



City Council Agenda
October 4, 2021
5:30 pm in the City Council Chambers

Invocation – David Foss, Bethel Lutheran Church
Pledge of Allegiance

- A. Call to Order
- B. Roll Call
- C. Approval of the Agenda
- D. Public Hearings
 - 1. Abatement public hearing for the property located at 634 W Stanton Avenue
 - a. Resolution ordering necessary corrections and repairs to property located at 634 West Stanton Avenue, Fergus Falls, MN
- E. Awarding of Bids
- F. Petitions and Communications
 - 1. Life Saving Award- Dustin Wynn, Todd Grothe, Anita Boatright, Mike Cieniawski, Kaylee Eckman, Robb Foreman, Abram Silbernagel, Kile Bergren
 - 2. Resolution acknowledging the retirement and 10 years of service of Len “Guy” Taylor to the Fergus Falls Fire Department
- G. Consent Agenda
 - 1. Motion approving the minutes from the September 20, 2021 City Council meeting and the September 29, 2021 Committee of the Whole meeting
 - 2. Motion approving licenses
 - 3. Resolution approving a required resolution to accompany the documents to receive state bonding funds for the downtown riverfront project
 - 4. Resolution accepting Moore Engineering’s professional services agreement for final design and construction for PI 5314, the Union Avenue resurfacing project in the amount of \$170,900
 - 5. Resolution authorizing the submission of an Airport Rescue Grant in the amount of \$32,000
 - 6. Resolution approving a variance for a detached accessory building outside of the rear one-third of the rear yard at 529 W Alcott Avenue as requested by Jess Schoon
 - 7. Motion directing the City Attorney to draft an ordinance to rezone 1793, 1813, 1817, and 1825 Shoreview Drive (Lots 5 through 8 inclusive in Pebble Lake Estates Addition) as requested by the City of Fergus Falls
 - 8. Motion directing the City Attorney to draft ordinance changes to the Industrial and Business Zones and Accessory Buildings and Fences as requested by the Planning Commission
 - 9. Resolution accepting a reimbursement grant from the MN DNR for Ferber Park in the amount of \$78,000

10. Resolution accepting an amended Campus View Estates Development petition
 11. Resolution calling for a public hearing for the Dental Specialists tax abatement project for October 18, 2021 at 5:30 pm in the City Council Chambers
 12. Resolution calling for the creation of a Redevelopment TIF District for the former mill site on November 1, 2021 at 5:30 pm in the City Council Chambers
 13. Resolution decertifying Tax Increment District 4-8
- H. Ordinance and Resolutions
1. Resolution introducing a property sale for the city owned property located at 725 W Maple Street
- I. Presentation of Claims \$3,278,121.70
- J. Board, Committee and Department Reports
- K. Reports from Staff and Administrative Officers
- L. Old Business/Unfinished Business
- M. New Business
- N. Miscellaneous Announcements
- | | | |
|------------|--------------|--------------------------------|
| October 4 | 5:00-7:00 pm | Fire Department Open House |
| October 13 | 7:00 am | Committee of the Whole meeting |
| October 18 | 5:30 pm | City Council meeting |
- O. Adjournment

If you have special needs for accommodations, please call 332-5436 or TDD 1-800-627-3529 (Minnesota Relay Service).

The City of Fergus Falls holds an open forum session from 5:20-5:30 pm.
Those wishing to participate in the open forum must register by noon the day of the City Council meeting in the City Administrator's office.

OFFICE OF THE FERGUS FALLS CITY ATTORNEY

21 September 2021

Irfan Beganovic and Kosa Beganovic
407 Fir Ave W, Apt. # 12
Fergus Falls, MN 56537

VIA CERTIFIED MAIL
And FIRST-CLASS MAIL
And PERSONAL SERVICE

RE: The Matter of Hazardous Property Located at 634 West Stanton Avenue, Fergus Falls, Minnesota
Otter Tail County Tax Parcel No.: 71003990971000

I represent the City of Fergus Falls in reference to the hazardous condition of the buildings located on the above noted property. The records of the Otter Tail County Recorder indicate that Irfan Beganovic and Kosa Beganovic is the owner of the above-described property.

I understand that you have been contacted by representatives of the City in the past with a request to comply with the Minnesota building code and the international property maintenance code and repair the building or remove it from the premises. No action has been taken to remedy this hazard to public safety. The building is hazardous for the following reasons:

The buildings are heavily damaged by a fire that took place on June 1, 2018. Windows are broken, missing, and/or frames have fire damage to the point of missing completely or being boarded. Window frames are damaged through to the structural components of the structure. Rodents and Vermin have been seen in the buildings and can get in through openings or holes in the buildings. Doors have been damaged to the point of not being secured. No repairs or cleanup have occurred to address the fire damage and blight of the buildings or property. The main level front bedroom window is broken and boarded; however, gaps allow rodents and pests to enter the building. Structural components are damaged by the fire and make accessing the second floor unsafe. The fire and smoke damage to the structure, mechanical, and electrical has rendered these systems inoperable. Basement and wood components are covered with mold and mildew. Buildings are beyond repair and should be demolished and site returned to a rebuildable lot. The buildings are open to vandals and not secured from the elements. There are holes in the buildings. The buildings are an attractive nuisance to children and very dangerous. The buildings are abandoned, have not been adequately maintained and are dilapidated. The buildings constitute a fire hazard and a hazard to public safety and health. The conditions listed above are more fully documented in the inspection report prepared by April Schubert-Zumach, the Fergus Falls Code Enforcement Officer/Municipal Building Manager Inspector, dated August 23, 2021, a copy is attached.

These problems need to be repaired immediately or the building removed from the premises. You may submit to April Schubert-Zumach, the Fergus Falls Code Enforcement Officer/Municipal Building Manager Inspector, a Property Plan for Blighted Building on a form approved by the City setting forth a written plan and time frame for corrections and repairs to occur and be completed within a reasonable timeframe with continuous progress. A copy of this form is attached to her inspection report attached hereto.

Given the danger to public safety, the City may have no choice but to initiate proceedings under Minn. Stat. 463.16 to order you to correct or remove the hazardous condition of the building or to raze or remove the building. This issue will be addressed during a public hearing at the next Council meeting on October 4, 2021, at 5:30 p.m. at the City Hall Council Chambers, Fergus Falls, Minnesota. At that hearing the City will address the problems and determine whether such an order is appropriate. Failure to comply with such an order may result in the City taking the necessary action to remove the hazard and obtaining a judgment against you for the costs. The City may also condemn the property or assess the property for the cost of removal. Your presence at the hearing is requested.

Enclosed and served upon you by certified and U.S. Mail please find the formal notice of hearing.

Sincerely,

CITY OF FERGUS FALLS



Rolf H. Nycklemoe, City Attorney
NYCKLEMOE & ELLIG
106 E Washington Ave
Fergus Falls, MN 56537
MN # 0230741
(218) 736-5673

cc: City Administrator

STATE OF MINNESOTA

CITY OF FERGUS FALLS

COUNTY OF OTTER TAIL

In The Matter of
Hazardous Property
located in the
City of Fergus Falls, Minnesota.

NOTICE OF HEARING

TO: Irfan Beganovic and Kosa Beganovic 407 Fir Ave W, Apt. # 12, Fergus Falls, MN 56537

FROM: The City Council of the City of Fergus Falls, Minnesota.

PLEASE BE ADVISED that on the 4th day of October, 2021, at 5:30 p.m. in the City Hall Council Chambers, City of Fergus Falls, the City Council of the City of Fergus Falls will hold a hearing to determine whether an order pursuant to Minnesota Statute 463.16 should issue requiring Irfan Beganovic and Kosa Beganovic, as owner, to correct or remove the hazardous condition of the buildings and property or to raze or remove the buildings located at 634 West Stanton Avenue upon the following described property in the City of Fergus Falls:

Lot Sixteen (16), Block Six (6), or McLane's Addition to Fergus Falls, Minnesota, subject to an easement over the East 2 feet thereof.

according to the certified Plat thereof on file and of record in the office of the County Recorder in and for Otter Tail County, Minnesota.

within thirty (30) days of the date of service of the order.

At the hearing, the following issues will be addressed and determined:

1. Whether the structure(s) located on the property are "hazardous buildings" within the meaning of Minn. Stat. §463.15, Subd. 3.
2. Whether actions could be taken, or repairs made which would correct the hazardous conditions of the structure(s) short of being razed or removed.
3. Whether the owners of the property should be ordered to take action to correct the hazardous conditions of the structure(s) or demolish the structures within 30 days of the date of the Order.
4. What additional actions should be ordered taken, if any.

5. Whether a motion for summary enforcement of the order should be made to the District Court in and for Otter Tail County, Minnesota, UNLESS:

a. Corrective action in conformance with the order is taken within thirty (30) days of the service of the order, or

b. An answer is filed and served upon the undersigned City Attorney, within twenty (20) days after the service of the order, pursuant to Minn. Stat. §463.18.

6. Whether the City Council should order that if the City is compelled to take any corrective action, all necessary costs expended by the City be reduced to judgment against the owner of the real estate concerned as provided by Minn. Stat. §463.21; assessed against the real estate concerned and collected in accordance with Minn. Stat. §463.22 or whether the property should be acquired by the City pursuant to Minn. Stat. §463.152.

CITY OF FERGUS FALLS

Dated: 9/21/21



By: Rolf H. Nycklemoe, City Attorney
NYCKLEMOE & ELLIG, P.A.
106 East Washington Avenue
Fergus Falls, Minnesota 56537
MN# 0230741
(218) 736-5673

STATE OF MINNESOTA

CITY OF FERGUS FALLS

COUNTY OF OTTER TAIL

In The Matter of
Hazardous Property
located in the
City of Fergus Falls, Minnesota.

AFFIDAVIT OF PERSONAL SERVICE

STATE OF MINNESOTA)
)ss
COUNTY OF OTTER TAIL)

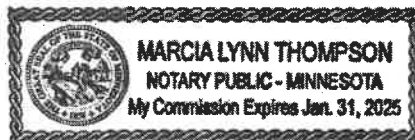
Deputy Devin Lien, being first duly sworn, states that on the 24 day of SEPTEMBER, 2021 your affiant personally served the attached October 4, 2021 NOTICE OF HEARING, August 23, 2021 Report from the City of Fergus Falls, and September 21, 2021 letter of City Attorney on Irfan and Kosa Beganovic by delivering true and correct copies to 407 Fir Ave W, Apt. # 12, Fergus Falls, MN 56537.

[Signature]

Subscribed and sworn to before me
this 24th day of September, 2021.

NOTARY PUBLIC

Marcia Lynn Thompson
Notary Public
My commission expires:





112 West Washington Avenue
Fergus Falls, MN 56537
Phone: 218-332-5400
Fax: 218-332-5449
e-mail: city.hall@ci.fergus-falls.mn.us
www.ci.fergus-falls.mn.us

August 23, 2021

Owner of Record:

Irfan & Kosa Beganovic
407 Fir Ave W Apt 12
Fergus Falls MN 56537

RE: Administrative Search Warrant Findings

To Whom It May Concern:

On July 19, 2021, an inspection of the premise at 634 W Stanton Ave, Fergus Falls, MN 56537 via an administrative search warrant that was granted on July 13, 2021 by Judge Sharon Benson of the County of Otter Tail Court.

Upon entry to the premise, staff discovered that the structures was unsecure as the hasp for the pad lock was hanging at the front door. Upon entry to the primary structure the main level was heavily damaged by the fire that took place on 06/01/2018, it was evident that the owners had taken no actions to clean out or repair the premise to date. A copy of the administrative warrant was left onsite (see pictures).

The current state of this property as of 07/19/2021 presents an unsafe structure and public nuisance, which must be abated by repair, rehabilitation, demolition, or removal, according to Minnesota Statues, sections 463.15 to 463.26.

Property Address: 634 W. Stanton Ave, Fergus Falls MN 56537

Legal Description: Lot Sixteen (16), Block Six (6), of Mclane's Addition to Fergus Falls, MN subject to an easement over the East 2 feet thereof.

Recorded Owner(s) as evident of:

- Owner & Encumbrance Report (Exhibit A)
- Warranty Deed (Exhibit B)
- Otter Tail County Tax Statement (Exhibit C)

History:

Irfan & Kosa Begnovic were to bring the property damage by fire on 06/01/2018 at 634 W Stanton Ave, Fergus Falls, MN 56537 into compliance.

To date the no actions have been taken to bring the property into compliance and code violations still exist at 634 W Stanton Ave, Fergus Falls, MN 56537:

The current state of this property presents an unsafe structure and public nuisance, which must be abated by repair, rehabilitation, demolition, or removal, according to Minnesota Statutes, sections 463.15 to 463.26.

History and Code Violations:

At this time this property is deemed a ***nuisance*** as defined by in City Code and is in violation of the following City of Fergus Falls, MN Code of Ordinances, State Statutes, and etc.:

MAINTENANCE OF EXISTING STRUCTURE. All buildings and structures, both existing and new, and all parts thereof, shall be maintained in a safe and sanitary condition. All devices or safeguards required by this code shall be maintained in conformance with the code edition under which installed. The owner or the designated agent shall be responsible for the maintenance of building and structures. The building official may cause a structure to be re-inspected.

§ 90.20 PUBLIC NUISANCE DEFINED.

Whoever, by his or her act or failure to perform a legal duty, intentionally does any of the following is guilty of maintaining a public nuisance, which is a misdemeanor:

(A) Maintains or permits a condition which unreasonably annoys, injures or endangers the safety, health, morals, comfort or repose of any considerable number of members of the public;

(B) Interferes with, obstructs or renders dangerous for passage any public highway or right-of-way or waters used by the public; or

(C) Is guilty of any other act or omission declared by law or this subchapter to be a public nuisance and for which no sentence is specifically provided.

§ 90.23 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY.

The following are declared to be nuisances affecting public peace and safety:

(H) All hanging signs, awnings and other similar structures over streets and sidewalks, or so situated so as to endanger public safety, or not constructed and maintained as provided by ordinance;

(R) All other conditions or things which are likely to cause injury to the person or property of anyone.

§ 150.072 BUILDING MAINTENANCE AND APPEARANCE.

Buildings, fences and other structures must be maintained in a manner to avoid public nuisance, as defined in § 90.20 of this code of ordinances, and those that are public nuisances are subject to abatement.

IMPC 304.1 The exterior of a structure shall be maintained in good repair structurally sound and sanitary so as not to pose a threat to the public health, safety, or welfare.

IMPC 304.6 Exterior walls. Exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.

MN Statutes:

463.15 DEFINITIONS.

Subdivision 1. Coverage. For purposes of sections 463.15 to 463.26 the terms defined in this section have the meanings given them. Subd. 2. Building.

"Building" includes any structure or part of a structure.

Subd. 3. Hazardous building or hazardous property. "Hazardous building or hazardous property" means any building or property, which because of inadequate maintenance, dilapidation, physical damage, unsanitary condition, or abandonment, constitutes a fire hazard or a hazard to public safety or health.

1300.0120 PERMITS.

§Subpart 1. Required. An owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any gas, mechanical, electrical, plumbing system, or other equipment, the installation of which is regulated by the code; or cause any such work to be done, shall first make application to the building official and obtain the required permit.

History of Correspondence:

The following letters have been sent via mail to the owners of record:

11/09/2015	BLDGPRMT	BUILDING PERMIT
1/15/2019	COMPFILE	BUILDING MAINTENANCE REQUIRED
8/13/2018	COMPFILE	BUILDING MAINTENANCE REQUIRED
7/31/2018	COMPFILE	BUILDING MAINTENANCE REQUIRED

4/23/2020 COMPLAINTS 2ND HOUSE AND BUILDING
MAINTENANCE

10/09/2019 COMPLAINTS 1ST HOUSE AND BUILDING
MAINTENANCE

06/22/2021 COMPLAINTS 1ST HOUSE AND BUILDING
MAINTENANCE

NUSIANCES/VIOLATIONS OBSERVED AT PREMISE (07/19/2021):

• **DWELLING STRUCTURE**

Exterior

- To date no permits have been applied for or approved for repairs or demolition of structures to occur
- Windows are broken, missing, and/or frame has fire damage to the point of missing completely or being boarded
- Window frames are damaged through to the structural components of the structure
- Rodents and vermin have been seen in the dwelling. Can get in through openings or holes in structure.
- If owner intends to repair/rehab this property into a habitable structure, the owner would require extensive plans for repair to correct deficiencies. The cost to repair would more than the cost to demo and reconstruct.
- Doors have been damaged to the point of not being secure
- Upon access of the property on 07/19/2021 the structure was not secure and the hasp was not attached or secure.
- Front door was melted and unsecure.
- The buildings are open to vandals and not secured from the elements
- There are holes in the buildings.
- The buildings are an attractive nuisance to children and very dangerous
- The buildings are abandoned, have not been adequately maintained and are dilapidated.

Interior

- To date no permits have been applied for or granted for repairs to this property that are needed due to a fire that occurred on 06/01/2018 (approximately 3 years ago)
- Upon entry into the dwelling it was evident that no repairs or cleanup have occurred to address the damage and blight of the property.
- On the main level the front bedroom window was broken and boarded, however gaps still allow rodents and pest to enter the structure.

- Structural components have been damaged by the fire and make accessing the second floor unsafe
- The fire and smoke damage to the structure, mechanical, and electrical has rendered these systems inoperable, all systems would need to be removed and applicable permits applied for and approved prior to any repair or replacement. The current state of this property is inhabitable.
- Rodents and vermin are able to access premise.
- Basement and wood components are covered with mold and mildew, which are present from warm and wet conditions inside the dwelling.
- Structure is beyond the point of repair and should be demolished and site returned to a rebuild able lot.

NECESSARY CORRECTIONS & REPAIRS REQUIRED:

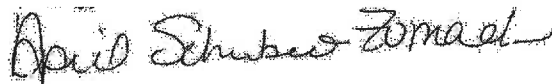
The current state of the buildings at 634 W Stanton Ave is uninhabitable. The owners of the property must take one of the following actions(s) to come into compliance with City Code and State Statutes:

- A. Owner demolish all buildings and have the site returned to a rebuild able lot on or before November 4, 2021.

OR

- B. Prior to the public hearing scheduled for October 4, 2021, the Owners submit to April Schubert-Zumach, the Fergus Falls Code Enforcement Officer/Municipal Building Manager Inspector, a Property Plan for Blighted Building on a form approved by the City setting forth a written plan and time frame for necessary corrections and repairs to occur and be completed within a reasonable timeframe with continuous progress which sets forth that all exterior items to address visible nuisances must be completed prior to November 4, 2021 and all other necessary corrections and repairs must be completed (which includes being inspected and approved by April Schubert-Zumach, the Fergus Falls Code Enforcement Officer/Municipal Building Manager Inspector) on or before a reasonable timeframe set forth in the Plan and as approved by the City Council.

Sincerely,



April Schubert-Zumach

Code Enforcement Officer/Municipal Building Manager

634 W Stanton Ave

7/19/2021

Enclosures:

- Owner & Encumbrance Report (Exhibit A)
- Warranty Deed (Exhibit B)
- Otter Tail County Tax Statement (Exhibit C)
- Pictures taken 07/19/2021 (Exhibit D)
- Property Plan for Blighted Property (Exhibit E)

(report continued on next page)

1. Judgment against Irtan Beganovic, in favor of David Miller, dated April 30, 2018, docketed April 30, 2018, in the amount of \$5,267.53 (Case No. 56-CV-18-1156)

Except as follows:

Irtan Beganovic; Kosa Beganovic

That there are no unsatisfied judgments, no Bankruptcy proceedings initiated, no unsatisfied notices of Federal Tax Liens, and no unsatisfied notices of State Tax Liens appearing in the appropriate offices (see Terms and Conditions of this Report below) against the following names:

Parcel Identification No.: 71-003-99-0971-000
Current real estate taxes for 2021: \$280.00 paid in full
Delinquent real estate taxes: None.

Real Estate Tax Information:

1. Rehabilitation Loan Program Mortgage, executed by Irtan Beganovic, husband, and Kosa Beganovic, wife, Husband and Wife, in favor of Fergus Falls HRA, dated September 3, 2015, filed for record September 21, 2015, as Document No. 1164509, in the amount of \$27,000.00, said mortgage Assigned to Minnesota Housing Finance Agency, by instrument dated September 3, 2015, filed for record September 21, 2015, as Document No. 1164510.
2. Mortgage, executed by Irtan Beganovic and Kosa Beganovic, husband and wife, in favor of Affinity Plus Federal Credit Union, a Federal Credit Union, dated November 15, 2017, filed for record November 29, 2017, as Document No. 1199677, in the amount of \$23,200.00.

The following mortgages or liens are outstanding:

Irtan Beganovic and Kosa Beganovic, as joint tenants

According to the most recently filed instrument(s) of conveyance, the record owner(s) is/are:

And find as follows according to the tract index in said Office of the County Recorder:

Abstract Land XX Torrens (Registered) Land _____ Certificate No. _____

Lot Sixteen (16), Block Six (6), McLane's Addition to Fergus Falls, Minnesota, SUBJECT TO an easement over the East Two (2) feet thereof, Other Tail County, Minnesota

The undersigned does hereby certify that I/we have examined the public record in the Office of the County Recorder in and for Other Tail County, located in Fergus Falls, Minnesota, as pertains to the following described real estate, to-wit:

OWNERS AND ENCUMBRANCE REPORT

(report continued on next page)



ABSTRACT COMPANY, LLC

N.F. FIELD

Judy Kuntz

By: _____

N.F. FIELD ABSTRACT COMPANY, LLC
127 South Mill Street, Fergus Falls, MN 56537

Dated: August 10, 2021, at 8:00 a.m.

TERMS AND CONDITIONS OF THIS REPORT

This certificate does not represent the title to be marketable. This report is not a Title Opinion and not a Title Insurance Policy. This report does not replace an Abstract of Title or Registered Property Abstract. Addressee: This report is only for the benefit of the person to whom this report is addressed and may not be relied upon by any other party.

General Limitation of Scope of Report: This report is designed to attest to unsatisfied encumbrances, relevant to the above-described real property, resulting from financing, tax liens, judgments or bankruptcies due to the actions of the current owner, according to the most recently filed instrument(s) of conveyance of record in the office of the Otter Tail County Recorder.

Occupancy by Others: This report does not cover rights of persons in possession of or using any part of the property. Outright ownership, easements and other rights may be acquired by use or adverse possession.

Boundary Lines of Described Real Property: The locations of boundary lines within the included legal description are based on instruments of conveyance, survey maps and other resources made available within the offices of the County Recorder and Auditor. This report does not necessarily certify to exact boundary lines of the real property in possession of the noted owners, as doing so may require extensive use of an Abstract of Title or Owners Title Insurance Policy.

Boundary Lines and Buildings: The location of boundary lines and structures or the existence of encroachments, measurements, party walls are not shown in the public record and can only be determined by a survey. This report does not cover such items and any questions of that nature must be determined by an independent survey or other investigation.

Easements: Basements or claims of easements are not included in this report. Any questions concerning easements must be determined by independent investigation.

Special Assessments: Cities, townships and counties have a right to file assessments against real estate to cover items such as paving, water, sewer, sidewalks, garbage incineration costs, etc. If they exist, these assessments are a lien on the real estate but are not included in this report. If there is any question about pending, levied or unpaid special assessments, you should inquire at the office of the City Clerk, the Township Clerk or the County Auditor where the property is located.

Covenants, Restrictions, Declarations, Rights of Reverter or First Refusal: Some parcels of land are subject to private covenants and restrictions, limiting the usage of the premises. Occasionally violation of such a condition or restriction may result in the premises reverting to the prior owner. The premises may also be subject to a right of first refusal limiting the availability of the premises. This report does not include covenants, restrictions, declarations, rights of reverter, or rights of first refusal.

Name Searches: N. F. Field Abstract Company, LLC hereby certifies that it has made a search for judgments (covering a period commencing 10 years preceding certification and extending through the date any party held interest of record), Federal Court Judgments Liens in favor of the United States (20 years), Federal Tax Liens (11 years), State Tax Liens (10 years) and Federal Court Judgments (10 years) in the following named offices:

DISTRICT COURT, SEVENTH DISTRICT, OTTER TAIL COUNTY, MINNESOTA;
UNITED STATES DISTRICT COURT, DISTRICT OF MINNESOTA, SEVENTH DIVISION;
COUNTY RECORDER, OTTER TAIL COUNTY, MINNESOTA;
COUNTY RECORDER, OTTER TAIL COUNTY, MINNESOTA;
OFFICE OF THE CLERK OF THE U.S. BANKRUPTCY COURT, DISTRICT OF MINNESOTA (pursuant to Minnesota Statute 548.11)

N. F. Field Abstract Company, LLC found no unsatisfied judgments, no bankruptcy proceedings initiated, no unsatisfied notices of Federal Tax Liens, no unsatisfied notices of State Tax Liens, and no unsatisfied Federal Court Judgments appearing in said offices against the names hereon, except as shown.

Names listed are full given names as shown of record. Where an individual is identified of record by variations in his, her, or its name, searches have been made as to all such names appearing of record. Searches performed include names, common abbreviations, accepted derivatives and nicknames. Searches performed on names for Federal Court Judgments and Bankruptcies DO NOT include Identicon names, common abbreviations, accepted derivatives and nicknames. However, no search is made as to any name having a middle initial different from that shown hereon.

The amounts shown herein are the initial judgment amounts as shown in the offices named above, and may not represent additional costs such as filing fees, attorney's fees or additional interest. N. F. Field Abstract Company, LLC does not represent that the amount shown hereon is the figure that must be paid to the judgment creditor for satisfaction of any such judgment.

Any Federal judgments shown below have been extended to include all those docketed on or after May 29, 1991, to ensure that searches are done in accordance with the Federal Debt Collection Act, U.S.C. Chapter 176.

With respect to the searched names herein, N. F. Field Abstract Company, LLC is limited as to the information made available relating to judgments and tax liens on individuals. As a result, it is unable to determine if an individual(s) named in any judgment or tax lien is/are, in fact, the person(s) who is/are the subject of this report. These searches have been completed only upon the names of fee owner(s), contract purchaser(s), and other noted or requested individual(s) specifically included in the preceding list.

Subsequent Filings: Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records, or attaching subsequent to the date of this report are not covered by this report nor does N. F. Field Abstract Company, LLC have any obligation to search the public records subsequent to the date of this report.

Indexing Errors: Occasionally indexing errors occur within the office of the Otter Tail County Recorder, N. F. Field Abstract Company, LLC shall not be liable for any errors in this report resulting from such indexing errors.

Limitation of Liability: N. F. Field Abstract Company, LLC shall not be liable for any costs, attorneys' fees or expenses accumulated as a result of matters disclosed in the terms and conditions set forth above. As to matters certified to in this report, the liability of N. F. Field Abstract Company, LLC for any errors contained therein shall be limited to the amount of the cost of this report.

Established Agreement: Submitted payment for the cost of this report establishes a primary agreement, by the payer, to the above terms regarding limited liability of N. F. Field Abstract Company, LLC, regardless of any previously supplied Errors and Omissions insurance policy or of the terms therein.

1197658

CAROL SCHMALTZ
OTTER TAIL COUNTY RECORDER
FERGUS FALLS, MN
RECORDED ON
10/16/2017 11:05 AM

FEE: 46.00
PAGES 2
WELL CERTIFICATE REC'D: N



No delinquent taxes and transfer entered;
Certificate of Real Estate Value
() filed (X) not required.

Cert. of Real Estate Value No. _____
October 16 2017
(Year)

Wayne Stein, County Auditor/Treasurer
by (BS)
71003990971000 Deputy

WARRANTY DEED
Individual to Joint Tenants

STATE DEED TAX DUE HEREON: \$ 99.00

Date: October 13, 2017

COUNTY OF OTTER TAIL
STATE OF MINNESOTA
DEED TAX \$ 99.00
NUMBER 469645-3
DATE 10-16-17

FOR VALUABLE CONSIDERATION, **Lowell O. Quam and Paula A. Quam, husband and wife**, Grantors, hereby conveys and warrants to **Irfan Beganovic and Kosa Beganovic**, Grantees as joint tenants, real property in Otter Tail County, Minnesota, described as follows:

Lot Sixteen (16), Block Six (6), of McLane's Addition to Fergus Falls, Minnesota, subject to an easement over the East 2 feet thereof

together with all hereditaments and appurtenances belonging thereto.

- { x } The seller certifies that the seller does not know of any wells on the described real property.
- { } A well disclosure certificate accompanies this document.
- { } I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

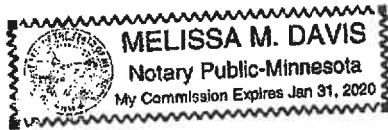
This deed is in fulfillment of the Contract for Deed filed March 12, 2012 as Doc# 1105710 in the amount of \$30,000.00.

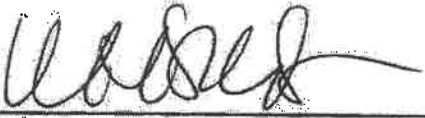
Lowell O. Quam
Lowell O. Quam

Paula A. Quam
Paula A. Quam

STATE OF MINNESOTA)
COUNTY OF Otter Tail) SS

The foregoing instrument was acknowledged before me this 13 day of October, 2017, by Lowell O. Quam and Paula A. Quam, husband and wife, Grantors.





Notary Public

Tax Statements for the real property described in this instrument should be sent to:

No Change

THIS INSTRUMENT WAS DRAFTED BY:

N.F. Field Abstract Co., LLC
127 S. Mill Street
Fergus Falls, MN 56537
(not closing agent)

Paid To Date	\$291.20
Unpaid Balance	\$0.00

Installments

Installments	Due Date	Due Amount
Taxes/Assessments 1st Half	05/17/2021	\$0.00
Taxes/Assessments 2nd Half	10/15/2021	\$0.00

Receipts

Receipt#	Date	Amount
1598753	06/15/2021	\$291.20

History

Payable Year	Tax	Special Assessment	Penalty Interest & Fees	Amount Paid	Total Due	Add To cart
2020	\$282.00	\$0.00	\$114.12	\$396.12	\$0.00	Paid
2019	\$390.00	\$70.00	\$13.80	\$473.80	\$0.00	Paid
2018	\$357.00	\$55.00	\$12.36	\$424.36	\$0.00	Paid
2017	\$385.00	\$55.00	\$22.00	\$462.00	\$0.00	Paid
2016	\$311.50	\$42.50	\$7.08	\$361.08	\$0.00	Paid
2015	\$303.50	\$42.50	\$6.94	\$352.94	\$0.00	Paid
2014	\$279.50	\$42.50	\$12.90	\$334.90	\$0.00	Paid
2013	\$289.50	\$42.50	\$6.64	\$338.64	\$0.00	Paid
2012	\$447.50	\$42.50	\$0.00	\$490.00	\$0.00	Paid

Front Door was unsecure, as padlock was just hanging and hasp was not attached.

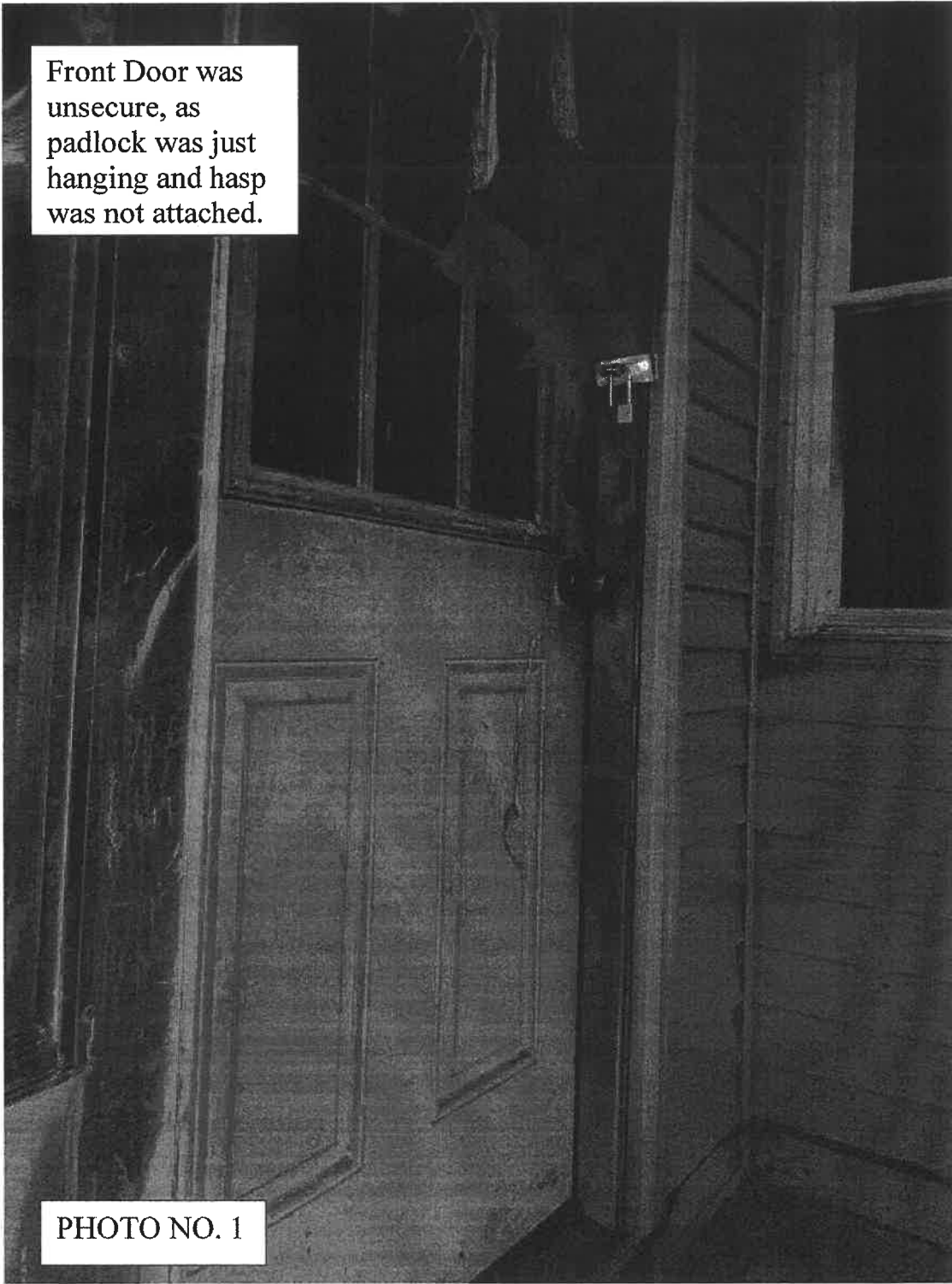
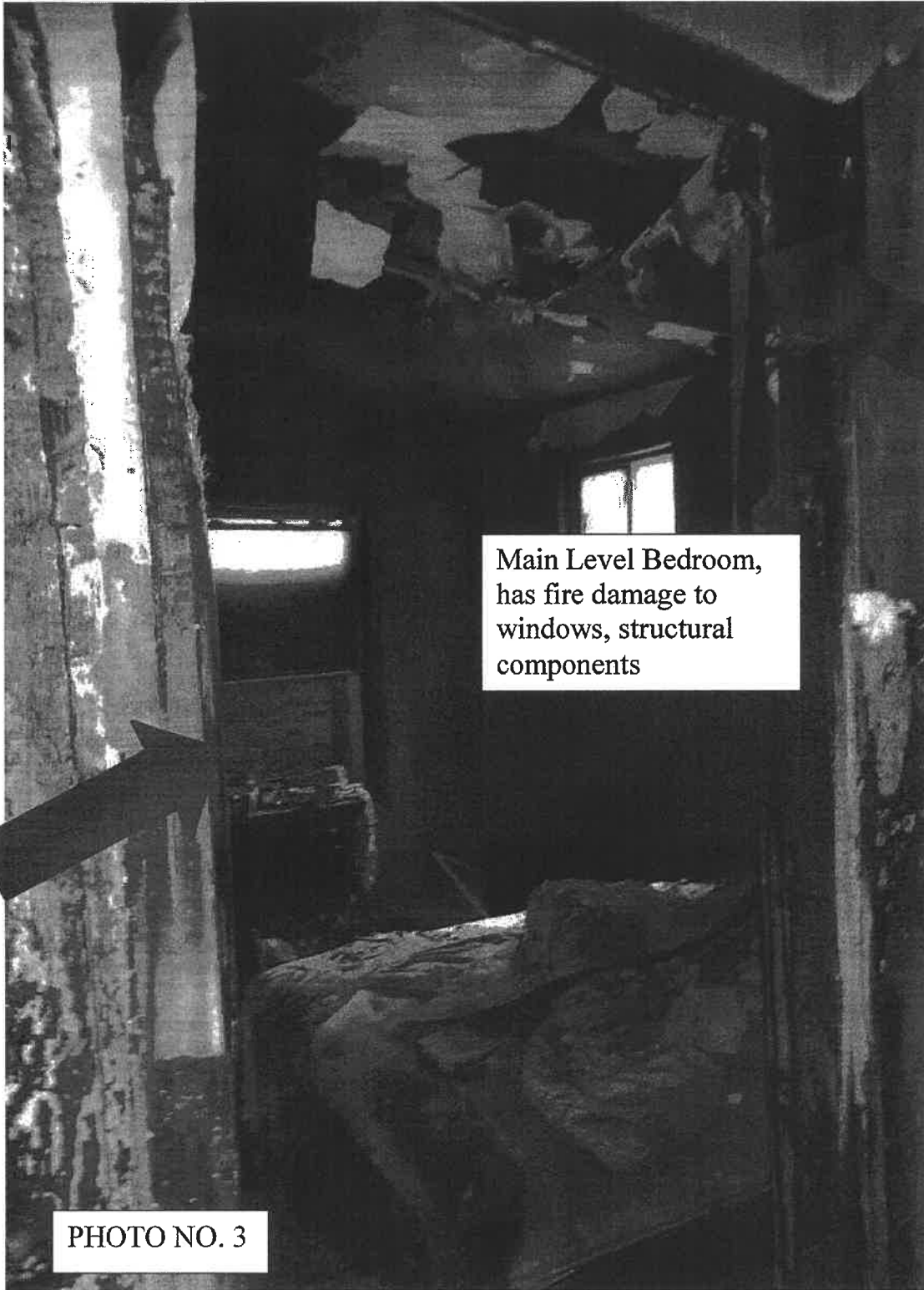


PHOTO NO. 1



Entry into premise shows that structure has been abandoned and has heavy smoke and water damage

PHOTO NO. 2



Main Level Bedroom,
has fire damage to
windows, structural
components

PHOTO NO. 3

Main Level under stair well to second floor, fire has damaged structural components, making it unsafe to access the second floor of dwelling

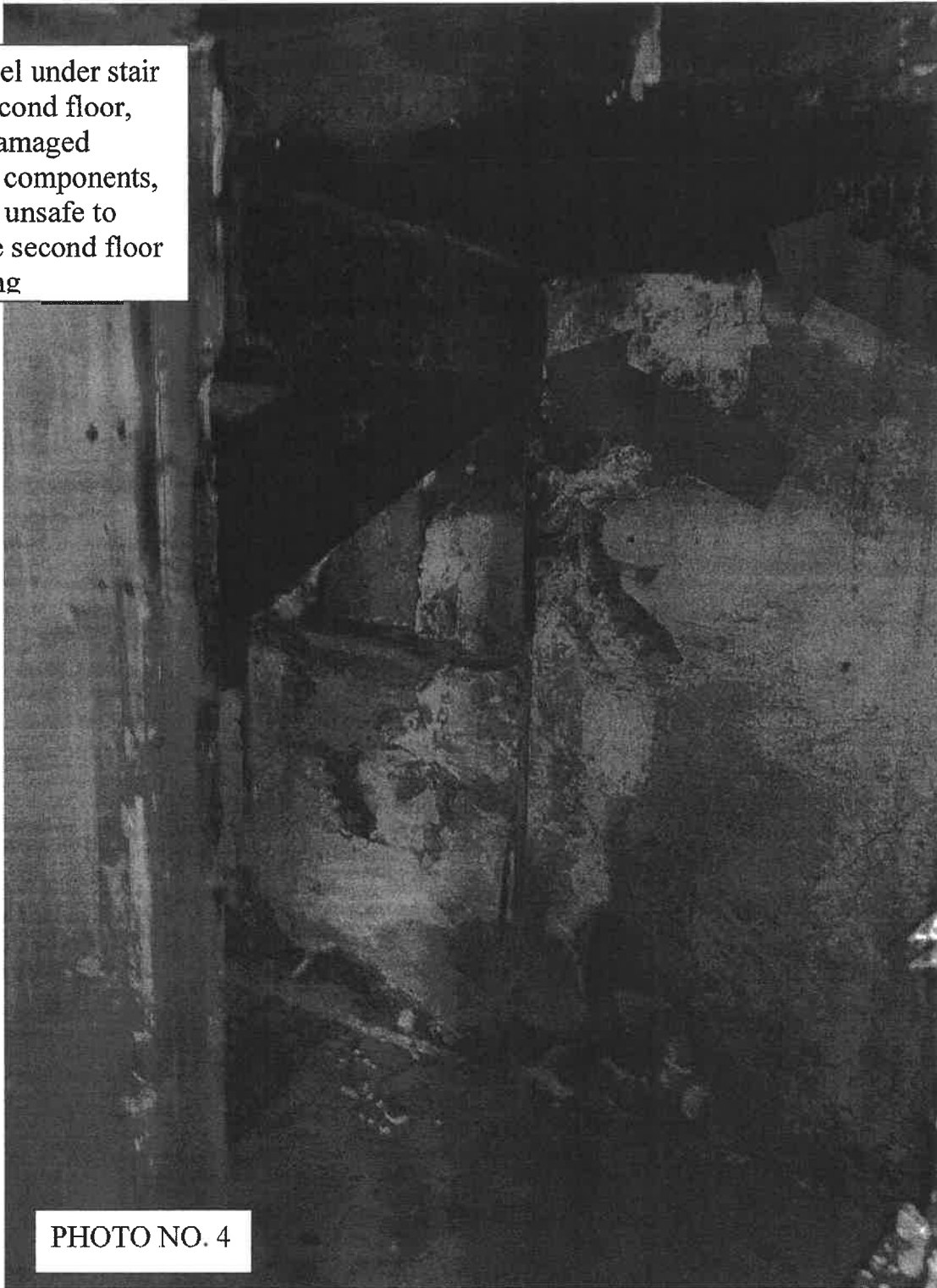


PHOTO NO. 4

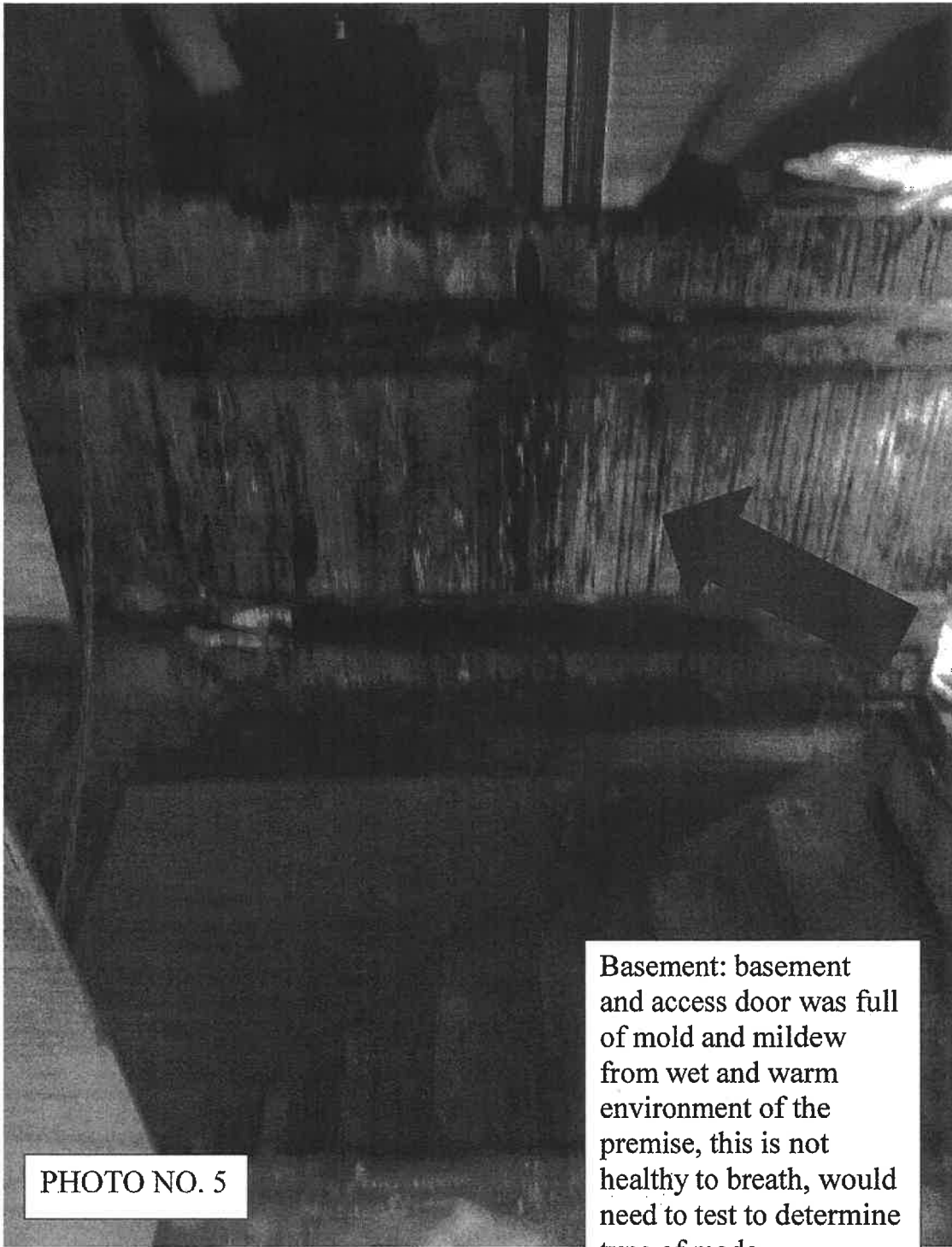
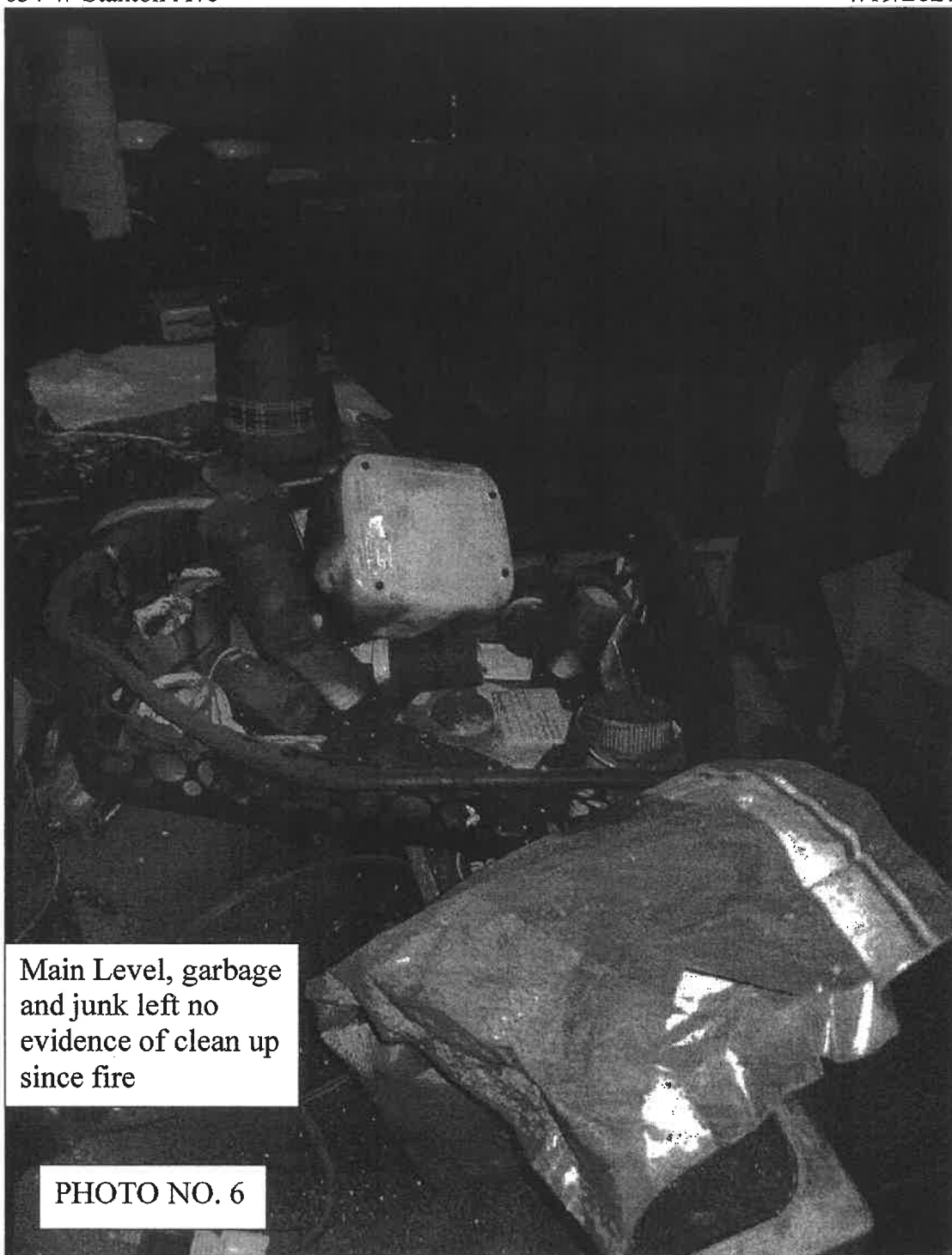


PHOTO NO. 5

Basement: basement and access door was full of mold and mildew from wet and warm environment of the premise, this is not healthy to breath, would need to test to determine type of mode



Main Level, garbage and junk left no evidence of clean up since fire

PHOTO NO. 6

Main Level: Bathroom has structural damage to walls, everything is none functioning as it is

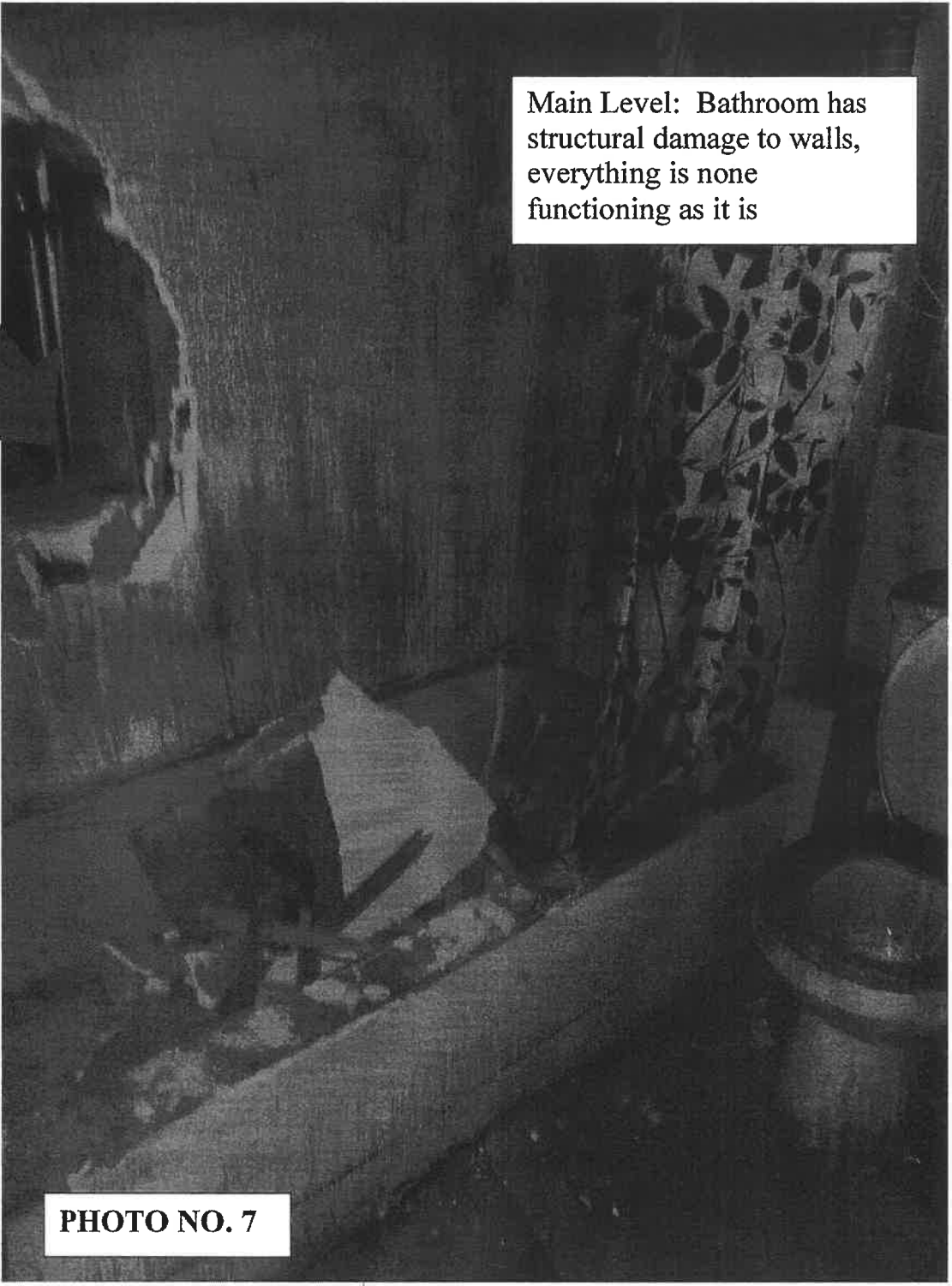
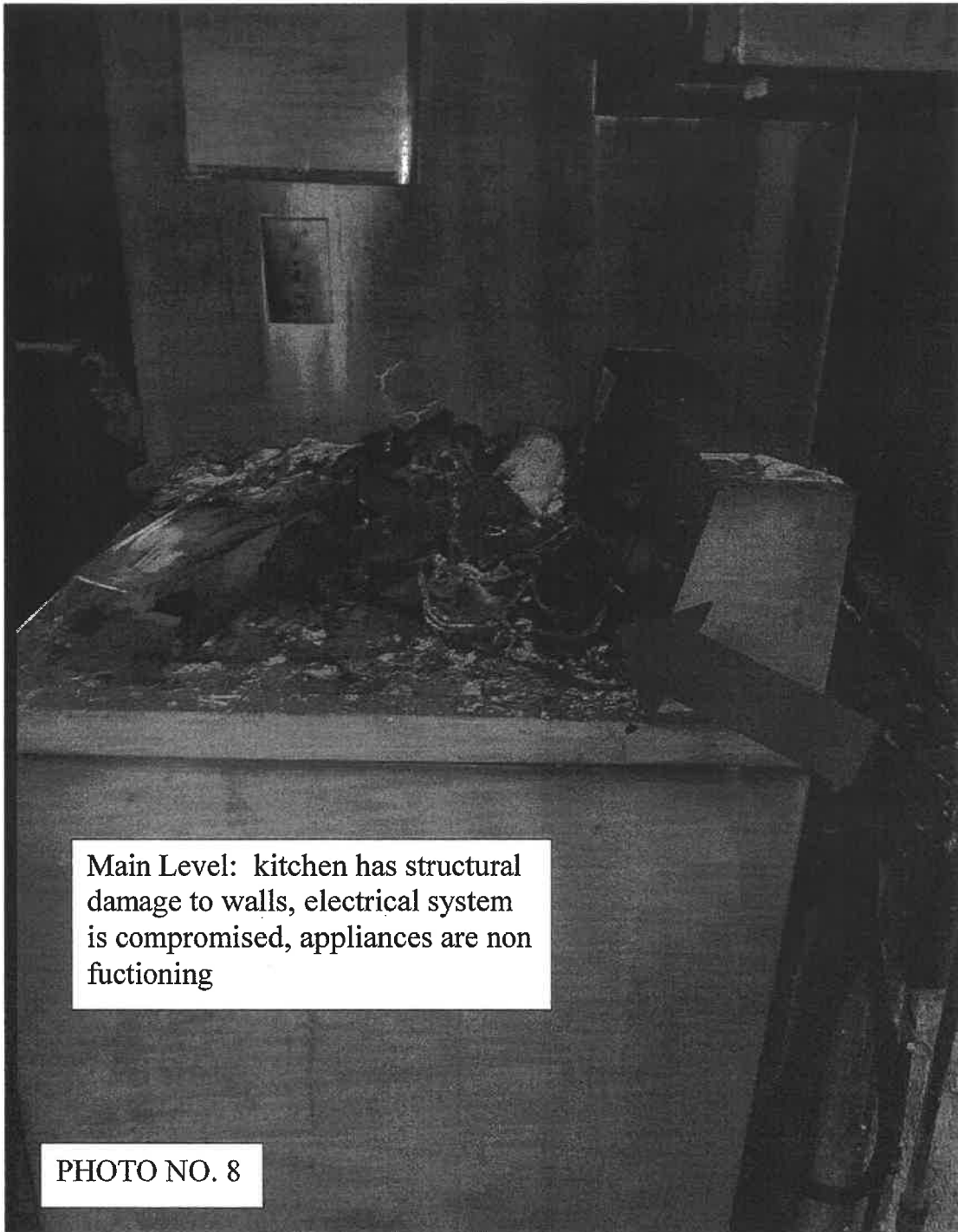
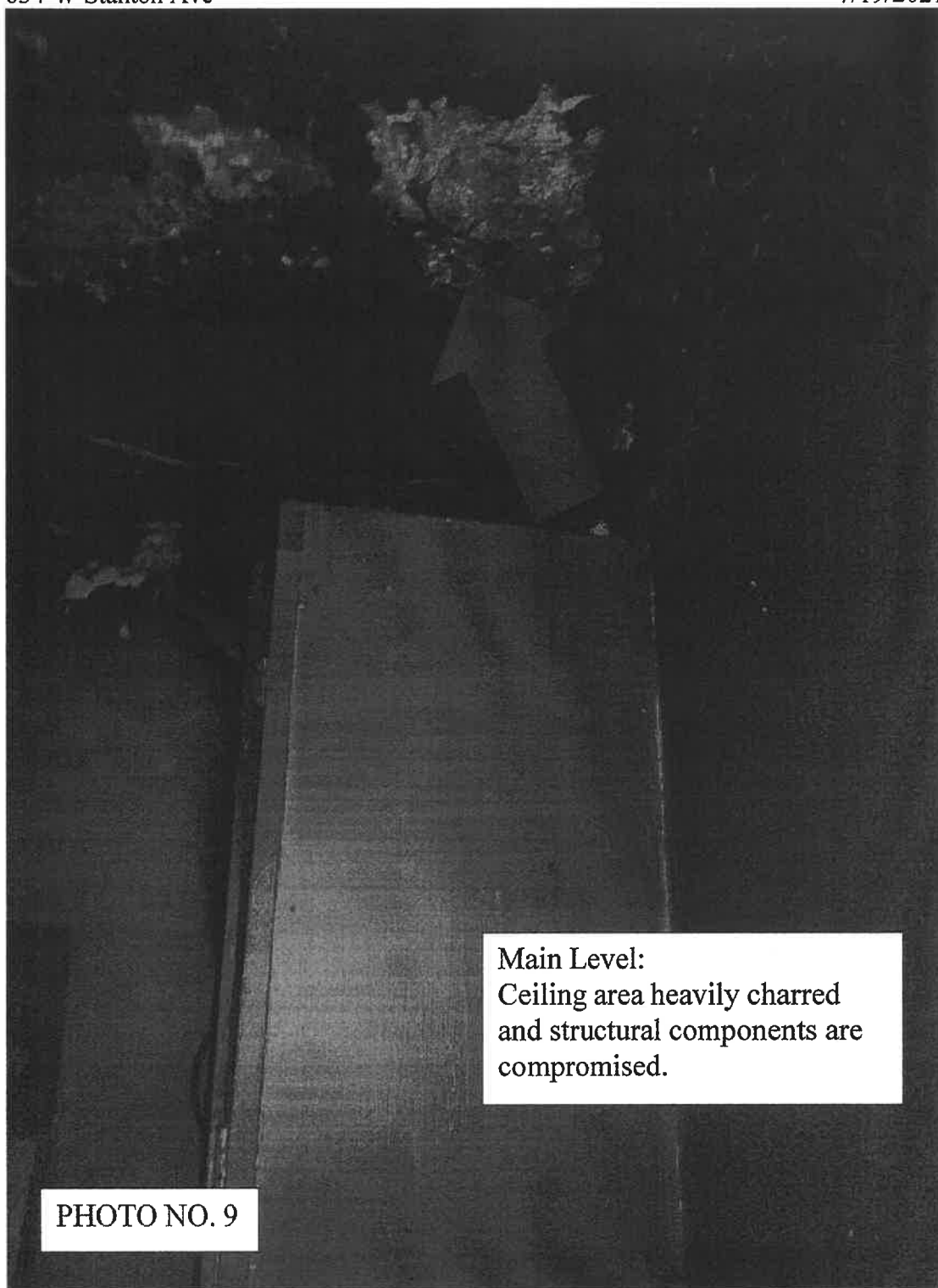


PHOTO NO. 7



Main Level: kitchen has structural damage to walls, electrical system is compromised, appliances are non functioning

PHOTO NO. 8



Main Level:
Ceiling area heavily charred
and structural components are
compromised.

PHOTO NO. 9

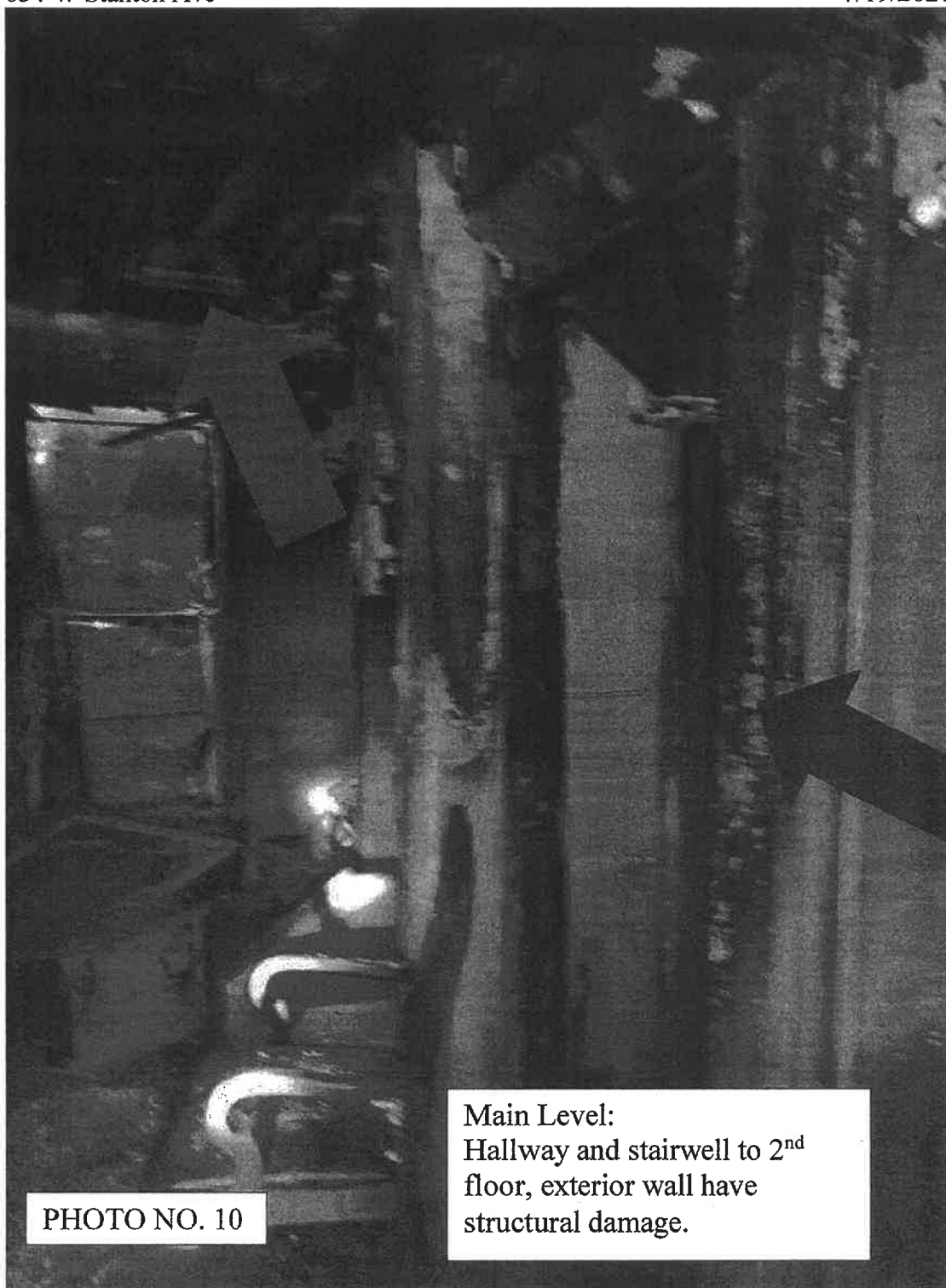
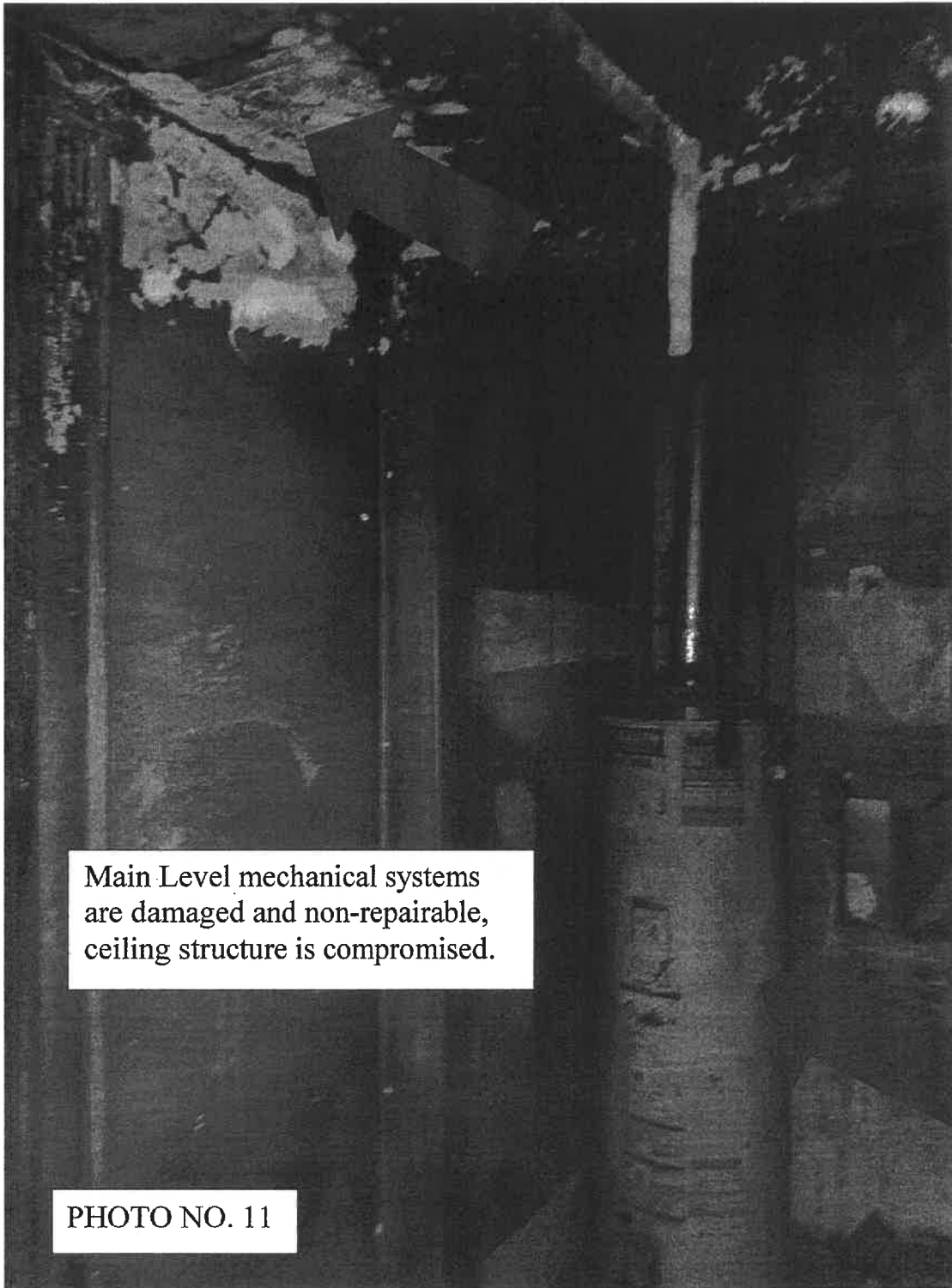


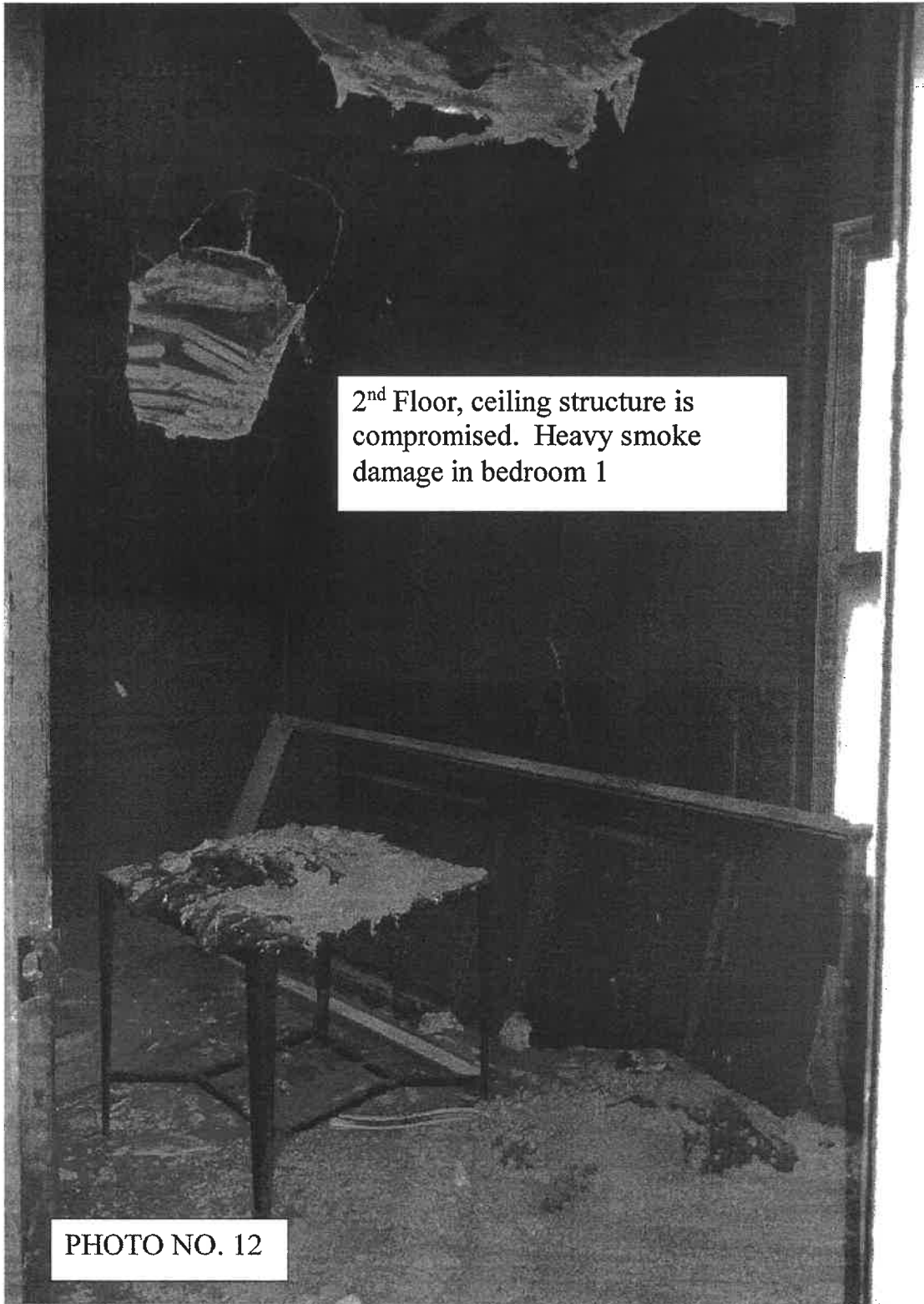
PHOTO NO. 10

Main Level:
Hallway and stairwell to 2nd
floor, exterior wall have
structural damage.



Main Level mechanical systems are damaged and non-repairable, ceiling structure is compromised.

PHOTO NO. 11



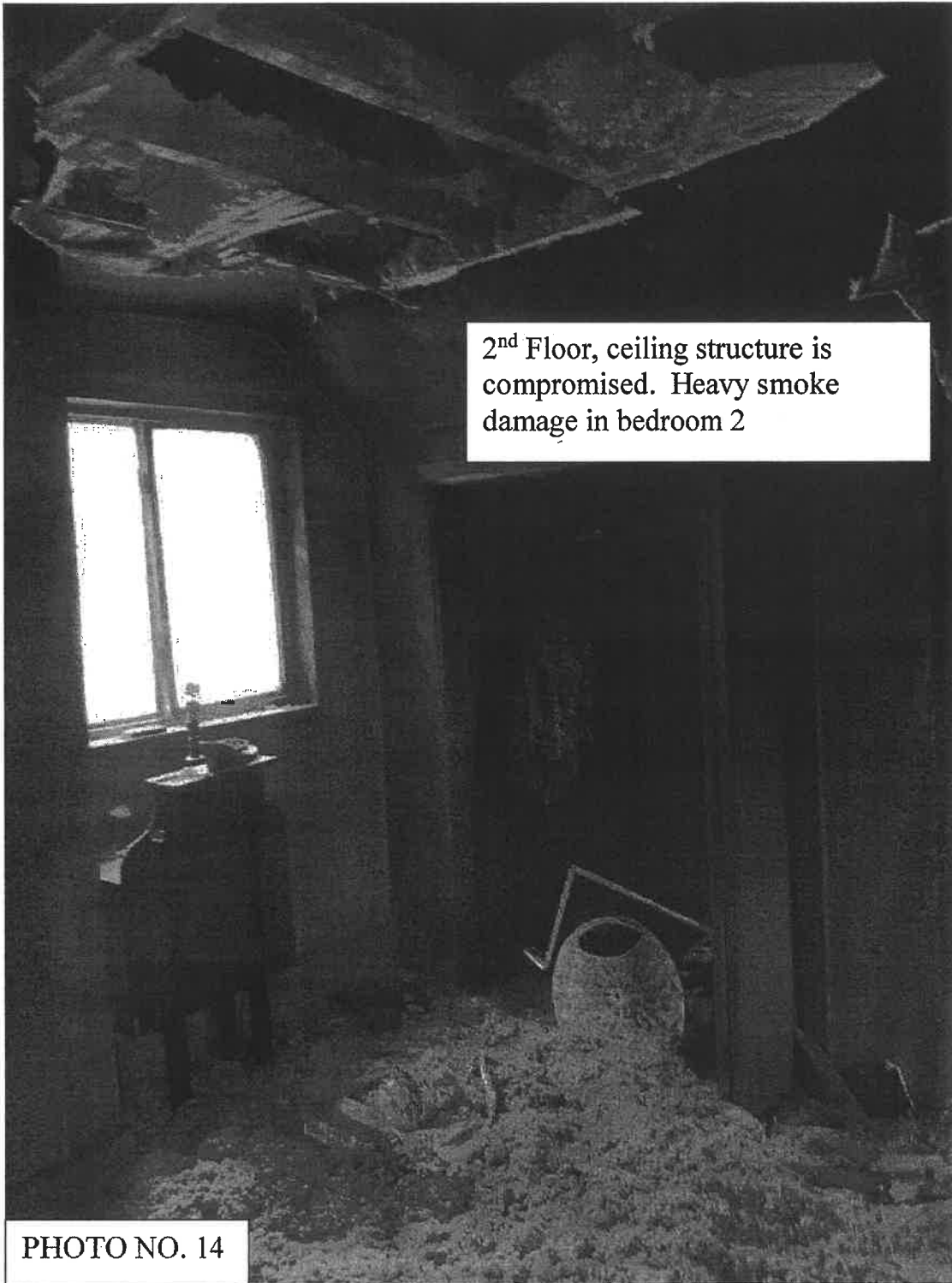
2nd Floor, ceiling structure is compromised. Heavy smoke damage in bedroom 1

PHOTO NO. 12

2nd Floor, ceiling structure is compromised. Heavy smoke damage in bedroom 2



PHOTO NO. 13



2nd Floor, ceiling structure is compromised. Heavy smoke damage in bedroom 2

PHOTO NO. 14

Second Floor Hallway has heavy smoke damage, there is also structural components that have been compromised.

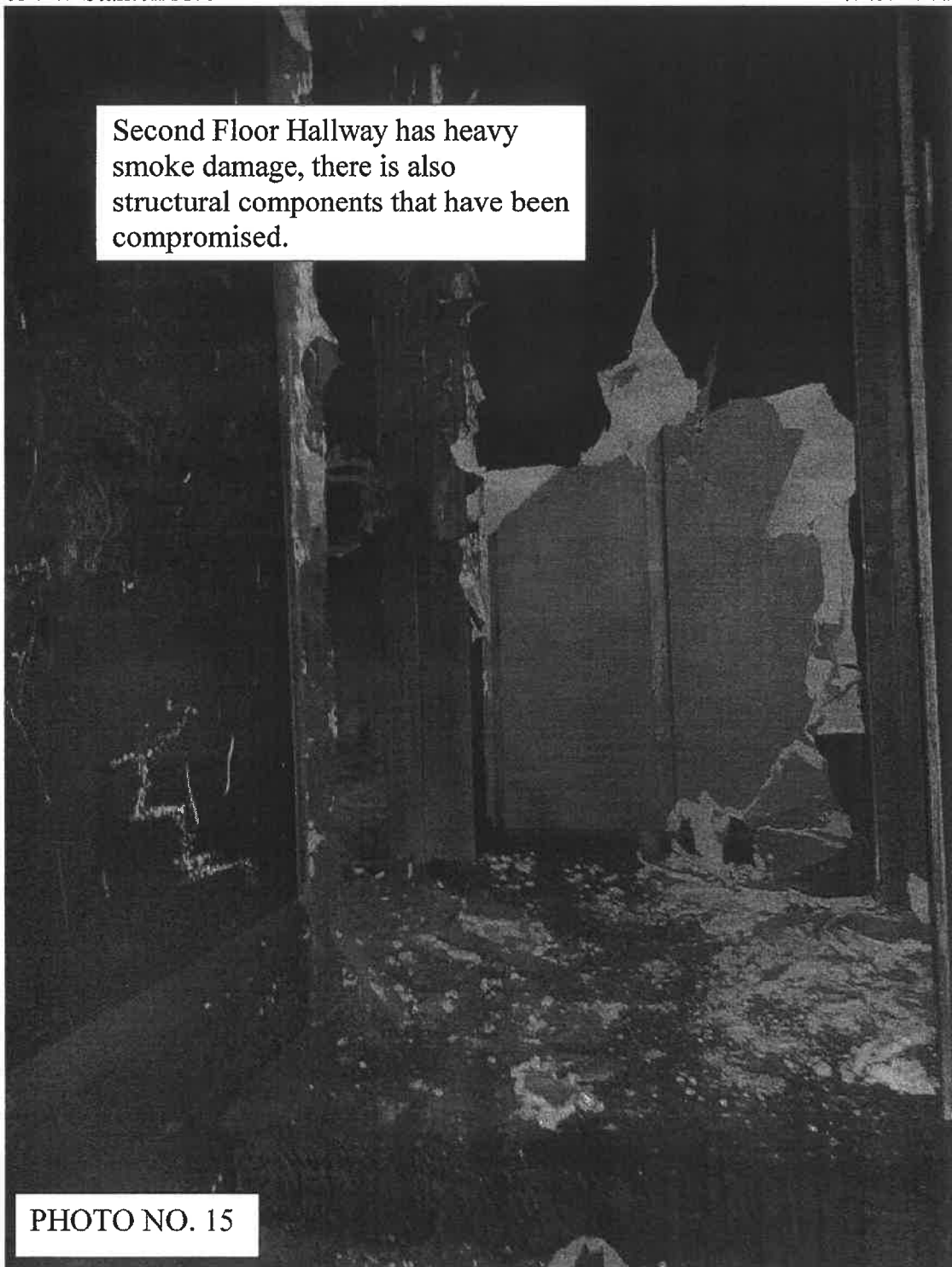
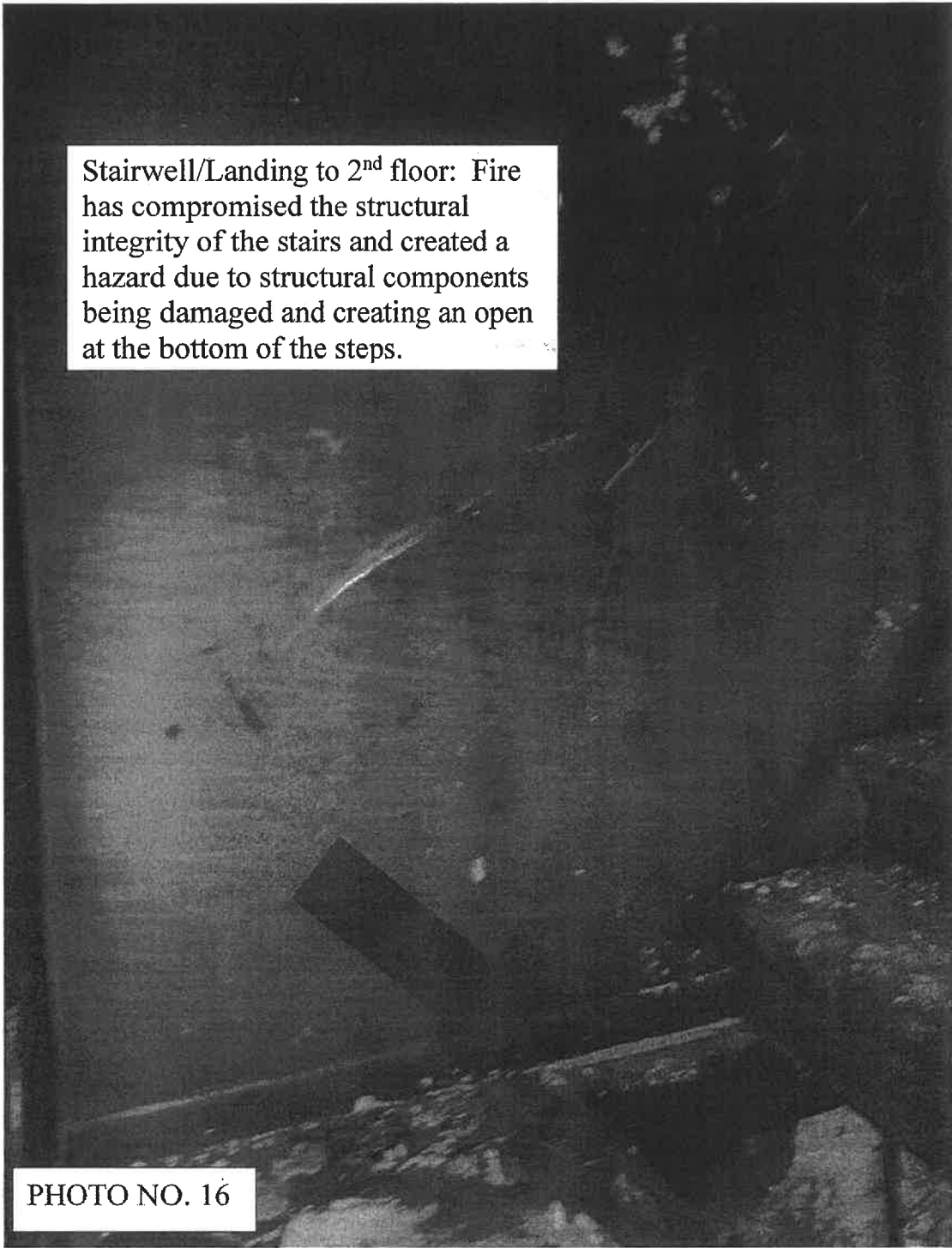


PHOTO NO. 15

Stairwell/Landing to 2nd floor: Fire has compromised the structural integrity of the stairs and created a hazard due to structural components being damaged and creating an open at the bottom of the steps.

PHOTO NO. 16



Detached Structure: Structure is located in the rear of the property, was not subject to fire damage but is in need of maintenance or should be demolished. Holes are present in the fascia and soffit, structure has shifted due to age, doors are deteriorated, and windows are open to the elements and rodents.



PHOTO NO. 17



Property Plan for Blighted Building

112 W. Washington Ave • Fergus Falls, Minnesota 56537

Tel: (218) 332-5400 • www.ci.fergus-falls.mn.us

Building Address: 634 W Stanton Ave, Fergus Falls PID #: 71003990971000

Owner(s):

Attach additional sheets if necessary

Full Name (PRINT): _____
 Company Name: _____
 Street Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Cell: _____
 Email Address: _____

**Lien Holder(s) or Others w/
 Legal Interest in Property:**

Attach additional sheets if necessary

Full Name (PRINT): _____
 Company Name: _____
 Street Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Cell: _____
 Email Address: _____

Responsible Party:

*Can be a Realtor®, leasing agent,
 management company, mortgagor or
 other party with direct or indirect
 control or authority over the building.*

Attach additional sheets if necessary.

Full Name (PRINT): _____
 Company Name: _____
 Street Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Cell: _____
 Email Address: _____
 Relationship to Owner/Lien Holder: _____

Property Plan Attached **or** Must be Submitted by: October 4, 2021

Acknowledgement of Responsibility: The undersigned owner/agent: 1) avows and acknowledges that the information herein is complete and accurate; 2) assumes responsibility for maintaining and securing the subject building in conformity with Fergus Falls City Code Sections 90 and 150, and other applicable codes; and 3) acknowledges the responsibility to notify the city in writing within 30 days of any changes to information contained in the attached property plan.

Property Plan for Blighted Building at: _____

<p>Property Status <i>(Check all that apply)</i></p>	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/> Property will demolished & returned to buildable lot Completion Date: _____
	<input type="checkbox"/> Building is being renovated Completion Date: _____ <input type="checkbox"/> All required permits have been issued; or <input type="checkbox"/> Applications for all required permits will be submitted by: _____
	<input type="checkbox"/> Building will be used as a residential rental property Date by which property is anticipated to be occupied: _____ <i>*Fergus Falls requires a rental dwelling license for any property occupied by someone other than the owner. A city inspection and a City issued registration is required BEFORE the property is occupied. For more information please see the city website at https://www.ci.fergus-falls.mn.us/departments/building/rental-registration or contact the Rental at (218) 332.5434 or rentals@ci.fergus-falls.mn.us*</i>

<p>Property Maintenance <i>(Check all that apply)</i></p>	<p>Owner/responsible party attests that the following steps have been or will be taken. <u>For any boxes left unchecked, you must provide a date by which the item will be completed.</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> The building is secured against unauthorized entry by persons or pests in accordance with standards of City Code Sections 150 & 90 <input type="checkbox"/> All hazardous material or hazardous refuse has been removed <input type="checkbox"/> The building's water system has been protected from freezing <ul style="list-style-type: none"> <input type="checkbox"/> Water service to the building has been shut off at the curb stop <input type="checkbox"/> Non-compliant electrical service lines, wiring or fixtures have been removed/disconnected <input type="checkbox"/> Heating facilities have been removed, rendered inoperable, or are maintained per code 								
	<input type="checkbox"/> Owner/responsible party affirms that the subject property shall be maintained in compliance with all applicable property maintenance regulations and city codes including, but not limited to the following: <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">▪ Nuisances</td> <td style="width: 33%;">▪ Grass and weeds</td> <td style="width: 33%;">▪ Animals</td> </tr> <tr> <td>▪ Exterior maintenance</td> <td>▪ Motor vehicles</td> <td>▪ Garbage and refuse</td> </tr> <tr> <td>▪ Dead/hazardous trees</td> <td>▪ Graffiti</td> <td></td> </tr> </table>	▪ Nuisances	▪ Grass and weeds	▪ Animals	▪ Exterior maintenance	▪ Motor vehicles	▪ Garbage and refuse	▪ Dead/hazardous trees	▪ Graffiti
▪ Nuisances	▪ Grass and weeds	▪ Animals							
▪ Exterior maintenance	▪ Motor vehicles	▪ Garbage and refuse							
▪ Dead/hazardous trees	▪ Graffiti								

**Property
Plans for
Repair &
Correction**

(Check all that apply)

Building will be repaired & renovated

Start Date: _____

Completion Date: _____

EXTERIOR ITEMS:

Siding

Existing siding that was damaged by fire:

- Repair or replace damaged materials:

Contractor:

Name: _____

Address: _____

MN License#: _____

Windows

- Remove all damaged, broken, or rotten materials
- Repair supporting structures
- Install new windows to manufactures specification.

Contractor

Name: _____

Address: _____

MN License#: _____

Siding

- Secure and replace lose siding
- Paint

Detached Garage

Existing Garage is in need of repair any and all rotten material, so that structure is weather tight and structurally sound:

Name: _____

Address: _____

MN License#: _____

**Property Plans
for Repair &
Correction**

(Check all that apply)

INTERIOR ITEMS:

- Heating** facilities have been removed, rendered inoperable, or are maintained per code
 - Replacement mechanical systems to fuel source and/or electrical sources needs to be done by a licensed and bonded mechanical contractor
 - Date for connect to take place: _____
 - Licensed Contractor to do work: _____
- Plumbing** facilities have been removed, rendered inoperable, or are maintained per code
 - Repairs/Replacement to by a licensed and bonded mechanical contractor
 - Date for connect to take place: _____
 - Licensed Contractor to do work: _____
- Electrical** facilities have been removed, rendered inoperable, or are maintained per code
 - Repairs to by a licensed and bonded mechanical contractor
 - Date for connect to take place: _____
 - Licensed Contractor to do work: _____

- Written plans for repair and time frame for work to be completed is attached
- Written plans for repair and time frame of work will be submitted by: 10/04/2021
- All required permits have been issued; or
- Applications for all required permits will be submitted by: _____

STATE OF MINNESOTA
COUNTY OF OTTER TAIL

CITY OF FERGUS FALLS


In The Matter of
Hazardous Property
located in the
City of Fergus Falls, Minnesota.

AFFIDAVIT OF SERVICE
BY U.S. FIRST CLASS MAIL AND BY
CERTIFIED MAIL

STATE OF MINNESOTA)
)ss
COUNTY OF OTTER TAIL)


E. Grace Stewart, being first duly sworn, states that on the 22 day of September, 2021, your affiant served the attached October 4, 2021 NOTICE OF HEARING, August 23, 2021 Report from the City of Fergus Falls, and September 21, 2021 letter of City Attorney on Irfan and Kosa Beganovic by U.S. First Class Mail and by Certified Mail at the following address:

407 Fir Ave W, Apt. # 12
Fergus Falls, MN 56537

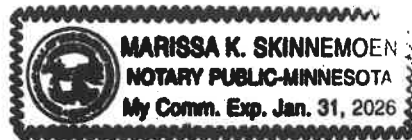


NOTARY PUBLIC

Subscribed and sworn to before me
this 27 day of September, 2021.



Notary Public
My commission expires: 1-31-26



ENDER: COMPLETE THIS SECTION

COMPLETE THIS SECTION ON DELIVERY

Complete items 1, 2, and 3.
Print your name and address on the reverse so that we can return the card to you.
Attach this card to the back of the mailpiece, or on the front if space permits.

A. Signature
 Agent
 Addressee

B. Received by (Printed Name) *C-19* C. Date of Delivery *9-23-21*

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: NO

Article Addressed to:
Irfan D Kosen Begovic
407 Fir Ave. W, Apt. #12
Savage Falls, MN 56537



9590 9402 4895 9032 1515 57

Article Number (Transfer from service label)

3. Service Type

<input type="checkbox"/> Adult Signature	<input type="checkbox"/> Priority Mail Express®
<input type="checkbox"/> Adult Signature Restricted Delivery	<input type="checkbox"/> Registered Mail™
<input type="checkbox"/> Certified Mail®	<input type="checkbox"/> Registered Mail Restricted Delivery
<input type="checkbox"/> Certified Mail Restricted Delivery	<input type="checkbox"/> Return Receipt for Merchandise
<input type="checkbox"/> Collect on Delivery	<input type="checkbox"/> Signature Confirmation™
<input type="checkbox"/> Collect on Delivery Restricted Delivery	<input type="checkbox"/> Signature Confirmation Restricted Delivery
<input type="checkbox"/> Insured Mail	
<input type="checkbox"/> Insured Mail Restricted Delivery (over \$500)	

**CITY OF FERGUS FALLS MINNESOTA
RESOLUTION # 207-2021**

**RESOLUTION ORDERING REPAIR, REMOVAL
OR RAZING OF HAZARDOUS PROPERTY**

1. Irfan Beganovic and Kosa Beganovic are the record owners of real property in the City of Fergus Falls located at 634 West Stanton Avenue, and described as follows:

Lot Sixteen (16), Block Six (6), of McLane's Addition to Fergus Falls, Minnesota, subject to an easement over the East 2 feet thereof.

2. A Notice of the Hearing was given by First Class Mail and Certified Mail on September 23, 2021, and by Personal Service on September 24, 2021, pursuant to Minn. Stat. §463.16 upon Irfan Beganovic and Kosa Beganovic setting a hearing before the City Council on October 4th, 2021, at 5:30 p.m. to consider whether the structures located upon the above described property constituted a hazardous building within the definition of Minn. Stat. §§463.15 to 463.24.

3. At the hearing on the 4th day of October 2021 the City Council of the City of Fergus Falls considered the following evidence:

a. Notice of Hearing, Affidavit of Service of the Notice of Hearing by Certified, First-Class Mail, and Personal Service upon Irfan Beganovic and Kosa Beganovic.

b. Owners and Encumbrance Report dated August 10, 2021, showing Irfan Beganovic and Kosa Beganovic as the owners of record of the following described property:

Lot Sixteen (16), Block Six (6), of McLane's Addition to Fergus Falls, Minnesota, subject to an easement over the East 2 feet thereof.

c. Warranty Deed dated October 13, 2017, recorded October 16, 2017, as document number 1197658 in the office of the Otter Tail County Recorder, Otter Tail County, Minnesota, conveying to Irfan Beganovic and Kosa Beganovic the following described property:

Lot Sixteen (16), Block Six (6), of McLane's Addition to Fergus Falls, Minnesota, subject to an easement over the East 2 feet thereof.

d. Property Taxpayer reports from Otter Tail County showing Irfan Beganovic and Kosa Beganovic as the taxpayer for the property.

e. Testimony offered from Len Taylor, Public Works Director for the City of Fergus Falls, at the hearing on October 4th, 2021, which included a written report prepared by April Schubert-Zumach, the Fergus Falls Code Enforcement Officer/Municipal

Building Manager Inspector, dated August 23, 2021, which included seventeen (17) photographs taken on July 19, 2021, showing the current condition of the buildings at 634 West Stanton Avenue, Fergus Falls Minnesota.

4. On the 4th day of October 2021, after hearing, the City Council of the City of Fergus Falls found and determined as follows:

a. Notice of the Hearing for the October 4th, 2021, hearing was properly given on by First Class Mail and Certified Mail on September 23, 2021, and by Personal Service on September 24, 2021, 2021 to Irfan Beganovic and Kosa Beganovic.

b. The street address of 634 West Stanton Avenue, Fergus Falls, Minnesota identifies the location of the following described property:

Lot Sixteen (16), Block Six (6), of McLane's Addition to Fergus Falls, Minnesota, subject to an easement over the East 2 feet thereof.

c. Irfan Beganovic and Kosa Beganovic are the "Owners of Record" of the above-described property within the meaning of Minn. Stat. §463.15, Subd. 4.

d. The structure(s) located on the above-described property are "hazardous buildings" within the meaning of Minn. Stat. §463.15, Subd. 3 for the following reasons:

The buildings are heavily damaged by a fire that took place on June 1, 2018. Windows are broken, missing, and/or frames have fire damage to the point of missing completely or being boarded. Window frames are damaged through to the structural components of the structure. Rodents and Vermin have been seen in the buildings and can get in through openings or holes in the structures. Doors have been damaged to the point of not being secured. No repairs or cleanup have occurred to address the fire damage and blight of the structures or property. The main level front bedroom window is broken and boarded; however, gaps allow rodents and pests to enter the building. Structural components are damaged by the fire and make accessing the second floor unsafe. The fire and smoke damage to the structure, mechanical, and electrical has rendered these systems inoperable. Basement and wood components are covered with mold and mildew. Buildings are beyond repair and should be demolished and site returned to a rebuildable lot. The buildings are open to vandals and not secured from the elements. There are holes in the buildings. The buildings are an attractive nuisance to children and very dangerous. The buildings are abandoned, have not been adequately maintained and are dilapidated.

e. The buildings constitute a fire hazard and a hazard to public safety and health.

f. The conditions listed above are more fully documented in the inspection report prepared by April Schubert-Zumach, the Fergus Falls Code Enforcement

Officer/Municipal Building Manager Inspector, dated August 23, 2021, a copy is attached to this Resolution.

NOW THEREFORE, IT IS RESOLVED AS FOLLOWS:

1. Irfan Beganovic and Kosa Beganovic, the owners of the above-described property, are ordered, pursuant to Minn. Stat. §463.16, to make the following necessary corrections and repairs on the property located 634 West Stanton Avenue, Fergus Falls, Minnesota described as follows:

Lot Sixteen (16), Block Six (6), of McLane's Addition to Fergus Falls, Minnesota, subject to an easement over the East 2 feet thereof.

(Option 1) Necessary corrections and repairs:

- A. *Owner demolish all buildings and have the site returned to a rebuildable lot.*
2. *All of the corrections and repairs provided above must be made within thirty (30) days after the Order is served upon Irfan Beganovic and Kosa Beganovic. The corrections and repairs must be completed in compliance with all applicable building codes and regulations, and pursuant to proper permits from the City of Fergus Falls.*
3. *If the corrections and repairs set are not made within the time provided in paragraph 2 of this Resolution, the building is ordered to be razed, the foundations filled and the property left free of debris in compliance with all applicable codes and regulations, pursuant to proper permits from the City of Fergus Falls. This must be completed within fourteen (14) days after expiration of the period provided in paragraph 2 of this Resolution.*
4. *If the City of Fergus Falls is required to act for summary enforcement of this Order it will seek authority to raze and remove the structures from the property.*
5. *A motion for summary enforcement of this ORDER will be made to the District Court in and for Otter Tail County, Minnesota, UNLESS:*
 - a. *Corrective action in conformance with this Order is taken within thirty (30) days of the service of this Order, or*
 - b. *An answer is filed and served upon the undersigned City Attorney, within twenty (20) days after the service of the order, pursuant to Minn. Stat. §463.18.*

(Option 2) Necessary corrections and repairs:

- A. *The Owners submitted to April Schubert-Zumach, the Fergus Falls Code Enforcement Officer/Municipal Building Manager Inspector, a Property Plan for Blighted Building on a form approved by the City which sets forth a written plan and time frame for corrections and repairs to occur and be completed within a*

reasonable timeframe with continuous progress a copy is attached to this Resolution and is hereby approved. All exterior items to address visible nuisances must be completed prior to _____, 2021. All other necessary corrections and repairs must be completed (which includes being inspected and approved by April Schubert-Zumach, the Fergus Falls Code Enforcement Officer/Municipal Building Manager Inspector) on or before _____, 2021.

2. *All of the herein listed corrections and repairs set forth in the Property Plan for Blighted Building must be made on or before _____, 2021. The corrections and repairs must be completed in compliance with all applicable building codes and regulations, and pursuant to proper permits from the City of Fergus Falls.*
3. *If the corrections and repairs set forth in the Property Plan for Blighted Building are not made within the time provided in paragraph 2 of this Resolution, the building is ordered to be razed, the foundations filled and the property left free of debris in compliance with all applicable codes and regulations, pursuant to proper permits from the City of Fergus Falls. This must be completed within fourteen (14) days after expiration of the period provided in paragraph 2 of this Resolution.*
4. *If the City of Fergus Falls is required to act for summary enforcement of this Order it will seek authority to raze and remove the structures from the property.*
5. *A motion for summary enforcement of this ORDER will be made to the District Court in and for Otter Tail County, Minnesota, UNLESS:*
 - a. *Corrective action in conformance with this Order is taken pursuant to the Property Plan for Blighted Building and pursuant to the timeframe set forth in paragraph 2 of this Order, or*
 - b. *An answer is filed and served upon the undersigned City Attorney, within twenty (20) days after the service of the order, pursuant to Minn. Stat. §463.18.*
6. **In accordance with Minn. Stat. §463.24, the owner or occupant must remove all personal property and/or fixtures that will reasonably interfere with the work within fourteen (14) days after expiration of the period provided in paragraph 2 of this Resolution. If the personal property and/or fixtures are not removed and the City enforces the Order, the City may dispose of all personal property it deems junk or garbage, and sell personal property, fixtures and/or salvage materials at a public auction after three days posted notice.**
7. **If the City is compelled to take any corrective action or action to enforce the Order, all necessary costs expended by the City shall be assessed against the real estate concerned or the landowners and collected in accordance with Minn. Stat. §463.22 and the City may choose to acquire the structures and real estate on which the hazardous structures are located by eminent domain, as provided in Minn. Stat. §463.152 and/or seek a money judgement against the Owner for the cost of removing the hazardous condition.**

8. The City Attorney is authorized to serve this Resolution and Order upon the owner of the property and all lienholders of record.
9. The City Attorney is authorized to proceed with the enforcement of the Order as provided in Minn. Stat. §§463.15 to 463.261.

Adopted this 4th day of October 2021 by the vote of _____ of the _____ members of the City Council of the City of Fergus Falls, Minnesota.

Mayor

Attest
City Administrator

RESOLUTION APPROVED BY:

Rolf H. Nycklemoe, City Attorney
NYCKLEMOE & ELLIG, P.A.
106 East Washington Ave.
Fergus Falls, MN 56537
MN# 0230741
(218) 736-5673
rolf@nycklemoelaw.com

RESOLUTION # -2021
RETIREMENT OF LEN TAYLOR
FERGUS FALLS FIRE DEPARTMENT

WHEREAS, Len Taylor submitted his intent to retire from the Fergus Falls Fire Department effective August 26, 2021 and,

WHEREAS, Len began his service as a fire fighter to the City of Fergus Falls and the surrounding area on January 6, 2011 and,

WHEREAS, Len has held numerous roles in the Fergus Falls Fire Department including Fire Fighter and Assistant Driver/Operator and,

WHEREAS, Len's full-time position of Public Works Director greatly enhanced the knowledge of other department members regarding city infrastructure and operations,

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fergus Falls, Minnesota, to accept Len Taylor's resignation from the Fergus Falls Fire Department and thank him for his 10 years of dedicated service to the City of Fergus Falls.

The above and foregoing resolution was offered at a regular meeting of the City Council held on October 4, 2021 by Council Member , who moved its adoption, was seconded by Council Member and adopted by the following vote:

AYES:

NAYS:

Whereupon the above resolution was duly adopted.

ATTEST:

ADOPTED:

City Administrator

Mayor

City Council Minutes
September 20, 2021

The Fergus Falls City Council held a regular meeting on Monday September 20, 2021 at 5:30 pm in the City Council Chambers. Pastor Doug Dent gave the invocation and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order at 5:32 pm. Council members in attendance were Arneson, Gustafson, Hicks, Fish, Hagberg, Kvamme, Rufer and Thompson.

Approval of Agenda

A motion and second were made by Hagberg and Fish to approve tonight's agenda with the addition of an update on the aquatic center (old business) and a resolution extending the dairy property purchase agreement (consent) and the motion carried.

Consent Agenda

The following items were approved under **Resolution #193-2021** by Rufer: Motion approving the minutes from the September 7, 2021 City Council meeting and the September 15, 2021 Committee of the Whole meeting. Motion approving a Sign Hanger license for Spectrum Sign Systems Inc. **Resolution #194-2021** accepting a vacation petition from Campus View Estates and setting a public hearing to consider the vacation request at the October 18, 2021 City Council meeting at 5:30 pm. **Resolution #195-2021** initiating PI 9348, the replacement of the airport fuel system and authorizing the submission of a grant request (SFY 2022) to MnDOT. **Resolution #196-2021** approving a \$25,000 façade loan request from John and Jacquelin Klinnert (JK Sports). **Resolution #197-2021** extending dairy property purchase agreement with Fergus Falls Port Authority until December 31, 2021. The resolution was seconded by Gustafson and was adopted.

Ordinance 13, Eighth Series

Ordinance 13, Eighth Series, Public Nuisances was adopted by a roll call vote.

2022 Fee Schedule

Thompson offered **Resolution #198-2021** adopting the 2022 fee schedule, which was seconded by Hagberg and was adopted.

General Obligation Bonds for Downtown Riverfront Project

Doug Green of Bakertilly reviewed the bond sale results of the downtown riverfront project. The total project cost is \$6,874,807. Funding sources were reviewed including the use of city bonds for Phase I of the project. Northland Securities was the lowest bidder with a true interest cost of 1.36%. The post-sale bond pricing was lower than the presale due to this favorable rate. The total post sale for Phase I of the project is \$1,460,000 which equates to an average annual debt service of \$108,000 over fifteen years. The City Council must consent to the bond issuance and the Port Authority adopted a resolution at their meeting earlier today. Gustafson offered **Resolution #199-2021** approving and consenting to the issuance of a \$1,460,000 General Obligation Bonds, Series 2021A of the Fergus Falls Port Authority, Minnesota, which was seconded by Arneson and was adopted.

2022 Preliminary Budget

At the September 15 the Committee of the Whole meeting, the city's 2022 preliminary budget and levy were reviewed. The preliminary information will be sent to the county to incorporate into their projections for next year. The final budget and levy will be presented at the December 6 council

meeting where public comments will be heard. In the meantime, the Tax Levy Committee will continue to look for ways to reduce the overall levy and have asked staff to look into franchise fees and review the city's utility rates. Thompson offered **Resolution #200-2021** approving the 2022 preliminary budget in the amount of \$43,121,792, which was seconded by Gustafson and was adopted. Fish offered **Resolution #201-2021** approving the 2021 preliminary levy in the amount of \$7,058,500, which was seconded by Hagberg and was adopted. Rufer offered **Resolution #202-2021** setting the public meeting for the 2022 levy and budget for Monday December 6, 2021 at 6:00 pm or later, which was seconded by Hicks and was adopted.

NP Park Fundraising

Sarah Duffy, representing the Noon Kiwanis Club provided an update on the playground equipment fundraising campaign for NP Park. \$152,102 has been privately donated to date. These funds combined with the city's previous commitment of \$200,000 totals \$352,102. The equipment proposal from Sourcewell is \$303,952.64 and the price will go up 6% if the order is not placed by the end of September. The service club plans to continue fundraising to reach their \$500,000 goal which will pay for the excavation, concrete and other installation costs. Duffy said the city would not be asked to contribute any additional funding. The equipment would be expected to arrive by the end of the year with the goal of having the playground equipment ready for use next summer. Additional contracts may be necessary later for council approval. Rufer offered **Resolution #203-2021** authorizing the purchase of playground equipment for NP Park, which was seconded by Fish and was adopted. Duffy and the club were thanked for their work to build this community asset.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$1,048,904.22, which was seconded by Hagberg and was adopted.

Boards and Commissions

The Personnel Committee has been considering changes to the city's boards and commissions to maximize efficiency of staff and volunteer time, increase public participation and be of better service to the community. Many of the boards have members with expired terms or unfilled vacancies making it difficult to achieve a quorum. This makes it challenging for members to stay engaged and feel their work is valued. The Personnel Committee's recommendations include an Arts and Cultural Symposium which will continue to be comprised of the Heritage Preservation Commission and Public Arts Commission, meeting concurrently as much of their work overlaps. The Sister City Commission will be an ad hoc sub-committee that meets as needed. The Parks and Recreation, Natural Resources Committee and Bicycle and Pedestrian Advisory Committee would be combined. The Airport Advisory Board, Human Rights Commission and Public Safety Advisory Board would be ad hoc boards meeting as needed. These boards would elect a Chairperson who would work with a staff liaison to determine what agenda items would predicate the need for a meeting being called. All boards and commissions would use an application process with the goal of having the appointments made by the end of the year. Mayor Schierer agreed it would be prudent to make good use of volunteer and staff time with these boards as long as the public is provided an opportunity to participate. He advocated the Natural Resources Committee be their own board that is incorporated into City Code. The reorganization of the boards and commissions require code changes. A motion and second were made by Gustafson and Hagberg directing the City Attorney to work with staff to amend the City Code sections regarding city boards and commissions and the motion carried. Hicks requested a list of current board members and their term limits be provided to the council.

PI 9768 Enhancement Number 1

Grant Kuper of Bolton and Menk provided a project schedule update on the Downtown Riverfront project. The west block or Phase I should be substantially complete by November 30, 2021 and the final completion date is December 13, 2021. The contractor, Comstock Construction is slightly behind schedule, but is installing the structural steel for the market structure as it arrives on site. They are preparing the retaining wall construction and earthwork for the parking lot pavement installation is underway. The concrete trail, curb and gutter and aggregate base should be installed later this month and into October. The other project improvements are scheduled to finish by October 27. The crews are attempting to minimize disruptions to adjacent businesses.

Tonight the council is being asked to consider three project enhancements as proposal requests. City Administrator Andrew Bremseth explained the vendor utility access proposal was not part of the original project bid, but was suggested by Council Member Kvamme when the project was bid. The proposed enhancement consist of the construction of two utility hook ups, a water service hookup, a sewer service hookup, two 50 amp receptacles and a 20 amp GFCI receptacle. The connections would be placed in the curb islands, the center island on the north side of the parking lot and island on the east side of the parking lot by Court Street. The total project cost is \$35,224.27 and the funding could come from the city's water and sewer enterprise funds. Bolton and Menk has confirmed the pricing is competitive. Hicks commented this should have been included in the original project bid by the project engineers rather than being council driven. He expressed his opposition to change orders as they add to the overall project cost. Rufer did not feel it was unusual for new ideas to derive at different times of a project and that it was not fair to criticize the engineering firm for having not having this in the original proposal. He was appreciative of the opportunities these utility hookups will bring for community events. Kvamme offered **Resolution #204-2021** accepting Comstock's proposal for a vendor utility access request, which was seconded by Rufer and was adopted with Hicks voting in opposition.

PI 9768 Enhancement Number 2

The second enhancement is a modification from steel beams to masonry encased concrete on the arched entrance signs. Installing brick columns for each entrance archways as well as sconce lighting on the front and back of each column would result in a project cost of \$97,012.43. No funding source has been identified yet for this work. This work was in the original proposal, but was removed in an effort to lower the overall project cost. Mayor Schierer said visuals were expected with this project, but costs have continued to rise during the four years the project has been planned. He felt the council must be cognizant of what is reasonable and the cost of this enhancement could be made by private fundraising rather than taxpayer funds. Arneson offered **Resolution #205-2021** accepting Comstock's proposal for brick column archways, which was seconded by Rufer and was defeated 1-7 with Kvamme being the only vote cast in favor. Kvamme felt the arches should also have lighting installed on the structure and river walk for evening activities and suggested these features be reconsidered if private fundraising for the enhancements is successful. John Strauch, 519 W Vasa Avenue said many community members do not understand the downtown riverfront project and he suggested the city develop literature to educate residents in their utility bills. He was in favor of additional private fundraising efforts to enhance the project rather than taxpayer dollars.

PI 9768 Enhancement Number 3

The third project enhancement is a 30' x 9' rain garden to be constructed in the curb island on the west side of the parking lot by Union Avenue. The construction cost estimate is \$23,166.34 and could be

funded by the stormwater enterprise fund. The enhancement was suggested by members of the Natural Resources Committee. Karen Terry and Erik Anthonisen from that committee explained the importance of rain gardens, their function to filter and clean water before it enters into bodies of water. The rain garden would be infused with native plantings to attract pollinators and add an aesthetically pleasing feature to this project. Arneson offered **Resolution #206-2021** accepting Comstock's proposal for a rain garden, which was seconded by Rufer and was adopted with Hicks and Thompson voting in opposition.

PI 9768 Project Update

Kevin Bittner of Bolton and Menk informed the council the downtown riverfront project is receiving some state money and therefore requires prevailing wage standards must be met. These standards were not provided in the bid documents and will increase the construction project costs due to increased labor costs. The provisions are necessary to preserve state funding for the project. Bolton and Menk is negotiating with Comstock Construction to add the required prevailing wage provisions to the contract through a change order in the amount of \$678,616. Bolton and Menk requested additional information and documentation to justify the change order. If the council approves the change order the project would increase from \$3,213,600 to \$3,892,216, not including any of the additional proposed enhancements. Bolton and Menk is offering to reduce their engineering fees by \$468,000 to help rectify the situation and offset the cost of the change order. The city would need to be accountable for the remaining \$210,549. Bolton and Menk will continue negotiations with Comstock Construction and provide an update to the council at an upcoming meeting. Mayor Schierer expressed his disappointment the prevailing wages were not in the original bid and increased project costs. He credited Bolton and Menk for their efforts with the city to come up with the right solution. John Strauch addressed the council again and said prevailing wages is a standard part of government projects and he felt the person who made the error should be accountable, rather than the taxpayers to make up the shortage.

Aquatic Center

Bridget Leonard provided an update on the proposed aquatic center. The project scope and design was completed in 2017 with the hope of going to the voters as a sales tax question in November of 2020. The legislature adjourned that year without a tax bill, leaving no opportunity to vote on a sales tax project. The legislature has approved the use of a sales tax proposal in the November 2022 General Election. The aquatics committee would like to get updated numbers on the final design so they can begin public education. The City Engineer was asked to review the project and provide updated cost estimates. There was some discussion about providing the same type of overview for the proposed Delagoon Park improvements as that project will also be on the next General Election ballot. The council was in consensus to only focus on the aquatics project at this time and seek the Park Board's assistance in review and education on the Delagoon project at a later date. A motion and second were made by Arneson and Gustafson directing the City Engineer to revisit the aquatics center proposal and determine the updated project costs.

The meeting adjourned at 6:54 pm

Lynne Olson

Committee of the Whole Meeting
September 29, 2021

The Fergus Falls City Council met as a Committee of the Whole on Wednesday September 29, 2021 at 7:00 am in the City Council Chambers. Mayor Schierer called the meeting to order and the following members were present: Gustafson, Hicks, Fish, Hagberg, Kvamme, Rufer and Thompson. Arneson was absent.

West Central Initiative

Samantha VanWechel-Meyer provided an update on the programs and activities at West Central Initiative. Their partnership with the city allowed them to be responsive through the pandemic by providing loans and grants for numerous businesses, non-profits and organizations. West Central Initiative is working on a comprehensive economic strategy in nine areas that will guide their work over the next four years. The organization was thanked for their efforts to strengthen our region and VanWechel-Meyer said they are eager to continue their partnership with the city.

725 W Maple Street

The city purchased the house located at 725 W Maple Street due to stormwater issues on the property. In June of 2021 the council authorized putting this home on the market with proper disclosures of the previous owner's problems. An offer in the amount of \$145,000 has been received. The buyer is putting \$2,000 in earnest money on the property with the contingency of an inspection and financing. The city feels this is a fair offer as they have \$126,000 invested in the property and the estimated proceeds are \$136,000. An inspection has been completed and there are some issues the city needs to address for the sale to proceed. A closing date for the property would be on or before October 22. City Administrator Andrew Bremseth believes these issues can be completed with the city still being profitable. A final price will be brought to the council at their October 4 meeting for discussion. City Code requires a land sale be introduced at one meeting with final action taking place at least ten days later. A motion and second were made by Fish and Hagberg recommending the council introduce a property sale at 725 W Maple Street and the motion carried.

Downtown Riverfront State Bonding Resolution

The city was awarded \$1,750,000 in state bonds for the downtown riverfront project during the 2020 legislative session. The Minnesota Department of Employment and Economic Development (DEED) requires a resolution be submitted stating the city is the legal sponsor and lead on the project. The city is required to provide a match for the state bond funds and has achieved the \$1,750,000 in matching funds through private fundraising, city funds and the General Obligation bonds sold by the Port Authority. A motion and second were made by Rufer and Thompson recommending the council approve a resolution to accompany the documentation to receive state bonding funds and the motion carried.

PI 5314

The city has programmed Public Improvement 5314, a street improvement project in the 2022 State Transportation Improvement Program (STIP). The project will include a bituminous mill and overlay, base patching and ADA improvements along Union Avenue: Fir Avenue to Lincoln Avenue and Lincoln Avenue: Union Avenue to Friberg Avenue, approximately 1.45 miles. The project will also address the existing pedestrian ramps that consist of paver bricks and are not ADA compliant. City staff are recommending replacing the pavers with concrete and casting the concrete with color

dye to enhance the new surface. The total project cost estimate is \$1,020,000 and would be 80% funded by federal funds and 20% through state funds. Moore Engineering submitted a professional services agreement for final design and construction administration in the amount of \$170,900. A motion and second were made by Hicks and Gustafson recommending the council accept the professional services agreement for final design of PI 5314 and the motion carried.

Airport Rescue Grant Program

The Fergus Falls Airport is eligible for a \$32,000 grant through the Airport Rescue Grant Program. The funds can be used for costs related to operations, personnel, cleaning, sanitization, janitorial services to combat the spread of pathogens. Staff is considering applying for the grant to make improvements to the restrooms at the airport. The grant is 100% federally funded and would end September 30, 2024. A motion and second were made by Rufer and Hicks recommending the council authorize city staff to submit an Airport Rescue Grant Program application and the motion carried.

The City Engineer informed the council the downtown riverfront project will be progressing to Phase II next week. There will be no parking allowed in the west parking lot so crews can remove the pavement and complete the utility work. This phase is expected to last three weeks and alley access will be maintained for affected businesses.

The meeting adjourned at 7:23 am

Lynne Olson

FOR COUNCIL MEETING—OCTOBER 4, 2021

APPROVALS ON ALL LICENSES ARE CONTINGENT UPON PAPERWORK BEING FILLED OUT CORRECTLY AND COMPLETELY, AND ALL INSURANCES AND BONDS BEING CURRENT.

Mechanical

Gustafson Mechanical, Inc.

Minnesota Lawful Gambling Permit

Claire Ann Shover Nursery School for raffle on October 13 at Pebble Lake Golf Course



Council Action Recommendation

Page 1 of 1

Meeting Date: September 29, 2021

Subject: Downtown Riverfront State Bonding Resolution

Recommendation: Approve a resolution required to accompany the documents to receive State Bond funds.

Background/Key Points: During the 2020 Legislative Session, the City was awarded \$1,750,000 of State Bonds funds for the Downtown Riverfront project. The City is in the process of preparing the application documents required by the Minnesota Department of Employment and Economic Development (DEED).

The attached resolution is required to be included in the packet of documents submitted to DEED.

Budgetary Impact: The City is required to provide a match for the State Bond funds in the amount of \$1,750,000. The match will be provided through private fundraising, City Funds, and the General Obligation bonds that were sold by the Fergus Falls Port Authority on September 20, 2021.

Originating Department: Finance

Respectfully Submitted: Bill Sonmor, Finance Director

Attachments:
DEED model resolution

Applicants must adopt and submit the following resolution. This resolution must be adopted prior to submission of the forms package.

BE IT RESOLVED that the City of Fergus Falls as the legal sponsor for the project contained in Minnesota Session Laws-2020 5th Special Session, Ch. 3, Article 1, Sec. 21, Subd 20 and amended in Minnesota Session Laws-2021 1st Special Session, Ch. 9, Sec. 29 entitled Public Improvement 9768, the Fergus Falls Riverfront Corridor- Downtown Riverfront Project.

BE IT FURTHER RESOLVED that the City of Fergus Falls has the legal authority to receive financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the development proposal are committed to the project identified.

BE IT FURTHER RESOLVED that the City of Fergus Falls has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its development proposal by the state, the City of Fergus Falls may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that the City of Fergus Falls certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that the City Administrator and the Mayor is hereby authorized to execute such agreements as are necessary to implement the project(s) on behalf of the City of Fergus Falls.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Fergus Falls, Minnesota on October 4, 2021.

SIGNED:

WITNESSED:

(Authorized Official)

(Signature)

(Title)

(Date)

(Title)

(Date)



Council Action Recommendation

Page 1 of 2

Meeting Date:

September 29, 2021 – Committee of the Whole
October 4, 2021 – City Council

Subject:

PI 5314 – Union Avenue from Fir Avenue to Lincoln Avenue, Lincoln Avenue from Union Avenue to Friberg Avenue, Resurfacing Project
State Transportation Improvement Program (STIP) SFY 2022
(MSAS 104, 109)

Recommendation:

- 1) Accept Moore Engineering's (MEI) professional services agreement for final design and construction administration in the amount of \$170,900.00

Background/Key Points:

The City of Fergus Falls programmed Union Avenue from Cedar Avenue to Lincoln Avenue and Lincoln Avenue from Union Avenue to Friberg Avenue to receive a bituminous mill & overlay in 2022 through the State Transportation Improvement Program (STIP).

The current project work scope consists of approximately 1.45 miles of street resurfacing (mill & overlay), base patching, and ADA improvements as required throughout the project limits. Additional consideration to the downtown is needed in regards to the pedestrian ramps along Lincoln Avenue. Currently, the existing PED ramps are not in compliance and were constructed in the past surrounded by paver blocks. MEI and City staff is recommending the existing pavers in each of these intersection quadrants be replaced with concrete versus attempting to reinstall the salvaged pavers. We are also recommending the new concrete be cast with color dye to enhance the new surface and mimic the surrounding color scheme. Please refer to the attached exhibit for additional detail.

The preliminary construction cost is \$1,020,000. We anticipate the project bidding starting in late winter or early spring.

Budgetary Impact:

This project is proposed be funded 100-percent thru Federal and State Aid funds. The preliminary cost shares are:

Federal Share: 80-percent for construction only (max. rate)

State Aid Share: 20-percent construction, engineering design (MEI), and contract administration

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

PI 5314 – Project Title Map and Intersection Exhibit

MINNESOTA DEPARTMENT OF TRANSPORTATION CITY OF FERGUS FALLS

CONSTRUCTION PLAN FOR BITUMINOUS MILL & OVERLAY WITH ADA IMPROVEMENTS

LOCATED ON M.S.A.S. 104 (UNION AVE) FROM LINCOLN AVE TO FIR AVE

LOCATED ON M.S.A.S. 109 (LINCOLN AVE) FROM UNION AVE TO FRIBERG AVE

SCALES

PLAN	50
PROFILE	NA
INDEX MAP	NA
GENERAL LAYOUT	NA

S.A.P. NO.	126-104-006	S.A.P. NO.	126-109-017
GROSS LENGTH	4879.76 FEET 0.924 MILES	GROSS LENGTH	1831.74 FEET 0.347 MILES
BRIDGES-LENGTH	FEET MILES	BRIDGES-LENGTH	FEET MILES
EXCEPTIONS-LENGTH	247.75 FEET 0.047 MILES	EXCEPTIONS-LENGTH	FEET MILES
NET LENGTH	4632.01 FEET 0.877 MILES	NET LENGTH	1831.74 FEET 0.347 MILES

GOVERNING SPECIFICATIONS

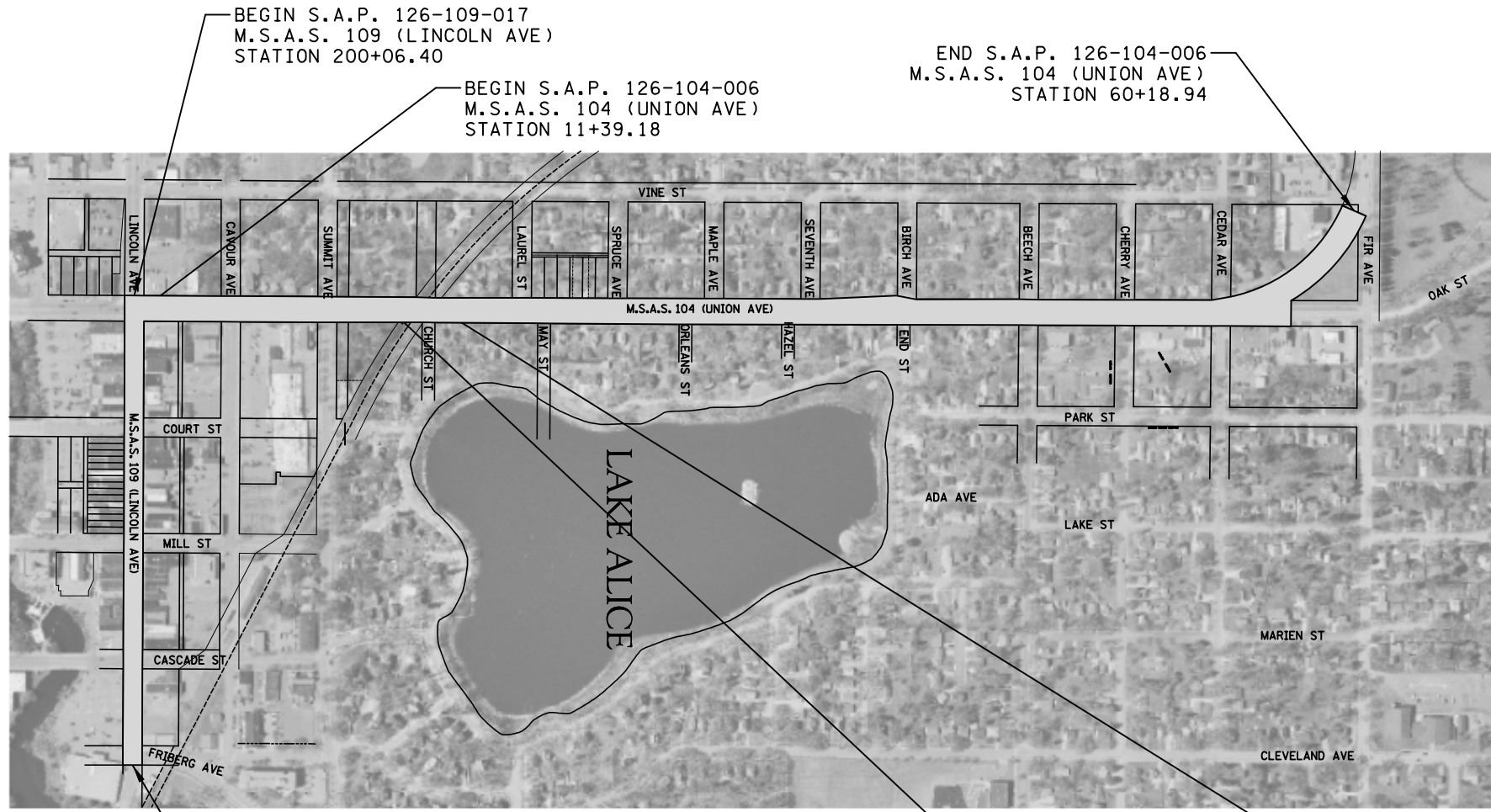
THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION 'STANDARD SPECIFICATIONS FOR CONSTRUCTION' SHALL GOVERN.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM AND BE PLACED IN ACCORDANCE WITH THE 'MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES' (MM MUTCD) AND 'FIELD MANUAL' FOR TEMPORARY TRAFFIC CONTROL DEVICES.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES CI/VASCE 38-02 ENTITLED 'STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA'. THE EXACT LOCATION OF UNDERGROUND UTILITIES SUCH AS GAS, TELEPHONE, FIBER OPTIC, PIPELINES, ELECTRICAL, AND CABLE TV ARE UNKNOWN. THE CONTRACTOR SHALL CONTACT GOPHER ONE STATE CALL BEFORE COMMENCING EXCAVATION.

PLOTTED/REVISED: 7-SEP-2021

PATH & FILENAME: U:\PROJECTS\21702\Design\Plansheets\21702_titlesheet.dgn



INDEX

1	TITLE SHEET
X	GENERAL LAYOUT
X	ESTIMATED QUANTITIES
X-X	TABULATIONS
X-X	GENERAL NOTES
X-X	DESIGN DETAILS
X-X	ALIGNMENT TABULATION
X-X	TYPICAL SECTIONS
X-X	INPLACE TOPO AND UTILITIES
X-X	REMOVALS
X-X	PLAN AND PROFILE
X-X	TRAFFIC CONTROL
X-X	CROSS SECTIONS

THIS PLAN CONTAINS..... SHEETS

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

PRINT NAME: LICENSE #

DATE: SIGNATURE:

DESIGN SQUAD

PROJECT MANAGER

RECOMMENDED FOR APPROVAL BRIAN YAVAROW, FERGUS FALLS CITY ENGINEER DATE

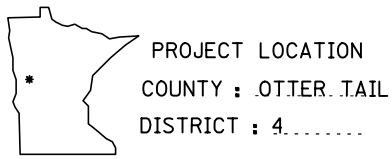
REVIEWED FOR COMPLIANCE WITH STATE AID RULES/POLICY DISTRICT STATE AID ENGINEER DATE

APPROVED FOR STATE AID FUNDING STATE AID ENGINEER DATE

DESIGN DESIGNATION

	M.S.A.S. 104 (UNION AVE) S.A.P. 126-104-006	M.S.A.S. 109 (LINCOLN AVE) S.A.P. 126-109-017
ADT (2022)	8830	3960
ADT (2042)	9700	4350
PROJECTED HCADT (2042)	<150	<150
STRUCTURAL DESIGN STRENGTH	NA	NA
PAVEMENT DESIGN (TOTAL G.E.)	NA	NA
R - VALUE	NA	NA
SHOULDER WIDTH	NA	NA
FUNCTIONAL CLASSIFICATION	MINOR ARTERIAL	MAJOR COLLECTOR
NO. OF TRAFFIC LANES	2	2
WIDTH OF TRAFFIC LANES	12'	12'
NO. OF PARKING LANES	2	2
DESIGN SPEED	30 MPH	30 MPH
BASED ON SIGHT DISTANCE	STOPPING	STOPPING
HEIGHT OF EYE	3.5'	3.5'
HEIGHT OF OBJECT	2'	2'
DESIGN SPEED NOT ACHIEVED AT CLEAR ZONE	NA	NA
	NA	NA

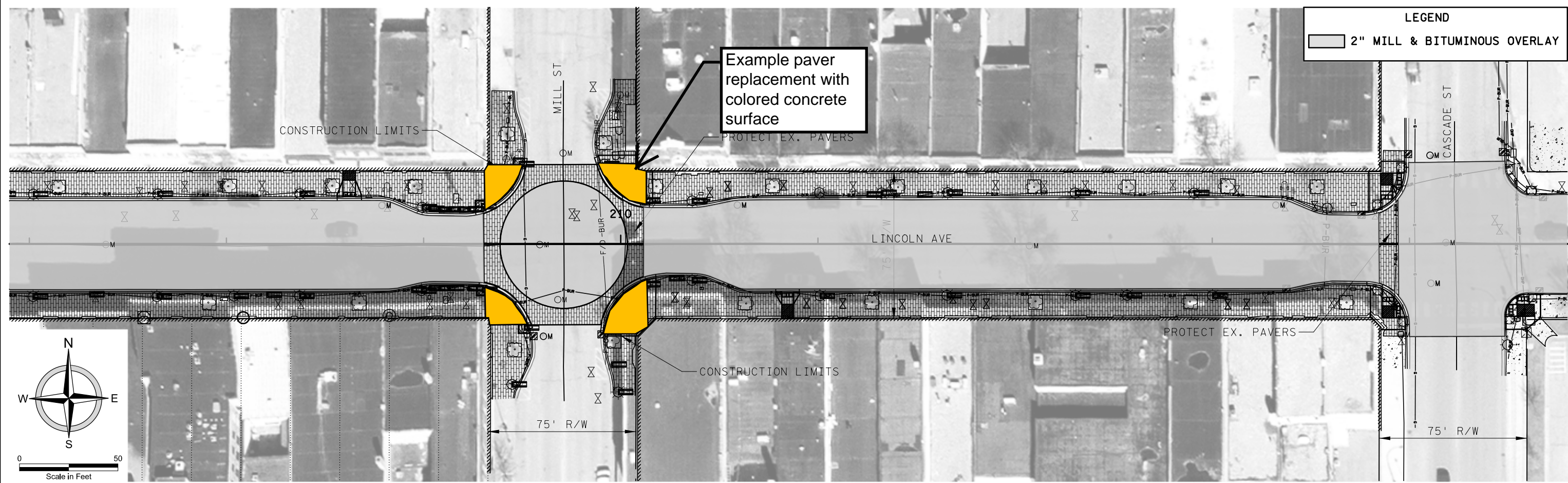
FOR PLAN AND UTILITY NOTES SEE SHEET 2



PLAN REVISIONS		
DATE	SHEET NO.	APPROVED BY

PLOTTED/REVISED: 7-SEP-2021

PATH & FILENAME: U:\PROJECTS\21702\Design\Plansheets\21702_plan1.dgn



DRAFTER:	DATE:
REVIEWER:	DATE:

CITY OF
FERGUS FALLS, MN



I HEREBY CERTIFY THAT THIS PLAN SHEET WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
ENGINEER _____ LIC. NO. _____ DATE -- --

CONSTRUCTION PLAN
S.A.P. 126-104-006 & 126-109-017 (M.S.A.S. 104 & 109) SHEET NO. 7 OF XX SHEETS



Council Action Recommendation

Page 1 of 1

Meeting Date:

September 29, 2021 – Committee of the Whole
October 4, 2021 – City Council

Subject:

FAA Airport Rescue Grant Program

Recommendation:

1) Accept the Airport Rescue Grant Program offer in the amount of \$32,000

Background/Key Points:

The City of Fergus Falls has been informed by MnDot Aeronautics that the City is on the FAA's Grant Eligibility List for a potential \$32,000 in Airport funding thru Airport Rescue Grant Program (ARGP).

While the AGRP grant terms remain to be clarified, at this time it seems the City could use the funds for "costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments". Any airport development directly related to the combating the spread of pathogens is also an eligible funding expenditure. The details of eligible expenditures will be further defined in the actual grant language. Eligible costs must not have been covered and/or reimbursed using other state or federal funding sources.

After the Fact Reimbursement of eligible costs would follow the standard MnDot/FAA Grant process. The grant period would end September 30, 2024. This is a 100% Federally Funded Grant and would be subject to the specific audit required for the expenditure of said funds. This is a stand-alone grant and would not have any impact on other grants that have been or may be received in the future

As with all grants if upon review of the final language the City decides it is not in its best interest to proceed the City can decide not to accept the grant offer.

Budgetary Impact:

There is no additional cost associated with this request other than general staff time.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

Application for Federal Assistance SF-424

Application for Federal Assistance SF-424

*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application * If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision *Other (Specify) _____
---	---

*3. Date Received: NA	4. Applicant Identifier: FFM (Fergus Falls Municipal-Einar Mickelson Field) Fergus Falls, MN
--------------------------	---

*5b. Federal Entity Identifier: 27-0031	*5b. Federal Award Identifier:
--	--------------------------------

State Use Only:

6. Date Received by State:	7. State Application Identifier:
----------------------------	----------------------------------

8. APPLICANT INFORMATION:

*a. Legal Name: City of Fergus Falls

*b. Employer/Taxpayer Identification Number (EIN/TIN): 41-6007162	*c. Organizational DUNS: 03-594-2861
--	---

d. Address:

*Street 1: _____
Street 2: _____
*City: FERGUS FALLS
County/Parish: _____
*State: MN
Province: _____
*Country: USA: United States
*Zip / Postal Code: _____

e. Organizational Unit:

Department Name:	Division Name:
------------------	----------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: _____ *First Name: Brian Yavarow
Middle Name: _____
*Last Name: Yavarow
Suffix: _____

Title: Assistant City Engineer

Organizational Affiliation:

*Telephone Number: 218-739-3733 Fax Number:

*Email: brian.yavarow@ci.fergus-falls.mn.us

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

X. Airport Sponsor

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

***12. Funding Opportunity Number:**

NA

*Title:

NA

13. Competition Identification Number:

NA

Title:

NA

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project:**

\$32,000 for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments.

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: 7

*b. Program/Project: 7

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: NA

*b. End Date: NA

18. Estimated Funding (\$):

*a. Federal	_____	\$32,000
*b. Applicant	_____	\$0
*c. State	_____	\$0
*d. Local	_____	\$0
*e. Other	_____	\$0
*f. Program Income	_____	\$0
*g. TOTAL	_____	\$32,000

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on _____.
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E. O. 12372

***20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: _____ *First Name: _____
Middle Name: _____
*Last Name: _____
Suffix: _____

*Title: Mayor

*Telephone Number:

Fax Number:

* Email:

*Signature of Authorized Representative:

*Date Signed:

Authorized Representative:

Prefix: Mr. *First Name: James

Middle Name:

*Last Name: Bittmann

Suffix:

*Title: Assistant Director, MnDOT Office of Aeronautics

*Telephone Number:

* Email: jim.bittmann@state.mn.us

*Signature of Authorized Representative:

*Date Signed:



Council Action Recommendation

Page 1 of 1

City Council Meeting Date: October 4, 2021

Subject: Variance – 529 W Alcott Ave (V-2021-8)

Recommendation: Adopt a resolution approving a variance for a detached accessory building outside of the rear one-third of the rear yard at 529 W Alcott Avenue as requested by Jess Schoon.

Background/Key Points: The applicant is proposing to construct and place a 30x30 detached accessory building (garage) in the rear yard at 529 West Alcott Avenue. A variance is requested because the current accessory building section of the ordinance states that a detached accessory building must be located within the rear 1/3 of the rear yard.

This property has vehicular access only through an alley. The orientation of the current garage has the door opening on the west side. The owner would like to demolish the existing garage and build a larger garage which would instead open on the south side in order to drive straight in and out of the garage and into the alley. To do this, the property owner would need to build outside of the rear 1/3 of the rear yard.

A public hearing was conducted at the September 27, 2021 Planning Commission. The Planning Commission voted to recommend approval of the variance.

Full materials and the staff report can be accessed online at <https://www.ci.fergus-falls.mn.us/government/boards-commissions/planning-commission> and viewing the September 27, 2021 Planning Commission Meeting Packet.

Budgetary Impact: None

60-Day Decision Deadline (MN Statute): October 26, 2021

Originating Department: Community Development

Respectfully Submitted: Karin Flom, City Planner

Attachments: None.



Council Action Recommendation

Page 1 of 1

City Council Meeting Date: October 4, 2021

Subject: Zoning Map Amendment: 1793, 1813, 1817, and 1825 Shoreview Drive (**R-2021-2**)

Recommendation: Adopt a motion directing the City Attorney to draft an ordinance to rezone 1793, 1813, 1817, and 1825 Shoreview Drive (Lots 5 through 8 inclusive in Pebble Lake Estates Addition) as requested by the City of Fergus Falls.

Background/Key Points: Pebble Lake Estates is an eight-lot subdivision, land which was annexed to the City in 1987 and platted in 1993. 1810, 1814, 1818, and 1822 Shoreview Drive (Lots 1 through 4, the east side of Shoreview Drive and on Pebble Lake) are zoned R-1, One-Family Residence District. These lots have all developed with single-family detached homes.

The proposed rezoning area at 1793, 1813, 1817, and 1825 Shoreview Drive (Lots 5 through 8, the west side of Shoreview Drive) is currently zoned R-4, Multiple Family Residence District. At one point the lots were owned by Lutheran Brethren Homes, Inc. with the intent of a project requiring the R-4 zoning district. This project did not materialize and the organization sold Lots 5 through 8 in 2016 and 2017.

This area was brought to the City's attention when the owners of Lots 4 and 5 wanted to build a garage on Lot 5. Because a garage is an accessory structure and can't be built on its own lot, Lots 4 and 5 need to be combined but the two lots have different zones (R-4 and R-1). Rezoning this area to R-1 is more reflective of the development that has occurred and is proposed in the area (single family detached dwellings).

The affected property owners have been contacted about the rezoning and have not made any objections to the City proceeding with this map amendment. A public hearing was conducted at the September 27, 2021 Planning Commission. The Planning Commission voted to recommend approval of the variance.

Full materials and the staff report can be accessed online at <https://www.ci.fergus-falls.mn.us/government/boards-commissions/planning-commission> and viewing the September 27, 2021 Planning Commission Meeting Packet.

Budgetary Impact: None

60-Day Decision Deadline (MN Statute): Not Applicable

Originating Department: Community Development

Respectfully Submitted: Karin Flom, City Planner

Attachments: None.

PLANNING COMMISSION MINUTES

September 27, 2021

The Fergus Falls Planning Commission held a regular meeting on September 27, 2021 in the Council Chambers of City Hall. The meeting was opened at 5:30 PM. Agenda was approved. Members present were: (√ indicates those present in the Council Chambers).

√ Jeff Stanislawski
√ Laurel Kilde
Craig Gantner
Don Suiter
√ Kelsee Macintosh-Ellig
Scott Rachels
√ Vern Johnson

City staff in attendance included Karin Flom, City Planner, Klara Beck, Community Development Manager, and Jill Hanson who took minutes for the meeting.

APPROVAL OF MINUTES

The minutes of the August 23, 2021 meeting were reviewed and Chair Stanislawski entertained a motion to approve the minutes. It was so moved by Commissioner Macintosh-Ellig and seconded by Commissioner Johnson. Passed unanimously.

PUBLIC HEARING TO CONSIDER A REQUEST FOR VARIANCE TO PLACE A DETACHED ACCESSORY BUILDING OUTSIDE OF THE REAR ONE-THIRD OF THE REAR YARD OF A PROPERTY LOCATED AT 529 WEST ALCOTT AVENUE IN AN R-2 ZONE. REQUESTED BY JESS SCHOON

Chair Stanislawski asked City staff to explain the request. Karin Flom explained that the applicant, Jess Schoon, is proposing to construct and place a 30x30 detached accessory building (garage) in the rear yard at 529 West Alcott Avenue. The property is located in the R-2, One- and Two-Family Residence District. A variance is requested because the current accessory building section of the ordinance states that a detached accessory building must be located within the rear 1/3 of the rear yard.

Karin stated that an existing garage/shed would be demolished. The new structure would be located to the north of the current shed's location. Karin explained some maps of the site. The 30x30 garage would be approximately 23 feet off the rear property line and approximately 3 feet off the east property line. The only variance required is for the rear 1/3 of the rear yard requirement. The structure otherwise complies with side and rear property line setbacks and allowable size.

Karin stated that the property has vehicular access only through an alley. The orientation of the current garage has the door opening on the west side. The owner would like to build a larger garage than the existing footprint and one which would instead open on the south side in order to drive straight in and out of the garage to the alley. To do this, the property owner would need to build outside of the rear 1/3 of the rear yard.

Karin stated that notice for the public hearing was published in the Daily Journal on September 18, 2021. A copy of this public notice was mailed to property owners within 350 feet on September 16, 2021. A total of 53 property owners were included in this mailing. No inquiries or public comments have been received. Copies of the application materials were sent to the City of Fergus Falls Engineering Department, Building Official, and Fire Department and there were no staff comments.

Karin stated that the proposed findings listed in the staff report were created with the idea of approval of the variance request with the following conditions:

1. The structure shall be painted to match the primary structure facade.

2. Must abide by all building code regulations pertaining to the construction of the accessory building.

If the Commission does not agree with any of the findings, then the Commission should look at if there are conditions to help to create a positive finding or look at a denial finding and create a set of findings to support denial.

Public Hearing to Consider a Request for a Variance to place a detached accessory building outside of the rear one-third of the rear yard of a property located at 529 West Alcott Avenue in an R-2 zone. Requested by Jess Schoon was open to the public at 5:35 PM

Chair Stanislawski asked if anyone else wished to speak on this request.

Chair Stanislawski closed the Public Hearing to the Public at 5:36 PM, and brought the meeting back to the Planning Commission for discussion.

Commissioner Macintosh-Ellig made a motion to recommend to approve the variance request by Jess Schoon to place a detached accessory building in his rear yard. It was noted that the variance request would include the proposed findings and conditions for the request. It was seconded by Commissioner Kilde. Passed unanimously.

PUBLIC HEARING TO CONSIDER A REQUEST FOR A ZONING MAP AMENDMENT FROM R-4 TO R-1 LOCATED AT 1793, 1813, 1817, AND 1825 SHOREVIEW DRIVE. REQUESTED BY THE CITY OF FERGUS FALLS.

Chair Stanislawski asked City staff to explain the request. Karin Flom explained the land within the Pebble Lake Estates subdivision was annexed to the City of Fergus Falls in 1987 and platted in 1993. Lots 1 through 4, located along Pebble Lake and the east side of Shoreview Drive, are zoned R-1, One-Family Residence District. Each lot has a single family detached dwelling. Lots 5 through 8, located along the west side of Shoreview Drive, are zoned R-4, Multiple-Family Residence District. All lots are bare land. The lots for a time were owned by Lutheran Brethren Homes, Inc. with the intent of a project requiring the R-4 zoning district. This project did not materialize and the organization sold Lots 5 through 8 in 2016 and 2017.

Karin stated that the owners of Lots 4 and 5 (1822 and 1825 Shoreview Drive, respectively) recently approached the City about constructing a garage on the bare land Lot 5 (1825 Shoreview Drive). Because there is no primary structure on the lot and would only be used for storage, this was not a permitted use of the property. A solution would be to combine Lots 4 and 5; however, the two parcels have different zones. In addition, Lots 6 through 8 (1817, 1813, and 1793 Shoreview Drive, respectively) recently sold. The new owners are looking to build a single family detached dwelling on the land.

Karin explained to the north of the proposed rezoning area is R-A, Agricultural-Residence District owned by the City of Fergus Falls (Delagoon Park). To the east are the single family detached dwellings across Shoreview Drive. To the west is an undeveloped parcel of land zoned R-4. To the south of the proposed rezoning area is one parcel zoned R-4 and one parcel zoned R-1. Both these parcels have a single family detached dwelling on the property.

Karin stated that a notice for the public hearing was published in the Daily Journal on September 18, 2021. A copy of this public notice was mailed to property owners within 350 feet of any of the four parcels in the rezoning area on September 16, 2021. A total of 11 property owners were included in this mailing. Because the parcels are located within a shoreland management area, a notice was also e-mailed to the Minnesota Department of Natural Resources area hydrologist. No inquiries or public comments have been received. Copies of the application materials were sent to the City of Fergus Falls Engineering Department, Building Official, and Fire Department. No comments were received.

Karin explained some zoning maps for the area and mentioned the proposed findings for this request:

1. The property is currently zoned R-4.

2. R-1 zoning is present across the street (Shoreview Drive) from the proposed rezoning parcels.
3. The parcel sizes of Lots 5, 6, 7, and 8 of Pebble View Estates (1825, 1817, 1813, and 1793 Shoreview Drive) meet the dimensional standards for the R-1 zone.
4. While the parcels have been platted, the land is currently undeveloped.
5. The proposed R-1 zoning would reflect the nature of the development occurring within the neighborhood (single family detached dwellings).

Karin stated that the five proposed findings listed in the staff report were created with the idea of approval of the zoning map amendment. If the Commission does not agree with any of the findings, then the Commission should state the reason to support denial.

Public Hearing to Consider a Request for a Zoning Map Amendment to Rezone the Shoreview Drive lots from R-4 to R-1 was opened to the Public at 5:44 PM

Chair Stanislawski asked if anyone else wished to speak on this request.

Chair Stanislawski closed the Public Hearing to the Public at 5:45 PM, and bought the meeting back to the Planning Commission for discussion. There was none.

Commissioner Macintosh-Ellig made a motion to recommend to approve the rezoning request by the City of Fergus Falls to rezone Shoreview Drive lots 1793, 1813, 1817, and 1825 from R-4 to R-1 as presented with the proposed findings. It was seconded by Commissioner Kilde. Passed unanimously.

NEW BUSINESS

Chair Stanislawski asked if there was any new business. There was none.

ORDINANCE UPDATE – Permitted & Conditional Uses, Accessory Buildings & Fences

Chair Stanislawski opened the ordinance discussion. Karin explained at the August 23, 2021 Planning Commission, the Commission requested staff to prepare an amended set of recommendations for ordinance updates. She took language approved at the May 24, 2021 meeting and she made changes requested by the Commission including changes to the size of accessory buildings, adding a 2-foot setback for fences, and adding a conditional use permit (CUP) requirement for detached accessory buildings that are “pole buildings.” Karin mentioned the addition of section headings to the ordinance updates and other clean-up to make the ordinance updates more user friendly.

Commissioner Kilde had some question about proposals number 2 and 5 in the staff memo. Commissioner Kilde suggested removing the word “prefabricated” from the item #2 related to CUP for section 154.091(H). Commissioner Kilde also suggested using “building” uniformly in the ordinance relating to item #5

Commissioner Kilde made motion to recommend the updated ordinance changes as presented for items number 1, 3 and 4, and make the changes discussed to items number 2 and 5. It was seconded by Commissioner Macintosh-Ellig. Passed unanimously.

Karin stated that she would make the changes to the ordinances as discussed and forward the updated ordinances to the City Council for final approval.

ORDINANCE UPDATE – Group Living

Karin summarized that at the last Planning Commission meeting, the Commission requested more time to review a discussion draft ordinance related to group living. The Commission also requested some other examples from across the country for how other places handle this type of housing.

Karin provided some examples of group living ordinances from other cities around the US and what features or aspects of the housing were most commonly regulated. Karin also discussed some alternative routes for a code update that are not a “rooming house.”

Karin mentioned some of the potential considerations for rooming houses that the Planning Commission should consider:

- Location
- Zoning District
- Size of units
- Number of persons per unit
- Size of lot
- On-site management requirement/management plan
- Minimum length of stay

Commissioner Macintosh-Ellig suggested that before looking at any draft language for an update, the Planning Commission should think about the considerations staff outlined. Karin mentioned forming a subcommittee to discuss these items more and report back to the Planning Commission. Commissioner Macintosh-Ellig suggested that a subcommittee could include a few members of the Planning Commission, a few members of the City Council, and possibly a few people from non-profits who are familiar with group homes. Commissioner Macintosh-Ellig volunteered to be on the sub-committee.

STAFF UPDATES

Karin mentioned the following items coming before the Planning Commission at future meetings:

- Otter Tail Power Company Rezoning Request
- Final Plat for the HRA Timber Cove Addition

Karin stated that the Port Authority filled out a dairy site survey to help determine the use of the site. Karin asked the Planning Commission to fill out the dairy site survey too, so staff has input from other groups on the development of the site.

The next regular meeting will be on October 25, 2021 at 5:30 PM.

The meeting adjourned at 6:20 pm.

City Planner



Memorandum

September 29, 2021

TO: Fergus Falls City Council

FROM: Dave Sanderson

SUBJECT: Ferber Mountain Bike Trail

We are pleased to announce the approval of our application for \$78,000 to fund Ferber Mountain Bike Trail expansion. The Minnesota Department of Natural Resources (DNR) in partnership with the Federal Highway Administration (FHWA) will administer this grant and requests a resolution/legal certification from the City Council. Attached is the description of the requested item as well as a sample resolution provided by the DNR. Specific language is to include: 1. Acceptance of the grant in the amount of \$78,000 (with match of \$26,000); 2. Name, title, address of our fiscal agent; 3. Assurance that the trail will be maintained for no less than 20 years. This project was initiated with the grant application, authorized by Resolution #8-2021.

Thank you for your assistance with this step. If you have additional question, please feel free to call me at 218-205-8734 or email me at dssand@prtcl.com.

Sincerely,

A handwritten signature in black ink that reads "Dave Sanderson".

Dave Sanderson.



DEPARTMENT OF
NATURAL RESOURCES

Minnesota Department of Natural Resources
Division of Parks and Trails
500 Lafayette Road
St. Paul, MN 55155-4039

June 30, 2021

Len Taylor, Director of Public Works
City of Fergus Falls
112 W. Washington Avenue
Fergus Falls, MN 56537

RE: City of Fergus Falls, Project #0005-21-1B
Ferber Park Mountain Bike Trail Expansion

Dear Len Taylor,

Congratulations! The Department of Natural Resources will be recommending a reimbursement grant totaling \$78,000 for your project to expand trail by adding 1.7 new miles (and improving 1.3 miles); developing a skills area and adding signage to the Federal Highway Administration (FHWA) for funding. In the past, FHWA has concurred with our recommendations. **Your project will still need to be approved by FHWA and contracts with grantees will not be initiated prior to October of this year.**

We are notifying you at this time so that you can begin completing the required documentation (see enclosed checklist) before we can enter into a contractual agreement for your project. The required documentation includes: certifications of compliance with federal regulations that relate to your project and applicable approvals from state regulatory agencies.

- All items indicated on the checklist must be completed and returned to DNR Division of Parks and Trails, 500 Lafayette Road, Box 39, St. Paul, MN 55155-4039, by **February 1, 2022**.
- You must **begin this paperwork immediately** to allow enough time to meet the above deadline.
- All forms and documents required are found on the Federal Recreational Trail Program webpage at: <http://www.dnr.state.mn.us/grants/recreation/grantee.html>. The forms associated with the Required Documentation Checklist are located on this webpage under the “Documentation required prior to grant contract/agreement” section.
- **Do not spend any money on this project that you plan to have reimbursed by the grant or included as part of the required match until you have been notified that FHWA has approved your project and you have a fully signed contract with the State of Minnesota. This letter represents a conditional offer subject to final approval by FHWA and completion of the required documentation noted on the enclosed checklist.**
- All projects are expected to be completed by June 30, 2023 as per the signed Attachment A-Certification in your grant application.

If you have any questions regarding the process, please feel free to contact me at (651) 259-5599.

Sincerely,

Daniel Golner

Daniel Golner, Trail Grants Coordinator
Division of Parks and Trails
(651) 259-5599
daniel.golner@state.mn.us

Enclosures

CC: File #0005-21-1B
Dave Sanderson, Chair, Pedal Fergus Falls
Jeff Fjestald, Area Supervisor, DNR Parks and Trails

Grant Program Requirements

Required Documentation to be completed	Description of Requirements – If “YES” is marked next to a requirement, that documentation must be completed and returned to the DNR Parks and Trails before a contract can be written.
YES	<p>A RESOLUTION AND/OR LEGAL CERTIFICATION FROM YOUR GOVERNING AUTHORITY: (Sample available on the Project Administration webpage noted on page 1)</p> <p>A resolution must include the following:</p> <ol style="list-style-type: none"> 1. <u>Accepts the grant</u> in the amount of the award as partial funding for this trail project and recognizes the matching requirement; 2. <u>Names the fiscal agent</u> from your local unit of government for this project. (You MUST include the name of the person, their title, and the correct mailing address.) 3. <u>Assures facility, trail, or equipment will be maintained for no less than 20 years.</u>
YES	<p>DISADVANTAGED BUSINESS ENTERPRISE (DBE): (Form available on the Project Administration webpage noted on page 1)</p> <p>Per Federal Regulations your grant is subject to DBE special provisions as defined in Title 49 C.F.R. Part 26, which seek to create a level playing field on which DBEs can compete fairly for DOT-assisted contracts financed in whole or in part with federal funds. The DNR administers the Federal Recreational Trail Grant Program, which utilizes federal funds. The Contractor (DNR Grantee), sub-recipient or subcontractor should make every reasonable effort to solicit DBE firms to participate as subcontractors, service providers, and suppliers on this project. DNR Parks and Trails grant recipients who receive federal grant funds are subject to the DBE reporting process. MnDOT Office of Civil Rights (OCR) will review your project plans and reporting paperwork to ensure compliance with this requirement.</p> <p>A determination will be made by OCR as a Race/Gender Neutral DBE goal or it will be assigned a numerical goal and you must either meet the established goal or demonstrate good faith efforts to obtain DBE participation on your project. You must follow the process below to fulfill the DBE requirements for your grant.</p> <p style="text-align: center;">I. When Funding is Determined</p> <p>Once you have received notice that you are a grant recipient under the Federal Recreational Trail Grant Program, you need to submit the following to OCRFormSubmissions.DOT@state.mn.us with “Goal Request” in the subject line to review for goal setting:</p> <ul style="list-style-type: none"> • Project Information (total cost, funding source, contract number, estimated start/end dates, date goal needed by, contact information for project) • Engineer’s estimate/design estimate (breakdown of the costs/work areas required to complete the project) <p>Once you provide this information, OCR will review the documentation and set a goal for DBE participation. Typically, allow for at least ten business days for this process. OCR will provide you with the goal information by the due date specified in your project information. If you have questions about this process, please call 651-366-3073.</p>

*Please note this requirement is **not due** with the other Grant Requirement and Environmental Documentation needed to obtain a grant contract.*

Resolution Sample

WHEREAS, the City of Sunnybrook supports the grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Grant Program. The application is to construct five (5) miles of paved trail for the Sunnybrook Recreational Trail System. The trail system is located within 30 acres of Sunnybrook Park, and

WHEREAS, the City of Sunnybrook recognizes the fifty (50) percent match requirement for the Federal Recreational Trail grant program, and has secured the matching funds

NOW, THEREFORE, BE IT RESOLVED, if the City of Sunnybrook is awarded a grant by the Minnesota Department of Natural resources, the City of Sunnybrook agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. The City of Sunnybrook will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Trail Program Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED, the City Council of the City of Sunnybrook names the fiscal agent for the City of Sunnybrook for this project as:

Jane Doe
Director of Finance/Treasurer
City of Sunnybrook
1111 Happy Trails Avenue
Sunnybrook, MN 59985

BE IT FURTHER RESOLVED, the City of Sunnybrook hereby assures the Sunnybrook Recreational Trail will be maintained for a period of no less than 20 years.

OR

For Equipment grants:

BE IT FURTHER RESOLVED, the City of Sunnybrook hereby assures the grooming equipment acquired through this grant will be maintained for no less than twenty (20) years or until such time as appropriate disposition actions are approved by the Minnesota Department of Natural Resources.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SUNNYBROOK THIS ____ DAY OF _____, 2017.

JOHN DOE - MAYOR

ATTEST:

MARY DOE - CITY CLERK

Resolution Instructions

If your governing authority passed a resolution that both acknowledges applying for the grant and if you receive a grant to enter into an agreement. See the following excerpt from the Federal Recreational Trail Grant Application Manual.

Excerpt from the Grant Application Manual:

Resolution Supporting Application – The application must be accompanied by either a copy of a resolution, council minutes or some other official documentation that demonstrates that the local unit of government supports the proposed project and the consequent application. The resolution does not need to have a specific form or specific language, as long as it satisfies what was outlined in the previous sentence. A sample resolution has been included in Appendix A. The sample resolution is a combination type resolution example. It shows support of the grant application (as required above), and if the project is awarded, it includes language to support accepting the grant award, names the fiscal agent, and states that the facility, trail or equipment will be maintained for no less than twenty years. This combination resolution helps eliminate the need for an additional resolution for this project in the future, if awarded a grant.

As noted on your Required Documentation Checklist under resolution that is should include accepting the grant, naming the fiscal agent and assures the facility, trail or equipment will be maintained for no less than 20 years. If your resolution did not include these three items, then a new resolution is required.

If you have any questions or would like your resolution language reviewed prior to your Governing Authority passing the resolution, please contact:

Daniel Golner, Grant Coordinator
DNR Trails and Waterways
500 Lafayette Road, Box 52
St. Paul, MN 55155
Phone: (651) 259-5599
Fax: (651) 297-5475
e-mail: daniel.golner@state.mn.us



Council Action Recommendation

Page 1 of 1

Meeting Date:

October 4, 2021 – City Council

Subject:

Campus View Estates Development Petition Amendment

Recommendation:

- Accept the amended (09/27/2021) Campus View Estates Development Petition

Background/Key Points:

On September 7, 2021 the City Council accepted 100% Petition from the property owner for the referenced development. This petition for improvements consisted of water and sanitary sewer services, storm water improvements, and clearing in grubbing to serve Block 1, Lots 1-9, Block 2 Lots 1-14, and Block 3 Lots 1-14 of the Campus View Estates Addition plat.

The project schedule has since been revised therefore, the property owner is requesting an amendment to the petition to include the City sanitary sewer main, watermain, open grade gravel streets, bituminous surfacing with curb and gutter in addition to the initial petition.

This petition meets the requirements set forth under the local improvement code of Minnesota Statute, Section 429 and City Code. If acceptable, the Engineering Department and Interstate Engineering will prepare the Preliminary Engineering report on the estimated project cost and method of special assessment for consideration during a future preliminary project hearing.

Budgetary Impact:

The petition fee has been receipted. This infrastructure project is proposed to be funded with G. O. Bonds with special assessments and reimbursed thru the proposed TIF District.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

Amended Petition (09/27/2021)
Campus View Estates Plat

DO HEREBY PETITION, the Council of the City of Fergus Falls, Minnesota to proceed with and make the following described improvements:

FOR: Watermain, Sanitary Sewer Main, Water and Sewer Services, Stormwater Improvements, open grade and gravel streets, bituminous streets with curb and gutter and clearing and grub

LOCATION: Block 1 Lots 1-9, Block 2 Lots 1-14, Block 3 Lots 1-14 and outlots A and B Campus

TERMINI: Union Ave N TO: Park Street

AND TO ASSESS the benefits against the real estate benefitted thereby, in the manner prescribed by the City Charter and as provided by law.

No.	Registered Owner	Part Lot	Lot	Blk.	Sq FT
1	Prairie View Development	100%	1	1	71796
2	Prairie View Development	100%	2	1	6000
3	Prairie View Development	100%	3	1	6000
4	Prairie View Development	100%	4	1	5847
5	Prairie View Development	100%	5	1	6000
6	Prairie View Development	100%	6	1	6000
7	Prairie View Development	100%	7	1	6000
8	Prairie View Development	100%	8	1	5456
9	Prairie View Development	100%	9	1	8263
9	Prairie View Development	100%	1	2	5228
10	Prairie View Development	100%	2	2	6770
11	Prairie View Development	100%	3	2	6000
12	Prairie View Development	100%	4	2	6000
13	Prairie View Development	100%	5	2	6000
14	Prairie View Development	100%	6	2	6000
15	Prairie View Development	100%	7	2	6212
16	Prairie View Development	100%	8	2	6647
17	Prairie View Development	100%	9	2	6479
18	Prairie View Development	100%	10	2	10395
19	Prairie View Development	100%	11	2	10677
20	Prairie View Development	100%	12	2	7248
21	Prairie View Development	100%	13	2	6057
22	Prairie View Development	100%	14	2	10881
23	Prairie View Development	100%	1	3	8280
24	Prairie View Development	100%	2	3	6120
25	Prairie View Development	100%	3	3	6780
26	Prairie View Development	100%	4	3	5820
27	Prairie View Development	100%	5	3	6300
28	Prairie View Development	100%	6	3	6300
29	Prairie View Development	100%	7	3	6300
30	Prairie View Development	100%	8	3	6300
31	Prairie View Development	100%	9	3	6300
32	Prairie View Development	100%	10	3	69300
33	Prairie View Development	100%	11	3	6300
34	Prairie View Development	100%	12	3	6300
35	Prairie View Development	100%	13	3	6953
36	Prairie View Development	100%	14	3	8787
37	Prairie View Development	100%	Outlot A		5228
38	Prairie View Development	100%	Outlot B		39063

SEE ATTACHED PARCEL REPORTS:



Memo

Page 1 of 1

Meeting Date:

October 4- City Council Meeting

Subject:

Development Updates and requests to hold public hearings on October 18 and November 1 for tax abatement and TIF, respectively.

Recommendation:

Adopt a resolution calling for a public hearing for the Dental Specialists Tax Abatement Project on October 18, 2021 at 5:30 pm in the City Council Chambers. Adopt a second resolution calling for the creation of a Redevelopment TIF District for the old Mill site on November 1, 2021 at 5:30 pm in the City Council Chambers.

Background/Key Points:

Dental Specialist of Fergus Falls is proposing the redevelopment of an existing vacant auto-parts store into a multi-tenant multi-specialty dental facility of approximately 9,600 sf. The project will consist of a structural renovation of the existing building, including a full interior build-out and extensive exterior/landscaping enhancements. The project will include utility upgrades, including the elimination of on-site septic and connection to City utility services. The total estimated cost of the redevelopment of the building is \$2,614,500 including acquisition of the property.

The Developer is requesting assistance in the form of tax abatement, with participation in the abatement from the City and Otter Tail County. The Developer's request is for 9.5-years of abatement assistance. The Developer's estimate of the abatement assistance over this period is \$190,469.

Mr. Kevin Bartram, owner of the former Red River Milling Company building, requests the assistance of the City in the redevelopment of his historic property. Mr. Bartram requests a public hearing for the use of Tax Increment Financing for the former Mill property for November 1, 2021 at 5:30 pm in the City Council Chambers. This is an update of the original Oct 18 public hearing date to better accommodate the financial analysis being run by Baker Tilly.

Budgetary Impact:

At this point in the process, all costs associated with the financial analysis and required notifications are borne by the developer.

Originating Department:

Community Development

Respectfully Submitted:

Klara Beck, Community Development Manager



Council Action Recommendation

Page 1 of 1

Meeting Date: October 4, 2021

Subject: Tax Increment District 4-8 – LB Homes (Eisenhower School Redevelopment)

Recommendation: Approve a resolution decertifying Tax Increment District 4-8.

Background/Key Points: Tax Increment District 4-8 and related development agreement and TIF note were established in 2011 for the redevelopment of the former Eisenhower Elementary School. The development agreement and note were assigned to LB Homes later in 2011.

The building was sold to Hillcrest Lutheran Academy on September 8, 2021. As the building will now be tax exempt, the TIF District will no longer generate increment and should be decertified.

Budgetary Impact: The TIF District will end and the City will no longer receive increment or make any further payments with regards to the revenue note.

Originating Department: Finance

Respectfully Submitted: Bill Sonmor, Finance Director

Attachments:

N/A



Council Action Recommendation

Page 1 of 2

Meeting Date:

9/29/21 Committee, 10/4/21 Council

Subject:

725 W. Maple Sale

Recommendation:

Council to introduce this at their 10/4 meeting and a resolution entering into a purchase agreement to sell the property at 725 W. Maple on 10/18

Background/Key Points:

The City has had the property located at 725 W. Maple on the real estate market for the past few months. We have recently received an offer for the property and Council will need to take action on that offer. The current asking price of the property is \$149,900.

The offer that we received is as follows:

Purchase price \$145,000

\$2,000 earnest money

Contingency on inspection/financing, no contingency for selling a home

Closing on or before 10/22/21 (may be impacted by City timeline)

Willing to take anything left in the home

Staff feels this is a fair offer and recommends that the City Council accept this offer. As you will see on the attached estimated proceeds sheet, the City should receive just over \$136,000. We have just over \$126,000 into the property, so will net about \$10,000 after the transaction.

If acceptable to Council, we need to introduce this sale at our next Council meeting and pass a resolution at least 10 days after that date, which would take us to our meeting on Oct. 18. This is the first viable/acceptable offer we have received on the property since it has been on the market.

UPDATE: After the inspection was complete, it was decided to reduce the purchase price by \$3,000 to account for some of the deficiencies uncovered. This resolution is acceptable to the buyer and is a reasonable solution from my perspective. The City will net just over \$7,000 on this transaction and closing will be shifted to on or before November 10, 2021.

Budgetary Impact:

The City will net \$10,000 if this current offer goes through to closing.

Originating Department:

Administration

Respectfully Submitted:

Andrew Bremseth, City Administrator

Attachments:

Estimated Proceeds Sheet



Council Action Recommendation

Page 1 of 1

Meeting Date:

9/29/21 Committee, 10/4/21 Council

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Budgetary Impact:

The City will net \$10,000 if this current offer goes through to closing.

Originating Department:

Administration

Respectfully Submitted:

Andrew Bremseth, City Administrator

Attachments:

Estimated Proceeds Sheet



ESTIMATED PROCEEDS

Prepared For City of Fergus Falls Phone _____ Date 09/21/21

Property Address 725 MAPLE WEST Fergus Falls MN 56537

Agent Leslie Prischmann Flugstad

Terms		
Price	\$ 145,000.00	\$ _____
Present Mortgage/CFD Balance		
Home Improvement Loans		
Mortgage Placement Fee (____%)		
REALTOR Fee	7,975.00	
Administrative Commission		
Abstracting Fee		
Title Opinion		
Title Insurance		
Real Estate Taxes Due _____		
Assessments		
Existing Special Assessments		
Pending Special Assessments		
State Deed Tax (\$3.30 per \$1000)	479.00	
Recording Fees	46.00	
Estimated Repairs		
Inspection Fees		
Water Test		
Document Preparation	50.00	
Closing Fees	325.00	
Buyer/Seller Home Protection Plan		
Other		
Other		
TOTAL EXPENSES	\$ 8,875.00	\$ 0.00
ESTIMATED PROCEEDS	\$ 136,125.00	\$ 0.00

Seller

Date

Seller

Date

RESOLUTION ALLOWING CLAIMS & ORDERING PAYMENT THEREOF

WHEREAS, THE CITY ADMINISTRATOR HAS AUDITED AND THE DEPARTMENTS HAVE APPROVED THE FOLLOWING CLAIMS AGAINST THE CITY OF FERGUS FALLS, AND HAVE CERTIFIED THAT SUCH CLAIMS ARE PROPERLY PAYABLE BY THE SAID CITY, AND THAT THE SAID CITY ADMINISTRATOR HAS VERIFIED SUCH CLAIMS TO BE PAID AND HAS SATISFIED HIMSELF THAT SUCH BILLS AND CLAIMS ARE PROPER CHARGES AGAINST THE CITY OF FERGUS FALLS;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FERGUS FALLS, MINNESOTA, THAT THE FOLLOWING BILLS AND CLAIMS BE AND THEREBY ARE, ORDERED PAID OUT OF THE FOLLOWING FUNDS:

General

A-1 LOCK & KEY LLC	SEPT SERVICE CALL, KEYS	319.76
ARC DOCUMENT SOLUTIONS LLC	CANON, HP DESIGN MAINTENANCE	207.68
ADMINISTRATOR'S CONTINGENCY FD	AUGUST ANALYSIS SERVICE CHARGE	103.15
ADMINISTRATOR'S CONTINGENCY FD	AUGUST 2021 INTEREST EARNED	.01-
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-FAITH CHUR	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-LOKEN	25.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PLPS DEPOSIT-TEBERG	25.00
SEAN ANDERSON	CLEANING WEEKS OF SEPT 13-20	410.78
AUTO VALUE - FERGUS FALLS	SEP RESTROOM FAN V-BELTS	14.98
AUTO VALUE - FERGUS FALLS	SEP 5/16" NYLON TUBING JASON	40.78
AVESIS THIRD PARTY ADMIN INC	OCTOBER VISION INSURANCE	17.98
BANKCARD CENTER	APA PROFESSIONAL MEMBERSHIP	341.00
BANKCARD CENTER	AUGUST APPY PIE	60.00
BANKCARD CENTER	AUGUST CONFERENCE REGISTRATION	300.00
BANKCARD CENTER	AUGUST COOL FLOW VALVE	48.52
BANKCARD CENTER	AUGUST DISPOSABLE FACE MASKS	239.29
BANKCARD CENTER	AUGUST DOG MASCOT COSTUME	299.99
BANKCARD CENTER	AUGUST DRUM UNITS	58.42
BANKCARD CENTER	AUGUST EYEWASH REPLACE CRAFT	15.25
BANKCARD CENTER	AUGUST FUEL FOR SMALL ENGINES	32.25
BANKCARD CENTER	AUGUST HOOKS, SEALANT	8.98
BANKCARD CENTER	AUGUST ICE MAKER FILTER	59.06
BANKCARD CENTER	AUGUST INTERVIEW PANEL MEALS	27.75
BANKCARD CENTER	AUGUST JUNIOR FIREFIGHTER HATS	362.38
BANKCARD CENTER	AUGUST LAMINATOR	50.28
BANKCARD CENTER	AUGUST LRHC BOND DOCS POSTAGE	8.10
BANKCARD CENTER	AUGUST MARKING PAINT, BATTERY	81.98
BANKCARD CENTER	AUGUST OFFICE SUPPLIES	10.03
BANKCARD CENTER	AUGUST OIL CONTROL METER DIGIT	149.99
BANKCARD CENTER	AUGUST SUPPLIES-WATER	42.00
BANKCARD CENTER	AUGUST TV WALL MOUNT SWIVEL	26.99

General

BANKCARD CENTER	AUGUST WIRELESS PHONE HEADSET	369.00
BANKCARD CENTER	BLG SOFTWARE SUBSCRIPTION	79.00
BANKCARD CENTER	CONCESSION SUPPLIES	286.83
BANKCARD CENTER	CREATIVE CLOUD RENEWAL	52.99
BANKCARD CENTER	ELDIEN BCA TRIP MEAL	25.33
BANKCARD CENTER	ELDIEN CASE MEAL IN FARGO	8.91
BANKCARD CENTER	ESTEP/CEDERBERG MEAL FARGO	20.69
BANKCARD CENTER	FF YEARS OF SERVICE BOARDS	493.50
BANKCARD CENTER	GEISZLER UNIFORM PURCHASE	210.01
BANKCARD CENTER	HAKEN UNIFORM PURCHASE	166.81
BANKCARD CENTER	HANDHELD TRANS., SPEAKER STAND	706.99
BANKCARD CENTER	HOHRMAN UNIFORM PURCHASE	130.98
BANKCARD CENTER	ICMA FLIGHTS	390.70
BANKCARD CENTER	ICMA TRIP INSURANCE	27.00
BANKCARD CENTER	KIDS CAMP SUPPLIES	114.77
BANKCARD CENTER	KIDS CAMP/BOWLING	172.00
BANKCARD CENTER	MIAMA LODGING/M.JOHNSON	574.93
BANKCARD CENTER	MIAMA REFUND/MEMBER	200.00-
BANKCARD CENTER	MIAMA REGISTRATION M.JOHNSON	650.00
BANKCARD CENTER	MILLER FARGO INVEST MEAL	18.79
BANKCARD CENTER	MONTHLY ADOBE MEMBERSHIP	10.78
BANKCARD CENTER	MOULTRIE MONTHLY	9.99
BANKCARD CENTER	RESEARCH/DOWNTOWN RIVERFRONT	21.38
BANKCARD CENTER	SONSTEBO/HARRINGTON/HOHRMAN/	44.91
BANKCARD CENTER	SOUTH MILLS BUS GAS-BORROWED	75.31
BANKCARD CENTER	TONER CARTRIDGE	219.85
BANKCARD CENTER	WEST UNIFORM PURCHASE	53.39
BANKCARD CENTER	YOUNG TRAINING CLASS FEE	375.00
BANKCARD CENTER	2021 MNGFOA ANNUAL CONFERENCE	230.00
BJORN'S HEATING & AIR COND INC	NEW RTV OVER MEETING ROOM	13,939.00
BOUND TREE MEDICAL LLC	SEPTEMBER N95 MASKS	87.13
ANDREW BREMSETH	SEPTEMBER/MILEAGE-2021 MCCMA	234.08
A CENTER FOR THE ARTS	4TH QTR 2021 BUDGET ALLOCATION	1,875.00
CHARTER COMMUNICATIONS	CABLE 9/18-10/17	32.97
CHARTER COMMUNICATIONS	SEPT. FIXED IP ADDRESS	14.99
CHARTER COMMUNICATIONS	SEPT. INTERNET ACCESS	119.99
COLE PAPERS, INC.	CLEANING SUPPLIES	822.99
COMM OF FINANCE, TREAS DIV	FORF SHARE/KIRSCH 21011223	27.00
COMMISSIONER OF TRANSPORTATION	MATERIAL TESTING/INSPECTION	1,190.59
COOPERS TECHNOLOGY GROUP	SEPT SORTWIK, ERASERS, RUBBER BA	5.99
COOPERS TECHNOLOGY GROUP	SEPT 6X9 REDI-SEAL ENVELOPES	14.06
COOPERS TECHNOLOGY GROUP	SEPTEMBER LOCKING FOOTREST	61.63
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	3.51

General

CHET CZECK	AUGUST WINDOW CLEANING	2,230.00
DACOTAH PAPER CO	BATTERIES, TISSUE, SOAP, TOWEL	746.62
DIAMOND VOGEL PAINTS	SEP STREET PAINT GLASS BEADS	395.00
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	107,900.91
FASTENAL COMPANY	SEP SIGN BOLTS/NUTS	34.90
FERGUS FALLS CONVENTION &	AUG 2021 LODGING TAX	16,845.48
FERGUS FALLS CONVENTION &	AUG 2021 LODGING TAX ADMIN	505.36-
GALLS LLC	CEDERBERG UNIFORM PURCHASE	172.75
GALLS LLC	HAKEN UNIFORM PURCHASE	65.17
GENERAL FUND	JAN-AUG 2021 MISC SUPPLIES	4,084.79
GENERAL FUND	RECEIPT TO JAN-AUG SUPPLIES	7,994.09-
GRAINGER INC	SEPTEMBER PLEATED AIR FILTER	118.32
GRAND FORKS FIRE EQUIPMENT LLC	SEPTEMBER/FIREFIGHTER GLOVES	231.05
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	139.77
GREATER FERGUS FALLS CORP	4TH QTR 2021 BUDGET ALLOCATION	12,500.00
GUARDIAN	OCTOBER DENTAL PREMIUM	3,847.54
HCL TECHNOLOGIES LIMITED	BIG FIX - COMPLIANCE (3 YR)	7,461.36
HCL TECHNOLOGIES LIMITED	BIG FIX - CONNECTIONS (3 YR)	2,796.78
HCL TECHNOLOGIES LIMITED	BIG FIX - INVENTORY (3 YR)	3,507.36
HCL TECHNOLOGIES LIMITED	BIG FIX - LIFECYCLE (3 YR)	7,461.36
HOLIDAY COMPANIES	STRANDED MOTORIST GAS	6.46
HOME DEPOT CREDIT SERVICES	SEP PAINT PAIL OPENERS (SAM)	7.94
HOME DEPOT CREDIT SERVICES	SEPTEMBER PARACORD, SPRING LINK	27.34
HOME DEPOT CREDIT SERVICES	SEPTEMBER SCREW EYE & HOOK	2.56
HOME DEPOT CREDIT SERVICES	SEPTEMBER SCREW HOOK	1.28
HOME DEPOT CREDIT SERVICES	SEPTEMBER WASP/HORNET SPRAY	15.12
HUMMINGBIRD ENVIRONMENTAL LLC	515 E CHERRY REMOVE ABESTOS	5,275.00
INNOVATIVE OFFICE SOLUTIONS	OFFICE SUPPLIES	144.80
MICK JOHNSON	SEPTEMBER MIAMA TRAIN MILEAGE	224.56
LAKES COUNTRY SERVICE COOP	AUGUST RANDOM DRUG SCREEN	59.00
LANDSCAPE STRUCTURES INC	SEPTEMBER/PLAYGROUND	303,952.64
VICTOR LUNDEEN COMPANY	SEPTEMBER/SUPPLIES-MARKERS	41.72
MARCO-FARGO	9/15-10/15 COPIER CONTRACT	374.96
METRO SALES, INC	08/18-09/17/21 COPIER RENT	152.98
METRO SALES, INC	08/18-09/17/21 USAGE CHARGE	68.13
MINNKOTA ENVIROSERVICES INC	AUGUST SHREDDING SERVICES	33.00
MOBOTREX INC	SEP BELLD OG PED PUSH BUTTONS	582.00
N.F. FIELD ABSTRACT LLC	1022 N CLEVELAND/O&E REPORT	85.00
N.F. FIELD ABSTRACT LLC	522 E HAMPDEN/O&E REPORT	85.00
NYCKLEMOE & ELLIG, P.A.	OCTOBER/RETAIN FEE/OFFICE ALLO	6,825.00
OTTER ELECTRIC LLC	SEPT/DELAGOON PARK METERING	25,000.00
OTTER TAIL CO. HISTORICAL SOC.	4TH QTR 2021 BUDGET ALLOCATION	2,875.00
OTTER TAIL CO. SHERIFF'S DEPT.	DELANEY/SILBERNAGEL HOMICIDE	590.00

General

OTTER TAIL CO. TREASURER'S OFC	2ND HALF 2021 PROPERTY TAXES	896.00
OTTER TAIL COUNTY TREASURER	ACTIVE 911 RENEWAL 2022	575.75
OTTER TAIL COUNTY TREASURER	FORF SHARE/KIRSCH/21011223	54.00
POLICE DEPT CONTINGENCY FUND	HEINEN UNIFORM PURCHASE	290.91
POLICE DEPT CONTINGENCY FUND	KIRSCH TITLE/21011223	35.00
POLICE DEPT PETTY CASH	ELDIEN BCA TRAVEL MEAL	14.00
PREMIER ELECTRIC INC	FINAL BILL NEW GENERATOR	19,959.00
PRODUCTIVE ALTERNATIVES INC.	4TH QTR 2021 BUDGET ALLOCATION	12,500.00
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	4,017.51
RED OAK LAWN LLC	CD SPRAYING OF THISTLES	562.20
RED OAK LAWN LLC	CITY LOT MAINTENANCE/BRUSH	195.00
SARIS CYCLING GROUP INC	DELUX REPAIR STAND	1,735.00
SHERWIN WILLIAMS CO	SEP BRIDGE PAINT 5 GALLON	242.07
SKY CREW SERVICES, LLC	AIRPORT CR CD FUEL ENDING 9/10	3,934.73
SKY CREW SERVICES, LLC	AIRPORT CR CD FUEL FEES 9/10	95.42-
TIMOTHY STOLL	515 E CHERRY ASBESTOS TESTING	400.00
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPE	238.27
SWEDBERG NURSERY	CRABAPPLE, PRAIRIE ROSE #7	390.00
TNC INDUSTRIES INC	JUNE PLYMOVENT EXHAUST SYSTEM	1,360.00
USABLE LIFE	OCTOBER LIFE INSURANCE	79.20
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	40.01
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	1,025.25
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/01F020695	730,855.92-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/134159B50	30,000.00-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/259327V35	80,000.00-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3620AUSK1	.01-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/3620A7UT0	4.30-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/831641FS9	525,000.00-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/91282CCU3	299,499.88-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVEST/97705MVT9	40,000.00-
WELLS FARGO - INVESTMENTS	PURCHASE OF INVESTMENTS - SEP	3,410,720.22
MARK WICK	SEPTEMBER/1 BEAVER TRAPPED	150.00
	F U N D T O T A L	2,289,608.92

P.A. General

A-1 LOCK & KEY LLC	NEW KEYED LOCK - BATHROOM 172	132.00
COMSTOCK CONSTRUCTION INC	COURT YARD CONCRETE REPAIRS	3,289.05
COMSTOCK CONSTRUCTION INC	DRYWALL REPAIRS CBHH RM 157	349.41

P.A. General

COMSTOCK CONSTRUCTION INC	REPAIRS TO CBHH DOOR #151	182.00
UGSTAD PLUMBING, INC.	BOILER REPAIRS&TEMPERING VALVE	1,275.00
UGSTAD PLUMBING, INC.	BOILER/GEN CK 09/02/21	85.00
UGSTAD PLUMBING, INC.	MONTHLY MAINT -PLBG & HTG AUG	127.50
UGSTAD PLUMBING, INC.	OCTOBER RETAINER FEE	125.00
UGSTAD PLUMBING, INC.	REPAIRS TO BOILER #2	155.65
UGSTAD PLUMBING, INC.	UNCLOGGED FLOOR DRAIN AT CBHH	127.50
	F U N D T O T A L	5,848.11

Regional Treatment Center-City Operated

BANKCARD CENTER	RTC CUDDEBACK DIGITAL	20.00
	F U N D T O T A L	20.00

Public Library

BANKCARD CENTER	AUGUST BOOKS	358.99
BANKCARD CENTER	AUGUST DVD'S	34.95
BANKCARD CENTER	AUGUST IGELESTAD RETIREMENT	78.69
BANKCARD CENTER	AUGUST OPERATING SUPPLIES	467.84
BANKCARD CENTER	AUGUST POSTAGE	72.25
BANKCARD CENTER	JULY BOOKS	8.99
BANKCARD CENTER	ZOOM VIDEO MONTHLY FEE	14.99
BANKCARD CENTER	ZOOM.US STANDARD PRO ANNUAL	140.71
GENERAL FUND	JAN-AUG 2021 MISC SUPPLIES	1,164.05
OTTER TAIL CO. TREASURER'S OFC	2ND HALF 2021 PROPERTY TAXES	140.00
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	351.31
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPE	221.12
	F U N D T O T A L	3,053.89

Bigwood Event Center

Bigwood Event Center

A-1 LOCK & KEY LLC	DUPLICATE GMK KEYS	30.12
GENERAL FUND	JAN-AUG 2021 MISC SUPPLIES	89.64
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	47.87
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	282.16
	F U N D T O T A L	449.79

CDBG/HUD Revolving Loan

ADMINISTRATOR'S CONTINGENCY FD	SEPT/RECORD MORTGAGE-DANNER	57.50
ADMINISTRATOR'S CONTINGENCY FD	SEPT/RECORD REGISTRATION-DANNE	46.00
JOHN'S HEATING & A/C INC	FACADE LOAN #951 -JK SPORTS	5,535.00
JOHN KLINNERT	FACADE LOAN #951-REIMBURSEMENT	11,338.98
NATURES GARDEN WORLD	FACADE LOAN #951 -JK SPORTS	6,339.73
PREMIER ELECTRIC INC	FACADE LOAN #951 -JK SPORTS	1,786.29
	F U N D T O T A L	25,103.50

Capital Improvement

BRAUN INTERTEC CORPORATION	PROF SERV THROUGH 9/10/2021	3,125.55
COMSTOCK CONSTRUCTION INC	PAY APP. NO. 4	451,995.99
HOISINGTON KOEGLER GROUP INC	AUG GLACIAL EDGE TRAIL -2021	1,040.00
HOUSTON ENGINEERING INC	PROF SERVICE THROUGH 8/28/21	2,610.50
INTERSTATE ENGINEERING INC.	PROF SERV. 8/8/21 TO 9/4/21	20,443.88
R L LARSON EXCAVATING INC	PAY APP. NO. 4 - FINAL	67,816.80
LOCATORS & SUPPLIES INC	AUG MARKING PAINT PINK	89.98
MN POLLUTION CONTROL AGENCY	PETROLEUM BROWNFIELDS REIMBURS	500.00
MOORE ENGINEERING INC	PROF DESIGN SERVICES	13,906.64
	F U N D T O T A L	561,529.34

Liquor Store

Liquor Store

ADMINISTRATOR'S CONTINGENCY FD	AUGUST/VETS HOME PRODUCTS	79.92
ALEXANDRIA FREIGHT SERVICE INC	SEPTEMBER/FREIGHT	163.80
THE AMERICAN BOTTLING COMPANY	SEPTEMBER/MIX	173.93
APPRIZE TECHNOLOGY SOLUTIONS	SEPT ADMIN FEE	112.24
ARCTIC GLACIER USA INC	SEPTEMBER/ICE #3602125907	210.00
ARCTIC GLACIER USA INC	SEPTEMBER/ICE #3602125910	204.75
ARCTIC GLACIER USA INC	SEPTEMBER/ICE #3605125707	64.70
ARCTIC GLACIER USA INC	SEPTEMBER/ICE #3608126606	610.80
ARTISAN BEER COMPANY	SEPTEMBER/BEER	2,068.10
BANKCARD CENTER	AUGUST MISC PURCHASES	1,588.77
BANKCARD CENTER	AUGUST MOOD PANDORA	58.12
BANKCARD CENTER	AUGUST 2 LOW TEMP BALLASTS	152.80
BELLBOY CORPORATION	SEPTEMBER/LIQUOR	6,063.89
BELLBOY CORPORATION	SEPTEMBER/MISC PURCHASE-COOLER	106.00
BELLBOY CORPORATION	SEPTEMBER/MIX	1,220.05
BEVERAGE WHOLESALERS INC	SEPTEMBER/BEER	38,464.10
BEVERAGE WHOLESALERS INC	SEPTEMBER/MIX	97.70
BEVERAGE WHOLESALERS INC	SEPTEMBER/WINE	167.64
BRAUN VENDING INC	SEPTEMBER/SUPPLIES-WATER	25.00
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/BEER	301.60
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/FREIGHT	398.51
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/LIQUOR	17,655.94
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/MIX	801.87
BREAKTHRU BEVERAGE MINNESOTA	SEPTEMBER/WINE	10,669.35
CARLOS CREEK WINERY	SEPTEMBER/WINE	1,749.00
CAYAN	SEPT 2021 MONTHLY SERVICE FEE	160.74
VIKING COCA-COLA BOTTLING CO	SEPTEMBER/MIX	574.17
COOPERS TECHNOLOGY GROUP	SEPT SORTWIK, ERASERS, RUBBER BA	2.88
COOPERS TECHNOLOGY GROUP	SEPT 6X9 REDI-SEAL ENVELOPES	6.76
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	1.68
COPPER TRAIL BREWING CO	SEPTEMBER/BEER	127.92
COPPER TRAIL BREWING CO	SEPTEMBER/WINE	159.04
DACOTAH PAPER CO	SEPTEMBER/SUPPLIES-BAGS	57.63
DRUMCONRATH BREWING COMPANY	SEPTEMBER/BEER	153.75
FERGUS BREWING COMPANY LLC	SEPTEMBER/BEER	86.40
GENERAL FUND	JAN-AUG 2021 MISC SUPPLIES	1,451.11
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	25.71
H BOYD NELSON INC	SEPTEMBER/BEER	49,913.38
H BOYD NELSON INC	SEPTEMBER/MIX	1,699.50
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/FREIGHT	414.61
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/LIQUOR	11,458.98
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/MIX	259.75
JOHNSON BROTHERS LIQUOR CO	SEPTEMBER/WINE	6,602.53

Liquor Store

OTTER TAIL CO. TREASURER'S OFC	2ND HALF 2021 PROPERTY TAXES	826.00
PHILLIPS WINE AND SPIRITS CO	SEPTEMBER/FREIGHT	248.03
PHILLIPS WINE AND SPIRITS CO	SEPTEMBER/LIQUOR	9,983.38
PHILLIPS WINE AND SPIRITS CO	SEPTEMBER/MIX	144.00
PHILLIPS WINE AND SPIRITS CO	SEPTEMBER/WINE	8,827.30
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	572.30
SMALL LOT WINE	SEPTEMBER/FREIGHT	18.00
SMALL LOT WINE	SEPTEMBER/WINE	2,459.06
SOUTHERN GLAZER'S OF MN	SEPTEMBER/FREIGHT	452.94
SOUTHERN GLAZER'S OF MN	SEPTEMBER/LIQUOR	17,852.77
SOUTHERN GLAZER'S OF MN	SEPTEMBER/MIX	109.60
SOUTHERN GLAZER'S OF MN	SEPTEMBER/WINE	6,546.72
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPE	48.25
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	77.35
	F U N D T O T A L	204,530.82

Refuse Disposal

APPRIZE TECHNOLOGY SOLUTIONS	SEPT ADMIN FEE	112.23
AUTO VALUE - FERGUS FALLS	SEP 30" 3/8" PRESS WASHER HOSE	74.99
BANKCARD CENTER	JULY BEARING WHEEL, CARRIER BOD	29.47
COOPERS TECHNOLOGY GROUP	SEPT SORTWIK, ERASERS, RUBBER BA	1.97
COOPERS TECHNOLOGY GROUP	SEPT 6X9 REDI-SEAL ENVELOPES	4.62
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	1.16
WASTE MANAGEMENT	09/01-09/15/21 PRO SERVICES	7,837.51
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	40,231.42
GENERAL FUND	JAN-AUG 2021 MISC SUPPLIES	80.63
LAKES COUNTRY SERVICE COOP	AUGUST RANDOM DRUG SCREEN	88.50
METRO SALES, INC	08/18-09/17/21 COPIER RENT	16.56
METRO SALES, INC	08/18-09/17/21 USAGE CHARGE	9.81
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	4,368.71
	F U N D T O T A L	52,857.58

Sewage Treatment

Sewage Treatment

APPRIZE TECHNOLOGY SOLUTIONS	SEPT ADMIN FEE	112.24
BANKCARD CENTER	AUG CUT OFF DISC, PALM GLOVE	56.76
BANKCARD CENTER	AUG HBXML CAM CPLR PRT E	70.92
BANKCARD CENTER	AUG MECH TIMER	9.97
BILL'S VIDEO	SEP SEWER EYE CAMERA REPAIR	850.00
COOPERS TECHNOLOGY GROUP	SEPT SORTWIK, ERASERS, RUBBER BA	3.18
COOPERS TECHNOLOGY GROUP	SEPT 6X9 REDI-SEAL ENVELOPES	7.47
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	1.86
WASTE MANAGEMENT	08/11/21 WASTE DISPOSAL	317.28
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	12,843.84
FASTENAL COMPANY	SEP S/S 3/8" BOLTS (MARCIA)	74.05
FLEXIBLE PIPE TOOL COMPANY	SEP ARIES INTERCONNECT CABLE	491.45
GENERAL FUND	JAN-AUG 2021 MISC SUPPLIES	214.67
GOIN' POSTAL FERGUS FALLS	SEP MAIL CHARGES SEWER CAMERA	17.64
GRAINGER INC	SEPT QD BUSHINGS	47.18
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	598.59
MATTHEW LEMKE	2021 SAFETY BOOT REIMBURSEMENT	120.00
METRO SALES, INC	08/18-09/17/21 COPIER RENT	16.56
METRO SALES, INC	08/18-09/17/21 USAGE CHARGE	9.81
MUNICIPALH20.COM	9/9/21-9/8/22 COMPLIANCE SERV.	3,000.00
OTTER TAIL CO. TREASURER'S OFC	2ND HALF 2021 PROPERTY TAXES	140.00
PERRIN MOBILE MEDICAL SERVICES	SEPTEMBER RANDOM DRUG SCREEN	150.00
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	2,485.92
RMB ENVIRONMENTAL LABORATORIES	SEPT ANALYSIS	1,031.00
SPEE DEE DELIVERY SERVICE INC	AUG SHIPPING	27.81
SPEE DEE DELIVERY SERVICE INC	SEPT SHIPPING	55.66
USA BLUEBOOK	SEPT BARNES SEWAGE PUMP	3,079.95
VAN BERGEN & MARKSON, INC.	SEPT 500 BARE PUMP	1,401.68
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	117.95
	F U N D T O T A L	27,353.44

Water

ADMINISTRATOR'S CONTINGENCY FD	SEPTEMBER UTILITIES REFUND	58.00
AGGREGATE INDUSTRIES NCR INC	SEPT X-FLAT, 4000 FLATWORK	607.50
APPRIZE TECHNOLOGY SOLUTIONS	SEPT ADMIN FEE	112.24
AUTO VALUE - FERGUS FALLS	SEP 1/2" DRIVE EXTENSION	5.49
BANKCARD CENTER	AUGUST MAINTENANCE SUPPLIES	120.06
BANKCARD CENTER	AUGUST OTTER BOX FOR SAMSUNG	24.99

Water

BANKCARD CENTER	AUGUST SUPPLIES-DOCK HINGE	31.05
BANKCARD CENTER	JULY MAINTENANCE SUPPLIES	47.61
BANKCARD CENTER	JULY WORKSHOP VISE W/SWIVEL	231.11
COOPERS TECHNOLOGY GROUP	SEPT SORTWIK, ERASERS, RUBBER BA	2.89
COOPERS TECHNOLOGY GROUP	SEPT 6X9 REDI-SEAL ENVELOPES	6.76
COOPERS TECHNOLOGY GROUP	SEPTEMBER LOCKING FOOTREST	61.63
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	1.69
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	3,956.50
FERGUSON WATERWORKS #2516	SEP STOCK WATER PARTS ORDER	543.46
FERGUSON WATERWORKS #2516	SEP 2" MACH 10 METER/FLANGE KI	1,296.89
FERGUSON WATERWORKS #2516	SEP 2" MACH 10 R900I METER	1,076.17
FERGUSON WATERWORKS #2516	SEP 6" ALPHA GATE VALVE/MJ GAS	2,062.40
GENERAL FUND	JAN-AUG 2021 MISC SUPPLIES	166.57
GOODIN COMPANY	SEPT BUSHING, ADAPTER	18.38
GRAINGER INC	SEP ELECTRIC VIBRATOR (CHAD)	224.54
GRAYMONT (WI) LLC.	SEPT HIGH CALCIUM QUICKLIME	5,506.55
GREAT PLAINS NATURAL GAS CO	SEPTEMBER NATURAL GAS EXPENSE	1,163.52
HOME DEPOT CREDIT SERVICES	SEP MISC PLUMBING PARTS WTP	24.76
HOME DEPOT CREDIT SERVICES	SEP TUBE/CLAMP WTP BRENT S	18.08
HOME DEPOT CREDIT SERVICES	SEP 1.5" GALV 45 ELBOW BRENT	12.96
LAKES COUNTRY SERVICE COOP	AUGUST RANDOM DRUG SCREEN	59.00
LEITCH EXCAVATING INC	CONNECT FEE (NO DEPOSIT PAID)	40.00-
LEITCH EXCAVATING INC	RETURN DEPOSIT/NC (CITY PROJ)	260.00
LEITCH EXCAVATING INC	50,300 GAL @ \$3.52/1,000 GAL	177.06-
LEITCH EXCAVATING INC	7/28/21-8/6/21 RENT 105.75/MO	31.77-
LOCATORS & SUPPLIES INC	SEP DIAMOND 14" BLADE (ARNO)	189.95
MARK SAND AND GRAVEL COMPANY	SEPT FOB MIX	373.50
METRO SALES, INC	08/18-09/17/21 COPIER RENT	16.55
METRO SALES, INC	08/18-09/17/21 USAGE CHARGE	9.81
MUNICIPALH20.COM	9/9/21-9/8/22 COMPLIANCE SERV.	3,000.00
OTTER TAIL CO. TREASURER'S OFC	2ND HALF 2021 PROPERTY TAXES	203.00
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	206.93
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPE	465.50
VERIZON WIRELESS	OCTOBER CELL PHONE EXPENSE	89.06
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	107.89
	F U N D T O T A L	22,114.16

Storm Water

Storm Water

EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	8,449.08
OTTER TAIL CO. TREASURER'S OFC	2ND HALF 2021 PROPERTY TAXES	570.00
OTTER TAIL POWER COMPANY	SEPT ELECTRICITY/725 W MAPLE	103.26
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	48.00
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	35.01
	F U N D T O T A L	9,205.35

Equipment

AMERICAN WELDING & GAS, INC	SEP CARBON DIOXIDE (MARCIA)	45.00
AMERICAN WELDING & GAS, INC	SEP CUT OFF WHEELS (FAB SHOP)	75.18
AUTO VALUE - FERGUS FALLS	SEP AIR LINE FITTING (SHOP)	6.58
AUTO VALUE - FERGUS FALLS	SEP BRAKE DRUM/SHOES UNIT 226	844.60
AUTO VALUE - FERGUS FALLS	SEP CREDIT FOR RETURNED PARTS	153.88-
AUTO VALUE - FERGUS FALLS	SEP HEX NUT (SHOP)	.79
AUTO VALUE - FERGUS FALLS	SEP HOSE CLAMPS (STOCK)	14.90
AUTO VALUE - FERGUS FALLS	SEP JIC 37 FLARE HYD FITTINGS	17.18
AUTO VALUE - FERGUS FALLS	SEP MALE JIC FLARE HYD FITTING	39.29
AUTO VALUE - FERGUS FALLS	SEP MALE JIC 37 UNIT 241	30.19
AUTO VALUE - FERGUS FALLS	SEP MALE ORING BOSS HYD FITTIN	4.59
AUTO VALUE - FERGUS FALLS	SEP MALE PIPE SWIVEL HYD FITTI	123.27
AUTO VALUE - FERGUS FALLS	SEP MANUAL WINDOW CRANK KNOBS	10.97
AUTO VALUE - FERGUS FALLS	SEP OIL FILTER UNIT 2091	3.66
AUTO VALUE - FERGUS FALLS	SEP RETURN CREDIT 0W20 OIL	49.96-
AUTO VALUE - FERGUS FALLS	SEP STOCK PARTS ORDER\	97.59
AUTO VALUE - FERGUS FALLS	SEP WINDOW HANDLE KNOB	2.99
AUTO VALUE - FERGUS FALLS	SEP 0W20 FULL SYN OIL U-2091	49.96
AUTO VALUE - FERGUS FALLS	SEP 1/4" AIR LINE HOSE	17.38
AUTO VALUE - FERGUS FALLS	SEP 1" HYDRAULIC FITTINGS U241	107.56
AUTO VALUE - FERGUS FALLS	SEP 7 PIN CAR SIDE TRAILER CON	31.98
AUTO VALUE - FERGUS FALLS	SEP 7 PIN TRAILER CONNECTOR	133.09
AUTO VALUE - FERGUS FALLS	SEP 7 ROUND TRAILER CONNECTOR	33.51
AUTO VALUE - FERGUS FALLS	SEP 8-32 DRILL TAP (FAB SHOP)	5.49
AUTO VALUE - FERGUS FALLS	SEP 85W140 GEAR OIL U-958	15.98
BANKCARD CENTER	AUGUST CONNECTOR HOUSING & KIT	37.27
BANKCARD CENTER	AUGUST CRANKSHAFT PULLEY #621	168.16
BANKCARD CENTER	AUGUST EQUIPMENT PARTS	64.98
BANKCARD CENTER	AUGUST EVAPORATOR CORE, RECEIVE	72.42
BANKCARD CENTER	AUGUST FIRE CABINET LABELS	32.16

Equipment

BANKCARD CENTER	AUGUST GAS CAP, INNER TUBE #953	15.68
BANKCARD CENTER	AUGUST HYDRO BOX UNIT 270	16.56
BANKCARD CENTER	AUGUST PARTS	196.65
BANKCARD CENTER	AUGUST RETURN REAR A-ARMS	442.23-
BANKCARD CENTER	AUGUST RUBBER FLEXIBLE LATCHES	27.98
BANKCARD CENTER	AUGUST RUBBER TIRE&POLY WHEEL	41.59
BANKCARD CENTER	AUGUST TARPS FOR UNIT 242	626.00
BANKCARD CENTER	AUGUST 14" LUG RULER	16.18
BANKCARD CENTER	JULY BATTERY, FEMALE TERMINAL	227.34
BANKCARD CENTER	JULY PARTS UNIT #483	47.85
BANKCARD CENTER	PULIC FLEET MGMT CERTIFICATE	225.00
BANKCARD CENTER	2068 GAS	34.81
BANKCARD CENTER	2080 GAS	44.90
CODE 4 SERVICES INC	2098 FORD EXPLORER PARTS	9,240.48
COOPERS TECHNOLOGY GROUP	SEPT SORTWIK, ERASERS, RUBBER BA	1.60
COOPERS TECHNOLOGY GROUP	SEPT 6X9 REDI-SEAL ENVELOPES	3.77
COOPERS TECHNOLOGY GROUP	SEPTEMBER/BINDER CLIPS	.94
EQUIPMENT FUND	OCTOBER EQUIPMENT RENT	1,688.67
EQUIPMENT FUND	RECEIPT OCTOBER EQUIPMENT RENT	175,070.42-
JOHN DEERE FINANCIAL	SEP CHECK CODE/REPLACE OIL PRE	274.65
JOHN DEERE FINANCIAL	SEP ELBOW FITTING UNIT 621	20.01
JOHN DEERE FINANCIAL	SEP GASKET/BEARING/SEAL U-949	50.11
JOHN DEERE FINANCIAL	SEP O-RING UNIT 958 (JASON)	6.21
JOHN DEERE FINANCIAL	SEP PUMP PARTS ORDER U-621	526.88
FASTENAL COMPANY	SEP BLACK PAINT/GRAY PRIMER	36.03
FASTENAL COMPANY	SEP SS 8-32X1/2" SCREWS (SHOP)	3.50
FASTENAL COMPANY	SEP 5/8" JAM NUT (SHOP)	3.51
GENERAL FUND	JAN-AUG 2021 MISC SUPPLIES	742.63
NAPA AUTO PARTS - FERGUS FALLS	SEP HYD HOSE UNIT 241	357.60
NAPA AUTO PARTS - FERGUS FALLS	SEPT HYD FITTINGS UNIT 241	172.96
INLAND TRUCK PARTS COMPANY	SEP HYD FILTER HEAD/FILTER	58.17
LAKES COUNTRY SERVICE COOP	AUGUST RANDOM DRUG SCREEN	29.50
MTI DISTRIBUTING INC	SEP OIL SEAL UNIT 958	29.47
MTI DISTRIBUTING INC	SEP REAR AXLE PARTS UNIT 958	313.36
NELSON AUTO CENTER	SEP STOCK OIL FILTERS	75.00
NORTHWEST TIRE INC	2091 TIRE REPLACEMENT	139.19
OLYMPIC SALES	SEP GRIPPER ARM PUCKS (STOCK)	450.72
OTTER TAIL CO. TREASURER'S OFC	2ND HALF 2021 PROPERTY TAXES	385.00
POLICE DEPT CONTINGENCY FUND	2068, 2073, 2076, 2080, 2081	85.50
POLICE DEPT CONTINGENCY FUND	2099 TAX/PLATES/TITLE CHANGE	2,502.09
PUBLIC UTILITIES DEPARTMENT	SEPTEMBER PUBLIC UTILITIES	669.88
ROYAL TIRE INC	SEP REPAIR TIRE BEADS	134.00
SHERWIN WILLIAMS CO	SEP THROAT SEAL UNIT 495 (SAM)	38.06

Equipment

STENERSON BROTHERS LUMBER CO	AUG SILICA SAND, SAND BLASTING	15.98
SUMMIT COMPANIES	ANNUAL EXTINGUISHERS/VEHICLES	623.00
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER MAINT	206.94
SUMMIT COMPANIES	INSPECT EXTINGUISHERS/PARK DEP	366.59
SWANSTON EQUIPMENT CO	SEP GLOBAL BUSHINGS UNIT 239	79.68
VERIZON WIRELESS	SEPTEMBER CELL PHONE EXPENSE	82.88
WILKENS INDUSTRIES INC	SEP 2021 WILKENS WALKING FLOOR	81,143.31
THE GOODYEAR TIRE & RUBBER CO	SEP GY 295/75R22.5 G558 TIRES	960.90
ZIEGLER INC.	SEP EMERGENCY BUTTON U-1177	51.97
ZIEGLER INC.	SEP QUICK HYD COUPLER U-279	153.94
ZIEGLER INC.	SEP SEALS UNIT 296	2.81
	F U N D T O T A L	70,381.74-

Employees Insurance

LAKES COUNTRY SVC COOP	OCTOBER HEALTH INSURANCE	155,806.00
SUN LIFE FINANCIAL	OCTOBER LIFE INSURANCE	2,892.31
	F U N D T O T A L	158,698.31

Flexible Benefit Agency

MII LIFE INCORPORATED	2021 FLEX PLAN REIMB	572.93
	F U N D T O T A L	572.93

PEG Access

BANKCARD CENTER	AUGUST SOLAR GENERATOR	146.69
BANKCARD CENTER	AUGUST 10X10 CANOPY	95.15
CHARTER COMMUNICATIONS	08/26-09/25/21 CABLE	8.89
CHARTER COMMUNICATIONS	09/26-10/25/21 CABLE	8.89
CINCINNATI INSURANCE COMPANY	2021 COMMERCIAL PKG INSTALLMT	386.00

PEG Access

CINCINNATI INSURANCE COMPANY	2021 WORKERS' COMP INSTALLMENT	102.00
DAILY JOURNAL	AUGUST/KIDS SCOOP-FFSP FFSS	96.00
	F U N D T O T A L	843.62

Fergus Falls Convention and Visitor's Bureau, Inc.

BANKCARD CENTER	AUGUST HEADLAMP	51.76
BANKCARD CENTER	AUGUST HOST BIG EVENTS	46.58
BANKCARD CENTER	AUGUST MOTOR FUEL	70.95
BANKCARD CENTER	AUGUST RETURN HEADLAMP	24.80-
BANKCARD CENTER	AUGUST RT100 EXPENSE	15.78
BANKCARD CENTER	AUGUST RT100 LODGING	110.50
BANKCARD CENTER	AUGUST RT100 MEALS	48.85
BANKCARD CENTER	AUGUST SHIP VG TO ALBERT LEA	64.92
BANKCARD CENTER	AUGUST ZOOM.US	16.16
BANKCARD CENTER	AUGUST 2 WATER COOLERS	56.03
BANKCARD CENTER	JULY FACEBOOK ADS	54.64
BIG CAT DISC GOLF LLC	BALANCE OF MICROGRANT	500.00
DAILY JOURNAL	ANNUAL RENEWAL	103.48
FERGUS FALLS CONVENTION &	AUG 2021 LODGING TAX	16,845.48-
FERGUS FALLS CONVENTION &	AUG 2021 LODGING TAX ADMIN	505.36
FERGUS FALLS SADDLE CLUB/RODEO	BALANCE OF MICROGRANT	500.00
FERGUS FALLS SUMMERFEST INC	BALANCE OF MICROGRANT	250.00
GREENSPRING MEDIA GROUP	AUGUST ROS	300.00
LAKE REGION RUN	BALANCE OF MICROGRANT	250.00
MPLS ST PAUL MAGAZINE	ANNUAL RENEWAL	43.95
MEDIA USA ADVERTISING INC	KIOSK AT BIGWOOD EVENT CENTER	595.00
	F U N D T O T A L	13,286.32-
	T O T A L A L L F U N D S	3,278,121.70

BE IT FURTHER RESOLVED, THAT THE CITY ADMINISTRATOR BE, AND HE HEREBY IS AUTHORIZED AND DIRECTED TO DRAW WARRANTS FOR THE ABOVE CLAIMS FROM THE RESPECTIVE FUNDS AS HEREIN INDICATED, AND THAT THE MAYOR AND CITY ADMINISTRATOR BE, AND THEY HEREBY ARE, AUTHORIZED TO EXECUTE AND DELIVER SUCH WARRANTS.

THE ABOVE AND FOREGOING RESOLUTION WAS OFFERED AT A REGULAR MEETING OF THE CITY COUNCIL HELD ON THE 04 DAY OF OCTOBER BY ALDERMAN WHO MOVED ITS ADOPTION, WAS SECONDED BY ALDERMAN AND ADOPTED BY THE FOLLOWING VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

WHEREUPON THE ABOVE RESOLUTION WAS DULY DECLARED ADOPTED.

ATTEST:

APPROVED:

CITY ADMINISTRATOR

MAYOR

10/04/2021

R E S O L U T I O N R E C O R D

COMM OF FINANCE, TREAS DIV	27.00
COMMISSIONER OF TRANSPORTATION	1,190.59
MN POLLUTION CONTROL AGENCY	500.00
OTTER TAIL CO. SHERIFF'S DEPT.	590.00
OTTER TAIL CO. TREASURER'S OFC	3,160.00
OTTER TAIL COUNTY TREASURER	629.75
A-1 LOCK & KEY LLC	481.88
ARC DOCUMENT SOLUTIONS LLC	207.68
ADMINISTRATOR'S CONTINGENCY FD	419.56
AGGREGATE INDUSTRIES NCR INC	607.50
ALEXANDRIA FREIGHT SERVICE INC	163.80
THE AMERICAN BOTTLING COMPANY	173.93
AMERICAN WELDING & GAS, INC	120.18
SEAN ANDERSON	410.78
APPRIZE TECHNOLOGY SOLUTIONS	448.95
ARCTIC GLACIER USA INC	1,090.25
ARTISAN BEER COMPANY	2,068.10
AUTO VALUE - FERGUS FALLS	1,523.95
AVESIS THIRD PARTY ADMIN INC	17.98
BANKCARD CENTER	13,387.65
BELLBOY CORPORATION	7,389.94
BEVERAGE WHOLESALERS INC	38,729.44
BIG CAT DISC GOLF LLC	500.00
BILL'S VIDEO	850.00
BJORN'S HEATING & AIR COND INC	13,939.00
BOUND TREE MEDICAL LLC	87.13
BRAUN VENDING INC	25.00
BRAUN INTERTEC CORPORATION	3,125.55
BREAKTHRU BEVERAGE MINNESOTA	29,827.27
ANDREW BREMSETH	234.08
CARLOS CREEK WINERY	1,749.00
CAYAN	160.74
A CENTER FOR THE ARTS	1,875.00
CHARTER COMMUNICATIONS	185.73
CINCINNATI INSURANCE COMPANY	488.00
VIKING COCA-COLA BOTTLING CO	574.17
CODE 4 SERVICES INC	9,240.48
COLE PAPERS, INC.	822.99
COMSTOCK CONSTRUCTION INC	455,816.45
COOPERS TECHNOLOGY GROUP	196.05
COPPER TRAIL BREWING CO	286.96
CHET CZECK	2,230.00
DACOTAH PAPER CO	804.25
DAILY JOURNAL	199.48
WASTE MANAGEMENT	8,154.79
DIAMOND VOGEL PAINTS	395.00
DRUMCONRATH BREWING COMPANY	153.75

10/04/2021

R E S O L U T I O N R E C O R D

JOHN DEERE FINANCIAL	877.86
FASTENAL COMPANY	151.99
FERGUS BREWING COMPANY LLC	86.40
FERGUS FALLS SADDLE CLUB/RODEO	500.00
FERGUS FALLS SUMMERFEST INC	250.00
FERGUSON WATERWORKS #2516	4,978.92
FLEXIBLE PIPE TOOL COMPANY	491.45
GALLS LLC	237.92
NAPA AUTO PARTS - FERGUS FALLS	530.56
GOIN' POSTAL FERGUS FALLS	17.64
GOODIN COMPANY	18.38
GRAINGER INC	390.04
GRAND FORKS FIRE EQUIPMENT LLC	231.05
GRAYMONT (WI) LLC.	5,506.55
GREAT PLAINS NATURAL GAS CO	1,975.46
GREATER FERGUS FALLS CORP	12,500.00
GREENSPRING MEDIA GROUP	300.00
GUARDIAN	3,847.54
HCL TECHNOLOGIES LIMITED	21,226.86
H BOYD NELSON INC	51,612.88
HOISINGTON KOEGLER GROUP INC	1,040.00
HOLIDAY COMPANIES	6.46
HOME DEPOT CREDIT SERVICES	110.04
HOUSTON ENGINEERING INC	2,610.50
HUMMINGBIRD ENVIRONMENTAL LLC	5,275.00
INLAND TRUCK PARTS COMPANY	58.17
INNOVATIVE OFFICE SOLUTIONS	144.80
INTERSTATE ENGINEERING INC.	20,443.88
JOHN'S HEATING & A/C INC	5,535.00
JOHNSON BROTHERS LIQUOR CO	18,735.87
MICK JOHNSON	224.56
JOHN KLINNERT	11,338.98
LAKE REGION RUN	250.00
LAKES COUNTRY SERVICE COOP	236.00
LAKES COUNTRY SVC COOP	155,806.00
LANDSCAPE STRUCTURES INC	303,952.64
R L LARSON EXCAVATING INC	67,816.80
LEITCH EXCAVATING INC	11.17
MATTHEW LEMKE	120.00
LOCATORS & SUPPLIES INC	279.93
VICTOR LUNDEEN COMPANY	41.72
MII LIFE INCORPORATED	572.93
MPLS ST PAUL MAGAZINE	43.95
MTI DISTRIBUTING INC	342.83
MARCO-FARGO	374.96
MARK SAND AND GRAVEL COMPANY	373.50
MEDIA USA ADVERTISING INC	595.00

10/04/2021

R E S O L U T I O N R E C O R D

METRO SALES, INC	300.21
MINNKOTA ENVIROSERVICES INC	33.00
MOBOTREX INC	582.00
MOORE ENGINEERING INC	13,906.64
MUNICIPALH20.COM	6,000.00
NATURES GARDEN WORLD	6,339.73
NELSON AUTO CENTER	75.00
N.F. FIELD ABSTRACT LLC	170.00
NORTHWEST TIRE INC	139.19
NYCKLEMOE & ELLIG, P.A.	6,825.00
OLYMPIC SALES	450.72
OTTER ELECTRIC LLC	25,000.00
OTTER TAIL CO. HISTORICAL SOC.	2,875.00
OTTER TAIL POWER COMPANY	103.26
PERRIN MOBILE MEDICAL SERVICES	150.00
PHILLIPS WINE AND SPIRITS CO	19,202.71
POLICE DEPT CONTINGENCY FUND	2,913.50
POLICE DEPT PETTY CASH	14.00
PREMIER ELECTRIC INC	21,745.29
PRODUCTIVE ALTERNATIVES INC.	12,500.00
PUBLIC UTILITIES DEPARTMENT	13,002.72
RMB ENVIRONMENTAL LABORATORIES	1,031.00
RED OAK LAWN LLC	757.20
ROYAL TIRE INC	134.00
SARIS CYCLING GROUP INC	1,735.00
SHERWIN WILLIAMS CO	280.13
SKY CREW SERVICES, LLC	3,839.31
SMALL LOT WINE	2,477.06
SOUTHERN GLAZER'S OF MN	24,962.03
SPEE DEE DELIVERY SERVICE INC	83.47
STENERSON BROTHERS LUMBER CO	15.98
TIMOTHY STOLL	400.00
SUMMIT COMPANIES	2,169.67
SUN LIFE FINANCIAL	2,892.31
SWANSTON EQUIPMENT CO	79.68
SWEDBERG NURSERY	390.00
TNC INDUSTRIES INC	1,360.00
UGSTAD PLUMBING, INC.	1,895.65
USABLE LIFE	79.20
USA BLUEBOOK	3,079.95
VAN BERGEN & MARKSON, INC.	1,401.68
VERIZON WIRELESS	1,575.40
WELLS FARGO - INVESTMENTS	1,705,360.11
MARK WICK	150.00
WILKENS INDUSTRIES INC	81,143.31
THE GOODYEAR TIRE & RUBBER CO	960.90
ZIEGLER INC.	208.72

10/04/2021

R E S O L U T I O N R E C O R D

TOTAL OTHER VENDORS 3,272,024.36

TOTAL ALL VENDORS 3,278,121.70

