.00	92	0	92	\$3,404.00
23.	15" STORM SEWER	58	LIN FT	\$41.00	61	0	61	\$2,501.00
24.	18" STORM SEWER	404	LIN FT	\$41.00	405	0	405	\$16,605.00
25.	8"x6" PVC WYE	5	EACH	\$270.00	10	0	10	\$2,700.00
26.	8"x4" PVC WYE	3	EACH	\$250.00	0	0	0	\$0.00
27.	6" PVC SANITARY SERVICE PIPE	171	LIN FT	\$36.00	269	0	269	\$9,684.00
28.	4" PVC SANITARY SERVICE PIPE	150	LIN FT	\$35.00	0	0	0	\$0.00
29.	CONNECT TO EXISTING WATER MAIN	5	EACH	\$1,125.00	5	0	5	\$5,625.00
30.	HYDRANT	4	EACH	\$3,565.00	5	0	5	\$17,825.00
31.	SALVAGE HYDRANT	2	EACH	\$250.00	1	0	1	\$250.00
32.	SALVAGE & REINSTALL GATE VALVE & BOX	1	EACH	\$590.00	1	0	1	\$590.00
33.	SALVAGE & REINSTALL TEE	1	EACH	\$630.00	1	0	1	\$630.00
34.	SALVAGE & REINSTALL BEND	1	EACH	\$410.00	0	0	0	\$0.00
35.	SALVAGE & REINSTALL REDUCER	1	EACH	\$390.00	1	0	1	\$390.00
36.	1" CORPORATION STOP	40	EACH	\$355.00	39	0	39	\$13,845.00
37.	6" GATE VALVE AND BOX	5	EACH	\$1,250.00	5	0	5	\$6,250.00
38.	8" GATE VALVE AND BOX	13	EACH	\$1,700.00	13	0	13	\$22,100.00
39.	1" CURB STOP & BOX	34	EACH	\$265.00	35	0	35	\$9,275.00
40.	1" WATER SERVICE HORIZONTAL DIRECTIONAL DRILL	200	LIN FT	\$32.00	145	0	145	\$4,640.00
41.	1" WATER SERVICE HORIZONTAL DIRECTIONAL DRILL IN SOLID ROCK	200	LIN FT	\$32.00	132	0	132	\$4,224.00
42.	1" TYPE K COPPER PIPE	950	LIN FT	\$34.00	1,275	0	1,275	\$43,350.00
43.	4" WATERMAIN	30	LIN FT	\$42.00	30	0	30	\$1,260.00
44.	6" WATERMAIN	170	LIN FT	\$43.00	150	0	150	\$6,450.00
45.	8" WATERMAIN	2,650	LIN FT	\$44.00	2,561	0	2,561	\$112,684.00
46.	4" POLYSTYRENE INSULATION	64	SQ YD	\$34.00	64	0	64	\$2,176.00
47.	DUCTILE IRON FITTINGS	1,610	POUND	\$7.00	1,809	0	1,809	\$12,663.00
48.	CATCH BASIN, TYPE 1	8	EACH	\$1,570.00	8	0	8	\$12,560.00
49.	STORM MANHOLE, 48", TYPE 4	3	EACH	\$1,925.00	3	0	3	\$5,775.00
50.	SANITARY MANHOLE, TYPE 3	8	EACH	\$3,900.00	7	0	7	\$27,300.00
51.	NEW FRAME & RING CASTING	1	EACH	\$580.00	2	0	2	\$1,160.00
52.	4" CONCRETE WALK	1,975	SQ FT	\$5.35	3,012	390	3,402	\$18,202.84
53.	PEDESTRAIN RAMP	8	EACH	\$1,000.00	8	1	9	\$9,000.00
54.	CONCRETE CURB & GUTTER DESIGN B618	4,850	LIN FT	\$12.50	4,950	48	4,998	\$62,475.00
55.	6" CONCRETE DRIVEWAY PAVEMENT INCLUDING STEEL REINFORCEMENT	500	SQ YD	\$53.00	501	28	529	\$28,010.50
56.	7" CONCRETE ALLEY PAVEMENT INCLUDING STEEL REINFORCEMENT	310	SQ YD	\$60.00	289	0	289	\$17,328.00
57.	3" BITUMINOUS DRIVEWAY PAVEMENT	125	SQ YD	\$21.00	0	191	191	\$4,011.00
58.	6" AGGREGATE SURFACING FOR DRIVEWAYS	50	CU YD	\$5.00	0	50	50	\$250.00
59.	TRAFFIC CONTROL	1	LUMP SUM	\$6,000.00	0,80	0,10	0,90	\$5,400.00
60.	SIGN, DISABLED PARKING	1	EACH	\$220.00	0	1	1	\$220.00
61.	MATERIAL TESTING	1	LUMP SUM	\$2,000.00	0	0,248	0,248	\$496.00
62.	TEMPORARY WATER SERVICE	1	LUMP SUM	\$2,200.00	0	0	0	\$0.00
63.	SILT FENCE, TYPE HEAVY DUTY	410	LIN FT	\$3.00	0	0	0	\$0.00
64.	STORM DRAIN INLET PROTECTION	18	EACH	\$115.00	18	0	18	\$2,070.00
65.	ROCK LOG	7	EACH	\$90.00	7	0	7	\$630.00
66.	TEMPORARY ROCK CONSTRUCTION ENTRANCE	8	EACH	\$525.00	0	2	2	\$1,050.00
67.	SODDING TYPE LAWN	8,000	SQ YD	\$4.80	0	7,002	7,002	\$33,609.60
68.	AGGREGATE FOR PIPE FOUNDATION	0	CU YD	\$34.00	6	0	6	\$204.00
69.	ADJUST FRAME & RING CASTING	1	EACH	\$260.00	0	0	0	\$0.00

2905 South Broadway
 Rochester, MN 55904
 Phone 507-288-3923



PARTIAL PAYMENT ESTIMATE
 FOR CONSTRUCTION WORK COMPLETED

Project: 2016 Street & Utility Improvements
 Project No.: 8176
 Location: Eyota, Mn
 Contractor: A-1 Excavating, Inc.

Bid Price: \$1,020,327.25
 Date: Nov. 14, 2016
 Estimate #: 5
 % Complete: 88%

Item No.		Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimates	Quantity Completed This Estimate	Quantity Completed to Date	Total
70.	ADJUST GATE VALVE BOX	1	EACH	\$195.00	0	1	1	\$195.00
71.	GATE VALVE BOX - TOP SECTION	1	EACH	\$275.00	0	0	0	\$0.00
72.	GRANULAR BACKFILL FOR UNSUITABLE SOIL FOR STORM SEWER	200	TON	\$10.00	0	0	0	\$0.00
73.	EXPLORATORY EXCAVATION	20	HOUR	\$240.00	3	0	3	\$720.00
74.	STORM MANHOLE, 60", TYPE 4	1	EACH	\$2,930.00	1	0	1	\$2,930.00
Items With No Quantities								
75.	CONSTRUCT OUTSIDE DROP FOR SANITARY MANHOLE		VERT FT	\$350.00	2.3	0	2.3	\$805.00
Total Work Completed								\$892,907.44

Less 5% Retainage \$44,645.37
 Less Previous Payments \$747,703.52
 Net Payment this Estimate \$100,558.55

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Reports	ORIGINATING DEPT:	ITEM NO. 6.C
ITEM DESCRIPTION: 2016 Crack Sealing – pay request #1		PREPARED BY: Marlis Knowlton

**Fahrner Asphalt Sealer, LLC completed the project to fill and seal street cracks. They have submitted the pay request for the entire project and WHKS & Co. is recommending payment:
Pay Request #1 of \$ 33,877.36.**

Note: 2016 budget

Street Repairs: \$25,000 was budgeted for miscellaneous expenses, gravel and crack filling. Seal Coating: \$20,000 is budgeted.

From the April 28, 2016 Council Minutes:

Street Crack Filling and Sealing: The bids for street repairs came in much lower than expected. Boice recommended doing additional crack filling and sealing; and doing additional miscellaneous repairs with budgeted funds from both the Street Repairs and Seal Coating accounts and some of the \$28,224 received in 2015 from the State of Minnesota through its Small Cities Assistance Account.

Seal coating funds will be used to make the minor repairs.

Motion was made and approved to accept the bid from Fahrner Asphalt Sealers, LLC (to do crack routing, cleaning and sealing) for \$32,400; using the \$25,000 budgeted in Street Repairs and the balance to be paid from the Small Cities Assistance Account.

Council Action Requested:

Motion to approve 2016 Crack Sealing pay request #1, payable to Fahrner Asphalt Sealer, LLC, \$33,877.36.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com

whks

engineers + planners + land surveyors

November 15, 2016

Ms. Marlis Knowlton
Clerk/Treasurer
City of Eyota
38 South Front Street SW
PO Box 328
Eyota, MN 55934-0328

RE: 2016 Crack Sealing - Street Maintenance
Eyota, MN
Final Pay Request No. 1

Dear Marlis:

Enclosed is Final Pay Request No. 1 for work on the above referenced project. We recommend that the City accept the project and make final payment in the amount of \$33,877.36 to:

Fahrner Asphalt Sealer, LLC
6615 US Hwy 12W
Eau Claire, WI 54703

Acceptance by the City Council will initiate the start of the one-year maintenance bond, as specified in the contract documents.

Please contact me if you have any questions.

Sincerely,

WHKS & co.



Daren D. Sikkink, PE

DS/jl

Cc: Brad Boice, City of Eyota
Bill Angerman, WHKS & Co.
Fahrner Asphalt Sealers, Inc.

2905 SOUTH BROADWAY
 ROCHESTER, MN 55904
 PHONE: 607.288.3923



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FINAL PAYMENT ESTIMATE
 FOR CONSTRUCTION WORK COMPLETED

PROJECT: 2016 Crack Sealing - Street Maintenance
 PROJECT NO.: 6920.16
 LOCATION: EYOTA, MN
 CONTRACTOR: Fahrner Asphalt Sealers

BID PRICE: \$32,400.00
 DATE: 10/31/2016
 ESTIMATE #: 1
 % COMPLETE: 104.6%

ITEM NUMBER	ITEM	QUANTITY	UNIT	UNIT PRICE	QUANTITY COMPLETED PREVIOUS ESTIMATES	QUANTITY COMPLETED THIS ESTIMATE	QUANTITY COMPLETED TO DATE	TOTAL TO DATE
1	Crack routing, cleaning and sealing	30,000	L.F.	\$ 0.68	0	25,922	25,922	\$ 17,626.96
2	Cleaning and sealing	20,000	L.F.	\$ 0.60	0	27,084	27,084	\$ 16,250.40

TOTAL WORK COMPLETED \$ 33,877.36

LESS 0% RETAINED \$ -

LESS PREVIOUS PAYMENTS \$ -

NET PAYMENT THIS ESTIMATE \$ 33,877.36

Agreed to by:

11-2-16

Signature

Date

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Regular	ORIGINATING DEPT:	ITEM NO. 6.D.
ITEM DESCRIPTION: 2015 Street & Utility Improvements - pay request #8		PREPARED BY: Marlis Knowlton

Elcor Construction has completed all the construction and paper work, submitted a pay request and WHKS & Co is recommending final payment: Pay Request #8 of \$ 11,144.93.

This final payment does include the normal retainage.

NOTE: Payment has NOT been included in the accounts payable amount to be approved.

Council Action Requested:

Motion to approve 2015 Street & Utility Improvements Project final pay request #8, payable to Elcor Construction, \$11,144.93.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com



November 18, 2016

Ms. Marlis Knowlton
Clerk/Treasurer
City of Eyota
38 South Front Street SW
PO Box 328
Eyota, MN 55934-0328

RE: 2015 Street & Utility Improvements
Eyota, MN
Final Pay Request No. 8

Dear Marlis:

Enclosed is Final Pay Request No. 8 for work on the above referenced project. We recommend that the City accept the project and make final payment in the amount of \$11,144.93 to:

Elcor Construction
123 Carlton Street SW
Rochester, MN 55902

Acceptance by the City Council will initiate the start of the two-year maintenance bond, as specified in the contract documents.

Please contact me if you have any questions.

Sincerely,

WHKS & co.

A handwritten signature in black ink, appearing to read 'D. Sikkink', is written over the company name.

Daren Sikkink, PE

DS/jl

Cc: Bill Angerman, WHKS & Co. (file)
Ward Opitz, Elcor Construction
Brad Boice, City of Eyota

2905 SOUTH BROADWAY
 ROCHESTER, MN 55904
 PHONE: 507.288.3923



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PARTIAL PAYMENT ESTIMATE
 FOR CONSTRUCTION WORK COMPLETED

Project: 2015 Street & Utility Improvements
 Project No.: 8060
 Location: Eyota, Mn
 Contractor: Elcor Construction

Bid Price: \$ 1,989,622.85
 Date: Nov. 7, 2016
 Final Estimate #: 8
 % Complete: 100.3%

Item No.		Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimates	Quantity Completed This Estimate	Quantity Completed to Date	Total
1.	MOBILIZATION	1	LUMP SUM	\$ 46,150.00	1.00	0	1.00	\$ 46,150.00
2.	CLEARING & GRUBBING	6	TREE	\$ 300.00	30.00	0	30.00	\$ 9,000.00
3.	RELOCATE TREES	3	TREE	\$ 250.00	1.00	0	1.00	\$ 250.00
4.	REMOVE WATER MAIN	1,100	LIN FT	\$ 10.00	1,496.50	0	1,496.50	\$ 14,965.00
5.	REMOVE CURB AND GUTTER	594	LIN FT	\$ 4.25	710.00	0	710.00	\$ 3,017.50
6.	REMOVE SEWER PIPE (STORM)	1,570	LIN FT	\$ 10.00	1,502.24	0	1,502.24	\$ 15,022.40
7.	REMOVE CONCRETE WALK	1,020	SQ YD	\$ 0.60	1,025.24	0	1,025.24	\$ 615.14
8.	REMOVE CONCRETE DRIVEWAY PAVEMENT	716	SQ YD	\$ 6.50	905.04	0	905.04	\$ 5,882.76
9.	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	350	SQ YD	\$ 3.40	382.46	0	382.46	\$ 1,300.36
10.	RECLAIM PAVEMENT	16,185	SQ YD	\$ 1.30	16,185.00	0	16,185.00	\$ 21,040.50
11.	REMOVE MANHOLE OR CATCH BASIN	21	EACH	\$ 250.00	21.00	0	21.00	\$ 5,250.00
12.	REMOVE GATE VALVE BOX	16	EACH	\$ 150.00	16.00	0	16.00	\$ 2,400.00
13.	REMOVE HYDRANT	7	EACH	\$ 350.00	6.00	0	6.00	\$ 2,100.00
14.	TOPSOIL BORROW (LV)	500	CU YD	\$ 16.00	706.50	0	706.50	\$ 11,304.00
15.	GEOTEXTILE FABRIC	20,813	SQ YD	\$ 1.00	19,496.90	0	19,496.90	\$ 19,496.90
16.	EXCAVATION - COMMON	7,700	CU YD	\$ 5.90	9,336.00	0	9,336.00	\$ 55,082.40
17.	EXCAVATION - TRENCH ROCK	7,200	LIN FT	\$ 1.00	514.00	0	514.00	\$ 514.00
18.	AGGREGATE BASE (CV) CLASS 5	5,922	CU YD	\$ 28.50	6,172.06	0	6,172.06	\$ 175,903.71
19.	AGGREGATE SUBBASE BREAKER RUN (CV)	3,500	CU YD	\$ 28.00	2,282.09	0	2,282.09	\$ 63,898.52
20.	TYPE SP 12.5 NON-WEARING COURSE MIX	2,247	TON	\$ 78.30	2,047.42	0	2,047.42	\$ 160,312.99
21.	TYPE SP 12.5 WEARING COURSE MIX	2,247	TON	\$ 78.30	2,496.71	0	2,496.71	\$ 195,492.08
22.	GRANULAR BACKFILL (LV)	400	CU YD	\$ 17.50	138.74	0	138.74	\$ 2,427.95
23.	8" PVC PIPE SEWER, SDR 26	309	LIN FT	\$ 46.00	403.87	0	403.87	\$ 18,568.82
24.	8" PVC PRESSURE PIPE SEWER, SDR 26	485	LIN FT	\$ 46.00	445.00	0	445.00	\$ 20,470.00
25.	8" PIPE SEWER	12	LIN FT	\$ 25.00	0.00	0	0.00	\$ -
26.	12" PIPE SEWER	283	LIN FT	\$ 28.00	349.00	0	349.00	\$ 9,772.00
27.	15" PIPE SEWER	245	LIN FT	\$ 29.00	231.00	0	231.00	\$ 6,699.00
28.	18" PIPE SEWER	1,636	LIN FT	\$ 31.00	1,636.00	0	1,636.00	\$ 50,716.00
29.	24" PIPE SEWER	688	LIN FT	\$ 35.00	688.12	0	688.12	\$ 24,084.20
30.	30" PIPE SEWER	35	LIN FT	\$ 47.00	32.00	0	32.00	\$ 1,504.00
31.	42" PIPE SEWER	836	LIN FT	\$ 77.00	834.24	0	834.24	\$ 64,236.48
32.	8"x6" PVC WYE	12	EACH	\$ 213.00	10.00	0	10.00	\$ 2,130.00
33.	8"x4" PVC WYE	1	EACH	\$ 211.00	7.00	0	7.00	\$ 1,477.00
34.	6" PVC SANITARY SERVICE PIPE	363	LIN FT	\$ 22.00	144.03	0	144.03	\$ 3,168.66
35.	4" PVC SANITARY SERVICE PIPE	30	LIN FT	\$ 22.00	122.89	0	122.89	\$ 2,703.58
36.	CONNECT TO EXISTING WATER MAIN	7	EACH	\$ 890.00	8.00	0	8.00	\$ 7,120.00
37.	HYDRANT	9	EACH	\$ 3,670.00	8.00	0	8.00	\$ 29,360.00
38.	SALVAGE HYDRANT	3	EACH	\$ 500.00	3.00	0	3.00	\$ 1,500.00
39.	1" CORPORATION STOP	66	EACH	\$ 216.00	63.00	0	63.00	\$ 13,608.00
40.	2" CORPORATION STOP	1	EACH	\$ 505.00	1.00	0	1.00	\$ 505.00
41.	4" GATE VALVE AND BOX	1	EACH	\$ 1,005.00	1.00	0	1.00	\$ 1,005.00
42.	6" GATE VALVE AND BOX	13	EACH	\$ 1,145.00	12.00	0	12.00	\$ 13,740.00
43.	8" GATE VALVE AND BOX	21	EACH	\$ 1,565.00	24.00	0	24.00	\$ 37,560.00
44.	1" CURB STOP & BOX	62	EACH	\$ 288.00	59.00	0	59.00	\$ 16,992.00
45.	2" CURB STOP & BOX	1	EACH	\$ 603.00	1.00	0	1.00	\$ 603.00
46.	1" TYPE K COPPER PIPE	1,915	LIN FT	\$ 20.00	2,016.92	0	2,016.92	\$ 40,338.40
47.	2" TYPE K COPPER PIPE	60	LIN FT	\$ 28.00	17.00	0	17.00	\$ 476.00
48.	6" WATERMAIN	230	LIN FT	\$ 42.00	217.32	0	217.32	\$ 9,127.44
49.	8" WATERMAIN	5,831	LIN FT	\$ 44.50	5,541.40	0	5,541.40	\$ 246,592.30
50.	4" POLYSTYRENE INSULATION	171	SQ YD	\$ 37.00	236.65	0	236.65	\$ 8,756.05
51.	DUCTILE IRON FITTINGS	3,800	POUND	\$ 6.00	3,467.00	0	3,467.00	\$ 20,802.00
52.	CATCH BASIN, TYPE 1	25	EACH	\$ 1,803.00	27.00	0	27.00	\$ 48,681.00
53.	STORM MANHOLE, 48", TYPE 4	9	EACH	\$ 2,642.00	10.00	0	10.00	\$ 26,420.00
54.	STORM MANHOLE, 60", TYPE 4	4	EACH	\$ 3,800.00	4.00	0	4.00	\$ 15,200.00
55.	STORM MANHOLE, 78", TYPE 4	3	EACH	\$ 5,800.00	3.00	0	3.00	\$ 17,400.00
56.	STORM MANHOLE, 84", TYPE 4	1	EACH	\$ 6,254.00	1.00	0	1.00	\$ 6,254.00
57.	STORM APRON, 42" REINFORCED CONCRETE	1	EACH	\$ 2,592.00	1.00	0	1.00	\$ 2,592.00
58.	STORM BLIND TIE	1	EACH	\$ 1,500.00	2.00	0	2.00	\$ 3,000.00
59.	SANITARY MANHOLE, TYPE 3	9	EACH	\$ 4,006.00	9.00	0	9.00	\$ 36,054.00
60.	SANITARY MANHOLE, TYPE 3A	1	EACH	\$ 4,870.00	1.00	0	1.00	\$ 4,870.00
61.	NEW FRAME & RING CASTING	6	EACH	\$ 525.00	6.00	0	6.00	\$ 3,150.00
62.	4" CONCRETE WALK	8,535	SQ FT	\$ 4.45	8,498.05	0	8,498.05	\$ 37,816.32

2905 SOUTH BROADWAY
 ROCHESTER, MN 55904
 PHONE: 507.288.3923



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PARTIAL PAYMENT ESTIMATE
 FOR CONSTRUCTION WORK COMPLETED

Project: 2015 Street & Utility Improvements
 Project No.: 8060
 Location: Eyota, Mn
 Contractor: Elcor Construction

Bid Price: \$ 1,989,622.85
 Date: Nov. 7, 2016
 Final Estimate #: 8
 % Complete: 100.3%

Item No.		Contract Quantity	Unit	Unit Price	Quantity Completed Previous Estimates	Quantity Completed This Estimate	Quantity Completed to Date	Total
63.	PEDESTRAIN RAMP	10	EACH	\$ 1,145.00	12.00	0	12.00	\$ 13,740.00
64.	CONCRETE CURB & GUTTER DESIGN B618	9,670	LIN FT	\$ 13.60	9,743.80	0	9,743.80	\$ 132,515.68
65.	CONCRETE CURB & GUTTER DESIGN DRIVEOVER	387	LIN FT	\$ 17.70	382.00	0	382.00	\$ 6,761.40
66.	6" CONCRETE DRIVEWAY PAVEMENT	1,075	SQ YD	\$ 47.30	1,206.32	0	1,206.32	\$ 57,058.94
67.	7" CONCRETE ALLEY PAVEMENT	490	SQ YD	\$ 53.30	555.93	0	555.93	\$ 29,631.07
68.	3" BITUMINOUS DRIVEWAY PAVEMENT	60	SQ YD	\$ 25.00	94.26	0	94.26	\$ 2,356.50
69.	TRAFFIC CONTROL	1	LUMP SUM	\$ 6,500.00	1.00	0	1.00	\$ 6,500.00
70.	4" SOLID LINE YELLOW-EPOXY	320	LIN FT	\$ 1.60	0.00	0	0.00	\$ -
71.	4" BROKEN LINE YELLOW-EPOXY	80	LIN FT	\$ 1.60	0.00	0	0.00	\$ -
72.	CROSS WALK MARKING-EPOXY	32	SQ FT	\$ 8.00	184.00	0	184.00	\$ 1,472.00
73.	PAVEMENT MESSAGE-RAILROAD	1	EACH	\$ 825.00	1.00	0	1.00	\$ 825.00
74.	4" SOLID LINE WHITE-EPOXY	900	LIN FT	\$ 3.25	596.00	0	596.00	\$ 1,937.00
75.	RIP RAP, CLASS III	10	CU YD	\$ 54.00	10.00	0	10.00	\$ 540.00
76.	SIGN, DISABLED PARKING	2	EACH	\$ 125.00	2.00	0	2.00	\$ 250.00
77.	MATERIAL TESTING	1	LUMP SUM	\$ 4,000.00	0.0735	0.2861	0.3596	\$ 1,438.25
78.	TEMPORARY WATER SERVICE	1	LUMP SUM	\$ 14,200.00	1.00	0	1.00	\$ 14,200.00
79.	SILT FENCE, TYPE HEAVY DUTY	670	LIN FT	\$ 3.00	480.00	0	480.00	\$ 1,440.00
80.	STORM DRAIN INLET PROTECTION	34	EACH	\$ 175.00	28.00	0	28.00	\$ 4,900.00
81.	TEMPORARY ROCK CONSTRUCTION ENTRANCE	6	EACH	\$ 400.00	3.00	0	3.00	\$ 1,200.00
82.	SODDING TYPE LAWN	10,500	SQ YD	\$ 4.50	11,657.33	0	11,657.33	\$ 52,457.99
83.	AGGREGATE FOR PIPE FOUNDATION	400	CU YD	\$ 1.00	23.00	0	23.00	\$ 23.00
84.	ADJUST FRAME & RING CASTING	1	EACH	\$ 350.00	0.00	0	0.00	\$ -
85.	ADJUST GATE VALVE BOX	1	EACH	\$ 100.00	0.00	0	0.00	\$ -
86.	GATE VALVE BOX - TOP SECTION	1	EACH	\$ 115.00	4.00	0	4.00	\$ 460.00
87.	GRANULAR BACKFILL FOR POLYPROPYLENE PIPE	400	TON	\$ -	0.00	0	0.00	\$ -

Total Work Completed \$ 1,996,185.29

Item with no Quantity

1.	TANK REMOVAL		LUMP SUM	\$ 5,094.80	1.00	0	1.00	\$ 5,094.80
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Total Work Completed Including Tank Removal \$ 2,001,280.09

Agreed to by:


 Signature

11/15/2016
 Date

Less 0.0% Retainage \$ 0.00
 Less Previous Payments \$ 1,990,135.16
 Net Payment this Estimate \$ 11,144.93

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Regular	ORIGINATING DEPT: Engineering	ITEM NO. 6.E
ITEM DESCRIPTION: Lake Eyota Feasibility Study		PREPARED BY: WHKS & Co.

The Council had previously instructed City Engineers (WHKS & Co.) to complete a feasibility study for the concept of creating a lake in the Second Street Wetlands parcel.

The study has been completed and the Engineers will explain their findings.

Included in this agenda is only the first seven page memorandum of the 177 page report.

Council Action Requested:

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

PRELIMINARY STORMWATER ANALYSIS MEMORANDUM

TO: City of Eyota
FROM: Nathan Anderson, P.E.
DATE: November 18th, 2016
RE: 2nd Street Concept

Background

In 2007 and 2010 the City of Eyota experienced flooding in the northern part of the City as a result of large rainfall-runoff events. In response to these flooding events the City Council in 2011 retained WHKS to develop a stormwater management plan (Appendix A) for the northwest drainage area, which is the primary area within the City that is impacted by flooding events. The plan was approved by the City Council in August of 2011. The stormwater plan detailed six recommended improvement alternatives to reduce flooding within the northern part of the City. Of the recommended improvements, several have been completed. A summary of the project status is provided in Table 1.

Table 1: Stormwater Project Status Summary

	Description	Complete
1	Detention Ponds (multiple)	
2	Hwy 14 Channel Improvement	✓
3	Constructed Wetland	
4	Ditch Maintenance	✓
5	Replace 5 th Street Culverts	✓
6	Subdrains	

Improvement alternative three (Constructed Wetland) recommended that the City acquire an 11 acre parcel of land located to the northeast of the intersection of County Highway 42 and west 2nd Street for the purpose of constructing a wetland restoration project, that would also provide flood control benefits. The property (formerly known as the Dorothy Jones property) was purchased by the City in 2014. In 2015 the City Council authorized WHKS to prepare a preliminary wetland banking concept plan to restore the site and create wetland credits through the Minnesota Board of Water and Soil Resources (BWSR) wetland banking program. The general concept of the wetland banking approach is that the City could recoup some of the project costs by selling the credits on the open market, or use the credits for future City projects that may require wetland mitigation.

Wetland banking in Minnesota is a multi-phased process that requires several stages of project scoping. In December of 2015 WHKS presented six wetland restoration concepts to the City Council with preliminary cost opinions. Copies of the conceptual wetland layouts are provided in Appendix B. The concepts developed represent the first of three phases in overall scoping process. The development of these concepts is often referred to as the Scoping Part A. The City Council subsequently authorized WHKS to proceed to Scoping Part B based on Option 4, which excluded one acre of the site for a proposed commercial development.

In February of 2016 the City of Eyota was awarded a grant from the Minnesota Design Team to develop a number of potential improvements ideas within the City. One of the recommendations of the Design Team was to develop the proposed wetland restoration site into park and create a permanent water feature that was originally referred to as Lake Eyota. A copy of the concept plan from the Design Team is included in Appendix C. As a result of this recommendation the wetland banking process was temporarily put on hold until additional information could be gathered on the Lake Eyota concept. The City conducted a public survey poll on the Lake Eyota idea and a majority of residents (57%) supported studying the project further. The City Council requested that WHKS prepare additional information on the Lake Eyota concept so that the Council could evaluate the various alternatives.

The following text is intended to provide additional information regarding both of the site alternatives, which include a wetland restoration project and the development of a park and water feature.

Review of Wetland Restoration Concept

Wetland Banking Component

Part B of the wetland banking scoping process requires more detailed information be gathered and submitted to BWSR in order to determine overall feasibility of the design and replacement credit ratios. As part of the process, the site requires a certified wetland delineation and soil borings in order to determine static groundwater levels. WHKS has completed the wetland delineation for the site, and the soil borings were collected in October of 2016. A copy of the draft wetland delineation report is provided in Appendix D, and a copy of the soil boring report is included in Appendix E. It should be noted that the wetland delineation and soil borings are also required for the development of the Lake Eyota concept and this information was used for the analysis of both alternatives. The wetland delineation has not yet been submitted for regulatory approval and should only be considered preliminary until concurrence is granted.

Based on the additional information gathered, WHKS has refined the wetland banking concept plan based on Option 4. A revised schematic and preliminary Scoping B application package has been completed and is included in Appendix F. A revised cost opinion is provided in Table 2. In summary, the proposed wetland restoration project is expected to produce a maximum of 5.45 credit acres. Fewer credit acres will be generated if more material is stockpiled on site. The amount of excavated material will vary depending on the desired level of flood control. Based on recent sales data these credits would be expected to have a market value of \$30,000 to \$40,000 per acre.

Should the City of Eyota choose to pursue wetland banking the Scoping B package should be submitted to BWSR for review and approval prior to final scoping and design.

Table 2: Wetland Bank Cost Opinion

ITEM	DESCRIPTION	UNIT QUANTITY	UNIT	Unit Price	Total
1	Mobilization	1	LS	\$ 5,000	\$ 5,000
2	Clearing & Grubbing	1	LS	\$ 2,000	\$ 2,000
3	Excavation & Embankment	11,000	CY	\$ 6.00	\$ 66,000
6	Wetland Seed Mix	8	Ac	\$ 6,000	\$ 48,000
7	Upland Buffer Seed Mix	2	Ac	\$ 5,000	\$ 10,000
8	Erosion & Sediment Control	1	LS	\$ 2,500	\$ 2,500
SubTotal:					\$ 133,500
Contingency					\$ 14,000
Engineering					\$ 12,500
Total					\$ 160,000

Flood Control Component

The cost opinion provided in Table 2 is intended to show the construction cost for wetland restoration and banking only. The original goal of this project, as outlined in the northwest stormwater plan, was to provide localized flood control. The wetland banking component alone will provide a marginal amount of flood control (less than 1 acre foot storage volume), and is only intended to offset some of the project costs. If the City wishes to provide flood control at this site, additional excavation and site grading will be required. The amount of excavation can be tailored to match funding. Table 3 provides a summary of how the project would be funded with a flood control component. The wetland restoration process typically takes three to five years to complete before the return on investment can be realized. Should the City wish to proceed with this project, and include a flood control component, the total initial expenditures will need to be budgeted. Regardless of the amount of additional excavation, the overall site and wetland restoration concept will remain the same.

Table 3: Total Project Cost Calculation

ITEM	DESCRIPTION	Total	Note
1	Wetland Restoration Cost	\$ 160,000	From Table 2
2	Flood Control Component	\$ 50,000	Cost may vary
Initial Project Cost		\$ 210,000	Total initial expenditure
3	Wetland Credit Generated	\$ (150,000)	Generated from later credit sales
Final Project Cost:		\$ 60,000	

Review of Lake and Park Concept

As a concept developed by the Minnesota Design Team, the proposed lake could provide a number of recreational and aesthetic benefits to the City of Eyota. The purpose of this evaluation is to examine some of the considerations and variables that will have to be addressed in order to make the project feasible.

For the purpose of this letter the term "Lake" is used in reference to the concept plan name developed by the Minnesota design team. By some definitions the proposed body of water would better defined as a pond. The remainder of this letter uses the term pond.

Technical Considerations

1. Pond Type - There are two types of pond designs, excavated ponds and embankment ponds. The type of pond proposed for this location would be an excavated pond. The local topography restricts the development of an embankment pond. In addition, there are regulatory restrictions that would prohibit the construction of an embankment (dam) across a regulated waterway. Finally it is not in the City's interest to construct an embankment pond as much of the anticipated flood control benefit would be lost due to decreased flood storage.
2. Depth - The minimum recommended depth for an excavated pond in southeastern Minnesota is 8 feet. Water depths less than 8 feet deep allow for the establishment of rooted aquatic vegetation, which in turn effectively create a deep marsh wetland environment. Should the City wish to develop a pond that will support panfish populations, a minimum depth of 10 feet is recommend with pockets of depth up to 12 feet recommended for more favorable conditions.
3. Hydrology - The project concept provided by the Minnesota Design Team shows an open body of water that is connected to an ephemeral waterway, as shown in Appendix C. The waterway enters the pond on the south side and discharges at the northeast corner. The contributing drainage area is approximately 320 acres. As a general rule of thumb, a drainage area of approximately 8 acres is required to support one acre-foot of water volume in our geographical area. For reference purposes the proposed pond area is approximately 8 acres, which at an average depth of 10 feet would have a total volume of approximately 80 acre-feet. This means that surface water runoff alone cannot support the pond. As stated above the proposed pond will be an excavated pond and it is anticipated that the majority of the permanent pool will be supported by groundwater. The soil borings show a static groundwater elevation of approximately 1.5 to 2 feet below the existing grade. The proposed pond bottom would be excavated to a depth 10 to 12 feet below this elevation to ensure adequate hydrology during extended dry periods. Contributions from surface water could be used to supplement the pond volume during normal and wet periods. Based on the combination of contributing drainage area and static groundwater levels there does appear to be adequate hydrology to support the proposed pond.
4. Water Quality - Due to the influence from surface water runoff, the proposed pond will receive sediment and excess nutrients, and speed up the process of eutrophication. Eutrophication is the process by which oxygen is depleted in a water body resulting in the death of aquatic organisms and excess growth of plants and algae. These conditions are often undesirable as they limit the use of the water body for recreation,

can result in odors, and may create conditions favorable for mosquitoes. To avoid problems associated with this process there are several alternatives that the City may consider during the design process. The first alternative is the inclusion of one or more mechanical aerators. The aerators work by supplying oxygen to the water thereby increasing biological activity to remove the excess nutrients. The aerator concept was proposed in the Minnesota Design Team schematic. The issue of sediment accumulation could be addressed with the addition of a sediment forebay or through regular maintenance dredging. A second alternative would be to isolate the surface water runoff from the ground water by constructing isolation berms on either side of the existing waterway. The berms would be constructed to an elevation slightly higher than the static groundwater level so that the majority sediment and nutrients would bypass the pond. During a flood situation the channel would overflow and two water bodies would temporarily mix.

5. Operation and Maintenance - Operational and maintenance costs will vary considerably depending on the final pond and park size and amenities. The proposed pond, regardless of design and configuration, will require regular maintenance. The maintenance of the pond and park will be a reoccurring cost to the City and pose additional requirements on City Staff. In addition, the mechanical aerators will have an estimated annual operational cost ranging from \$2,500 to \$5,000 depending on the size of equipment motors. Other operational costs may include mowing, weed control, mosquito control, and other maintenance related items.

Regulatory Considerations

As part of the review process WHKS contacted all of the regulatory agencies that could potentially be involved in the permitting process. The regulatory agencies included the following:

1. LGU/BWSR - Minnesota Wetland Conservation Act
2. Minnesota Department of Natural Resources - MN Public Waters
3. U.S. Army Corps of Engineers - Section 404 of the Clean Water Act

All of the regulatory agencies contacted would likely have jurisdiction over the existing waterway and adjacent wetlands, and permits from each would be required. None of the regulatory agencies contacted foresaw any reason why the project would not be feasible. However, all of the agencies contacted stated that the normal regulatory process and requirements would need to be followed. The recently completed a wetland delineation for the site identified approximately 6 acres of existing wetland within the project area. Under Minnesota Law, wetlands are protected, and Minnesota regulations typically require that permanent impacts to wetlands be mitigated at a replacement ratio of 2 to 1. The design concept presented by the Minnesota Design team would certainly impact most of the wetlands on the site. It should be noted that any water body in excess of 6 feet deep is not considered a wetland and therefore the construction of a pond would be considered a permanent impact. Based on the Minnesota Design Team concept, WHKS estimates that the permanent impacts to the existing wetlands would be between 4 to 5 acres. This means that the City would need to mitigate or purchase 8 to 10 acres of wetland credits at a different location. Variations of the Minnesota Design Team Concept may result in a reduction of wetland impacts, with proportional reduction in usable water surface.

Economic Considerations

There are many variations of the design concept for the proposed pond site. For the purpose of this letter report, design options are limited to two primary alternatives, each focused on a different method of addressing the concern with excess sediment and nutrients.

Grading Alternative 1: MN Design Team Concept

Grading alternative 1 is based on the conceptual drawing provided by the Minnesota Design Team, and shown in Appendix C.

Table 4: Alt. 1 Construction Cost Opinion

Description	Cost Range
Excavation & Grading	\$1,000,000 - \$1,400,000
Mechanical Aerator& Electrical	\$25,000 - \$35,000
Seeding/Restoration/Erosion Control	\$20,000 - \$40,000
Wetland Mitigation	\$155,000 - \$225,000
Total:	\$1,100,000 - \$1,500,000

Grading Alternative 2: Bypass Channel Concept

Grading alternative 2 is based on the concept of an isolated drainage-way and adjacent pond. With grading alternative 2, water areas east of the central drainage-way become isolated from the main pond area and the resulting size of the isolated areas limits the achievable depth to less than six feet. These areas would instead be developed as shallow marsh wetlands, thereby reducing the overall wetland impacts. It is not anticipated that this or any other pond alternative could be developed that would completely eliminate the need wetland mitigation. Even if comparable areas of wetland could be created on-site (which is what is shown in this alternative), disturbances to existing wetlands generally need to be replaced at a higher ratio, even if provided for on-site. A modified schematic for this design alternative is provided in Appendix C. The concept for grading alternative 2 results in a smaller overall pond area and significantly less wetland impact.

Table 5: Alt. 2 Construction Cost Opinion

Description	Cost Range
Excavation & Grading	\$750,000 - \$1,100,000
Mechanical Aerator& Electrical	\$10,000 - \$20,000
Seeding/Restoration/Erosion Control	\$30,000 - \$50,000
Wetland Mitigation	\$40,000 - \$100,000
Total:	\$830,000 - \$1,270,000

Optional Amenities

In addition to the minimum construction costs, Table 6 lists a range of costs for potential amenities. The amenities may be added to either design alternative on an individual unit basis.

Table 6: Optional Cost Items

	Cost Range
Integrated Trail System	\$50,000 - \$200,000
Fishing Pier	\$5,000 - \$10,000
Parking Lot	\$10,000 - \$60,000
Gazibo/Pavilion (no utilities)	\$10,000 - \$20,000
Landscaping (trees/shrubs)	\$10,000 - \$20,000

Other Considerations

Liability and Insurance - The construction of a City owned pond may influence the City's insurance premiums. An analysis of the City's insurance status is beyond the scope of this report. It is recommended that the City contact their insurance carrier to determine if there are any liability related issues, including cost, which should be considered before making a decision.

Wellhead protection - The Minnesota Department of Health is currently developing a wellhead protection plan for the City that examines the vulnerability of the City's drinking water supply to contamination. While the wellhead plan has not yet been completed, WHKS contacted the MDH to see if there may be concerns of constructing a pond with relation to the City's drinking water supply well. The MDH stated that it does not appear that the City's water supply is influenced by surface water and therefore there are no concerns with constructing a pond in the future drinking water supply management area.

Recommendations

WHKS recommends that the City of Eyota review the information contained in this letter and provide direction on the preferred project concept. Once the preferred project concept is selected the overall scope of the project should be refined. Regardless of the project concept selected it is recommended that the City submit the wetland delineation report for concurrence from the regulatory authorities.

Schedule

Wetland Restoration & Flood Control Option

WHKS has completed the Scoping B package for this project alternative and it is ready to submit to BWSR pending changes as directed by the City of Eyota. It is anticipated that the Scoping C process (final design) would be completed and approved in early 2017, with construction beginning in mid to late 2017.

Lake and Park Option

Wetland scoping for this project option has not been completed. It is anticipated that the design and regulatory review process for this project would extend through 2017. Construction would likely begin in the summer of 2018.

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Regular	ORIGINATING DEPT:	ITEM NO. 6.F
ITEM DESCRIPTION: Animal Ordinance #151		PREPARED BY: Marlis Knowlton

The Council previously approved changes to be made to the Animal Ordinance #133. The changes have been made and Ordinance #151 is submitted for final approval. A summary ordinance is also recommended for publication.

Recommendation to approve Ordinance #151.

Recommendation to approve a summary of Ordinance #151 for publication.

Council Action Requested:

Motion to approve adoption of Ordinance #151 ANIMAL ORDINANCE, AN ORDINANCE REGULATING THE LICENSING AND CONTROL OF DOGS, CATS, CHICKENS AND OTHER ANIMALS IN THE CITY, INCLUDING ADMINSTRATIVE PROCEDURES AND PROVIDING PENALTY FOR VIOLATION

Motion to approve publishing the SUMMARY OF ORDINANCE #151.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

ORDINANCE #151 ANIMAL ORDINANCE

AN ORDINANCE REGULATING THE LICENSING AND CONTROL OF DOGS, CATS, CHICKENS AND OTHER ANIMALS IN THE CITY, INCLUDING ADMINISTRATIVE PROCEDURES AND PROVIDING PENALTY FOR VIOLATION

Eyota City Ordinance No. 133 is hereby repealed.

THE CITY COUNCIL OF EYOTA, MINNESOTA DOES ORDAIN:

ARTICLE I. DEFINITIONS

As used in this ordinance the terms defined in this section shall have the meaning as ascribed to them.

Animal: Any quadruped living creature which is required to be licensed by the City of Eyota;

Animal Control Officer: A person, firm, or agency hired or engaged by the City of Eyota to investigate animal complaints, and who shall have authority to seize dogs, cats, or chickens and otherwise carry out the provisions of this ordinance;

At-Large: Any animal or chicken shall be considered "At-Large" when it is off the premises of the owner and not under restraint, as defined herein;

Chicken: A domesticated bird that serves as a source of eggs or meat. Hen being a female chicken and rooster being a male chicken.

Coop: A structure that provides shelter from the elements for the keeping or housing of chickens permitted by this ordinance.

Harborer: Any person, group, organization, who has custody of any dog, cat, chicken, or other animal that is kept or stays on or about the harborer's premises for five (5) or more days;

Kennels: Any place, building, tract of land, abode or vehicle wherein or whereupon four (4) or more domestic animals over two (2) months of age are kept, congregated, or confined, excluding municipal pounds.

Owner: Any person, groups, or organization owning, keeping, harboring, or maintaining a dog, cat, chicken, or other animal within the city for five (5) or more days or allowing the animal to be "At-Large" within the city;

Restraint: Means a dog or cat properly confined within a motor vehicle or properly confined within an enclosure, house, other building, by leash, by voice control or by an e-collar shall be considered properly restrained; or a chicken, properly confined within an enclosure or other building, shall be considered properly restrained;

Run: A fully enclosed and covered area attached to a coop where chickens can roam unsupervised.

Torture, Cruelty: Every act, omission, or neglect which causes or permits unnecessary or unjustifiable pain, suffering, or death.

Voice Control: Dogs must be under verbal control at all times, regardless of distractions. Dogs must immediately obey verbal command and always remain in sight. Dogs under voice control are not allowed to charge, chase, or display aggression toward other people, dogs, or others. Dogs under voice control may not go on private property without permission of said owner.

ARTICLE II. DOGS, CATS AND OTHER ANIMALS

SECTION 1. Regulations

Subdivision 1. It is unlawful for any person, group, or organization, to keep, harbor, or maintain a dog or cat over the age of six (6) months unless it has been vaccinated for rabies. The number of licensed dogs and/or cats shall not exceed a total of three (3), in any combination: 3 dogs, or 3 cats, 2 dogs and 1 cat, or 2 cats and 1 dog.

Subdivision 2. Registration; Possession of Other Animals. It is unlawful for any person to keep, harbor or maintain any animal of a mammalian species other than a dog, cat, or an animal which is a member of the order of lagomorpha (rabbit) or rodentia (rodent). Animal hybrids that are the offspring of wild animals bred with domestic dogs or cats are considered wild animals. They shall be maintained in a kennel with a perimeter fence of eight feet surrounding the kennel. They must be vaccinated.

Subdivision 3. Hoofed and agricultural animals shall be forbidden within the City limits, except on agriculturally zoned land, and except for chickens as regulated in Article III. Horses and other shod animals are allowable only in parades. Bees are considered an agricultural animal.

Subdivision 4. Exotic animals are required to be licensed and maintained under the provisions set forth for exotic animals under the United States Department of Agriculture.

Subdivision 5. Service Animals. Any properly identified service dog that aids persons who are totally or partially blind or deaf, or who have physical or sensory disabilities will require proof the dog has been certified as a service dog and has received a current rabies vaccination. Other service animals will also require proof of certification as a service animal; vaccinations will be dependent on type of animal.

SECTION 2. Tags All dogs and cats shall be harnessed or collared at all times. A metallic tag must be securely fastened to the animal's harness or collar at all times to indicate vaccination and/or owner information; or the animal must have an implanted identification chip. Tags shall be provided and attached by the owner, not by the City.

SECTION 3. Vaccination

Subdivision 1. Duty of Owner. Every animal over the age of six (6) months which is susceptible to rabies which is kept, harbored, or maintained by its owner in the city, or which is permitted by its owner to run at large in the city shall be vaccinated at least every three (3) years against rabies. Vaccination shall be performed only by a veterinarian, or trained employee of a licensed veterinary clinic. The veterinarian or duly trained employee of a licensed veterinary clinic, who vaccinated an animal to be kept, harbored, or maintained in the city, shall prepare and deliver to the owner, sufficient information to identify the animal vaccinated, the date of vaccination, and the type of vaccination, and the type and lot of vaccine used. In addition, the veterinarian or his/her employee shall issue to the owner of each animal so vaccinated a distinctive metal tag which sets forth the year of the vaccination, the owner shall forthwith cause such animal to wear this tag on a collar or harness.

Subdivision 2. Harboring Unvaccinated Animals. No person shall keep, harbor, or maintain an animal required to be vaccinated pursuant to this section which has not been vaccinated.

SECTION 4. Running at Large

Subdivision 1. No owner of any animal, whether kept, harbored, or maintained within or without the city, shall permit or suffer such animal to run or move at large at any time within the city. For the purpose of this section, every such animal at large shall be deemed at large with the permission and at the sufferance of its owner, and in the event of a violation of the provisions of this section, it shall be no defense that the offending animal escaped or is otherwise at large without the permission or sufferance of its owner.

Subdivision 2. Penalty. A first time violation of this section shall be fined \$50.00. Numerous violations of this section shall be deemed a petty misdemeanor.

SECTION 5. City Designated Pound The designated pound for the City of Eyota is the City maintenance garage located at 420 South Avenue SE or a contracted facility as designated by the City.

SECTION 6. Apprehension of Dogs and Cats An animal control officer or any police officer may apprehend and take possession of any animal in violation of this ordinance. Any animal apprehended by an animal control officer may be conveyed to the city animal pound to be there confined until release or disposal of as hereinafter provided.

SECTION 7. Notice of Apprehension

Subdivision 1. Tagged Animals. Within 48 hours after apprehending any tagged dog or cat the City of Eyota shall make reasonable efforts to contact the owner via the information listed on the tags.

Subdivision 2. Animals with no Tags. The City of Eyota shall post notices at City Hall and the Eyota Post Office alerting the public to contact the City if they are missing an animal.

SECTION 8. Reclaiming Animals from the City Designated Pound Within the time hereinafter limited, the owner of any animal apprehended may retrieve or recover the same from the City designated Pound by paying the impound fee of \$50.00, plus boarding fees of \$50.00 per day, to cover the cost of sheltering the animal and fees to cover the cost of veterinary care for the animal, if any. Animals that do not have proof of rabies vaccination at the time of apprehension shall be required to be vaccinated before being released from the pound. The owner must make arrangements to the animal appropriately vaccinated by the local veterinarian only; and done so in the presence of an animal control officer prior to being released from the shelter. The City Clerk shall give an official city pre-numbered, written receipt, to each person paying such fees and penalties.

No person shall break open the City Pound or attempt to do so, or take or attempt to take from an animal control officer or any police officer or any other authorized representative of the city, any animal taken up or apprehended in compliance with this ordinance or in any manner intentionally interfere with or hinder such persons in the discharge of his/her duties under this ordinance.

SECTION 9. Disposing of Unclaimed Animals

Subdivision 1. If any animal apprehended by the city animal control officer is not claimed by its owner within five (5) days after the date of apprehension, excluding holidays or other days the City Pound is closed, the City of Eyota shall cause the animal to be destroyed in a humane way or may allow the animal to be adopted.

Subdivision 2. Adoptions. Any person wishing to adopt an animal from the City pound after the five (5) day waiting period must pay the fees for a complete veterinary examination and vaccinations as it applies to Eyota City residents.

SECTION 10. Barking Dogs

Subdivision 1. It shall constitute a nuisance and be unlawful if any dog barks, whines, howls, bays, cries or makes other noise excessively so as to cause annoyance, disturbance or discomfort to any individual provided that such noise continues for a period of more than three (3) minutes or intermittent barking that continues for more than one (1) hour and is plainly audible from a distance of one hundred (100) feet from the premises whereupon the dog is kept. It shall not be a violation of this section if the dog is barking, crying or making other noise due to harassment or injury to the dog or a trespass upon the premises whereupon the dog is located.

Subdivision 2. Penalty. A first time violation of this section shall be deemed a petty misdemeanor.

SECTION 11. Dangerous Dogs

Subdivision 1. Definitions. For the purposes of this ordinance, the terms defined in this section shall have the meaning given them.

(a) Potentially Dangerous Dog: Any dog that:

- (1) when unprovoked, inflicts bites on a human or domestic animal on public or private property; or
- (2) when unprovoked, chases or approaches a person or domestic animal upon the streets, sidewalks, or any public property in an apparent attitude of attack; or
- (3) has a known propensity, tendency, or disposition to attack unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals.

(b) Dangerous Dog: Any dog that has:

- (1) without provocation, inflicted substantial bodily harm on a human being on public or private property; or
- (2) killed a domestic animal without provocation while off the owner's property; or
- (3) has been found to be potentially dangerous, and after the owner has been served notice that the dog is potentially dangerous, the dog aggressively bites, attacks, or endangers the safety of human beings or domestic animals.

(c) Proper Enclosure: A securely confined area indoors or in an enclosure which has flooring that prevents digging, sides which prevent chewing or exit through them, secured with a covering which prevents escape and provides protection from the elements. This enclosure must be locked. A porch, patio, house, garage, or other structure that cannot be locked or has walls, windows or doors that are not substantial enough to prevent the escape of the dog shall not be considered a proper enclosure.

(d) Owner: Any person, firm, corporation, organization, or department possessing, harboring, keeping, having an interest in, or having care, custody or control of a dog.

Subdivision 2. Notice of Potentially Dangerous or Dangerous Dogs. If after an investigation conducted by an animal control officer or police officer, it is determined that a dog is potentially dangerous or dangerous according to the criteria described in Section 11 (a) or (b), the City of Eyota will serve a notice of intent to declare the dog as potentially dangerous or

dangerous on the owner of the dog in question. This notice shall inform the owner of this designation, the basis for the determination, the procedures for contesting the designation as described in Subd. 3 and the result of the failure to contest the designation as described in Subd. 4.

Subdivision 3. Contesting Declaration of Dangerous or Potentially Dangerous Dogs. If the owner of a dog has received a notice of intent to declare a dog potentially dangerous or a dangerous dog, the owner may request a hearing be conducted to determine whether or not such a determination is justified. This request must be made in writing and delivered to the City Clerk within 14 calendar days of receipt of the notice of the intent to declare a dog as potentially dangerous or dangerous. The City Clerk will schedule the hearing with the City Council. Witnesses may be called and documents reviewed to make a determination on the issue. Owners shall have the right to present evidence on their behalf and to cross-examine any witnesses. A simple majority of the Council is necessary for a finding that the dog is either dangerous or potentially dangerous. The decision shall be in writing and shall indicate the reasons for the findings.

If the Council finds there is sufficient basis to declare a dog as potentially dangerous or dangerous, that finding will serve as notice to the owner that the dog is in fact a potentially dangerous or dangerous dog and the owner must immediately comply with all applicable requirements of this ordinance or immediately cause the animal to be humanely destroyed or removed from the City limits.

If the owner of the dog disputes the finding of the City Council, the owner may appeal to the Olmsted County District Court.

Subdivision 4. Failure to Contest Notice of Intent to Declare. If the owner of a dog receives a notice from the City of Eyota of the intent to declare the dog as potentially dangerous or dangerous, and the owner fails to contest that notice within fourteen (14) calendar days, the owner shall be considered as having forfeited the right to the hearing described in Subd. 3 and as having consented to the designation of the dog as potentially dangerous or dangerous by default. The City of Eyota will then issue a declaration of dangerous or potentially dangerous to the owner and the owner must immediately comply with all applicable requirements of this ordinance or cause the dog to be humanely destroyed or removed from the City.

Subdivision 5. Registration. No person may own, possess, keep, harbor, maintain or otherwise have a dangerous dog in this City unless the dog is registered as provided in this section. The City of Eyota shall issue a certificate of registration to the owner of the dangerous dog if the owner presents sufficient evidence that:

- (a) a proper enclosure exists for the dangerous dog and the premises shall be posted with clearly visible warning signs issued or approved by the City of Eyota, that there is a dangerous dog on the property; and
- (b) a surety bond has been issued by a surety company authorized to conduct business in this state in a form acceptable to the City of Eyota or the City Attorney in the sum of at least \$300,000, payable to any person injured by the dangerous dog, or a policy of liability insurance has been issued by an insurance company authorized to conduct business in this state in the amount of at least \$300,000 insuring the owner for any personal injuries inflicted by the dangerous dog; and
- (c) a microchip identification has been implanted in the dangerous dog.

Subdivision 6. Fees. The City may charge the owner an annual fee of \$300 to obtain a certificate of registration for a dangerous dog under this section. A fee of \$50 each may be charged for signs that are designated as the official symbols for posting.

Subdivision 7. Seizure of Dangerous Dogs and Violations. An animal control officer shall or any police officer may immediately seize any dangerous dog and/or issue a citation to the owner of any dangerous dog if:

- (a) fourteen (14) calendar days after the owner has received notice that the dog is dangerous, the dog is not validly registered under Subd. 5; or
- (b) the dog is not maintained in a proper enclosure; or
- (c) the dog is outside the proper enclosure and is not muzzled and restrained by a substantial chain or cable and under the physical restraint of a responsible person; or
- (d) fourteen (14) calendar days after the owner has received notice that the dog is dangerous, the owner does not secure the proper liability insurance or surety bond as required in Section 11, Subd. 5 (b); or
- (e) after the owner has been notified that the dog is dangerous or potentially dangerous, the dog bites or attacks a person or domestic animal; or
- (f) the owner has not had the dog sterilized within 30 days; the dog shall be sterilized at the owner's expense.

Subdivision 8. Confiscation and Destruction of Dangerous Dogs. If the owner of a dangerous dog is convicted of a crime for which the dog was originally seized, the court may order the dog be confiscated and destroyed in a proper and humane manner, and that the owner pay the costs incurred in the confiscating, confining, and destroying of the dog.

Subdivision 9. Exemptions. Dogs may not be declared dangerous if the threat, injury or damage was sustained by a person;

- (a) who was at the time of injury committing or attempting to commit willful trespass or other tort or crime upon the premises occupied by the dog; or
- (b) who was provoking, tormenting, teasing, abusing or assaulting the dog or who can be shown to have repeatedly, in the past, provoked, tormented, teased, abused or assaulted the dog.
- (c) Dogs used by law enforcement personnel within the scope of duty are exempt from this section.

SECTION 12. Animal Bites Whenever any animal shall have bitten a person or there is good reason to believe that such animal has bitten a person, such fact shall be reported within twenty four (24) hours to the county health department and thereafter the owner of such animal shall comply with the instructions of said department concerning such animal.

SECTION 13. Kennels Kennels, as defined in ARTICLE 1 of this ordinance, are not allowed in R-1 or R-2 zoned districts.

SECTION 14. Abuse/Neglect of Animals

Subdivision 1. Food. Animals must be provided food with sufficient quantity to allow for normal growth and maintenance of body weight.

Subdivision 2. Water. Animals must be provided with clean, fresh water in sufficient quantity to satisfy the animal's needs or supplied by free choice.

Subdivision 3. Transportation. Animals must be contained within the passenger section of any vehicle or placed in crates or carriers of sufficient size to accommodate the animal. Animals carried in open vehicles, including trucks, boats, motorcycles, dirt bikes, trailers, etc., must be restrained in a crate or carrier or restrained by a chain or cable to prevent the animal from leaving the vehicle or being tossed out.

Subdivision 4. Shelter. Animals must be provided shelter at all times during inclement weather. The shelter must be large enough to comfortably accommodate the animal, be windproof and waterproof and contain enough bedding to provide the animal with insulation against the elements. Shade must be provided at all times during the months of May through October.

Subdivision 5. Sanitation. It shall be unlawful for any person to allow food or water receptacles, kennels, yards or the premises where the animal is kept to be or to remain in an unhealthy, unsanitary, or obnoxious condition or to permit the premises to be in such condition that obnoxious odors can be plainly detected on adjacent public or private property.

Subdivision 6. Enforcement. An animal control officer or a police officer may issue a citation to the owner of any animal and/or remove any such animal from any premises if the welfare of that animal is threatened due to a violation of this section. Written notice will be left upon the premises by the officer.

Subdivision 7. Reclaiming Neglected Animals. Any animal removed from any premises pursuant to subdivision 6, may be reclaimed by the owner within five (5) working days from the time the animal was taken, provided that all conditions for which the animal was removed have been corrected. The owner shall also be liable for payment of all boarding fees to the City, amounting to \$25 per day. Any animal not reclaimed within the time allowed may be disposed of pursuant to Section 9.

Subdivision 8. Abandonment. No person shall abandon any animal beyond five (5) working days after being notified as required in Section 7. Any animal being abandoned may be disposed of according to Section 9. The owner shall be liable for payment of all fees and expenses incurred by the City for the care and/or disposal of the animal in addition to a criminal fine. Boarding for abandonment is \$25 per day.

Subdivision 9. Health Care. Every companion animal shall be provided with adequate health care, including parasite and pest control and vaccination for contagious disease between animals. Proof must be provided to the City of Eyota upon request.

Subdivision 10. Cruelty and Abuse. No person shall overdrive, overload, torture, cruelly beat, neglect or unjustifiably injure, maim, or kill any animal, or cruelly work any animal when it is unfit for labor, whether it belongs to that person or another person. No person shall willfully instigate or in any way further any act of cruelty to any animals, or any act tending to produce cruelty to animals.

SECTION 15. Condition of Premises: Excrement

Subdivision 1. Dog and Cat Excrement. It is unlawful for any person who owns or has custody of a dog or cat to cause or permit such animal to defecate on any private property without the consent of the property owner or on any public property, unless such person immediately removes the excrement and places it in a proper receptacle. The provisions of this subdivision shall not apply to seeing-eye dogs under the control of a blind person or dogs while being used in police activity.

Subdivision 2. Penalty. Violation of this section shall be a petty misdemeanor.

SECTION 16. Apprehension Any animal control officer or any police officer is authorized and empowered to kill any animal which because of disease or viciousness constitutes an immediate threat to human life or safety or the life or safety of another domestic animal and cannot be safely taken up and impounded by other reasonable means. In such case, the owner shall be liable for any and/or all penalties provided by law.

ARTICLE III. CHICKENS

SECTION 1. Permitting

Subdivision 1. It is unlawful for any person, group, or organization, to keep, harbor, or maintain chickens on any premises unless issued a permit to do so within R-1 zoned districts as hereinafter provided. No more than six (6) hen chickens shall be allowed. No permit shall be issued for the keeping of any rooster. Permits shall be issued by the City Clerk. Applications for permits shall be made on forms provided by the Clerk.

Subdivision 2. Permits.

- (a) A chicken permit shall be valid for two (2) years beginning January 1 of the year the permit is purchased. Application for a permit may be made thirty (30) days prior to January 1, however, a permit must be obtained by December 31, or a ten (10) dollar late payment fee will be assessed. No reduction of permit fee shall be made because of expiration of a portion of the permit period time and no refund of any portion of the permit fee shall be made at any time for any purpose. Submission of a building plan or sketch shall be required with the permit.
- (b) The two year chicken permit fee shall be twenty five (25) dollars. The permit fee shall be paid at the time of application. A permit renewal obtained after December 31 of the second year will be assessed a ten (10) dollar late payment fee.
- (c) Chickens shall be banded. Bands will be issued by the City with the approved permit.
- (d) All chicken coops and runs must meet the requirements of the building and zoning codes; including electrical permits if applicable.
- (e) All permits must pass a mandatory inspection of the coop and run prior to harboring any chickens.
- (f) Permits may be revoked due to cruelty to the chickens, if the chickens become a nuisance, or any violation or non-compliance of this ordinance.

SECTION 2. Confinement. Chickens shall be confined at all times while in the city in a chicken coop or chicken run. It is unlawful to allow free range chickens, mobile coops, or to keep chickens inside a family dwelling.

- (a) Coops. Coops shall be no larger than twenty-four (24) square feet; which is four (4) square feet per chicken.
- (b) Runs. Runs shall be no larger than sixty (60) square feet; which is ten (10) square feet per chicken.

SECTION 3. Running at Large

Subdivision 1. No owner of any chicken, whether kept, harbored, or maintained within or without the city, shall permit or suffer such chicken to run or move at large at any time within the city. For the purpose of this section, every such chicken at large shall be deemed at large with the permission and at the sufferance of its owner, and in the event of a violation of the provisions of this section, it shall be no defense that the offending chicken escaped or is otherwise at large without the permission or sufferance of its owner.

Subdivision 2. Penalty. A first time violation of this section shall be fined \$50.00. Numerous violations of this section shall be deemed a petty misdemeanor.

SECTION 4. Notice of Apprehension. Within 48 hours after apprehending any chicken, the City of Eyota shall make reasonable efforts to contact the owner at the address/telephone number listed on permits.

SECTION 5. Disposal

- (a) The outdoor slaughtering of chickens on any premise within the city is prohibited.
- (b) Dead chickens must be disposed of offsite within twenty-four (24) hours after death.
- (c) If any animal apprehended by the city animal control officer is not claimed by its owner within twenty-four (24) hours after the time of apprehension, the City of Eyota shall cause the chicken to be destroyed in a humane way or may allow the animal to be adopted.

SECTION 6. Abuse/Neglect of Chickens

- (a) Food. Chickens must be provided food with sufficient quantity to allow for normal growth and maintenance of body weight.
- (b) Water. Chickens must be provided with clean, fresh water in sufficient quantity to satisfy the animal's needs or supplied by free choice.
- (c) Sanitation. It shall be unlawful for any person to allow food or water receptacles, coops or runs to be or to remain in an unhealthy, unsanitary, or obnoxious condition or to permit the premises to be in such condition that obnoxious odors can be plainly detected on adjacent public or private property.
- (d) Enforcement. An animal control officer or a police officer may issue a citation to the owner of any chicken and/or remove any such chicken from any premises if the welfare of that chicken is threatened due to a violation of this section. Written notice will be left upon the premises by the officer.
- (e) Reclaiming Neglected Animals. Any animal removed from any premises pursuant to (d) Enforcement, may be reclaimed by the owner within five (5) days from the time the animal was taken, provided that all conditions for which the animal was removed have been corrected. The owner shall also be liable for payment of all boarding fees to the City, amounting to \$25 per day. Any animal not reclaimed within the time allowed may be disposed of pursuant to Section 5.
- (f) Abandonment. No person shall abandon any animal beyond five (5) days. Any animal being abandoned may be disposed of according to Section 5. The owner shall be liable for payment of all fees and expenses incurred by the City for the care and/or disposal of the animal in addition to a criminal fine. Boarding for abandonment is \$25 per day.
- (g) Health Care. Chickens shall be provided with adequate health care, including parasite and pest control and vaccination for contagious disease between animals. Veterinarian certification must be provided to the City of Eyota upon request.
- (h) Cruelty and Abuse. No person shall overdrive, overload, torture, cruelly beat, neglect or unjustifiably injure, maim, or kill any chicken, whether it belongs to that person or another person. No person shall willfully instigate or in any way further any act of cruelty to any chicken, or any act tending to produce cruelty to chickens.

SECTION 7. Condition of Premises

Subdivision 1. It is unlawful for any person who owns or harbors chickens to allow the coop or run to be kept in an unhealthy, unsanitary or noxious condition or to permit the premises to be in such condition that noxious odors are carried to adjacent public or private property.

Subdivision 2. Chicken feed and manure must be kept in rodent and raccoon proof containers.

Subdivision 3. Penalty. Any coop and run permitted by the city may be inspected at any reasonable time by the city animal control officer or other agent of the city. Violation of this section shall be a petty misdemeanor.

ARTICLE IV. ENFORCEMENT

SECTION 1. Warning of Violation The animal control officer, police officer, or other official of the City, is authorized to issue a written notice of violation of any provisions(s) of this section, therein stating that a citation may be issued if the violation continues.

SECTION 2. Issuance of Citations The City of Eyota may authorize any police officer or any other authorized representative of the law to issue a citation to any person, firm, or entity for any alleged violations of this ordinance and any other ordinance or statute which provides the basis for prosecution of violations of this ordinance. Nothing within this ordinance shall be construed to limit the authority of police officers to enforce any provisions of this ordinance or related statutes or ordinances. The animal control officer, police officer, or other official of the City, is authorized to issue a citation to any person, group, or organization for any alleged violation of this ordinance as often as each day the violation persists.

SECTION 3. Penalties Unless otherwise specified, violations of this ordinance are declared to be misdemeanor offenses and are punishable by fine of up to \$1,000 and/or ninety (90) days in jail.

SECTION 4. Severability If any provision of this ordinance or the application of any provision to a particular situation is held to be invalid by a court of competent jurisdiction, the remaining portions of this ordinance and the application of the ordinance to any other situation shall not be invalidated.

Effective Date This ordinance shall be effective December 1, 2016; from and after its passage and publication in summary form.

Passed and adopted by the Eyota City Council the 22nd day of November, 2016.

Tyrel Clark
Mayor

ATTEST:

Marlis Knowlton
Clerk/Treasurer

ORDINANCE #151 ANIMAL ORDINANCE

AN ORDINANCE REGULATING THE LICENSING AND CONTROL OF DOGS, CATS, CHICKENS AND OTHER ANIMALS IN THE CITY, INCLUDING ADMINISTRATIVE PROCEDURES AND PROVIDING PENALTY FOR VIOLATION

Eyota City Ordinance No. 133 is hereby repealed.

THE CITY COUNCIL OF EYOTA, MINNESOTA DOES ORDAIN:

The regulating of dogs, cats, chickens and other animals will remain the same with the exception of the following changes:

Annual licensing of dogs and cats has been eliminated.

Chicken permits will now be valid for two years.

A printed copy of the ordinance is available for inspection by any person during regular office hours in the office of the City Clerk at City Hall, 38 West South Front Street, Eyota, MN and online www.eyota.govoffice.com

This ordinance shall be effective December 1, 2016 upon its passage and publication.

Passed and adopted by the Eyota City Council November 22, 2016.

/s/ Tyrel Clark
Mayor

ATTEST:

/s/ Marlis Knowlton
Clerk/Treasurer

REQUEST FOR COUNCIL ACTION

MEETING
DATE: 11/22/16

AGENDA SECTION: Regular Agenda	ORIGINATING DEPT: Finance	ITEM NO. 6.G
ITEM DESCRIPTION: Accounts Payable		PREPARED BY: Kathie Hall

Request to approve the accounts payable in the amount of \$151,548.88

Council Action Requested:

Motion to approve the accounts payable \$151,548.88 as presented.

COUNCIL ACTION: Motion by: _____ Second by: _____ to:

Council Meeting November 22, 2016

Approval of Accounts Payable:

To be approved by Council		\$	142,126.22
Council approval after checks written	11/15/2016	\$	5,263.59
Council approval after checks written		\$	-
Council approval after checks written		\$	-
Payroll for Council Approval			
11/18/2016	Remittance checks	\$	1,865.97
11/18/2016	Taxes paid electronically	\$	2,293.10
		\$	-
		\$	-
Total Accounts Payable:			<u>\$ 151,548.88</u>

Total Accounts Payable	\$ 151,548.88
Additional Payable	\$ -
Additional Payable	\$ -
Total	\$ 151,548.88

FOR YOUR INFORMATION - ONLY

ARBOR GARDENS OPERATING ACCOUNT CHECKS SIGNED FOR PAYMENT

10/27/2016	\$	55,177.37
	\$	-

TOTAL	<u>\$ 55,177.37</u>
--------------	---------------------

101 General Fund
 210 Fire Department
 220 EDA
 221 EDA revolving loans
 222 EIF Loans
 223 Rochester sales tax
 230 Park & Rec
 290 Gambling

Debt Service Funds
 307 Taxable 2007 note
 312 PIR – St Rdg Refunded
 313 GO 2010 St Imp
 314 PIR – 2006 Refunded
 315 Debt Service GO 2015
 316 Debt Service GO 2016
 322 Senior Housing (2nd)

Construction Funds
 400 PIR All Projects
 410 Reserves
 415 GO 2015A St Imp
 416 GO 2016A St Imp

Enterprise Funds
 601 Water
 602 Sanitary Sewer
 651 Storm Sewer
 655 Arbor Gardens

Edit List of Invoices - Detail w/GL

Date: 11/18/2016

Time: 2:08 pm

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City of Eyota

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	A-1 EXCAVATING, INC	11/15/2016	EASTW	PAY REQUEST No 5 2016	
	408 26TH AVENUE	11/23/2016	N	STREET & UTILITY PROJECT	100,558.55
12705	BLOOMER	11/15/2016	N	N	0.00
A-1 EXCAVA	WI 54724	11/15/2016	0.00	N	0
	<Emailing Stub Disabled>	11/15/2016	PAY REQUEST No 5		100,558.55

GL Number	Account Name	Pay Amount	Relieve Amount
416-43100-431.30	Contracted Services	105,851.10	0.00
416-00000-206.10	Retainage/Holdbacks Payable	-5,292.55	0.00
Distribution Total		100,558.55	0.00

Vendor Total: 100,558.55

	ANCOM COMMUNICATIONS INC	11/16/2016	EASTW	PAGER RE-PROGRAMING	
	1800 EAST CLIFF ROAD, SUITE 1	11/23/2016	N	6 PAGERS	180.00
12706	BURNSVILLE	11/16/2016	N	N	0.00
ANCOM	MN 55337	11/16/2016	0.00	N	0
	<Emailing Stub Disabled>	11/16/2016	64567 ; 68; 69; 70; 71		180.00

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-422.10	Repairs/Maintenance Equipment	90.00	0.00
210-42200-422.19	township portion of 422.10	90.00	0.00
Distribution Total		180.00	0.00

Vendor Total: 180.00

	CHOSEN VALLEY ELECTRIC, INC.	11/07/2016	EASTW	FREEDOM PK SCOREBOARD	
	8523 HWY 52 SE	11/23/2016	N	ELEC WIRING - J.REILAND	2,400.00
12709	EYOTA	11/07/2016	N	N	0.00
CHOSEN	MN 55934	11/07/2016	0.00	N	0
	<Emailing Stub Disabled>	11/07/2016	5406		2,400.00

GL Number	Account Name	Pay Amount	Relieve Amount
230-45200-458.00	Capital Outlay Other Equip	2,400.00	0.00
Distribution Total		2,400.00	0.00

Vendor Total: 2,400.00

	DOVER-EYOTA PUBLIC SCHOOLS	11/17/2016	EASTW	EAGLE ADS 1 & 15 EAGLE ISSUE:	
	615 SOUTH AVENUE	11/23/2016	N	CITY AD	95.00
12701	EYOTA	11/17/2016	N	N	0.00
D-ESCHOOL	MN 55934	11/17/2016	0.00	N	0
	<Emailing Stub Disabled>	11/17/2016	11-2016 EAGLE ADVERTIZI		95.00

GL Number	Account Name	Pay Amount	Relieve Amount
101-41900-435.10	Legal Notices Publishing	95.00	0.00
Distribution Total		95.00	0.00

Vendor Total: 95.00

	FAHRNER ASPHALT SEALERS, LL	10/31/2016	EASTW	2016 CRACK SEALING - ST MAIN1	
	2800 MECCA DRIVE	11/23/2016	N	\$8,877.36 - SMAL CITY DOLLARS	33,877.36
12704	PLOVER	10/31/2016	N	N	0.00
FAHRNER	WI 54467	10/31/2016	0.00	Y	0
	<Emailing Stub Disabled>	10/31/2016	PROJ NO: 6920.16		33,877.36

GL Number	Account Name	Pay Amount	Relieve Amount
101-43110-422.40	Street Repairs	25,000.00	0.00
101-43110-422.40	Street Repairs	8,877.36	0.00

Edit List of Invoices - Detail w/GL

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City of Eyota

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		

Distribution Total					33,877.36	0.00
					Vendor Total:	33,877.36

12694	FERGUSON WATERWORKS	10/27/2016	EASTW	SAFETY HARNESS FOR CLIMBIN		
	PO BOX 1070	11/23/2016	N	WATER TOWER		308.25
	FARGO	10/27/2016	N	N		0.00
FERGWATER	ND 58107-1070	10/27/2016	0.00	N	0	0.00
	<Emailing Stub Disabled>	10/27/2016	222891			308.25

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-430.80	Safety Training & Equipment	308.25	0.00
Distribution Total		308.25	0.00
		Vendor Total:	308.25

12699	KEITH MAYER	10/29/2016	EASTW	CLEAN & REPAIR GENERATOR		
	14724 CTY RD 9	11/23/2016	N	CARBERATOR; NEW GASKET		34.10
	EYOTA	10/29/2016	N	N		0.00
MAYER/KEIT	MN 55934	10/29/2016	0.00	Y	0	0.00
	<Emailing Stub Disabled>	10/29/2016	10-29-2016			34.10

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-422.10	Repairs/Maintenance Equipment	17.05	0.00
601-49400-422.10	Repairs/Maintenance Equipment	17.05	0.00
Distribution Total		34.10	0.00
		Vendor Total:	34.10

12703	MARLIS K. KNOWLTON	11/08/2016	EASTW	MILES: CMS; ELECTION'S		
	2343 110TH AVENUE S.E.	11/23/2016	N	ELECTION SUPPLIES		151.64
	EYOTA	11/08/2016	N	N		0.00
KNOWLTONM	MN 55934	11/08/2016	0.00	N	0	0.00
	<Emailing Stub Disabled>	11/08/2016	EXPENSES 7/21 TO 11/8/20			151.64

GL Number	Account Name	Pay Amount	Relieve Amount
101-41410-433.10	Travel/Training/Instruction	81.57	0.00
101-41410-421.80	General Operating Supplies	19.95	0.00
101-41400-433.10	Travel/Training/Instruction	50.12	0.00
Distribution Total		151.64	0.00
		Vendor Total:	151.64

12702	MINNESOTA ENERGY RESOURCE	11/04/2016	EASTW	OCT 2016 GAS BILLS		
	PO BOX 70022	11/23/2016	N			243.40
	PRESCOTT	11/04/2016	N	N		0.00
MNENERGY	AZ 86304-7022	11/04/2016	0.00	N	0	0.00
	<Emailing Stub Disabled>	11/04/2016	11-2016 STMTS			243.40

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-438.30	Gas Utilities	26.34	0.00
101-43100-438.30	Gas Utilities	88.25	0.00
601-49400-438.30	Gas Utilities	35.64	0.00
210-42200-438.30	Gas Utilities	68.58	0.00
101-41900-438.30	Gas Utilities	24.59	0.00
Distribution Total		243.40	0.00
		Vendor Total:	243.40

Edit List of Invoices - Detail w/GL

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City of Eyota

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	MN PIPE & EQUIPMENT	11/04/2016	EASTW	12 HYDRANT MARKERS	
	PO BOX 249	11/23/2016	N	CAN OF BLUE & WHITE MARK PA	226.46
12696	FARMINGTON	11/04/2016	N	N	0.00
MN PIPE	MN 55024	11/04/2016	0.00	0	0.00
	<Emailing Stub Disabled>	11/04/2016	369867		226.46

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-421.80	General Operating Supplies	226.46	0.00
Distribution Total		226.46	0.00

Vendor Total: 226.46

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	NAPA AUTO PARTS	10/26/2016	EASTW	GREASE GUN CHARGER REPLAC	
	103 1 2 NW DIVISION ST	11/23/2016	N		57.99
12700	CHATFIELD	10/26/2016	N	N	0.00
NAPA CHAT	MN 55923	10/26/2016	0.00	0	0.00
	<Emailing Stub Disabled>	10/26/2016	609104		57.99

GL Number	Account Name	Pay Amount	Relieve Amount
101-43100-424.00	Small Tools/Minor Equipment	57.99	0.00
Distribution Total		57.99	0.00

Vendor Total: 57.99

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	PEOPLES ENERGY COOPERATIV	11/09/2016	EASTW	OCT 2016 ELECTRIC	
	REMITTANCE CENTER	11/23/2016	N		2,711.65
12698	DES MOINES	11/09/2016	N	N	0.00
PEOPLES CO	IA 50940-0333	11/09/2016	0.00	0	0.00
	<Emailing Stub Disabled>	11/09/2016	11-2016 STMTS		2,711.65

GL Number	Account Name	Pay Amount	Relieve Amount
101-43160-438.10	Electric Utilities	95.90	0.00
101-43160-438.10	Electric Utilities	39.31	0.00
101-43160-438.10	Electric Utilities	102.55	0.00
601-49400-438.10	Electric Utilities	990.85	0.00
101-43100-438.10	Electric Utilities	103.48	0.00
602-49450-438.10	Electric Utilities	24.43	0.00
210-42200-438.10	Electric Utilities	109.71	0.00
101-43100-438.10	Electric Utilities	28.02	0.00
230-45200-438.10	Electric Utilities	77.82	0.00
601-49400-438.10	Electric Utilities	43.84	0.00
230-45200-438.10	Electric Utilities	22.00	0.00
101-43160-438.10	Electric Utilities	965.36	0.00
101-41900-438.10	Electric Utilities	108.38	0.00
Distribution Total		2,711.65	0.00

Vendor Total: 2,711.65

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Sep. Ck.?	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	1099?	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	PETTY CASH - CITY OF EYOTA	10/27/2016	EASTW	WATER SAMPLES; 2 SAFETY LUM	
		11/23/2016	N	MDT EXPENSES; GEN POSTAGE	247.40
12708		10/27/2016	N	N	0.00
PETTYCASH		10/27/2016	0.00	0	0.00
	<Emailing Stub Disabled>	10/27/2016	1-1-16 TO 10-27-16		247.40

GL Number	Account Name	Pay Amount	Relieve Amount
601-49400-432.20	Postage	16.72	0.00
101-41900-432.20	Postage	19.00	0.00
101-41900-430.80	Safety Training & Equipment	92.35	0.00
220-46500-434.30	Advertising/Promotions	26.00	0.00
220-46500-434.30	Advertising/Promotions	60.00	0.00

Edit List of Invoices - Detail w/GL

Date: 11/18/2016

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City of Eyota

Ref. No.	Vendor Name	Post Date	Bank	Invoice Description Line 2	Gross Amount
Vendor No.	Vendor Address	Pay. Date	Hold?	Invoice Description Line 2	Taxes Withheld
	City	Disc. Date	Req. No.	Use Description 1 On Check	Discount
	State/Province Zip/Postal	Due Date	Disc. %	Hand Check Number/Date	Net Amount
	Email Address	Inv. Date	Invoice No.		
	101-41910-431.50	Zoning Expenses			3.61 0.00
	101-00000-208.50	Due to Other Gov. Units			10.00 0.00
	101-41900-435.10	Legal Notices Publishing			5.00 0.00
	416-43100-443.00	Other Miscellaneous			1.57 0.00
	230-45200-422.10	Repairs/Maintenance Equipment			6.45 0.00
	601-00000-371.00	Water Sales			6.70 0.00
	Distribution Total				247.40 0.00

Vendor Total: 247.40

	SUN LIFE FINANCIAL	11/14/2016		EASTW	DEC 2016 LIFE & AD&D	
	PO BOX 7247- 0381	11/23/2016		N		502.07
12695	PHILADELPHIA	11/14/2016		N	N	0.00
SUNLIFE	PA 19170-0381	11/14/2016	0.00	N	0	0.00
	<Emailing Stub Disabled>	11/14/2016	12-2016 COVERAGE			502.07

GL Number	Account Name	Pay Amount	Relieve Amount
101-00000-217.06	Health/Dental Insur Pay	502.07	0.00
Distribution Total		502.07	0.00

Vendor Total: 502.07

	SUPERIOR SCREENERS INC.	10/27/2016		EASTW	5 3-SEASON JACKETS W/NAME	
	25 9-1/2 STREET S.E.	11/23/2016		N	EMBROIDERED	405.00
12707	ROCHESTER	10/27/2016		N	N	0.00
SUPERIORSC	MN 55904	10/27/2016	0.00	N	0	0.00
	<Emailing Stub Disabled>	10/27/2016	10-27-16			405.00

GL Number	Account Name	Pay Amount	Relieve Amount
210-42200-441.70	Uniforms	202.50	0.00
210-42200-441.79	township portion of 441.70	202.50	0.00
Distribution Total		405.00	0.00

Vendor Total: 405.00

	VERIZON	11/08/2016		EASTW	CELL CHGS THRU 11-8-16	
	P.O. BOX 25505	11/23/2016		N		127.35
12697	LEHIGH VALLEY	11/08/2016		N	N	0.00
VERIZON	PA 18002-5505	11/08/2016	0.00	N	0	0.00
	<Emailing Stub Disabled>	11/08/2016	9774994688			127.35

GL Number	Account Name	Pay Amount	Relieve Amount
602-49450-432.10	Telephone	26.12	0.00
601-49400-432.10	Telephone	26.12	0.00
101-43100-432.10	Telephone	52.25	0.00
101-41900-432.10	Telephone	22.86	0.00
Distribution Total		127.35	0.00

Vendor Total: 127.35

Grand Total: 142,126.22

Less Credit Memos: 0.00

Net Total: 142,126.22

Less Hand Check Total: 0.00

Outstanding Invoice Total: 142,126.22

Total Invoices: 16

Check Register Report

Date: 11/15/2016

Time: 9:19 am

Page: 1

City of Eyota

BANK: EASTWOOD BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
EASTWOOD BANK Checks							
22091	11/15/2016	Printed		BLUECROSS	BLUE CROSS BLUE SHIELD OF MN	DEC 2016 HEALTH COVERAGE	3,955.55
22092	11/15/2016	Printed		VISA- BRAD	CARDMEMBER SERVICE	LAWN MOWER TIRE TUBES;NORTH	868.08
22093	11/15/2016	Printed		VISA-MARLI	CARDMEMBER SERVICE	BSKET BALL CT STENCIL; DRY PAC	196.96
22094	11/15/2016	Printed		POSTMASTER	U.S. POSTMASTER	3 rolls of first class stamps	243.00
Total Checks: 4						Checks Total (excluding void checks):	5,263.59
Total Payments: 4						Bank Total (excluding void checks):	5,263.59
Total Payments: 4						Grand Total (excluding void checks):	5,263.59

Handwritten Checks

Check Register Report
PAYROLL REMITTANCE CHECKS

Emp. Code Desc.:
City Of Eyota

Date: 11/16/2016
Time: 13:01:36

Check No.	Check Date	Recon.Date	Status	Employee ID	Pay To	Check Description	Amount
22110	11/18/2016		P	PER	PERA	Remittance Check	\$1,257.97
22111	11/18/2016		P	EDC	AXA Equitable Equi-Vest	Remittance Check	\$600.00
22112	11/18/2016		P	NCP	NCPERS Minnesota-45620	Remittance Check	\$8.00

Total Checks: 3

Sub-Total: \$1,865.97
Total Void/Stop Payment: \$0.00
Grand Total: \$1,865.97

Electronically Paid Taxes
\$ 2,293.10

Batch ID: SK-501CHECK RUN
 Batch Comment: ARBOR GARDENS OF EYOTA CHECK RUN

Audit Trail Code: PMCHK00004596
 Posting Date: 11/10/2016

Checkbook ID: 501EYOTA

* Voided Checks

Check Number	Date	Payment Number	Vendor ID	Check Name	Amount
008842	11/10/2016	00000000000120938	15877	ADVANCED DISPOSAL SERVICES SOL	\$389.59
008843	11/10/2016	00000000000120954	800001	BBC LIGHTING & SUPPLY	\$78.62
008844	11/10/2016	00000000000120936	15608	CAROLE JACOBSON	\$170.94
008845	11/10/2016	00000000000120933	11422	CITY OF EYOTA	\$19,531.00
008846	11/10/2016	00000000000120939	16779	CITY OF EYOTA	\$647.73
008847	11/10/2016	00000000000120948	800003	DIRECT SUPPLY HEALTHCARE	\$760.18
008848	11/10/2016	00000000000120934	11478	DIRECTV	\$450.38
008849	11/10/2016	00000000000120940	TEMP0000004968	DORIS MEYERS	\$100.00
008850	11/10/2016	00000000000120945	10035	ELDERMARK ASSISTED LIVING SOFT	\$185.00
008851	11/10/2016	00000000000120944	16435	EXCEPTIONAL CARPET CARE, INC	\$171.40
008852	11/10/2016	00000000000120946	12581	G & K SERVICES	\$60.69
008853	11/10/2016	00000000000120937	15641	HIAWATHA BROADBAND COMMUNICATI	\$276.21
008854	11/10/2016	00000000000120950	800024	HD Supply Facilities Maintenanc	\$56.38
008855	11/10/2016	00000000000120943	800013	MARTIN BROS. DIST. CO., INC	\$2,327.57
008856	11/10/2016	00000000000120952	800006	MCKESSON MED.-SURGICAL MN	\$44.37
008857	11/10/2016	00000000000120931	10748	MINNESOTA ENERGY RESOURCES	\$710.08
008858	11/10/2016	00000000000120947	14353	SANDSTONE PROMOTIONS LLC	\$353.81
008859	11/10/2016	00000000000120949	800022	STANLEY TECHNOLOGIES	\$325.27
008860	11/10/2016	00000000000120951	800027	Staples Business Advantage	\$35.73
008861	11/10/2016	00000000000120955	10674	TEALWOOD CARE CENTERS, INC.	\$452.90
008862	11/10/2016	00000000000120929	10120	TEALWOOD MANAGEMENT	\$27,808.58
008863	11/10/2016	00000000000120935	13558	OFFICE EQUIPMENT FINANCE SERV.	\$87.85
008864	11/10/2016	00000000000120942	13782	WATER SYSTEMS COMPANY	\$99.76
008865	11/10/2016	00000000000120932	11081	WELLS FARGO VENDOR FIN SERV	\$53.33

Total Checks: 24

Checks Total: \$55,177.37