



City Council Agenda
May 20, 2024
5:30 pm in the City Council Chambers

Invocation – Pastor Jim Johnson, Calvary Free Lutheran Church
Pledge of Allegiance

Call to Order
Roll Call
Open Forum

- A. Approval of the Agenda
- B. Public Hearings
 - 1. Final cost hearing PI 6080, the 2023 sidewalk/driveway improvement project
 - a. Resolution adopting final cost assessments for PI 6080
- C. Awarding of Bids
- D. Petitions and Communications
 - 1. Proclamation declaring May 19-25 as Public Works Week
- E. Consent Agenda
 - 1. Motion approving the minutes from the May 6, 2024, City Council meeting and the May 15, 2024 Committee of the Whole meeting
 - 2. Motion approving licenses
 - 3. Resolution accepting the Preliminary Engineering Report for City Project 5961, the Junius Avenue reconstruction project; to set the preliminary improvement project hearing date for June 17, 2024, and initiating PI 7225, the Hampden Avenue sanitary sewer rehabilitation project
 - 4. Resolution accepting the Outdoor Lighting and Municipal Services Agreement between the City of Fergus Falls and Otter Tail Power Company for CP 5959
 - 5. Resolution initiating PI 6081, the 2024 sidewalk and driveway program and to approve the 2024 sidewalk assessment rates
 - 6. Resolution accepting Interstate Engineering's professional services design proposal in the amount of \$23,780.00 for PI 5361, the Randolph stairway improvement project
 - 7. Resolution approving the Sidewalk Sales Policy
 - 8. Resolution approving the Street Closures Policy
 - 9. Motion declaring the Natural Resources Advisory Committee as the city's "Green Team"
- F. Ordinance and Resolutions
 - 1. Resolution declaring a vacancy for a third ward city council seat
- G. Presentation of Claims \$1,453,146.14
- H. Old Business/Unfinished Business

I. New Business

J. Miscellaneous Announcements

- May 27 Most city offices and facilities closed for observance of Memorial Day
Garbage and recycling normally picked up on Monday will move to Tuesday the
28. Tuesday collection will take place on Wednesday May 29
- May 29 7:00 am Committee of the Whole meeting
- May 30 4:00 pm Splashpad Grand Opening
- June 3 4:30 pm Council Work Session: 2023 audit presentation
5:30 pm City Council meeting

K. Adjournment to a closed meeting to discuss a real estate transaction pursuant to MN Statute 13d.05.

TENTATIVE: Resolution accepting a letter of intent and introducing the sale of the property located at 1022 N Cleveland Avenue

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



Council Action Recommendation

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Meeting Date:

City Council – May 20, 2024

Subject:

PI 6080 – 2023 Sidewalk Program Final Cost Hearing

Recommendation:

- Adopt the final assessments for PI 6080

Background/Key Points:

This is a 100-percent petitioned program utilized by property owners at various locations in the City. Individual final assessment roles including the rates and terms were mailed to all participants. The final cost hearing notice was published in the Daily Journal prior to this May 20, 2024 final cost hearing pursuant to City Policy and MN Statue Chapter 429 requirements.

The City Council will then consider, and possibly adopt, the final assessments at the conclusion of this hearing.

Type of Project:

2023 sidewalk & driveway improvements as petitioned (100%) by property owners and City required work (pedestrian ramps, tree damage, curb & gutter, etc.)

Location:

Misc. areas throughout the City

Legal Description:

As noted on each 100% petition signed by the property owners for special assessments or on the individual work sheet for City work.

Hearing Date:

May 20, 2024

Interest Rate:

5.80%

Assessment:

Variable Years depending on assessment value

Due Date:

June 28, 2024

Final Cost

\$50,398.43

Budgetary Impact:

The City budgets approximately \$30,000/year to cover its share of these sidewalk projects.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow - City Engineer

Attachments:

PI 6080 - Final Cost Breakdown Spreadsheet

PI 6080 - Final Individual Assessment Roles

FINAL COST
PROJECT 6080
2023 MISC. SIDEWALK IMPROVEMENTS

SOURCE	AMOUNT
CONTRACTORS - 403-6080	\$44,039.11
ENGINEERING - 403-6080	\$6,359.32
MAINTENANCE / SUPPLIES / ADVERTISEMENT	\$0.00
TOTAL	\$50,398.43

FINANCED:	ASSESSED SHARE	CITY SHARE	TOTAL
FUND 499 / LOCAL 55	\$24,989.50		\$24,989.50
2023 BUDGET (TAX LEVY = Note #1)		\$25,408.93	\$25,408.93
MSA MAINTENANCE FUNDS			\$0.00
TOTALS	\$24,989.50	\$25,408.93	\$50,398.43

FINAL COST HEARING	May 20, 2024
DUE DATE TO PAY IN FULL W/O INTEREST	June 28, 2024
INTEREST RATE	5.80%
INDIVIDUAL PROJECTS (TOTAL)	17
CITY	6
ASSESSED PROJECTS	11
SPECIAL ASSESSMENT LENGTH	VARIABLE

Years	Assessment Value
0	\$1-\$200
3	\$201-\$500
5	\$501-\$1000
10	\$1001-\$2000
15	\$2001-Above

Note # 1: Maximum "Tax Levy" allotment for 2023 = \$30,030.22

Final Report of 2023 Sidewalk Improvements

Project No. 403-6080

File No. No.	Pub. Imp. No.	Address	Assessment Years	Special Assessment Amount	City Cost	
1348	403-60790-551-1	2622 Cenex Dr				#2
1352	403-60800-551-1	106 E Washington Ave.	3	\$354.75	\$1,881.00	
1353	403-60800-551-2	121 W Junius Ave.	15	\$2,726.55	\$8,646.80	
1354	403-60800-551-3	108 E Beech Ave.	5	\$994.25	\$1,223.80	
1355	403-60800-551-4	806 W 7th Ave.	10	\$1,636.80	\$2,222.08	
1356	403-60800-551-5	416 W Maple Ave.	5	\$700.00	\$1,027.50	
1357	403-60800-551-6	120 E Adolphus Ave.	10	\$1,663.20	\$3,509.58	#3
1358	403-60800-551-7	1331 Hillcrest Ct.	10	\$1,314.75	\$1,644.10	
1359	403-60800-551-8	321 W Lincoln Ave.			\$1,050.00	
1360	403-60800-551-9	311 Laurel Str			\$1,400.00	
1361	403-60800-551-10	203 Prairie Ct			\$815.00	
1362	403-60800-551-11	422 W Alcott Ave.			\$3,053.50	
1363	403-60800-551-12	701 W Laurel Str.	15	\$3,761.10	\$3,618.00	
1364	403-60800-551-13	202 W Washington Ave.	3	\$375.00	\$1,105.00	
1365	403-60800-551-14	406 E Cedar Ave.	15	\$6,558.10	\$6,695.25	
1366	403-60800-551-15	1382 Lenore Way	15	\$4,905.00	\$5,722.50	
1367	403-60800-551-16	612 W Bancroft Ave.			\$425.00	#3
1368	403-60800-551-17	222 E Washington Ave.				#1

5 Total

Totals \$24,989.50 \$44,039.11

Indicates Assessed Property

NOTE #1: Finish work in 2024
 NOTE #2: City did work in 2023
 NOTE #3: Charge to Water Fund

Years	Assessment Value
0	\$1-\$200
3	\$201-\$500
5	\$501-\$1000
10	\$1001-\$2000
15	\$2001-Above

2023 Miscellaneous Sidewalk Program Schedule/Status

Pub. Imp. No.	File No.	Address	Owner	1st Contract	Petition Signed Quote Prep.	Proposal Signed	Contractor	Quote # Date	Final Meas.	Contractor Paid	Pub Imp Assessed Cost	Pub Imp Total Cost	Charged Other Acct. #s	Entered Card File
403-60790-551-1	1348	2622 Cenex Dr	City	04/28/22	06/27/22	08/02/22	Nordick	07/21/22	9/11/2023	9/12/2023	\$354.75	\$1,981.00		
403-60800-551-1	1352	106 E Washington Ave.	Nycklennoe	07/11/22	10/11/23	08/02/22	Nordick	07/21/22	9/11/2023	10/27/2023	\$2,726.55	\$8,646.80		
403-60800-551-2	1353	121 W Junius Ave.	OTC	06/29/22	07/17/22	06/30/23	Nordick	06/14/23	10/10/2023	10/10/2023	\$994.25	\$1,223.80		
403-60800-551-3	1354	108 E Beech Ave.	Just	07/22/22	07/22/22	06/30/23	Nordick	06/14/23	10/21/2023	10/10/2023	\$1,636.80	\$2,222.09		
403-60800-551-4	1355	806 W 7th Ave.	Hubert	08/06/22	08/06/22	06/30/23	Nordick	06/14/23	10/21/2023	10/10/2023	\$700.00	\$1,027.50		
403-60800-551-5	1356	416 W Maple Ave.	Berglund	08/21/22	08/21/22	06/30/23	Nordick	06/14/23	10/25/2023	10/27/2023	\$1,663.20	\$3,509.58		
403-60800-551-6	1357	120 E Adolphus Ave.	Nelson	08/29/22	08/29/22	06/30/23	Nordick	06/14/23	10/25/2023	10/27/2023	\$1,314.75	\$1,654.10		
403-60800-551-7	1358	1331 Hillcrest Ct.	Norman			06/30/23	Nordick	06/14/23	10/25/2023	10/27/2023		\$1,050.00		
403-60800-551-8	1359	321 W Lincoln Ave.	City			06/30/23	Nordick	06/14/23	10/25/2023	10/27/2023		\$1,400.00		
403-60800-551-9	1360	311 Laurel Str	Combs	11/01/22		06/30/23	Nordick	06/14/23	10/21/2023	10/27/2023		\$815.00		
403-60800-551-10	1361	203 Prairie Ct	City			06/30/23	Nordick	06/14/23	10/25/2023	10/10/2023		\$3,053.50		
403-60800-551-11	1362	422 W Alcott Ave.	Fredrick			06/30/23	Nordick	06/14/23	10/21/2023	10/27/2023		\$3,618.00		
403-60800-551-12	1363	701 W Laurel Str.	Casper	05/30/23	05/27/23	06/30/23	Nordick	06/14/23	10/21/2023	10/10/2023	\$375.00	\$1,105.00		
403-60800-551-13	1364	202 W Washington Ave	DKS Prop	05/02/23	05/23/23	06/30/23	Nordick	06/14/23	10/25/2023	10/27/2023	\$6,558.10	\$6,685.25		
403-60800-551-14	1365	406 E Cedar Ave.	Winter	09/12/23	09/12/23	10/23/23	Nordick	06/14/23	10/25/2023	10/27/2023	\$4,905.00	\$5,722.50		
403-60800-551-15	1366	1382 Lenore Way	Nordick	10/23/23		06/30/23	Nordick	06/14/23	10/23/2023	10/27/2023		\$425.00		
403-60800-551-16	1367	612 W Bancroft Ave.	Degrout	06/05/23	06/12/23	06/30/23	Nordick	06/14/23						
403-60800-551-17	1368	222 E Washington Ave.	OTP				Nordick	06/14/23						

Total \$24,989.50 \$44,039.11 \$0.00



National Public Works Week Proclamation

May 19–25, 2024

“Advancing Quality of Life For All”

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of **Fergus Falls** and,

WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Fergus Falls to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2024 marks the 64th annual National Public Works Week sponsored by the American Public Works Association be it now,

RESOLVED, I, **Benjamin Schierer, Mayor of the City of Fergus Falls, Minnesota**, do hereby designate the week May 19–25, 2024, as Public Works Week in the City of Fergus Falls. I urge all citizens to join with representatives of the American Public Works Association and government agencies in paying tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health, safety, and advancing quality of life for all.

Benjamin Schierer

Mayor of the City of Fergus Falls



City Council Minutes
May 6, 2024

The Fergus Falls City Council held a regular meeting on Monday May 6, 2024, at 5:30 pm in the City Council Chambers. Pastor Dale Hexum gave the invocation, and the Pledge of Allegiance was recited. Mayor Schierer called the meeting to order, and the following council members were in attendance: Kremeier, Thompson, Rachels, Hicks, Fish, Job, Kvamme, and Rufer.

A moment of silence was observed to remember city employee Dave Sagerhorn who passed away on May 5 and sympathies were extended to his family.

No one appeared to speak at the open forum.

Approval of Agenda

A motion and second were made by Kvamme and Fish to approve tonight's agenda with the removal of two items from the consent agenda and the motion carried.

Bid Award DeLagoon Construction Services, CP 9148

Grant Kuper of Bolton & Menk reviewed the bids for City Project 9148, the DeLagoon Park improvements. 4 bids were received for the base project and 14 alternates. \$3,304,875.71 of the project would be for campground improvements including 42 RV sites, 9 tent sites, an RV dump station, the shower and restroom building, paving the campground road and utility services. \$985,459 has been dedicated to improvements to the lighting at the softball complex, Legion Field, and Farmer's Field. \$284,000 has been dedicated to concession building upgrades at the softball complex and soccer field restroom, picnic tables and fire rings. Soft costs of \$608,034.36 bring the total project cost estimate to \$5,512,369.07. The city received the authority to impose a local option sales tax of \$5.2 million leaving a balance of \$312,369.07. The city could fund the additional costs with the remaining local option sales tax funds and utility funds. Calculations based on occupancy rates of the campground suggest the city will see a return on investment for these improvements. Fish offered **Resolution #86-2024** awarding the construction services contract for CP 9148, the DeLagoon Park improvements to Comstock Construction Inc. in the amount of \$3,304,875.71 for base bid with alternates 3B, 4 & 8, which was seconded by Rufer. Kvamme suggested an amendment to remove alternate 8, the installation of all water at a shallower depth to avoid issues with freezing the irrigation system. Fish and Rufer agreed to amend their resolution to remove Alternate 8. Hicks wanted to ensure all safety concerns were addressed early in the project and suggested trees be added to replace some of those lost to make room for the campground configuration. A motion carried approving the amended resolution and the resolution awarding the construction services contract for CP 9148, the DeLagoon Park improvements to Comstock Construction Inc. in the amount of \$3,304,875.71 for Base Bid with Alternate 3B and 4 was voted upon and carried.

Bid Award DeLagoon Professional Services, CP 9148

Rufer offered **Resolution #87-2024** accepting Bolton & Menk's professional services proposal for construction administration of CP 9148, the DeLagoon Park improvement in the amount of \$242,300, which was seconded by Hicks and was adopted.

Bid Award Legion Field Lighting Retrofit CP 9148

Fish offered **Resolution #88-2024** awarding the lighting retrofit quote for CP 9148, DeLagoon Park improvements to Otter Electric LLC in the amount of \$163,500 for Legion Field, which was seconded by Rachels and was adopted.

Bid Award Farmers Field Lighting Retrofit CP 9148

Fish offered **Resolution #89-2024** awarding the lighting retrofit quote for CP 9148, the DeLagoon Park improvements to Otter Electric LLC in the amount of \$49,000 for Farmer's Field, which was seconded by Thompson and was adopted.

Staff have begun working on the financing to cash flow the city projects. Mark Leighton said he did not like the campground layout and requested it be redesigned for all drive-through sites and reducing the number of campsites.

Consent Agenda

The following items were approved under **Resolution #90-2024** by Rachels: Motion approving the minutes from the April 15 and 24 council meetings and the May 1 committee of the whole meeting. Motion approving the following licenses: Mobile Food Vendor Permit Cooler Treats, Don Pablo's Mexican Restaurant, JoCo's Little Red Wagon, Los Jarochos Mexican Food, On the Hook Fish & Chips; Mechanical Mission Mechanical, Fergus Home & Hardware; Chicken Permit 414 W Cherry Avenue and 1413 W Alcott Avenue; Excavator Ben Wolden Landscaping; Sidewalk/Paving Ben Wolden Landscaping; Fireworks Display I-94 Speedway fireworks display for July 5 at the racetrack. **Resolution #91-2024** entering into an agreement with the Otter Tail County Humane Society. **Resolution #92-2024** authorizing entering a 2024 contract with the Fergus Falls YMCA for lifeguard services at Pebble Lake Beach. Motion directing staff to review the special event request policy. Motion directing the City Attorney to draft an ordinance on cannabis zoning. **Resolution #93-2024** initiating PI 9775 and accepting the Engineering Reimbursement Agreement between the Otter Tail Valley Railroad and the City of Fergus Falls in the amount of \$46,433. **Resolution #94-2024** initiating PI 9776 and authorizing the City Engineer to request a Design Agreement with MnDOT for the Otter Tail Valley Railroad signal system replacement. **Resolution #95-2024** accepting MnDOT state grant offer (1056711) for an airport tractor. **Resolution #96-2024** setting the final cost hearing for PI 6080, the 2023 sidewalk/driveway improvement projects for May 20 at 5:30 pm in the City Council Chambers. The resolution was seconded by Hicks and was adopted.

Greater Fergus Falls Services Agreement

Kremeier requested this item be removed from the consent agenda. The city gives Greater Fergus Falls an annual allocation of \$50,000 to provide economic development services and they have submitted a proposal to market and sell city owned land for \$4,000 per month stipend plus a 5% commission off any sales made. He questioned why the city would give additional funding when they have not produced results and felt the commission was unnecessary and an unusual request. A motion and second were made by Rachels and Rufer to direct staff to draft a resolution based off the recommendations of the Greater Fergus Falls and City of Fergus Falls working group.

Rachels said Greater Fergus Falls has a new director who along with two of his board members have been meeting with three members of the council as a working group for four months with a focus on improving communication between the organizations and selling unused city and Port Authority properties. Recommendations also include quarterly reports to the Port Authority members and

adding a City Council member to the Greater Fergus Falls board. Kremeier spoke about the lack of new businesses, the director not taking his call and suggested economic development could be done with a private entity funded by businesses and the city could support that organization. Mayor Schierer said that is the structure of Greater Fergus Falls. The city contributes \$50,000 and their board, comprised of business professionals provides the additional funding. He felt if the city wants the properties to be developed, the proposal and commission poses a minimal cost commitment from the city. Rufer disagreed with Kremeier's comments stating the organization is well run with a capable director and board who have invested funds in this organization to promote economic development for Fergus Falls. They have a strong presence within the community and on social media and he resented implications to the contrary. Kvamme said the city holding onto unused and unsold land such as the RTC, dairy and Norgren property is counterproductive, and this is not a real estate contract but an incentive to sell the property and promote growth. If the council intends to move forward with the proposal additional funding would be a part of the 2025 budget. The motion was called to a vote and was adopted with Kremeier voting in opposition.

Mark Leighton said he has been trying to meet with the Greater Fergus Falls Director who isn't returning his calls, said he does not feel they are producing results worth the city continued contributions. Lance Anderson, Director of Greater Fergus Falls stated on multiple occasions he has offered to meet with Kremeier and Leighton and neither has committed to a meeting. He reminded the council the properties sitting vacant are much less valuable than being developed into housing or business propositions and thanked the council for their willingness to consider the proposal.

Donation for Park & Recreation Programs

Kvamme requested this item be removed from the consent agenda to give recognition of the philanthropic nature of the \$2,500 donation from the Inga M. Johnson Endowment Fund from West Central Initiative to the summer parks and recreation programs and he noted other community improvements the endowment has supported. He offered **Resolution #97-2024** accepting a \$2,500 donation from the Inga M. Johnson Endowment Fund with West Central Initiative, which was seconded by Rufer and was adopted.

Ordinance 47, Eighth Series, Franchise Fee for Otter Tail Power Company

Ordinance 47, Eighth Series, Franchise Fee for Otter Tail Power Company was introduced by Rachels and declared to have its first reading.

Ordinance 48, Eighth Series, Franchise Fee for Great Plains Natural Gas

Ordinance 47, Eighth Series, Franchise Fee for Great Plains Natural Gas was introduced by Rufer and declared to have its first reading.

Ordinance 49, Eighth Series, Franchise Fee for Lake Region Electric Cooperative

Ordinance 47, Eighth Series, Franchise Fee for Lake Region Electric Cooperative was introduced by Hicks and was declared to have its first reading.

Mayor Schierer opened the floor to the public. Patrick Lundberg of Outstate Brewing spoke about their difficulties in running a small business and stated his opposition to additional taxes. He said their business is on the edge and they recently received a letter from the city stating Outstate threatening to get current on their IRP loan from the city. He sought out a council member to set up a payment plan and was denied because of how he behaved at a recent public meeting. Hicks

addressed Mr. Lundberg's comments as a member of Business Development for Fergus Falls saying he was the council member Lundberg asked for a loan deference. As of today, Outstate is \$17,000 in arrears for 2024 and he felt the city has a fiduciary responsibility to the taxpayers to collect the loan payments. Lundberg felt the city demanding the entirety of their unpaid 2024 balance of \$17,000 was extortion. Community Development Manager Klara Beck said the decision to not extend the payment plan was a group decision made by Business Development of Fergus Falls.

Mark Leighton also encouraged the council to not consider franchise fees and demanded a global accounting of tax burdens. Al Frank also spoke in favor of pausing the consideration of franchise fees. Kremeier asked the Greater Fergus Falls director what his plan is to address franchise fees to new businesses. Anderson responded he has been formulating a response, but there is no specific plan. Hicks agreed the timing is not good to implement franchise fees considering the upcoming school referendum and the school's debt on Lincoln School. Mark Leighton made additional comments about the school project.

A motion and second were made by Rufer and Hicks to delay a second reading of the three franchise fee ordinances indefinitely. Rachels said the city already delayed implementing franchise fees three years ago and the roads will not improve without the additional funding that would be generated by franchise fees. Although he personally would be affected by the franchise fee, he still felt it was worth pursuing the fee to improve the condition of the city streets. He stated the roads belong to the people and as elected officials; it was their responsibility to keep the streets in good condition. Thompson said the upcoming school election and possible tax impact pushed him to reconsider implementing franchise fees at this time. Kvamme agreed waiting to implement franchise fees would put the city further behind in maintaining the street conditions. The work will not be simpler or cheaper by waiting and he reminded the council they directed staff to come up with a solution, and they proposed franchise fees. He felt it would always be hard to make this decision and the city is heavily criticized for the condition of the streets. Without the additional funds from franchise fees, the city will continue to fall further behind. Mayor Schierer agreed this is not the right time to consider franchise fees and the motion to delay was called to a vote and carried with Kvamme and Rachels voting in opposition.

Resolution of Accounts

Fish offered a resolution authorizing the payments and claims in the amount of \$4,546,204, which was seconded by Thompson and was adopted.

The meeting adjourned at 6:53 pm

Lynne Olson

Committee of the Whole Meeting
May 15, 2024

The Fergus Falls City Council held a Committee of the Whole meeting on May 15, 2024 at 7:00 am in the City Council Chambers. Mayor Schierer called the meeting to order, and the following council members were in attendance: Rachels, Hicks, Fish, Job, Kvamme and Kremeier. Rufer was absent.

City Project 5961 Junius Avenue Reconstruction

The preliminary engineering report for City Project 5961, the reconstruction of the street and utilities on Junius Avenue from Union to Cascade is complete. The project scope is the reconstruction of the street, watermain, sanitary sewer, storm sewer, curb and gutter, surfacing and sidewalks at an estimated cost of \$1,870,000. Four alternatives were explored including the rerouting of the sewer lines running under the railroad tracks in this area. Due to the cost and complexity of the project, staff proposed a trenchless cured-in-place pipe project to rehabilitate the sewer line rather than reconstruct it. A portion of the improvement would be specially assessed according to MN Statute Chapter 429 requirements. An appraisal report was prepared by Patchin Messner Valuation Counselors. The proposed commercial rate is \$85 per lineal foot and the residential property included in this area would be the same rate, but at a 25% front footage reduction. A motion and second were made by Fish and Hicks to recommend the council accept the preliminary engineering feasibility report for CP 5961, to set the preliminary improvement project hearing date for June 17, 2024, and initiate PI 7225, the Hampden sanitary sewer rehabilitation (trenchless) project from Union Avenue to Mill Street and the motion carried.

City Project 5959 Lighting Project

City Project 5959 is the street and utility reconstruction of Stanton Avenue from Union to Broadway. Otter Tail Power Company is planning to install four overhead ornamental light poles on the south side of Vine Street from Stanton to Union Avenue as a part of this project. The \$351.08 monthly expense for the lights will be paid through the street department's electric utility account. A motion and second were made by Rachels and Job to recommend the council authorize staff to accept the outdoor lighting and municipal services agreement between the City of Fergus Falls and Otter Tail Power Company and the motion carried.

Public Improvement 6081, the 2024 Sidewalk Program Rates

Staff presented the proposed rates for the 2024 sidewalk/driveway improvement projects which are done by 100% petition of the property owner. A motion and second were made by Fish and Hicks to recommend the council initiate PI 6081, the 2024 sidewalk and driveway program and to approve the 2024 sidewalk assessment rates and the motion carried.

Public Improvement 5361 Pedestrian Crossing for Randolph Ave

The city was awarded an Active Transportation Grant in the amount of \$145,563 to replace the pedestrian crossing on Randolph Avenue from Kennedy Secondary School to the Alternative Learning Center. A new heated stairway with a railing would replace the existing sidewalk with excessive steep grades that students use to access the buildings. The city's share of the project is \$26,466 and the Fergus Falls School District has agreed to split that cost. The city's share would be funded by Municipal Street Aid funds. A motion and second were made by Hicks and Kvamme to recommend the council accept Interstate Engineering's professional services design proposal in the amount of \$23,780 for the Randolph Avenue stairway improvement project and the motion carried.

Sidewalk Sales Policy

City Code 151.007 grants permission to use public streets, parking lots or sidewalks for private reasons. City staff brought forth a sidewalk sales policy that would permit business to conduct sidewalk sales without the council individually approving each request. Each business would be allowed up to eight sidewalk sales per calendar year for a maximum of two days each. The sales must take place on the sidewalk adjacent to the business conducting the sale, it cannot obstruct pedestrian traffic, create safety hazards and a minimum of five feet must be maintained for pedestrian passage. There would be no fee and businesses must ensure no damage occurs to city property, all waste and materials are properly cleaned up and amplified sound or music must comply with existing noise ordinances. The city reserves the right to revoke this policy or implement additional requirements if public safety or city regulations are not followed. Staff was asked to consider outdoor seating at restaurants within this policy. A motion and second the council approve the Sidewalk Sale Policy and the motion carried.

Street Closure Policy

Staff created a street closure policy for the council to consider requests to close a public street. Applicants would need to obtain a permit from the city, provide the written consent of 75% of the impacted properties indicating their support of the street being closed and pay the \$50.00 permit fee. Additional charges for city services in the special events permit would still be charged if applicable. The request would need to be made at least 10 days in advance and would be placed on the city's list of licenses and permits to be approved at each regular council meeting. The applicant would be responsible for complying with all local ordinances and ensuring emergency vehicles still have access to the area. The council asked staff to consider events that restrict access or impact traffic be included in the policy. A motion and second were made by Hicks and Fish to recommend the council approve the Street Closure Policy and the motion carried.

Parking Lot Closure for Classic Cars

Permission was requested to close the downtown parking lot adjacent to the downtown pavilion on the first Wednesday of the month for a car show. The Farmers Market organizers consented to share the space for both events. A motion and second were made by Rachels and Kremeier to recommend the council approve the request to use the public downtown parking lot on the first Wednesday evening of the month for a classic car event and the motion carried.

The meeting adjourned at 7:37 am

Lynne Olson

FOR COUNCIL MEETING MAY 20, 2024

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

Fireworks Display

Premier Pyro for SummerFest on June 7 (rain date June 8)

Mechanical

Ever LLC dba Climate Makers

Sidewalk/Paving

Steadfast Concrete & Remodeling

Cityside Improvements

Excavator

Cityside Improvements

Paul Haarstad Excavators

Demo Hauler

Paul Haarstad Excavators

Minnesota Lawful Gambling Permit

Never Alone Incorporated for raffles on September 11-14 at the I-94 Speedway

Ducks Unlimited, Maidens of the Marshes for raffle on November 23 at the Eagles Aerie



Council Action Recommendation

Page 1 of 2

Meeting Date:

May 15, 2024 – Committee of the Whole

May 20, 2024 – City Council

Subject:

City Project CP No. 5961 – 2024 Street and Utility Improvement Project No. 1

Junius Avenue Reconstruction Improvement Project

Recommendation:

- Accept the Preliminary Engineering Feasibility Report for CP No. 5961
- Set the Preliminary Improvement Project Hearing date for **June 17, 2024**
- Initiate PI No. 7225 – Hampden Sanitary Sewer Rehabilitation (Trenchless) project from Union Avenue to Mill Street

Background/Key Points:

The Preliminary Engineering Report (PER) is complete for the above referenced project. In general from an engineering standpoint, this project is feasible, cost effective, and necessary. Please refer to the attached report for detailed information.

A portion of this public improvement project is proposed to be special assessed per City Policy following MN Statue Chapter 429 requirements. The proposed amount funded by special assessments consists of a portion of the street that abuts the benefitting property. Because of this, property appraisals were completed to assist this Council and staff with the decision-making process by determining special benefit reasonableness of the proposed assessments to the individual benefitting properties.

Based on the appraisal report prepared by Patchin Messner Valuation Counselors from Burnsville, MN, they have determined the special benefit from this improvement to all subject properties within the proposed project's limits is reasonable in comparison to the City's preliminary assessment roles. The proposed commercial rate is \$85.00 / Lineal Foot. The sole residential property within this improvement area is proposed the same rate but at a 25% front footage reduction.

If acceptable, the next step is to schedule the **Preliminary Improvement Project Hearing for June 17, 2024 at 5:30 P.M. in these Council Chambers.** A legal publication along with individual notices will be sent to all subject properties.

A component of the PER consisted of the review the sanitary sewer alignment in this vicinity; PER Alternate 3A & 3B. Currently, a significant portion of the City's sanitary sewer conveyance system from the SE quadrant of the City (Page 34, PER) flows to Mill Street then westward beneath OTVR railroad tracks to Union Avenue. These sewer lines located within OTVR R/W are deteriorated but appear to be a trenchless Cured-In-Place Pipe (CIPP) candidate following the cleaning and televising process. The associated costs to

reroute this sewer to Washington Avenue or Union Avenue through Junius Avenue, ranges from \$1.3 to \$1.6 million. The costs to reroute this sewer line versus the lower cost to rehabilitate, especially because the existing sewer pipe's characteristics, I am recommending initiating Hampden Sanitary Sewer Rehabilitation (Trenchless) project.

Budgetary Impact:

The preliminary total estimated construction cost for the base construction is \$1,870,000. The preliminary funding sources are as:

- PIR Bonds (Street Special Assessment - Active)
- PIR Bonds (Street City Share – Municipal State Aid)
- City Sanitary Sewer Fund
- City Water Fund
- City Storm Sewer Fund

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow - City Engineer

Attachments:

Preliminary Engineering Feasibility Report for PI No. 5961

**PRELIMINARY ENGINEERING REPORT
JUNIUS AVENUE RECONSTRUCTION
UNION AVENUE TO CASCADE STREET
CP NO. 5961
FERGUS FALLS, MINNESOTA**

Prepared For:

**City Engineering Department
Fergus Falls, Minnesota**

PREPARED BY:



FERGUS FALLS, MINNESOTA

April 2024

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**PRELIMINARY ENGINEERING REPORT
JUNIUS AVENUE RECONSTRUCTION
UNION AVENUE TO CASCADE STREET
CP NO. 5961
FERGUS FALLS, MINNESOTA**

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

Alexander Schwarzhoff

5-9-2024

Alexander Schwarzhoff, PE
License No. 47119

Date

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**PRELIMINARY ENGINEERING REPORT
 JUNIUS AVENUE RECONSTRUCTION
 UNION AVENUE TO CASCADE STREET
 CP NO. 5961
 FERGUS FALLS, MINNESOTA**

TABLE OF CONTENTS

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ATTACHMENTS

Attachment 1

FIGURES

- Figure 1 Location
- Figure 2 Existing Utilities
- Figure 3 Proposed Street Widths and Utilities
- Figure 4 Proposed Assessment Roles
- Figure 5 Area Served by 18" SAN Under RR

Attachment 2

- Table 1 Base Project EOPCC
- Table 2 Alternate #1 EOPCC
- Table 3 Alternate #2 EOPCC
- Table 4 Alternate #3A EOPCC
- Table 5 Alternate #3B EOPCC

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I. EXECUTIVE SUMMARY

Interstate Engineering is pleased to submit this Preliminary Engineering Report to the City of Fergus Falls for review of proposed infrastructure to be reconstructed to provide the public with a sustainable system of roads, utilities, and sidewalks for the area around Junius Avenue from Union Avenue to Cascade Street. This report investigates the feasibility of the proposed infrastructure, provides alternates for project end location, and provides project cost estimates.

The location of the proposed project is shown in Figure 1 and consists of the following project components:

1. Base Project - Reconstruction of Junius Avenue (from Union Avenue to Cascade Street) including watermain, sanitary sewer, storm sewer, curb & gutter, surfacing, and sidewalks as needed to facilitate utility reconstruction.
2. Alternate 1 - Milling and bituminous overlay on Court Street (from Junius Avenue to Washington Avenue).
3. Alternate 2 - Milling and bituminous overlay on Mill Street (from Junius Avenue to Washington Avenue).
4. Alternate 3A - Rerouting the sanitary sewer that runs under the railroad South of Junius Avenue to Washington Avenue.
5. Alternate 3B - Rerouting the sanitary sewer that runs under the railroad South of Junius Avenue beneath Junius Avenue to Union Avenue.

The improvements are necessary to provide safe and adequate infrastructure.

Detailed estimated project costs (Construction + 25% Contingency) for each project component are provided in Attachment 2. The project costs are summarized as follows:

1. Base Project Junius Avenue	\$1,606,000
2. Alternate 1 Court Street Resurfacing	\$59,000
3. Alternate 2 Mill Street Resurfacing	\$66,000
4. Alternate 3A Reroute Sanitary Sewer to Washington	\$1,370,000
5. Alternate 3B Reroute Sanitary Sewer to Union	\$1,103,000

The project is proposed to be funded through city funds, state aid funds, and special assessments.

Note: Engineering and Contract Administration costs need to be added to above estimates to reach actual "total" project costs.

II. INTRODUCTION

A. Project Scope

The reason for this report is a request from the City of Fergus Falls to evaluate the feasibility of infrastructure improvements necessary to serve the proposed project location which is shown in Figure 1.

The added infrastructure necessary for this site includes watermain and services, storm sewer, sanitary sewer main and services, new roadway surfacing, curb & gutter, and some sidewalks, etc.

B. Project Data

For the purpose of preparing the Conceptual Design Report information was collected and utilized from the following available sources:

- City Maps and Records of the sewer and water mains surrounding the site.
- Topographic survey.
- Aerial photography.
- Meetings with City of Fergus Falls staff.

III. EXISTING CONDITIONS

A. Utilities

Junius Avenue currently has a 6" watermain, 8" sanitary sewer main and 12" storm sewers. The age of these utilities would indicate that they are likely deteriorated and in need of replacement.

Court Street has sections of 8" watermain, 8" sanitary sewer main, and 12-18" storm sewers.

Mill Street also has sections of 8" watermain, 8" sanitary sewer main, and 12-18" storm sewers.

The sanitary sewer in the OTVR railroad R/W is 18".

The sanitary sewer located at the intersection of Junius Avenue and Mill Street runs to the South until it connects to sanitary sewer crossing under the railroad, and then flows West. The sanitary sewer that runs in the railroad R/W from Cascade Street to Union Avenue is ageing and the city would like to reroute and abandon the entire line. The sanitary sewer in Cascade Street was rerouted North to Washington Avenue as part of a previous project, so the only sanitary sewers still connected to this main are the sanitary sewer on Mill street to both the north and the south, a short 8" main from the south on Court Street and the service for the bathrooms in Dr. Allen Magnuson Park. The 12" sanitary sewer along Mill Street carries significant flow from the South due to a large area of service including the hospital. Therefore,

rerouting the sanitary sewer North along Mill Street would greatly reduce flow to the main heading West under the railroad.

B. Pavement

The pavement on Junius Avenue between Union Avenue and Court Street is heavily deteriorating and covered with cracks and has some major potholes. The section from Mill to Cascade Street also has major cracking and requires yearly patching. Junius Avenue has a pavement width ranging from 31 to 40 feet wide, with a majority of the segment being between 31-32 feet wide. These areas are too narrow to provide adequate travel lanes with parking on both sides of the road. Vehicles are often parked on both sides of the road in this area due to the County Courthouse and Bethlehem Lutheran Church.

Court and Mill Street are both nearing the end of their pavement life span and are two of the few remaining streets to be resurfaced around the downtown riverfront area.

C. Sidewalk

There are 9 curb ramps on Junius Avenue that do not meet ADA requirements. There are also sections of sidewalk with major cracking and settlement issues.

Court and Mill Street also have curb ramps that do not have truncated domes and should be updated to follow current ADA and MNDOT standards.

D. Right-Of-Way (R/W)

There is 75' of existing R/W along Junius Avenue. The centerline of the R/W is north of the existing centerline of the roadway. No additional R/W is needed to complete the reconstruction with widening discussed below in Alternative B. The roadway will be widened to the north. This will also move the centerline of the R/W closer to the centerline of the roadway.

IV. ALTERNATIVES

The main focus of this Preliminary Engineering Report is to present solutions for upgrading road and utility infrastructure for Junius Avenue and the surrounding area. Described below is a list of alternates which can be considered by the City.

A. Do Nothing

Doing nothing is always an alternative and therefore, is mentioned here. Without reconstructing the aging infrastructure, the pavement and utilities will continue to deteriorate and require additional maintenance.

B. Base Project Junius Avenue Reconstruction

1. Street

Construct a new bituminous street with a pavement width of 36 feet (not including curb and gutter) as shown in Figure 3. Along with replacing the curb and gutter on both sides, the sidewalk will be replaced as needed and curb

ramps that do not comply with ADA standards will be replaced along with areas of sidewalk that have major cracking or settlement issues. The proposed street will be a 10-ton pavement section constructed to Municipal State Aid Street (MSAS) standards.

2. Watermain

A new 8" PVC watermain will replace the existing 6" ductile iron watermain. Two hydrants will need to be replaced and relocated to meet Minnesota Fire Code spacing requirements.

The watermain work will also include replacing services from the main to the edge of the Right of Way.

3. Sanitary Sewer

Similar to watermain, a new 8" PVC sanitary sewer will replace the existing 8" clay pipe. Three manholes will also be required.

The sanitary sewer work will also include replacing services from the main to the edge of the Right of Way.

4. Storm Sewer

Six inlet structures will be replaced and two will be added near Union Avenue to better intercept storm water flows onto Union Ave. 12" storm sewer main will connect those inlets to existing mains on Mill Street or Union Avenue eventually draining to the Otter Tail River.

C. Alternates 1 and 2 Mill and Court Street Resurfacing

A 2" mill and 2" bituminous overlay would be completed from Junius Avenue to Washington Avenue. This extends the service life of the pavement and tie together the Junius Avenue reconstruction project with a separate proposed Washington Avenue reconstruction project. A cost estimate for the resurfacing of Court Street is shown in Table 2. A cost estimate for resurfacing Mill Street is shown in Table 3.

D. Alternate 3 Reroute Sanitary Sewer from Railroad

To reroute the sanitary sewer main that runs West along the railroad South of Junius Avenue it would have to run either North along Mill Street up to the existing main on Washington Avenue or North along Mill Street to Junius Avenue then run West along Junius Avenue to the existing main on Union Avenue. For both options the manhole that is currently just South of the railroad crossing on Mill Street would likely need to be replaced and moved South to protect the railroad crossing, which was reconstructed in 2019. The new pipe would need to be installed via trenchless jack and case techniques under the railroad crossing at Mill Street to bypass the main running under the railroad. The new sanitary main would be approximately 25 feet deep at the Mill Street and Junius Avenue intersection for both options. After

construction the only service left connected to the sewer under the railroad after either of these options would be the bathroom in Dr. Allen Magnuson Park and an 8" main running south along Court Street that serves only the buildings between Vernon Avenue and the railroad crossing.

1. Alternate 3A Reroute to Washington Avenue

This alternate would extend the sanitary sewer main North from the railroad along Mill Street the main would be approximately 23 feet deep at the connection at Washington Avenue. This is deeper than the sanitary sewer on Washington Ave therefore, it would be required to connect to the 24" interceptor running along the North side of Washington Avenue. The shallower sanitary manhole in the center of the Washington Avenue intersection and the watermain that runs along the South side of Washington Avenue would need to be replaced through the intersection to make the connection. The entire Washington Avenue intersection would need to be closed to traffic for a few days to complete these replacements. Because of the size of excavation due to the sanitary sewer being 23 feet deep the estimate provided for this alternative includes full street reconstruction from curb to curb of Mill Street from Vernon Avenue to Washington Avenue. A cost estimate for rerouting the sanitary sewer and reconstructing Mill Street from Vernon Avenue to Washington Avenue is shown in Table 4. If this option is selected Alternate 1 would be unnecessary as that would be included in the street reconstruction for this option.

2. Alternate 3B Reroute to Union Avenue

This alternative would extend the sanitary sewer main from the railroad North along Mill Street to Junius Avenue, flow would then follow Junius West to the existing manhole in Union Avenue. The benefit of this option is that Junius Avenue is already being reconstructed so it would save 1 block of street reconstruction, but it would add 1 block of deep sanitary sewer main in Junius compared to the Base Project. The main would be approximately 33 feet deep on Junius at Court Street and 16 feet deep at Union Avenue. Traffic on Union Avenue would need to be reduced to 1 Southbound lane with either a detour or flaggers to direct traffic from the South while making the connection at Union. A cost estimate for this alternate including reconstructing Mill Street to Junius Avenue is shown in Table 5.

V. FUNDING

The base project is proposed to be funded with State Aid funds, City funds, and special assessments. Based on the City policy for funding reconstruction projects City funds will be used to cover all utilities, curb & gutter, driveways, and sidewalks. With Junius being a commercial street less than 41 feet wide (36 feet without curb & gutter = pavement width) and an ADT less than 2000 the city will fund the center 17 feet of street construction leaving the other 19 feet to be split so each side of the street pays for 9.5 feet to be funded through special assessments. Special

assessments will cover the full 10-ton design because Junius Avenue is a commercial street. Special assessments will be based on frontage length for each property. Proposed special assessment roles are included in this report in Figure 4.

A “Special Benefits” property appraisal report has been prepared by a qualified firm for this project area. This report established general criteria to be used in preparing the proposed special assessments in order to meet the requirements of the Chapter 429 Statutes for special assessments. The proposed special assessments for this project have been prepared in conformance with the established valuations, criteria and methods noted in the report.

VI. SUMMARY

Interstate Engineering, Inc. identified infrastructure improvements to provide more sustainable infrastructure to Junius Avenue and the surrounding area. Alternates were presented to fully reconstruct Junius Avenue, resurface Court and Mill Street, and reroute the sanitary sewer along the railroad South of Junius Avenue. The project is proposed to be funded through State Aid funds, City funds, and special assessments.

After reviewing video of the existing sanitary sewer along the railroad South of Junius Avenue, Interstate Engineering believes that segment would be a great candidate for a pipelining project in the near future. That option would provide a more economic and feasible means to maintain the sanitary sewer system for the future. Due to this, Interstate Engineering recommends proceeding with the Base Project Junius Ave Reconstruction at this time without any of the alternatives. To relieve some of the demand currently going to the sanitary sewer segment under the railroad, this project will re-route the sanitary sewer that currently runs from Junius Avenue and Mill Street (North of Junius) to the recently reconstructed Sanitary Sewer in Cascade Street.

After reviewing the details of this project, Interstate Engineering determined that this project is a necessary, cost effective, and feasible method to provide safer and more sustainable infrastructure to Junius Avenue and the surrounding area.

ATTACHMENT 1

FIGURES

FIGURE		DESCRIPTION
FIGURE 1		LOCATION AND LAYOUT
FIGURE 2		EXISTING UTILITIES
FIGURE 3		PROPOSED STREET WIDTHS AND UTILITIES
FIGURE 4		PROPOSED ASSESSMENT ROLES
FIGURE 5		AREA SERVED BY 18" SANITARY UNDER RR

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FIGURE 1
LOCATION



Rev	Date	By	Description

JUNIUS AVE
 CITY OF FERGUS FALLS
 OTTER TAIL COUNTY, MINNESOTA
LOCATION MAP

Drawn By: _____
 Checked By: _____
 Surveyed By: _____
 Project No: ER23-00-103
 Date: _____

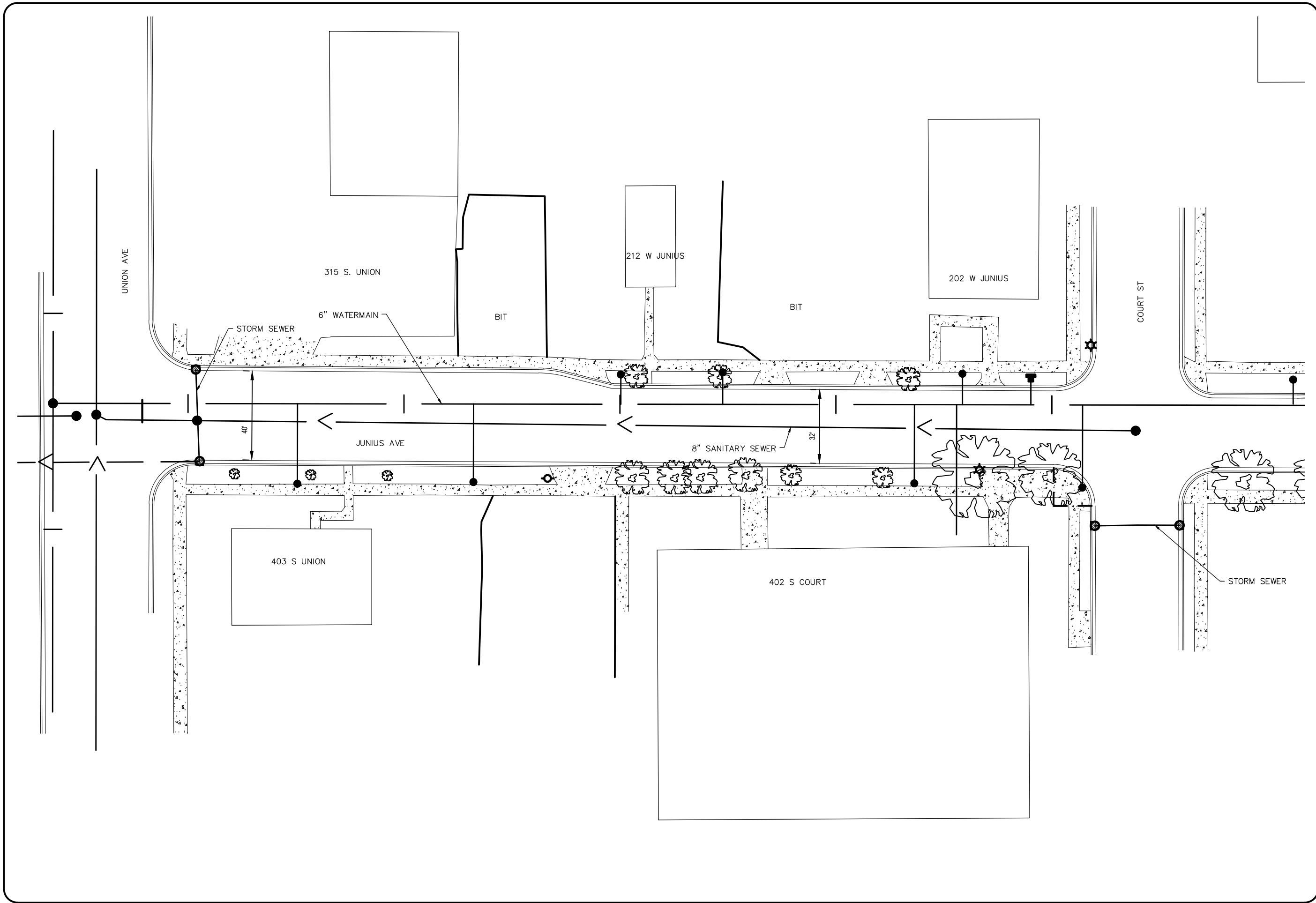
Interstate Engineering
 116 East Washington Avenue
 PO Box 316
 Fergus Falls, MN 56508
 Phone: 218-838-6608
 www.interstateeng.com


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FIGURE 2

EXISTING UTILITIES

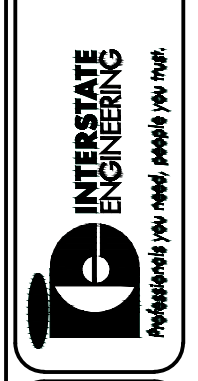


Rev No	Date	By	Description

JUNIUS AVENUE STREET RECONSTRUCTION
 CITY OF FERGUS FALLS
EXISTING UTILITIES

Drawn By: CD Surveyed By: JO Project No: ER23-00-103
 Checked By: AS Designed By: MM Date: 10/2/2023

Interstate Engineering
 116 East Washington Avenue
 PO Box 316
 Fergus Falls, MN 56538
 (218) 739.5545
 www.interstateeng.com

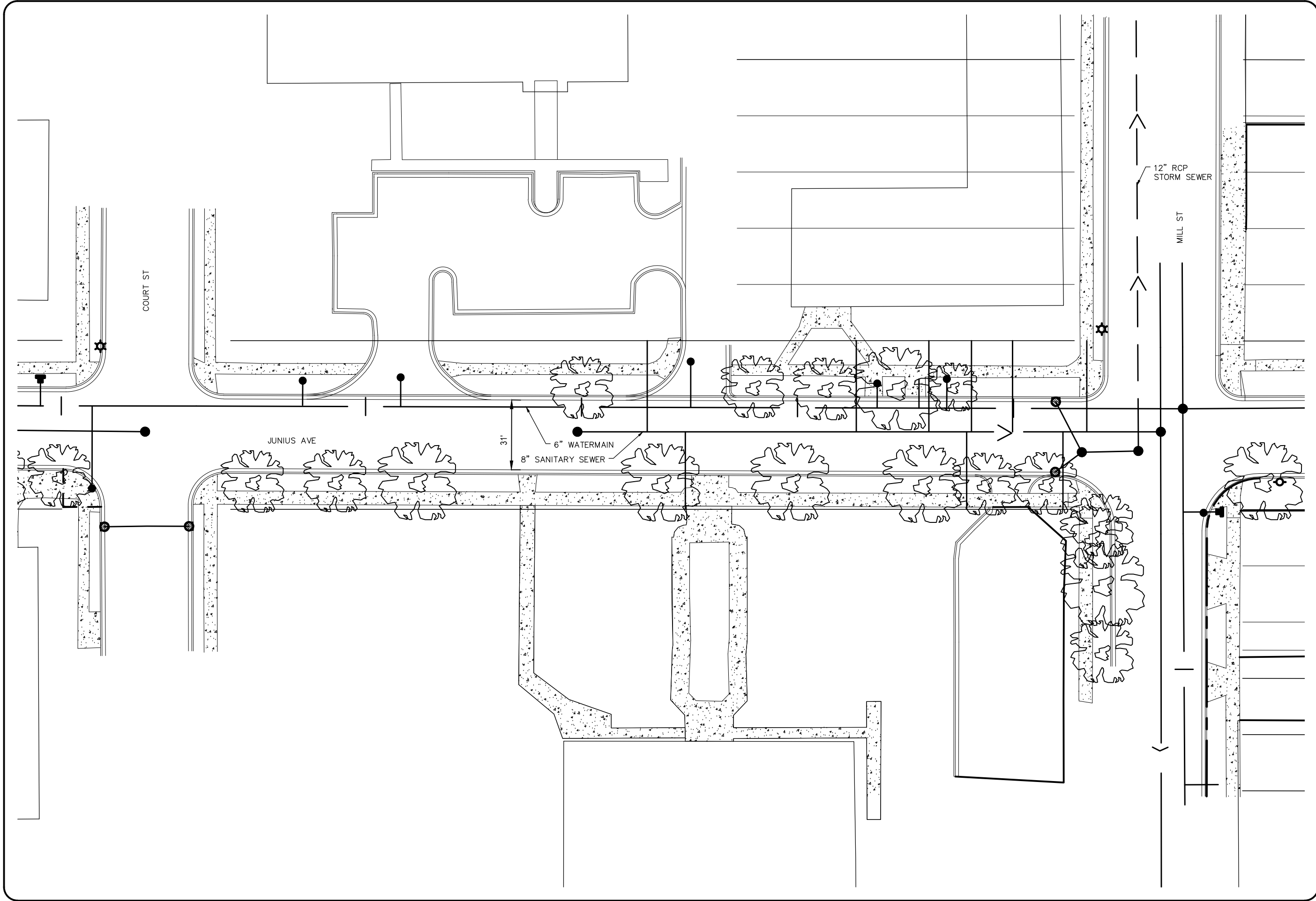


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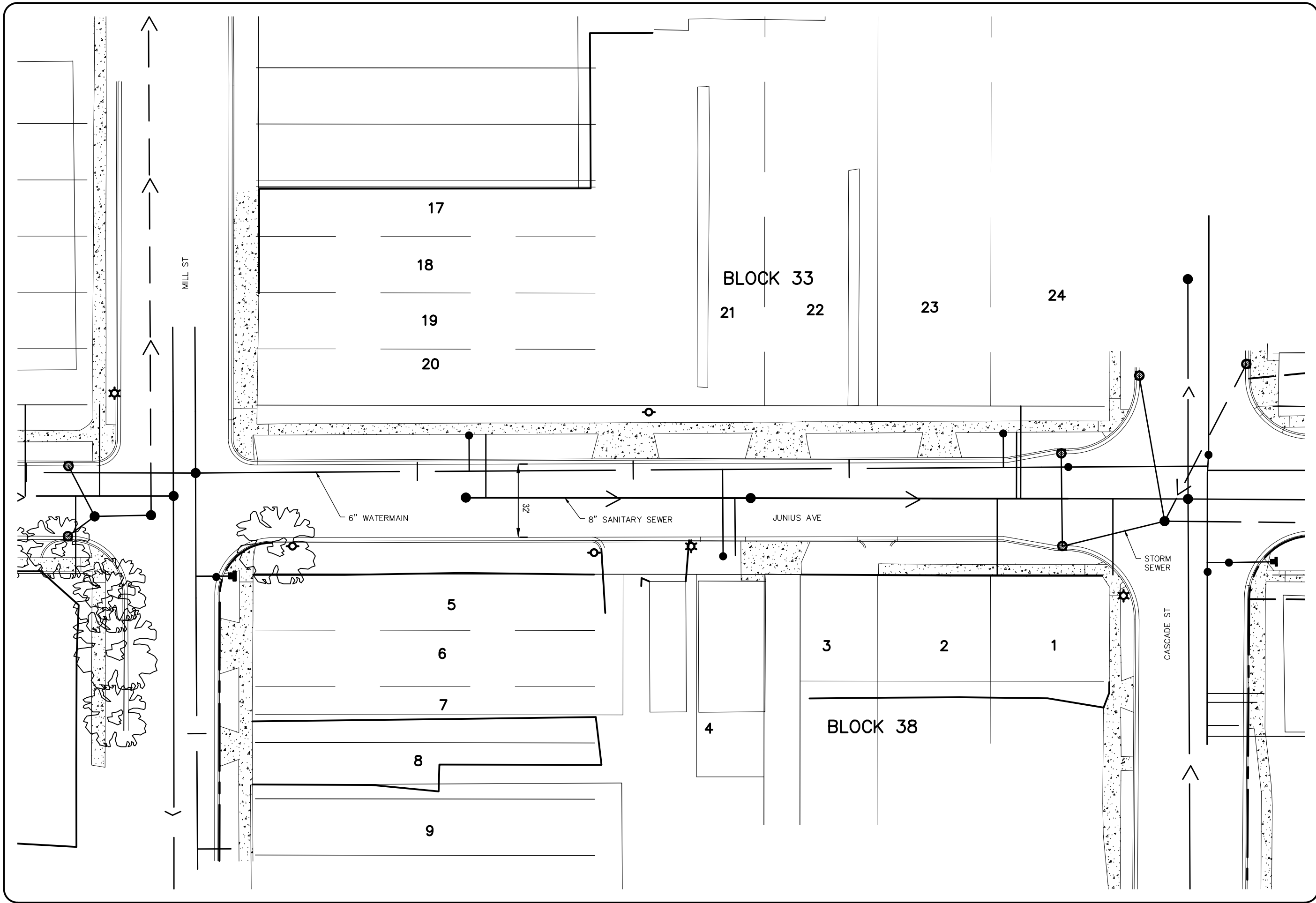
JUNIUS AVENUE STREET RECONSTRUCTION
 CITY OF FERGUS FALLS
EXISTING UTILITIES
 Drawn By: CD
 Surveyed By: JO
 Checked By: AS
 Designed By: MM
 Project No: ER23-00-103
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CITY OF FERGUS FALLS

EXISTING UTILITIES

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Surveyed By: JO
Designed By: MM

Project No: ER23-00-103
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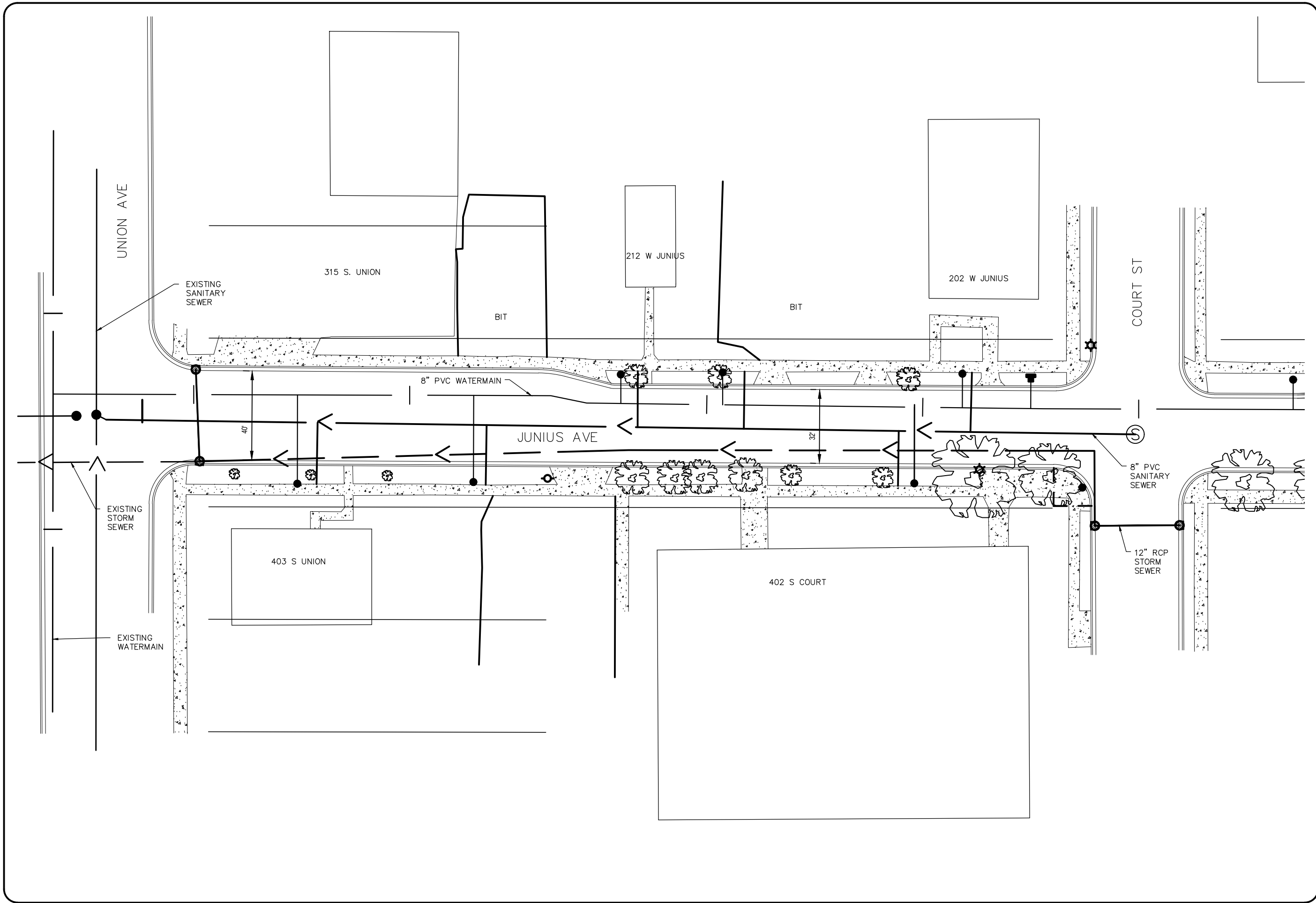
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FIGURE 3

PROPOSED UTILITIES AND STREET WIDTHS



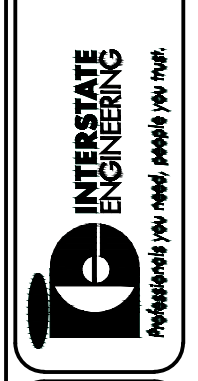
Rev No	Date	By	Description

**JUNIUS AVENUE STREET RECONSTRUCTION
CITY OF FERGUS FALLS**

PROPOSED UTILITIES

Drawn By: CD Surveyed By: JO Project No: ER23-00-103
 Checked By: AS Designed By: MM Date: 10/2/2023

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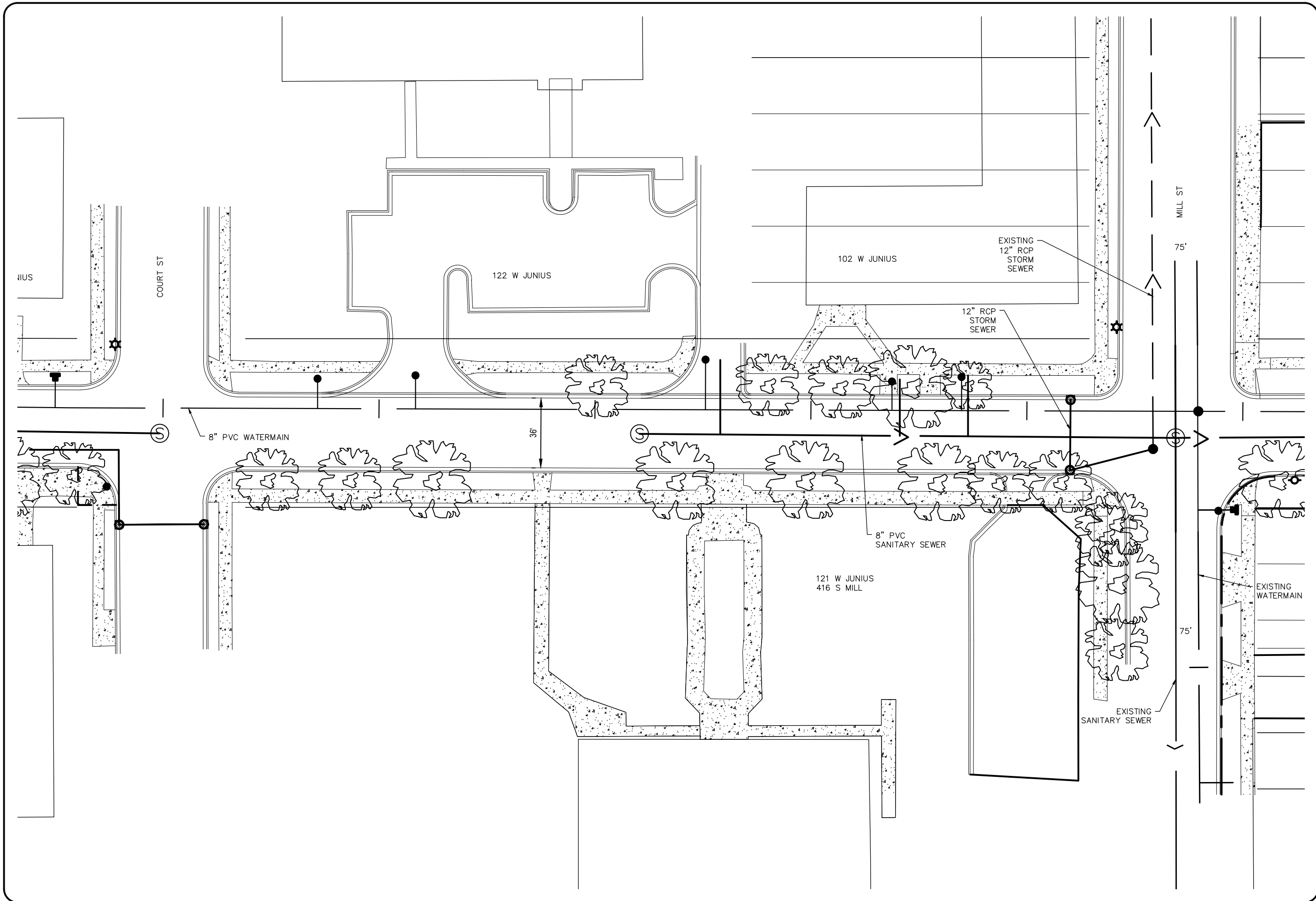


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Rev No	Date	By	Description

JUNIUS AVENUE STREET RECONSTRUCTION
CITY OF FERGUS FALLS

PROPOSED UTILITIES

Project No: ER23-00-103
Date: 10/2/2023

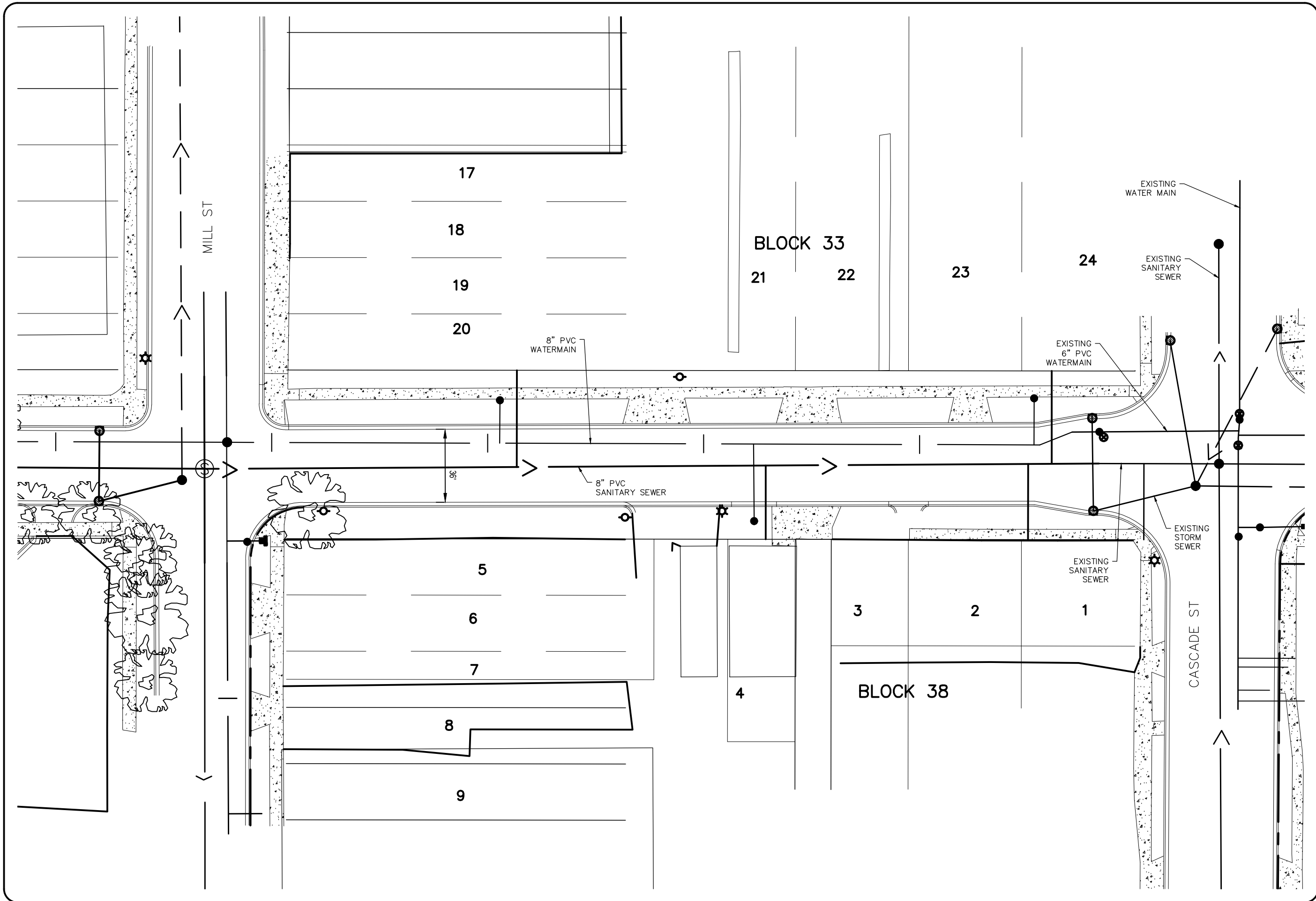
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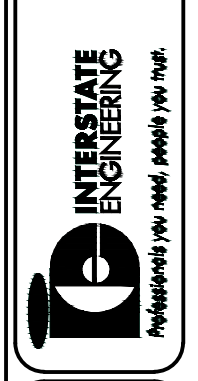
Rev No	Date	By	Description

PROPOSED UTILITIES

JUNIUS AVENUE STREET RECONSTRUCTION
CITY OF FERGUS FALLS

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Checked By: AS	Designed By: MM	Date: 10/2/2023

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 CITY OF FERGUS FALLS
 OTTER TAIL COUNTY, MINNESOTA
ALTERNATE 3A - REROUTE SANITARY
 Drawn By: _____ JD _____ Project No: ER23-00-103
 Checked By: _____ AS _____ Designed By: _____ MM _____ Date: _____

Interstate Engineering
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 PO Box 316
 Fergus Falls, MN 56508
 Phone: 218-838-6638
 www.interstateeng.com



SECTION
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JUNIUS AVE
 CITY OF FERGUS FALLS
 OTTER TAIL COUNTY, MINNESOTA
ALTERNATE 3B - REROUTE SANITARY
 Drawn By: _____
 Checked By: _____
 Project No: ER23-00103
 Date: _____

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FIGURE 4

PROPOSED ASSESSEMENT ROLES

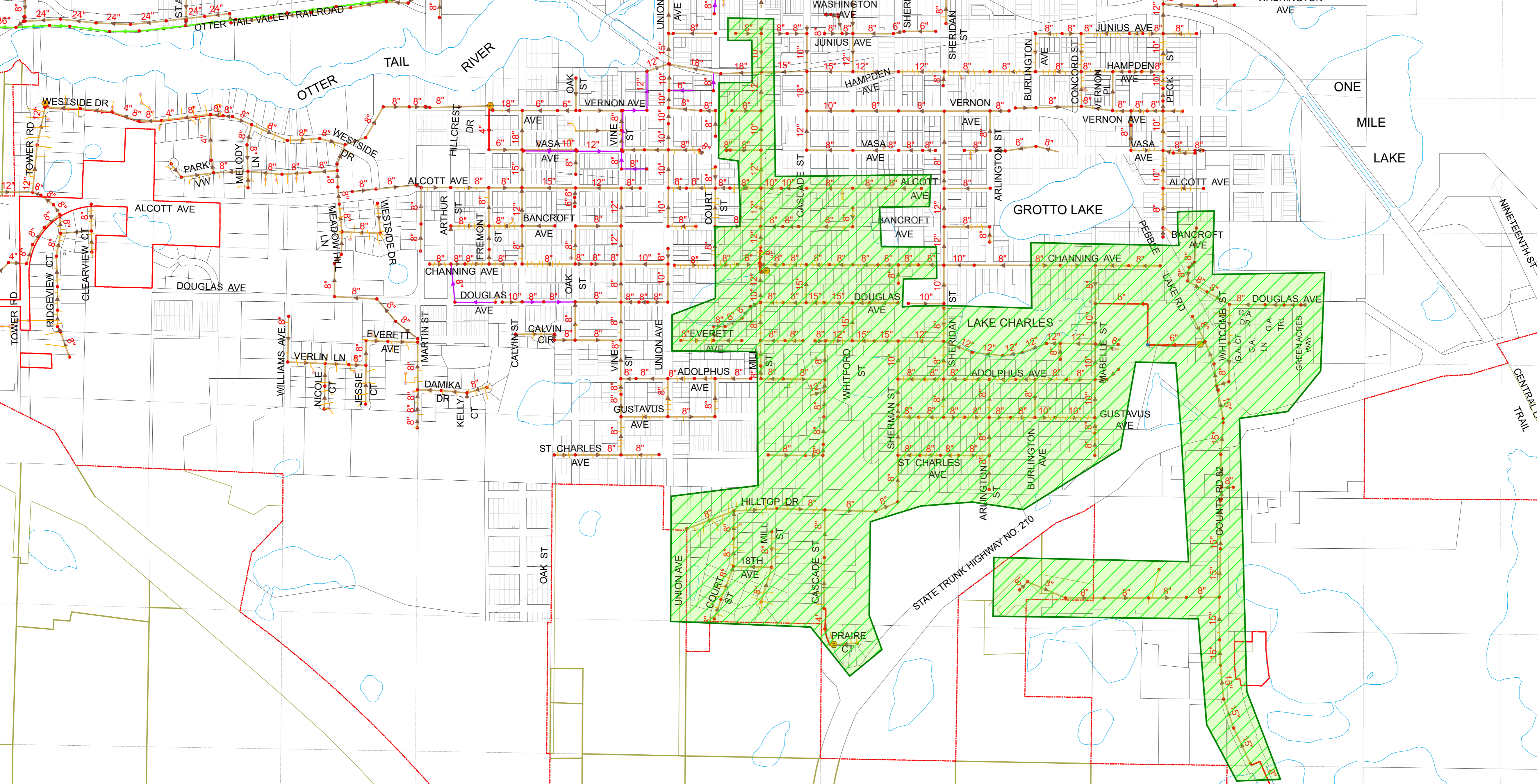
**PROPOSED SPECIAL ASSESMENT ROLES
JUNIUS AVENUE RECONSTRUCTION
PUBLIC IMPROVEMENT No. C.P. 5961
FERGUS FALLS, MINNESOTA
1/23/2024**

Parcel Nos.	LEGAL DESCRIPTION	ADDRESS	OWNER'S NAME	ACTUAL FRONTAGE (FRONT/SIDE) (LINEAL FEET)	ASSESSED FRONTAGE LENGTH (LINEAL FEET)	NOTES	PROPOSED ASSESMENT
4TH WARD							
Junius Avenue: Union Ave to Court Street							
71004990042000	S 40' LOT 8 & ALL LOTS 9 & 10 EX ELY 20' LOTS 8, 9 & 10 BLK 35	315 S UNION AVE	HOLIDAY STATION STORES INC	130.0	130.0	Corner Lot Junius Footage Used	\$ 10,341.26
71004990040000	ALL 5, 6 & 7 BLK 35 N 10' LOT 8, E 20' LOTS 8, 9 & 10 BLK 35 & 12.5' VAC ALLEY LYING E	225 W WASHINGTON AVE	CITY OF FERGUS FALLS	32.5		See City Share-Liquor Store	\$ -
71004990043000	LOT 11 BLK 35 & VAC ALLEY ADJ E&W, N&S	212 W JUNIUS AVE	JOHNSON, DANIEL P & EMILY A	62.5	47.0	Residential Property-25% reduction for residential vs commercial	\$ 3,738.76
71004990044000	LOT 12 BLK 35 EX N 14' & S 128' OF W 25' OF LOT 13 & S 98' OF E 25' OF 13 & S 98' OF LOT 14	202 W JUNIUS AVE	NEUMANN PROPERTIES	150.0	150.0	Corner Lot Junius Footage Used	\$ 11,932.22
71004990047000	W 75' OF LOTS 5 & 6 BLK 36 EX EASEMENT	403 S UNION AVE	HIGHLAND, RANDALL & CASEY C	75.0	75.0	Corner Lot Junius Footage Used	\$ 5,966.11
71004990048000	W 40' OF E 75' & EASEMENT ON E 16' OF W 75' OF LOTS 5 & 6 BLK 36	221 W JUNIUS AVE	FIRST LUTHERAN CHURCH-GARAGE	40.0	40.0		\$ 3,181.93
71004990046000	LOTS 1 THRU LOT 4 BLK 36 & E 35' LOT 5 & 6 & ALL 7 & 8, N 5' OF 9 & VAC ALLEYS ADJ	402 S COURT ST	FIRST LUTHERAN CHURCH	260.0	158.0	Corner Lot Court Street Footage Used	\$ 12,568.61
Junius Avenue: Court Street to Mill Street							
71004990034000	LOTS 13,14,15,16,17,18,19 & 20 BLK 34	122 W JUNIUS AVE	CITY OF FERGUS FALLS	200.0		See City Share-Public Safety Building	\$ -
71004990027002	S 20' OF 5 & ALL OF 6, 7, 8, 9, 10, 11 & LOT 12 BLK 34	102 W JUNIUS AVE	BETHLEHEM LUTHERAN CHURCH	150.0	150.0	Corner Lot Junius Footage Used	\$ 11,932.22
71004990049000	BLK 37	416 S MILL ST	OTTERTAIL COUNTY-Courthouse	375.0	375.0	Corner Lot Junius Footage Used	\$ 29,830.55
1ST WARD							
Junius Avenue: Mill Street to Cascade Street							
71001990137000	LOT 17 EX N 2.9' & LOTS 18, 19 & 20 BLK 33	321 S MILL ST	OTTERTAIL COUNTY-Parking Lot	150.0	97.1	Corner Lot Mill Street Footage Used	\$ 7,724.12
71001990139001	LOTS 21 & 22 BLK 33	121 E JUNIUS AVE	CITY OF FERGUS FALLS	100.0		See City Share-Parking Lot	\$ -
71001990123000	LOTS 1 THRU 4, 23 & 24 BLK 33	128 E WASHINGTON AVE	FM BANK	100.0	100.0	Corner Lot Junius Footage Used	\$ 7,954.81
71001990148000	LOTS 5 & 6 & N1/2 OF LOT 7 BLK 38 & PT VAC ALLEY ADJ.	401 S MILL ST	OTTERTAIL COUNTY-Parking Lot	162.5	62.5	Corner Lot Mill Street Footage Used	\$ 4,971.76
71001990150000	EX N 90' OF E 30' ALL OF LOT 4 BLK 38, S1/2 OF LOT 7, LOTS 8, 9, 10 & 11 BLK 38 & VAC ALLEYS ADJ	415 S MILL ST	BIMBO BAKERIES USA INC	32.5	32.5		\$ 2,585.31
71001990144000	N 1/3 OF E 135' OF LOTS 1, 2, & 3 BLK 38	402 S CASCADE ST	BIMBO BAKERIES USA INC	135.0	135.0	Corner Lot Junius Footage Used	\$ 10,739.00
71001990146000	E 30' OF LOT 4 BLK 38 EX TR	120 E JUNIUS AVE	NORMAN, SAMUEL & ABIGAIL J	30.0	15.0	50% frontage adjustment to compensate for low valuation	\$ 1,193.22
City Share							
71004990040000	ALL 5, 6 & 7 BLK 35 N 10' LOT 8, E 20' LOTS 8, 9 & 10 BLK 35 & 12.5' VAC ALLEY LYING E	225 W WASHINGTON AVE	CITY OF FERGUS FALLS		32.5	Back access to Liquor Store	\$ 2,585.31
71004990046000	N 1/3 OF E 135' OF LOTS 1, 2, & 3 BLK 38	402 S CASCADE ST	BIMBO BAKERIES USA INC		102.0	Corner Lot Court Street Footage Used	\$ 8,113.91
	Court Street R/W (Northside)			75.0	75.0	Street Right of Way	\$ 5,966.11
	Court Street R/W (Southside)			75.0	75.0	Street Right of Way	\$ 5,966.11
71004990034000	LOTS 13,14,15,16,17,18,19 & 20 BLK 34	122 W JUNIUS AVE	CITY OF FERGUS FALLS		200.0	Public Safety Building Corner Lot Junius Footage Use	\$ 15,909.63
	Alley R/W - Block 34 Original Plat			25.0	25.0	Alley Right of Way	\$ 1,988.70
	Mill Street R/W (Northside)			75.0	75.0	Street Right of Way	\$ 5,966.11
	Mill Street R/W (Southside)			75.0	75.0	Street Right of Way	\$ 5,966.11
71004990137000	LOT 17 EX N 2.9' & LOTS 18, 19 & 20 BLK 33	321 S MILL ST	OTTERTAIL COUNTY-Parking Lot		52.9	Corner Lot Mill Street Footage Usec	\$ 4,208.10
	Alley R/W - Block 33 Original Plat			25.0	25.0	Alley Right of Way	\$ 1,988.70
71001990139001	LOTS 21 & 22 BLK 33	121 E JUNIUS AVE	CITY OF FERGUS FALLS		100.0	Parking Lot	\$ 7,954.81
71001990148000	LOTS 5 & 6 & N1/2 OF LOT 7 BLK 38 & PT VAC ALLEY ADJ.	401 S MILL ST	OTTERTAIL COUNTY-Parking Lot		100.0	Corner Lot Junius Footage Usec	\$ 7,954.81
	Alley R/W - Block 38 Original Plat			15.0	15.0	Alley Right of Way	\$ 1,193.22
71004990043000	LOT 11 BLK 35 & VAC ALLEY ADJ E&W, N&S	212 W JUNIUS AVE	JOHNSON, DANIEL P & EMILY A	62.5	15.5	Residential Property-25% reduction for residential vs commerc	\$ 1,233.00
71001990146000	E 30' OF LOT 4 BLK 38 EX TR	120 E JUNIUS AVE	NORMAN, SAMUEL & ABIGAIL J	30.0	15.0	50% frontage adjustment to compensate for low valuation	\$ 1,193.22
TOTAL CITY SHARE							\$ 78,187.86
TOTALS				2642.5	2550		\$202,847.75

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FIGURE 5

AREA SERVED BY 18" SANITARY UNDER RR



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ATTACHMENT 2

TABLES

TABLE		DESCRIPTION
TABLE 1		BASE PROJECT EOPCC
TABLE 2		ALTERNATE #1 EOPCC
TABLE 3		ALTERNATE #2 EOPCC
TABLE 4		ALTERNATE #3A EOPCC
TABLE 5		ALTERNATE #3B EOPCC

**ENGINEER'S OPINION OF PROBABLE COST FOR CONSTRUCTION
BASE PROJECT
JUNIUS AVENUE STREET RECONSTRUCTION
PUBLIC IMPROVEMENT No. 5961
FERGUS FALLS, MINNESOTA
January 18, 2024**

JUNIUS AVENUE

ITEM NO.	SPEC. NUMBERS	ITEM DESCRIPTION	UNITS	UNIT PRICE	STREET		WATER		SANITARY		STORM		TOTAL	
					EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST
1	2021.501	MOBILIZATION	LUMP SUM	\$ 150,000.00	1	\$ 150,000.00							1	\$ 150,000.00
2	2101.502	CLEARING	EACH	\$ 500.00	10	\$ 5,000.00							10	\$ 5,000.00
3	2101.502	GRUBBING	EACH	\$ 500.00	10	\$ 5,000.00							10	\$ 5,000.00
4	2104.502	REMOVE MANHOLE	EACH	\$ 800.00			3	\$ 2,400.00	4	\$ 3,200.00	4	\$ 3,200.00	11	\$ 8,800.00
5	2104.502	REMOVE CATCH BASIN	EACH	\$ 800.00			4	\$ 3,200.00			6	\$ 4,800.00	10	\$ 8,000.00
6	2104.502	REMOVE GATE VALVE AND BOX	EACH	\$ 500.00				\$ 1,000.00					2	\$ 1,000.00
7	2104.502	REMOVE CURB STOP AND BOX	EACH	\$ 500.00			15	\$ 7,500.00					15	\$ 7,500.00
8	2104.502	REMOVE HYDRANT	EACH	\$ 1,000.00			2	\$ 2,000.00					2	\$ 2,000.00
9	2104.502	SALVAGE SIGN	EACH	\$ 75.00	8	\$ 600.00							8	\$ 600.00
10	2104.503	REMOVE WATER MAIN	LIN FT	\$ 20.00			1400	\$ 28,000.00					1400	\$ 28,000.00
11	2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	\$ 25.00							260	\$ 6,500.00	260	\$ 6,500.00
12	2104.503	REMOVE SEWER PIPE (SANITARY)	LIN FT	\$ 20.00					1030	\$ 20,600.00			1030	\$ 20,600.00
13	2104.503	REMOVE WATER SERVICE PIPE	LIN FT	\$ 15.00			460	\$ 6,900.00					460	\$ 6,900.00
14	2104.503	REMOVE SANITARY SERVICE PIPE	LIN FT	\$ 15.00					900	\$ 13,500.00			900	\$ 13,500.00
15	2104.503	REMOVE CURB AND GUTTER	LIN FT	\$ 8.00	2546	\$ 20,368.00							2546	\$ 20,368.00
16	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$ 5.00	280	\$ 1,400.00							280	\$ 1,400.00
17	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$ 15.00	5161	\$ 77,415.00							5161	\$ 77,415.00
18	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$ 15.00	463	\$ 6,945.00							463	\$ 6,945.00
19	2104.518	REMOVE CONCRETE WALK	SQ FT	\$ 2.00	5000	\$ 10,000.00							5000	\$ 10,000.00
20	2106.507	EXCAVATION - COMMON	CU. YD.	\$ 12.00	1200	\$ 14,400.00							1200 (P)	\$ 14,400.00
21	2106.507	COMMON EMBANKMENT (CV)	CU. YD.	\$ 20.00	180	\$ 3,600.00							180 (P)	\$ 3,600.00
22	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$ 350.00	10	\$ 3,500.00							10	\$ 3,500.00
23	2211.501	AGGREGATE BASE CLASS 5	TON	\$ 25.00	2325	\$ 58,125.00							2325	\$ 58,125.00
24	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	\$ 4.00	270	\$ 1,080.00							270	\$ 1,080.00
25	2360.501	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	\$ 120.00	552	\$ 66,240.00							552	\$ 66,240.00
26	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIX (3,C)	TON	\$ 120.00	691	\$ 82,920.00							691	\$ 82,920.00
27	2503.503	12" RC PIPE SEWER DESIGN 3006	LIN FT	\$ 75.00							533	\$ 39,975.00	533	\$ 39,975.00
28	2503.503	18" RC PIPE SEWER DESIGN 3006	LIN FT	\$ 100.00							50	\$ 5,000.00	50	\$ 5,000.00
29	2503.503	8" PVC PIPE SEWER (8'-17' DEEP)	LIN FT	\$ 75.00					1166	\$ 87,450.00			1166	\$ 87,450.00
30	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	\$ 3,000.00					2	\$ 6,000.00			2	\$ 6,000.00
31	2503.602	8"x4" PVC WYE	EACH	\$ 500.00					11	\$ 5,500.00			11	\$ 5,500.00
32	2503.603	4" PVC SANITARY SERVICE PIPE	LIN FT	\$ 60.00					410	\$ 24,600.00			410	\$ 24,600.00
33	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$ 3,000.00			4	\$ 12,000.00					4	\$ 12,000.00
34	2504.602	HYDRANT	EACH	\$ 8,000.00			2	\$ 16,000.00					2	\$ 16,000.00
35	2504.602	6" GATE VALVE AND BOX	EACH	\$ 3,000.00			2	\$ 6,000.00					2	\$ 6,000.00
36	2504.602	8" GATE VALVE AND BOX	EACH	\$ 3,600.00			4	\$ 14,400.00					4	\$ 14,400.00
37	2504.602	1" CORPORATION STOP	EACH	\$ 600.00			11	\$ 6,600.00					11	\$ 6,600.00
38	2504.602	1" CURB STOP & BOX	EACH	\$ 750.00			11	\$ 8,250.00					11	\$ 8,250.00
39	2504.602	1" TYPE K COPPER PIPE	LIN FT	\$ 40.00			400	\$ 16,000.00					400	\$ 16,000.00
40	2504.603	8" PVC WATERMAIN (C900)	LIN FT	\$ 100.00			1360	\$ 136,000.00					1360	\$ 136,000.00
41	2504.603	6" PVC WATERMAIN (C900)	LIN FT	\$ 85.00			40	\$ 3,400.00					40	\$ 3,400.00
42	2504.608	WATERMAIN FITTINGS	POUND	\$ 20.00			350	\$ 7,000.00					350	\$ 7,000.00
43	2506.502	CONST DRAINAGE STRUCTURE DESIGN F	EACH	\$ 7,000.00					3	\$ 21,000.00	5	\$ 35,000.00	8	\$ 56,000.00
44	2506.502	CONST DRAINAGE STRUCTURE DESIGN G	EACH	\$ 3,000.00							5	\$ 15,000.00	5	\$ 15,000.00
45	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	\$ 2,000.00							1	\$ 2,000.00	1	\$ 2,000.00
46	2506.602	CONNECT INTO EXISTING STORM SEWER	EACH	\$ 1,500.00							2	\$ 3,000.00	2	\$ 3,000.00
47	2521.518	CONCRETE WALK	SQ FT	\$ 8.00	5000	\$ 40,000.00							5000	\$ 40,000.00
48	2531.501	CONCRETE CURB & GUTTER B618	LIN FT	\$ 24.00	2546	\$ 61,104.00							2546	\$ 61,104.00
49	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$ 90.00	400	\$ 36,000.00							400	\$ 36,000.00
50	2563.601	TRAFFIC CONTROL	LUMP SUM	\$ 6,000.00	1	\$ 6,000.00							1	\$ 6,000.00
51	2545.502	LIGHT FOUNDATION DESIGN E	EACH	\$ 1,200.00	4	\$ 4,800.00							4	\$ 4,800.00
52	2545.502	LIGHTING UNIT TYPE 9-40	EACH	\$ 5,000.00	4	\$ 20,000.00							4	\$ 20,000.00
53	2545.503	2" NON-METALLIC CONDUIT	LIN FT	\$ 7.00	1000	\$ 7,000.00							1000	\$ 7,000.00
54	2545.503	UNDERGROUND WIRE 1/C 4 AWG	LIN FT	\$ 2.50	1000	\$ 2,500.00							1000	\$ 2,500.00
55	2564.602	INSTALL SIGN	EACH	\$ 750.00	8	\$ 6,000.00							8	\$ 6,000.00
56	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$ 250.00	8	\$ 2,000.00							8	\$ 2,000.00
57	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	\$ 5.00	100	\$ 500.00							100	\$ 500.00
58	2575.605	TURF ESTABLISHMENT	ACRE	\$ 20,000.00	0.4	\$ 8,000.00							0.4	\$ 8,000.00
59	2582.503	4" BROKEN LINE PAINT	LIN FT	\$ 3.00	400	\$ 1,200.00							400	\$ 1,200.00
60	2582.518	CROSSWALK MULTI-COMPONENT GROUND IN	SQ FT	\$ 15.00	672	\$ 10,080.00							672	\$ 10,080.00
						\$ 711,777.00		\$ 276,650.00		\$ 181,850.00		\$ 114,475.00		\$ 1,284,752.00

TOTAL-JUNIUS AVENUE	\$ 1,284,752.00	
CONTINGENCY (25%)	\$ 321,248.00	\$ 321,188.00
PROBABLE COST FOR CONSTRUCTION	\$ 1,606,000	\$ 1,606,000.00
ENGINEERING, ADMINISTRATION, AND LEGAL (20%)	\$ 260,000	
ENGINEER'S OPINION OF PROBABLE COST FOR CONSTRUCTION	\$ 1,866,000	

ENGINEER'S OPINION OF PROBABLE COST FOR CONSTRUCTION
ALTERNATE 1 - COURT STREET REHABILITATION
JUNIUS AVENUE STREET RECONSTRUCTION
PUBLIC IMPROVEMENT No. 5961
FERGUS FALLS, MINNESOTA
January 18, 2024

COURT STREET

ITEM NO.	SPEC. NUMBERS	ITEM DESCRIPTION	UNITS	UNIT PRICE	STREET		WATER		SANITARY		STORM		TOTAL	
					EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUAN.	EXTENDED COST
61	2021.501	MOBILIZATION	LUMP SUM	\$ 25,000.00	1	\$ 25,000.00		\$ -		\$ -		\$ -	1	\$ 25,000.00
62	2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	\$ 2.50	1233	\$ 3,082.50		\$ -		\$ -		\$ -	1233	\$ 3,082.50
63	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	\$ 4.00	123	\$ 492.00		\$ -		\$ -		\$ -	123	\$ 492.00
64	2360.501	TYPE SP 12.5 WEARING COURSE MIX (3.C)	TON	\$ 120.00	136	\$ 16,320.00		\$ -		\$ -		\$ -	136	\$ 16,320.00
65	2563.601	TRAFFIC CONTROL	LUMP SUM	\$ 2,000.00	1	\$ 2,000.00		\$ -		\$ -		\$ -	1	\$ 2,000.00
66	2582.503	4" BROKEN LINE PAINT	LIN FT	\$ 2.00	75	\$ 150.00		\$ -		\$ -		\$ -	75	\$ 150.00
						\$ 47,044.50		\$ -		\$ -		\$ -		\$ 47,044.50

TOTAL-COURT STREET	\$ 47,044.50	\$ 11,761.13
CONTINGENCY (25%)	\$ 11,955.50	\$ 59,000.00
PROBABLE COST FOR CONSTRUCTION	\$ 59,000	
ENGINEERING, ADMINISTRATION, AND LEGAL (20%)	\$ 10,000	
ENGINEER'S OPINION OF PROBABLE COST FOR CONSTRUCTION	\$ 69,000	

ENGINEER'S OPINION OF PROBABLE COST FOR CONSTRUCTION
ALTERNATE 2 - MILL STREET REHABILITATION
JUNIUS AVENUE STREET RECONSTRUCTION
PUBLIC IMPROVEMENT No. 5961
FERGUS FALLS, MINNESOTA
January 18, 2024

MILL STREET RESURFACING

ITEM NO.	SPEC. NUMBERS	ITEM DESCRIPTION	UNITS	UNIT PRICE	STREET		WATER		SANITARY		STORM		TOTAL	
					EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUAN.	EXTENDED COST
67	2021.501	MOBILIZATION	LUMP SUM	\$ 25,000.00	1	\$ 25,000.00		\$ -		\$ -		\$ -	1	\$ 25,000.00
68	2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	\$ 2.50	1583	\$ 3,957.50		\$ -		\$ -		\$ -	1583	\$ 3,957.50
69	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	\$ 4.00	158	\$ 632.00		\$ -		\$ -		\$ -	158	\$ 632.00
70	2360.501	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	\$ 120.00	174	\$ 20,880.00		\$ -		\$ -		\$ -	174	\$ 20,880.00
71	2563.601	TRAFFIC CONTROL	LUMP SUM	\$ 2,000.00	1	\$ 2,000.00		\$ -		\$ -		\$ -	1	\$ 2,000.00
72	2582.503	4" BROKEN LINE PAINT	LIN FT	\$ 2.00	75	\$ 150.00		\$ -		\$ -		\$ -	75	\$ 150.00
						\$ 52,619.50		\$ -		\$ -		\$ -		\$ 52,619.50

TOTAL-MILL STREET	\$ 52,619.50	
CONTINGENCY (25%)	\$ 13,380.50	\$ 13,154.88
PROBABLE COST FOR CONSTRUCTION	\$ 66,000	\$ 66,000.00
ENGINEERING, ADMINISTRATION, AND LEGAL (20%)	\$ 10,000	
ENGINEER'S OPINION OF PROBABLE COST FOR CONSTRUCTION	\$ 76,000	

**ENGINEER'S OPINION OF PROBABLE COST FOR CONSTRUCTION
ALTERNATE 3A - REROUTE TO WASHINGTON AVENUE
JUNIUS AVENUE STREET RECONSTRUCTION
PUBLIC IMPROVEMENT No. 5961
FERGUS FALLS, MINNESOTA
January 18, 2024**

REROUTE SANITARY SEWER TO WASHINGTON

ITEM NO.	SPEC. NUMBERS	ITEM DESCRIPTION	UNITS	UNIT PRICE	STREET		WATER		SANITARY		STORM		TOTAL	
					EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST
73	2021.501	MOBILIZATION	LUMP SUM	\$ 120,000.00	1	\$ 120,000.00		\$ -		\$ -		\$ -	1	\$ 120,000.00
74	2021.601	RAILROAD PROTECTIVE SERVICES	LUMP SUM	\$ 40,000.00	1	\$ 40,000.00		\$ -		\$ -		\$ -	1	\$ 40,000.00
75	2104.502	REMOVE MANHOLE	EACH	\$ 800.00		\$ -		\$ -	2	\$ 1,600.00	4	\$ 3,200.00	6	\$ 4,800.00
76	2104.502	REMOVE CATCH BASIN	EACH	\$ 800.00		\$ -		\$ -		\$ -	2	\$ 1,600.00	2	\$ 1,600.00
77	2104.502	REMOVE GATE VALVE AND BOX	EACH	\$ 500.00		\$ -	2	\$ 1,000.00		\$ -		\$ -	2	\$ 1,000.00
78	2104.502	REMOVE CURB STOP AND BOX	EACH	\$ 500.00		\$ -	6	\$ 3,000.00		\$ -		\$ -	6	\$ 3,000.00
79	2104.503	REMOVE WATER MAIN	LIN FT	\$ 20.00		\$ -	1120	\$ 22,400.00		\$ -		\$ -	1120	\$ 22,400.00
80	2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	\$ 25.00		\$ -		\$ -		\$ -	400	\$ 10,000.00	400	\$ 10,000.00
81	2104.503	REMOVE SEWER PIPE (SANITARY)	LIN FT	\$ 20.00		\$ -		\$ -	870	\$ 17,400.00		\$ -	870	\$ 17,400.00
82	2104.503	REMOVE WATER SERVICE PIPE	LIN FT	\$ 15.00		\$ -	200	\$ 3,000.00		\$ -		\$ -	200	\$ 3,000.00
83	2104.503	REMOVE SANITARY SERVICE PIPE	LIN FT	\$ 15.00		\$ -		\$ -	200	\$ 3,000.00		\$ -	200	\$ 3,000.00
84	2104.503	REMOVE CURB AND GUTTER	LIN FT	\$ 8.00	2200	\$ 17,600.00		\$ -		\$ -		\$ -	2200	\$ 17,600.00
85	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$ 5.00	240	\$ 1,200.00		\$ -		\$ -		\$ -	240	\$ 1,200.00
86	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$ 15.00	5220	\$ 78,300.00		\$ -		\$ -		\$ -	5220	\$ 78,300.00
87	2106.507	EXCAVATION - COMMON	CU YD.	\$ 12.00	1200	\$ 14,400.00		\$ -		\$ -		\$ -	1200 (P)	\$ 14,400.00
88	2106.507	COMMON EMBANKMENT (CV)	CU YD.	\$ 20.00	200	\$ 4,000.00		\$ -		\$ -		\$ -	200 (P)	\$ 4,000.00
89	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$ 350.00	10	\$ 3,500.00		\$ -		\$ -		\$ -	10	\$ 3,500.00
90	2211.501	AGGREGATE BASE CLASS 5	TON	\$ 25.00	2413	\$ 60,325.00		\$ -		\$ -		\$ -	2413	\$ 60,325.00
91	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	\$ 4.00	522	\$ 2,088.00		\$ -		\$ -		\$ -	522	\$ 2,088.00
92	2360.501	TYPE SP 12.5 WEARING COURSE MIX (3.C)	TON	\$ 120.00	575	\$ 69,000.00		\$ -		\$ -		\$ -	575	\$ 69,000.00
93	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIX (3.C)	TON	\$ 120.00	718	\$ 86,160.00		\$ -		\$ -		\$ -	718	\$ 86,160.00
94	2503.503	12" RC PIPE SEWER DESIGN 3006	LIN FT	\$ 75.00		\$ -		\$ -		\$ -	400	\$ 30,000.00	400	\$ 30,000.00
95	2503.503	15" PVC PIPE SEWER (10'-24" DEEP)	LIN FT	\$ 175.00		\$ -		\$ -	1070	\$ 187,250.00		\$ -	1070	\$ 187,250.00
96	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	\$ 3,000.00		\$ -		\$ -	2	\$ 6,000.00		\$ -	2	\$ 6,000.00
97	2503.602	8"x4" PVC WYE	EACH	\$ 500.00		\$ -		\$ -	6	\$ 3,000.00		\$ -	6	\$ 3,000.00
98	2503.603	4" PVC SANITARY SERVICE PIPE	LIN FT	\$ 60.00		\$ -		\$ -	200	\$ 12,000.00		\$ -	200	\$ 12,000.00
99	2503.603	24" STEEL CASING PIPE	LIN FT	\$ 450.00		\$ -		\$ -	50	\$ 22,500.00		\$ -	50	\$ 22,500.00
100	2503.603	15" HDPE PIPE SEWER-DIRECTIONAL DRILLED	LIN FT	\$ 250.00		\$ -		\$ -	50	\$ 12,500.00		\$ -	50	\$ 12,500.00
101	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$ 3,000.00		\$ -	4	\$ 12,000.00		\$ -		\$ -	4	\$ 12,000.00
102	2504.602	8" GATE VALVE AND BOX	EACH	\$ 3,600.00		\$ -	2	\$ 7,200.00		\$ -		\$ -	2	\$ 7,200.00
103	2504.602	1" CORPORATION STOP	EACH	\$ 600.00		\$ -	6	\$ 3,600.00		\$ -		\$ -	6	\$ 3,600.00
104	2504.602	1" CURB STOP & BOX	EACH	\$ 750.00		\$ -	6	\$ 4,500.00		\$ -		\$ -	6	\$ 4,500.00
105	2504.602	1" TYPE K COPPER PIPE	LIN FT	\$ 40.00		\$ -	200	\$ 8,000.00		\$ -		\$ -	200	\$ 8,000.00
106	2504.603	8" PVC WATERMAIN (C900)	LIN FT	\$ 100.00		\$ -	1120	\$ 112,000.00		\$ -		\$ -	1120	\$ 112,000.00
107	2504.608	WATERMAIN FITTINGS	POUND	\$ 20.00		\$ -	300	\$ 6,000.00		\$ -		\$ -	300	\$ 6,000.00
108	2506.502	CONST DRAINAGE STRUCTURE DESIGN F	EACH	\$ 7,000.00		\$ -	1	\$ 7,000.00		\$ -	3	\$ 21,000.00	4	\$ 28,000.00
109	2506.502	CONST DRAINAGE STRUCTURE DESIGN G	EACH	\$ 3,000.00		\$ -		\$ -		\$ -	3	\$ 9,000.00	3	\$ 9,000.00
110	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	\$ 2,000.00		\$ -		\$ -		\$ -	2	\$ 4,000.00	2	\$ 4,000.00
111	2506.602	CONNECT INTO EXISTING STORM SEWER	EACH	\$ 1,500.00		\$ -		\$ -		\$ -	1	\$ 1,500.00	1	\$ 1,500.00
112	2531.501	CONCRETE CURB & GUTTER B618	LIN FT	\$ 24.00	2200	\$ 52,800.00		\$ -		\$ -		\$ -	2200	\$ 52,800.00
113	2563.601	TRAFFIC CONTROL	LUMP SUM	\$ 6,000.00	1	\$ 6,000.00		\$ -		\$ -		\$ -	1	\$ 6,000.00
114	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$ 250.00	10	\$ 2,500.00		\$ -		\$ -		\$ -	10	\$ 2,500.00
115	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	\$ 5.00	100	\$ 500.00		\$ -		\$ -		\$ -	100	\$ 500.00
116	2575.605	TURF ESTABLISHMENT	ACRE	\$ 20,000.00	0.1	\$ 2,000.00		\$ -		\$ -		\$ -	0.1	\$ 2,000.00
						\$ 560,373.00		\$ 189,700.00		\$ 265,250.00		\$ 80,300.00		\$ 1,095,623.00

TOTAL-REROUTE SANITARY SEWER WASHINGTON	\$ 1,095,623.00
CONTINGENCY (25%)	\$ 274,377.00
PROBABLE COST FOR CONSTRUCTION	\$ 1,370,000
ENGINEERING, ADMINISTRATION, AND LEGAL (20%)	\$ 220,000
ENGINEER'S OPINION OF PROBABLE COST FOR CONSTRUCTION	\$ 1,590,000

**ENGINEER'S OPINION OF PROBABLE COST FOR CONSTRUCTION
ALTERNATE 3B - REROUTE TO UNION AVENUE
JUNIUS AVENUE STREET RECONSTRUCTION
PUBLIC IMPROVEMENT No. 5961
FERGUS FALLS, MINNESOTA
January 18, 2024**

REROUTE SANITARY SEWER TO UNION

ITEM NO.	SPEC. NUMBERS	ITEM DESCRIPTION	UNITS	UNIT PRICE	STREET		WATER		SANITARY		STORM		TOTAL	
					EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUANT.	EXTENDED COST	EST. QUAN.	EXTENDED COST
123	2021.501	MOBILIZATION	LUMP SUM	\$ 120,000.00	1	\$ 120,000.00		\$ -		\$ -		\$ -	1	\$ 120,000.00
124	2021.601	RAILROAD PROTECTIVE SERVICES	LUMP SUM	\$ 40,000.00	1	\$ 40,000.00		\$ -		\$ -		\$ -	1	\$ 40,000.00
125	2104.502	REMOVE MANHOLE	EACH	\$ 800.00		\$ -		\$ -	2	\$ 1,600.00	1	\$ 800.00	3	\$ 2,400.00
126	2104.502	REMOVE CATCH BASIN	EACH	\$ 800.00		\$ -		\$ -		\$ -	2	\$ 1,600.00	2	\$ 1,600.00
127	2104.502	REMOVE GATE VALVE AND BOX	EACH	\$ 500.00		\$ -	1	\$ 500.00		\$ -		\$ -	1	\$ 500.00
128	2104.502	REMOVE CURB STOP AND BOX	EACH	\$ 500.00		\$ -	3	\$ 1,500.00		\$ -		\$ -	3	\$ 1,500.00
129	2104.503	REMOVE WATER MAIN	LIN FT	\$ 20.00		\$ -	770	\$ 15,400.00		\$ -		\$ -	770	\$ 15,400.00
130	2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	\$ 25.00		\$ -		\$ -		\$ -	30	\$ 750.00	30	\$ 750.00
131	2104.503	REMOVE SEWER PIPE (SANITARY)	LIN FT	\$ 20.00		\$ -		\$ -	720	\$ 14,400.00		\$ -	720	\$ 14,400.00
132	2104.503	REMOVE WATER SERVICE PIPE	LIN FT	\$ 15.00		\$ -	100	\$ 1,500.00		\$ -		\$ -	100	\$ 1,500.00
133	2104.503	REMOVE SANITARY SERVICE PIPE	LIN FT	\$ 15.00		\$ -		\$ -	100	\$ 1,500.00		\$ -	100	\$ 1,500.00
134	2104.503	REMOVE CURB AND GUTTER	LIN FT	\$ 8.00	1500	\$ 12,000.00		\$ -		\$ -		\$ -	1500	\$ 12,000.00
135	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$ 5.00	40	\$ 200.00		\$ -		\$ -		\$ -	40	\$ 200.00
136	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$ 15.00	3350	\$ 50,250.00		\$ -		\$ -		\$ -	3350	\$ 50,250.00
137	2106.507	EXCAVATION - COMMON	CU. YD.	\$ 12.00	800	\$ 9,600.00		\$ -		\$ -		\$ -	800 (P)	\$ 9,600.00
138	2106.507	COMMON EMBANKMENT (CV)	CU. YD.	\$ 20.00	150	\$ 3,000.00		\$ -		\$ -		\$ -	150 (P)	\$ 3,000.00
139	2123.61	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	\$ 350.00	10	\$ 3,500.00		\$ -		\$ -		\$ -	10	\$ 3,500.00
140	2211.501	AGGREGATE BASE CLASS 5	TON	\$ 25.00	1407	\$ 35,175.00		\$ -		\$ -		\$ -	1407	\$ 35,175.00
141	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	\$ 4.00	335	\$ 1,340.00		\$ -		\$ -		\$ -	335	\$ 1,340.00
142	2360.501	TYPE SP 12.5 WEARING COURSE MIX (3.C)	TON	\$ 120.00	369	\$ 44,280.00		\$ -		\$ -		\$ -	369	\$ 44,280.00
143	2360.502	TYPE SP 12.5 NON-WEARING COURSE MIX (3.C)	TON	\$ 120.00	461	\$ 55,320.00		\$ -		\$ -		\$ -	461	\$ 55,320.00
144	2503.503	12" RC PIPE SEWER DESIGN 3006	LIN FT	\$ 75.00		\$ -		\$ -		\$ -	30	\$ 2,250.00	30	\$ 2,250.00
145	2503.503	15" PVC PIPE SEWER (10'-33' DEEP)	LIN FT	\$ 175.00		\$ -		\$ -	1450	\$ 253,750.00		\$ -	1450	\$ 253,750.00
146	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	\$ 3,000.00		\$ -		\$ -	1	\$ 3,000.00		\$ -	1	\$ 3,000.00
147	2503.602	8"x4" PVC WYE	EACH	\$ 500.00		\$ -		\$ -	3	\$ 1,500.00		\$ -	3	\$ 1,500.00
148	2503.603	4" PVC SANITARY SERVICE PIPE	LIN FT	\$ 60.00		\$ -		\$ -	100	\$ 6,000.00		\$ -	100	\$ 6,000.00
149	2503.603	24" STEEL CASING PIPE	LIN FT	\$ 450.00		\$ -		\$ -	50	\$ 22,500.00		\$ -	50	\$ 22,500.00
150	2503.603	15" HDPE PIPE SEWER-DIRECTIONAL DRILLED	LIN FT	\$ 250.00		\$ -		\$ -	50	\$ 12,500.00		\$ -	50	\$ 12,500.00
151	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$ 3,000.00		\$ -	1	\$ 3,000.00		\$ -		\$ -	1	\$ 3,000.00
152	2504.602	8" GATE VALVE AND BOX	EACH	\$ 3,600.00		\$ -	1	\$ 3,600.00		\$ -		\$ -	1	\$ 3,600.00
153	2504.602	1" CORPORATION STOP	EACH	\$ 600.00		\$ -	3	\$ 1,800.00		\$ -		\$ -	3	\$ 1,800.00
154	2504.602	1" CURB STOP & BOX	EACH	\$ 750.00		\$ -	3	\$ 2,250.00		\$ -		\$ -	3	\$ 2,250.00
155	2504.602	1" TYPE K COPPER PIPE	LIN FT	\$ 40.00		\$ -	100	\$ 4,000.00		\$ -		\$ -	100	\$ 4,000.00
156	2504.603	8" PVC WATERMAIN (C900)	LIN FT	\$ 100.00		\$ -	770	\$ 77,000.00		\$ -		\$ -	770	\$ 77,000.00
157	2504.608	WATERMAIN FITTINGS	POUND	\$ 20.00		\$ -	100	\$ 2,000.00		\$ -		\$ -	100	\$ 2,000.00
158	2506.502	CONST DRAINAGE STRUCTURE DESIGN F	EACH	\$ 7,000.00		\$ -	1	\$ 7,000.00		\$ -	1	\$ 7,000.00	2	\$ 14,000.00
159	2506.502	CONST DRAINAGE STRUCTURE DESIGN G	EACH	\$ 3,000.00		\$ -		\$ -		\$ -	2	\$ 6,000.00	2	\$ 6,000.00
160	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	EACH	\$ 2,000.00		\$ -		\$ -		\$ -	1	\$ 2,000.00	1	\$ 2,000.00
161	2506.602	CONNECT INTO EXISTING STORM SEWER	EACH	\$ 1,500.00		\$ -		\$ -		\$ -	1	\$ 1,500.00	1	\$ 1,500.00
162	2531.501	CONCRETE CURB & GUTTER B618	LIN FT	\$ 24.00	1500	\$ 36,000.00		\$ -		\$ -		\$ -	1500	\$ 36,000.00
163	2563.601	TRAFFIC CONTROL	LUMP SUM	\$ 6,000.00	1	\$ 6,000.00		\$ -		\$ -		\$ -	1	\$ 6,000.00
164	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$ 250.00	10	\$ 2,500.00		\$ -		\$ -		\$ -	10	\$ 2,500.00
165	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	\$ 5.00	100	\$ 500.00		\$ -		\$ -		\$ -	100	\$ 500.00
166	2575.605	TURF ESTABLISHMENT	ACRE	\$ 20,000.00	0.1	\$ 2,000.00		\$ -		\$ -		\$ -	0.1	\$ 2,000.00
167	2582.503	4" BROKEN LINE PAINT	LIN FT	\$ 3.00	225	\$ 675.00		\$ -		\$ -		\$ -	225	\$ 675.00
168	2582.518	CROSSWALK MULTI-COMPONENT GROUND IN	SQ FT	\$ 15.00	100	\$ 1,500.00		\$ -		\$ -		\$ -	100	\$ 1,500.00
						\$ 423,840.00		\$ 119,550.00		\$ 316,750.00		\$ 21,900.00		\$ 882,040.00

TOTAL-REROUTE SANITARY SEWER UNION	\$ 882,040.00
CONTINGENCY (25%)	\$ 220,960.00
PROBABLE COST FOR CONSTRUCTION	\$ 1,103,000
ENGINEERING, ADMINISTRATION, AND LEGAL (20%)	\$ 180,000
ENGINEER'S OPINION OF PROBABLE COST FOR CONSTRUCTION	\$ 1,283,000



Council Action Recommendation

Page 1 of 1

Meeting Date:

May 15, 2024 – Committee of the Whole

May 20, 2024 – City Council

Subject:

CP No. 5959 – 2023 Street and Utility Improvement Project No. 2

Recommendation:

1. Authorize staff to accept the Outdoor Lighting and Municipal Services Agreement between the City of Fergus Falls and Otter Tail Power Company

Background/Key Points:

C&L Excavating Inc. has begun the street and utility reconstruction of Stanton Avenue from Broadway Avenue to Union Avenue. The project is scheduled to be substantially completed this fall. Per the specifications, the final bituminous wearing will be installed in Spring, 2025.

Otter Tail Power Company is planning to install and operate four (4) overhead ornamental lighting poles associated with this project from Vine Street to Union Avenue, south side. Otter Tail Power Company is requesting the attached Outdoor Lighting and Municipal Services Agreement be accepted prior to starting the work.

Staff has reviewed the Agreement and recommends proceeding with this recommendation.

Budgetary Impact:

The proposed \$351.08 monthly expense for the four (4) overhead lights will be paid thru the Street Department Electric Utility account.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. - City Engineer

Attachments:

OTP Lighting Agreement

OUTDOOR LIGHTING AND MUNICIPAL SERVICES AGREEMENT

THIS AGREEMENT is made by and between Otter Tail Power Company (the “Company”), a Minnesota corporation, and City of Fergus Falls, MN (the “Customer”).

In consideration of the mutual promises contained below, the parties agree as follows:

1. The Customer agrees to purchase and receive from the Company electric energy in accordance with the terms of this Agreement and all terms and conditions and Rules and Regulations (the “Terms”) established by the Company and filed in its approved tariff with the Minnesota Public Utilities Commission. These Terms shall include but not be limited to Customer’s payment for electrical energy in accordance with the Company’s rate schedule as filed with and approved by the Minnesota Public Utilities Commission, or such superseding rate(s) as may be approved in the future.
2. The Company shall provide and the Customer shall pay for the services specified in this Agreement for a term of one year with an effective date of the term to begin September 1 2024, and terminating September 1 2025, and thereafter shall be renewed for periods of one year each, unless written notice to the contrary is given by either party to the other not less than thirty (30) days before the expiration of this agreement or any renewal thereof. This agreement shall automatically terminate in the event the Customer discontinues all electric service or has its service disconnected by the Company for any reason. The termination of this agreement for any reason will not relieve Customer of any payments due to the Company for any service provided pursuant to this agreement and the Company’s tariffs, or for the full payment of amounts required pursuant to paragraph 15 of this agreement.
3. If Customer does not receive any one or more of the services described below, indicate by inserting “N/A” as appropriate.

OUTDOOR LIGHTING

Work Order No. CR 1008920
Electric Rate Sched. No. _____
Rate Code No. _____
Account No. _____

4. The Customer elects to receive, and the Company shall provide, the following outdoor lighting service at the following location(s) Stanton Ave (Union & Vine) :

Outdoor Lighting - Company-Provided Equipment:

Number of Units	Unit Type	Wattage Rating	Monthly Charge
4	LEDDG7 (Granville)	68	\$351.08

Outdoor Lighting - Energy Only - Non-Metered

Number of Units	Unit Type	Connected kW per Unit	Monthly Charge

_____ Outdoor Lighting - Energy Only - Metered

5. If the Customer elects to receive service as Outdoor Lighting - Company-Provided Equipment or Outdoor Lighting - Energy Only - Non-Metered, the number of units or type of unit shall not be changed from that shown in Paragraph 4 above, except by mutual consent of the parties.
6. The Customer represents that it has provided accurate information to the Company and the Customer is eligible to receive Outdoor Lighting service pursuant to the Electric Rate Schedule(s) and Rate Code(s) identified above.
7. The following service Riders apply to the Customer's service: The Customer at this location is subject to all mandatory riders in effect at the time of the execution of this agreement, any riders approved by the Commission after the execution of this agreement, and any voluntary riders that the customer chooses to participate in during the entire term of this agreement. These Riders are also designated by the Rate Schedule(s) and Rate Code(s) identified above.

MUNICIPAL PUMPING (GOVERNMENTAL ENTITY)

Work Order No. _____
Electric Rate Sched. No. _____
Rate Code No. _____
Account No. _____

8. The Company agrees to furnish, and the Customer agrees to pay for, electric service to operate the pumps for the Customer's present water supply system and present sewage system, and such additions to these systems as may be mutually agreed upon, in accordance with this Agreement and in the Terms.
9. The Customer represents that it has provided accurate information to the Company and the Customer is eligible to receive Municipal Pumping service pursuant to the Electric Rate Schedule(s) and Rate Code(s) identified above.
10. The following service Riders apply to the Customer's service: The Customer at this location is subject to all mandatory riders in effect at the time of the execution of this agreement, any riders approved by the Commission after the execution of this agreement, and any voluntary riders that the customer chooses to participate in during the entire term of this agreement. These Riders are also designated by the Rate Schedule(s) and Rate Code(s) identified above.

FIRE SIRENS (GOVERNMENTAL ENTITY)

Work Order No. _____
Electric Rate Sched. No. _____
Rate Code No. _____
Account No. _____

11. The Company agrees to furnish, and the Customer agrees to pay for, electric service to operate the Customer's fire/warning sirens listed below.
12. The Customer represents that it has provided accurate information to the Company and the Customer is eligible to receive Fire Sirens service pursuant to the Electric Rate Schedule(s) and Rate Code(s) identified above.
13. The following service Riders apply to the Customer's service: The Customer at this location is subject to all mandatory riders in effect at the time of the execution of this agreement, any riders approved by the Commission after the execution of this agreement, and any voluntary riders that the customer chooses to participate in during the entire term of this agreement. These Riders are also designated by the Rate Schedule(s) and Rate Code(s) identified above.

Location	Metered		Horsepower	Account Number	Billing Amount
	Yes	No			

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GENERAL PROVISIONS

14. The Customer agrees that the Company shall not be liable for any losses, damages, or expenses (including but not limited to injury to persons, including death, or property damages) incurred by any persons for any delay, interruption, curtailment, suspension, disturbance or variability in its provision of electric service (including, but not limited to, any occurrence of voltage fluctuations or power surges) due to acts of God, or to any other cause whatsoever except the Company's own gross negligence or willful misconduct. The Company will not be liable for incidental or consequential damages, including, but not limited to, loss of profits resulting from the use of service or any delay, interruption, curtailment, suspension, disturbance or variability of electric service. The Company shall have the right to suspend temporarily the delivery of electric power hereunder for the purpose of making repairs or improvements of its system.

15. If applicable, the Company shall charge for and Customer shall pay any Excess Expenditures associated with Special Facilities as identified in Section 5.03 of the General Rules and Regulations. The total Excess Expenditures of Special Facilities identified is \$0.

16. All previous agreements, if any, between the parties covering the subject matter hereof are hereby cancelled and terminated as of the effective date specified in Paragraph 2 of this Agreement, except as specifically provided in this Agreement.

IN WITNESS WHEREOF, the parties execute this Agreement to be effective as of the date stated in Paragraph 2 above.

OTTER TAIL POWER COMPANY

By _____

Title Operations Manager Fergus Falls CSC

CUSTOMER

By _____

Title: _____



Council Action Recommendation

Meeting Date:

May 15, 2024 – Committee of the Whole
 May 20, 2024 – City Council

Subject:

P.I. No. 6081 – 2024 Sidewalk Program Rates

Recommendation:

- Initiate P.I. No. 6081– 2024 Sidewalk and Driveway Program
- Approve the 2024 Sidewalk Assessment Rates

Background/Key Points:

Staff has reviewed the unit rates from the 2023 Sidewalk and Driveway Program along with the materials/construction cost increases for 2024. Staff is recommending the following unit rate adjustments for the 2024 Program.

	Remove C & G	Remove Concrete	4" Concrete Walk (5 feet wide)	4" Concrete Walk (Irregular Width)	6" Concrete Walk/Drive
2023 Rate	\$28.00/L.F	\$6.50/S.F.	\$37.50/L.F.	\$8.00 /S.F.	\$9.00/S.F.
Prop. 2024 Rate	\$28.00/L.F	\$7.00/S.F.	\$37.50/L.F.	\$8.00/S.F.	\$11.00/S.F.
Change	+\$0.00	+\$0.50	+\$0.00	+\$0.00	+\$2.00

	Reinforcement	Curb & Gutter	Saw Bituminous	Saw Concrete
2023 Rate	\$1.75/S.F	\$45. 00/L.F.	\$15.00/L.F.	\$16.00/L.F.
Prop. 2024 Rate	\$1.75/S.F	\$40.00/L.F.	\$15.00/L.F.	\$18.00/L.F.
Change	+\$0.00	-\$5.00	+\$0.00	+\$2.00

These rates will be applied to all concrete sidewalk and driveway work within the R/W, which is initiated by a 100-percent (voluntary) petition by the property owner in the 2024 construction season. Each individual petition is written to represent the exact cost of the improvement as agreed upon utilizing the assessment rates noted herein.

Budgetary Impact:

The City budgets approximately \$30,000/year to cover its share of these sidewalk projects.

Originating Department:
 Engineering Department

Respectfully Submitted
 Brian Yavarow, P.E. – City Engineer



Council Action Recommendation

Page 1 of 1

Meeting Date:

May 15, 2024 – Committee of the Whole

May 20, 2024 – City Council

Subject:

PI No. 5361 - Minnesota State Active Transportation (AT) Infrastructure Program

SAP 126-590-001

Recommendation:

- Accept Interstate Engineering's professional services design proposal in the amount of \$23,780.00 for the Randolph stairway improvement project (AT Grant Option No.3)

Background/Key Points:

Interstate Engineering was solicited for a professional services proposal for a new stairway design and sidewalk improvements along Randolph Avenue adjacent to the KSS Alternative Learning Center. Last fall the City was awarded Active Transportation (AT) grant for Option No. 3 which is consistent with this proposal. If you recall, a new stairway with railing is proposed to replace an existing sidewalk with excessive/steep grades that students use frequently between buildings. KSS and I have received numerous reports of students slipping and falling using this sidewalk especially during the winter months due to the excessive grades.

Budgetary Impact:

Only specific construction costs are eligible expenses reimbursed thru this program. Landscaping planters, benches, bike racks, decorative fences, ornamental lighting, and other aesthetic treatments above the standard are generally not eligible. Other items that are not eligible include engineering, construction administration and inspection, right-of-way acquisition, water main, sanitary sewer, and private utility work.

The estimated total project cost is \$172,030.00. The Active Transportation grant contribution is \$145,563.00. The local match is estimated at \$26,466.00. Staff is proposing Municipal State Aid Construction funds for the local match.

Originating Department:

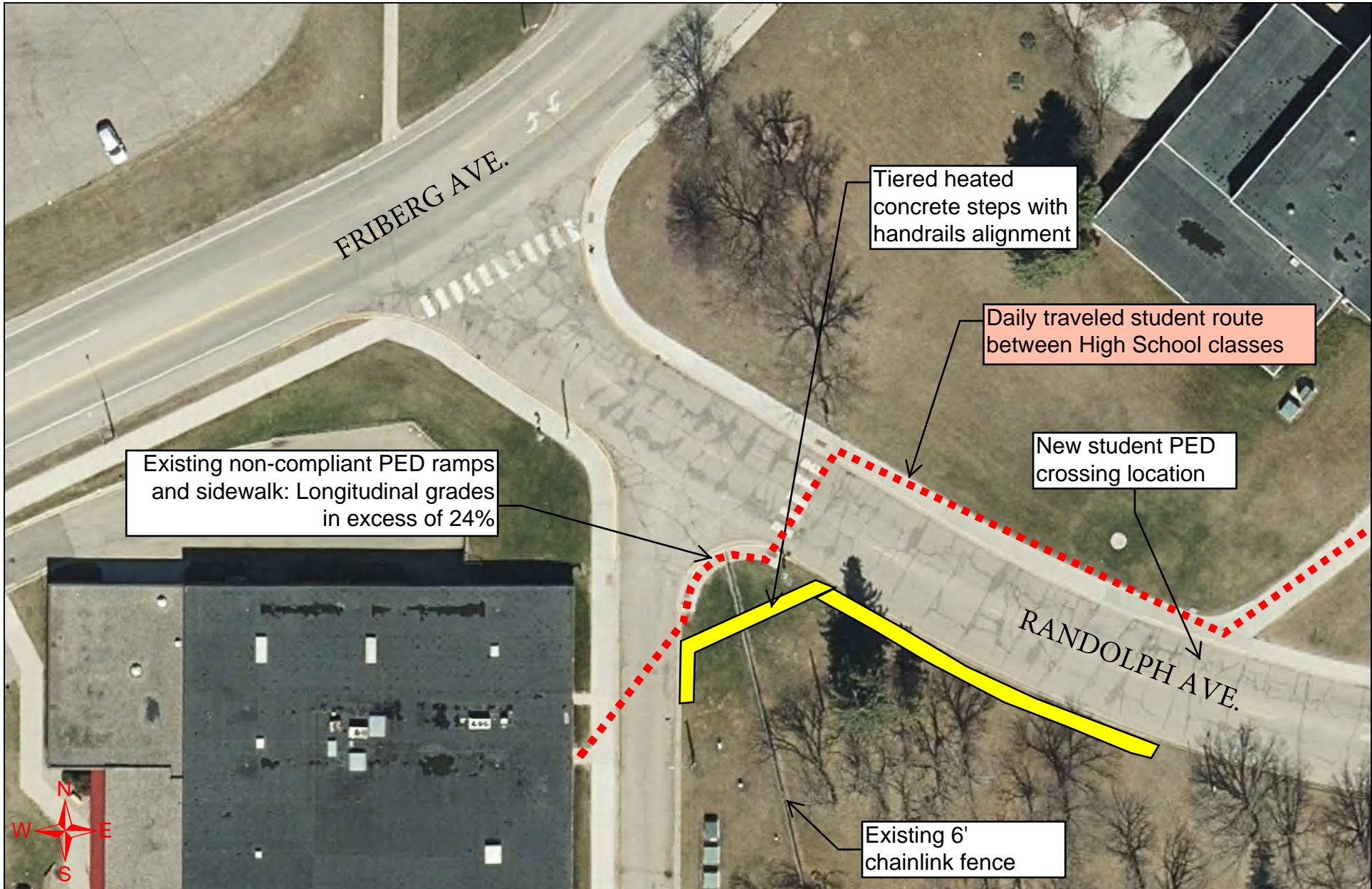
Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

Stairway Exhibit



Existing non-compliant PED ramps and sidewalk: Longitudinal grades in excess of 24%

Tiered heated concrete steps with handrails alignment

Daily traveled student route between High School classes

New student PED crossing location

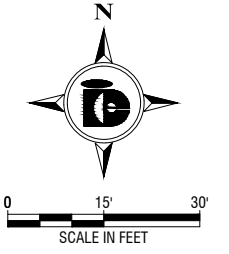
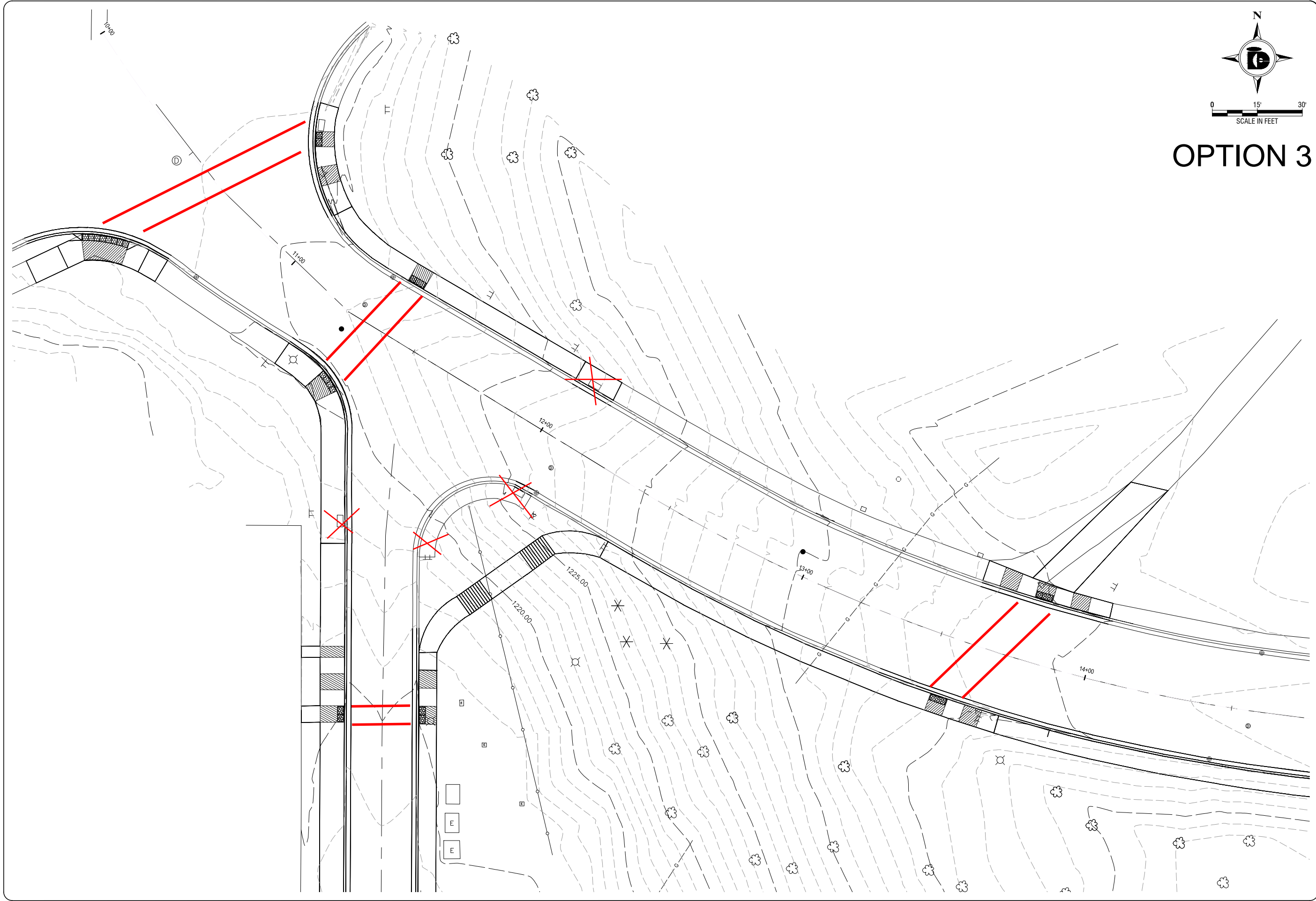
Existing 6' chainlink fence

1 inch = 50 feet



State Active Transportation Infrastructure Program
 Fergus Falls, MN - Option No. 3

This map has been compiled from information on file at the City of Fergus Falls Engineering Department. The City of Fergus Falls makes no representation and assumes no liability for errors, omissions, or inaccuracies contained on this map. This map should not be used for boundary survey information.

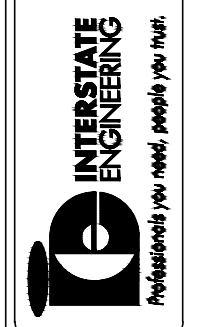


OPTION 3

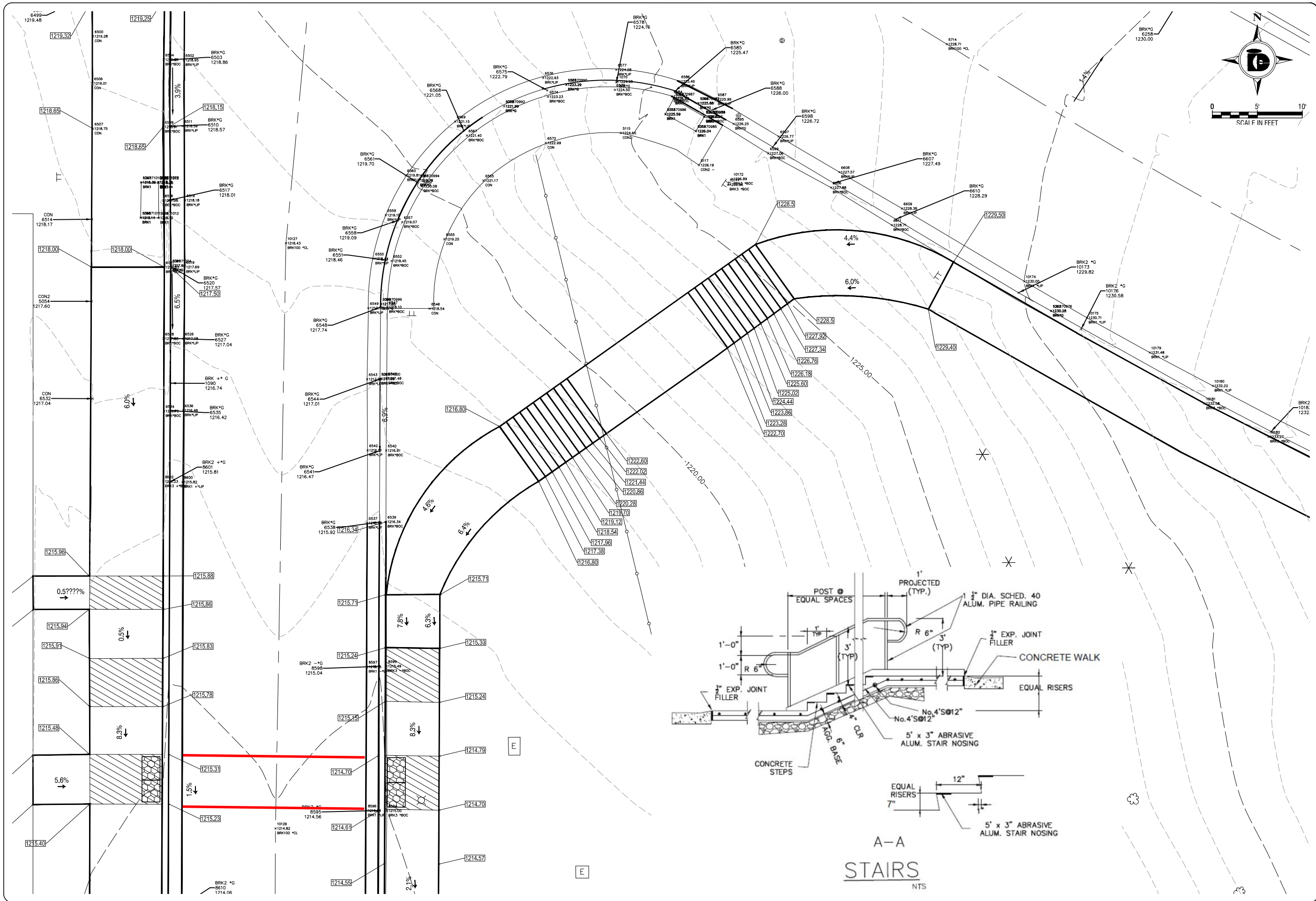
Rev No	Date	By	Description

PROJECT NAME		DEVELOPER/MUNICIPALITY NAME	
CITY/TOWN AND/OR COUNTY, STATE		CITY/TOWN AND/OR COUNTY, STATE	
PLAN SHEET		PLAN SHEET	
Drawn By: XXX	Surveyed By: XXX	Project No: X0000-000	Date: XX/20XX
Checked By: XXX	Designed By: XXX		

Interstate Engineering, Inc.
 P. O. Box 316
 116 East Washington Avenue
 Fergus Falls, MN 56538-0316
 Ph (218) 739-5545
 Fax (218) 739-4814
 www.interstateeng.com
 Other offices in Montana, North Dakota and South Dakota



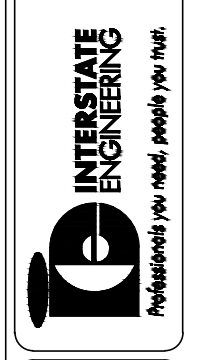
C-1D



Rev No	Date	By	Description

PROJECT NAME DEVELOPER/MUNICIPALITY NAME CITY/TOWN AND/OR COUNTY, STATE		Project No: XXX-XXXX-XXXX
PLAN SHEET		Date: XX/XX/XX
Drawn By: XXX	Surveyed By: XXX	Project No: XXX-XXXX-XXXX
Checked By: XXX	Designed By: XXX	Date: XX/XX/XX

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C-1D



City Council Memo

Page 1 of 1

Meeting Date:

May 20- City Council

Subject:

Policies for full or partial street closures, sidewalk sales, and outdoor seating areas.

Recommendation:

Approve and enact new policies related to full or partial street closures, sidewalk sales, and outdoor seating areas.

Background/Key Points:

The policies first reviewed at Committee of the Whole on Wednesday, May 15 have been updated following council's discussion and further discussion by staff.

Street Closures:

- Included the words "full or partial" to describe street closures
- Only the downtown area is governed by this policy; neighborhood block parties or similar are encouraged.
- Applications due 10 days prior to event rather than 60.
- Got rid of fees to encourage community building events (rental fees for things like barricades or picnic tables are still in place unless an event is designated a "community celebration").

Sidewalk Sales:

- Updated to include a section related to outdoor seating areas for food & drink establishments that share a common boundary line with a public sidewalk. No permit or fee is required. Umbrellas are allowed.

Budgetary Impact:

N/A

Originating Department:

Community Development

Respectfully Submitted:

Klara Beck

Community Development Director

City of Fergus Falls Sidewalk Sale & Sidewalk Seating Area Policy

This policy establishes guidelines for conducting sidewalk sales and outdoor dining in the City of Fergus Falls. The goal is to support local businesses and create a vibrant community environment while ensuring public safety and compliance with city ordinances.

In accordance with [§ 151.007](#) of the Fergus Falls Code of Ordinances, the City Council has the authority to grant special permissions for the use of public streets, parking lots, or sidewalks for private reasons. This policy permits businesses to conduct sidewalk sales without the need for individual approval from the City Council, provided they meet the requirements outlined in the following sections.

Sidewalk Sales

1. Frequency of Sidewalk Sales

- 1.1. Each business in Fergus Falls is allowed up to eight (8) sidewalk sales per calendar year.
- 1.2. A sidewalk sale may last for a maximum of two (2) consecutive days.
- 1.3. Businesses must not exceed the allowable number of sidewalk sales without seeking specific approval from the City Council.

2. Location and Pedestrian Safety

- 2.1. Sidewalk sales must take place on the sidewalk adjacent to the business conducting the sale.
- 2.2. The sale must not obstruct pedestrian traffic or create safety hazards.
- 2.3. A minimum of five (5) feet of clear walkway must be maintained for pedestrian passage.

3. Restrictions and Guidelines

- 3.1. No additional fee or application is required for these permitted sidewalk sales.
- 3.2. Sidewalk sales may not infringe upon on-street parking or city-owned parking lots unless specifically permitted by the City Council.
- 3.3. Businesses must ensure that no damage occurs to city property, and that all waste and materials are properly cleaned up after the sale.
- 3.4. The use of amplified sound or music must comply with existing noise ordinances.

4. Consequences of Non-Compliance

- 4.1. Businesses that exceed the allowable number of sidewalk sales or violate any provision of this policy may be subject to fines, removal of unapproved materials, and/or suspension of sidewalk sale privileges.

Sidewalk Seating Areas

1. Eligibility

- 1.1. A business that regularly and customarily sells food or drink may operate an outdoor seating area on a public sidewalk.

2. Location and Pedestrian Safety

- 2.1. The building in which the permitted business operates must share a common boundary line with a public sidewalk.
- 2.2. The outdoor seating area shall not extend beyond the boundaries fronting the permitted business.
- 2.3. A minimum of five (5) feet of clear walkway must be maintained for pedestrian passage.
- 2.4. The outdoor seating area must not block access to public amenities like trash receptacles, way-finding, or directional signs.

3. Restrictions and Guidelines

- 3.1. No additional fee or application is required for an outdoor seating area.
- 3.2. Businesses must ensure that no damage occurs to city property and that all waste is properly cleaned up at the end of the business day.
- 3.3. Nothing shall be permanently affixed to a sidewalk or to other public property. All improvements (furniture and fixtures) must be readily removable without damage to the sidewalk or other public property.
- 3.4. Outdoor seating areas may not infringe upon on-street parking or city-owned parking lots unless specifically permitted by the City Council.
- 3.5. Table umbrellas are permitted if the umbrellas are completely contained within the outdoor seating area, even when fully extended, and if the lowest dimension of the umbrella maintains a minimum vertical clearance of seven feet above the sidewalk to allow for patron and server circulation.
- 3.6. Table umbrellas are not allowed on tables located within ten feet of block corners.
- 3.7. The use of amplified sound or music must comply with existing noise ordinances.
- 3.8. No outdoor seating area shall operate or be open for seating after 10:00 p.m.
- 3.9. The authorization granted by this policy to establish and maintain an outdoor seating area may be terminated whenever the city desires to use the affected sidewalk or public right-of-way for any purpose whatsoever and, by written notification, requires from the business the removal of its personal property. The removal shall be completed by the date specified in the notice and shall be accomplished by the business without cost to the city.

The City Council reserves the right to revoke this policy or implement additional requirements if public safety or city regulations are compromised.

City of Fergus Falls Street Closure Policy

The City of Fergus Falls has established the following parameters for obtaining a street closure permit for events requesting the full or partial closure of a public street in the area bounded by Cavour Avenue on the north; Whitford and Friberg Avenues on the east; Washington Avenue on the south; and Vine Street on the west.

Permit Required

A permit is required to close, either fully or partially, any public street in the downtown area bounded by Cavour Avenue on the north; Whitford and Friberg Avenues on the east; Washington Avenue on the south; and Vine Street on the west.

Fees

- No fee is required for permitted street closures.
- Special event rental fees for city services, picnic tables, barricades, etc are applicable to street closures (see attachment).
- Street closures requested by public corporations (city, town, county, or school district) or in conjunction with events designated as a “community celebration” are exempt from special event rental fees.

Permit Application

- Must be signed and completed by a business impacted by, and responsible for, the street closure.
- Must be accompanied by signatures from a minimum of 75% of the impacted properties indicating their support of the closure.
- Applications must be submitted at least 10 days before the event date. Late applications will not be accepted.

Street Closures

- Streets must be accessible to emergency vehicles at all times.
- Street closures are permitted only during the hours from sunrise to sunset.
- No portion of a street shall be closed that results in a remaining portion of the same street from having a convenient and adequate turnaround for the travelling public without encroaching on private property.

Liability/ Responsibility

- The City assumes no responsibility or liability for the street closure or the activities of the event.
- The applicant agrees to comply with all local ordinances and cooperate with local law enforcement officials as requested.
- The applicant agrees to clean up any refuse from event.
- The city will coordinate the Police and Public Works Departments to ensure appropriate resources are allocated for traffic control, emergency response, and street cleaning.
- Depending on the nature of the event, applicants may be required to provide security personnel and/ or additional waste management resources.

- The applicant agrees to accept responsibility for the timely return of any materials obtained from the city and the fee of replacing any missing, damaged, or destroyed materials.



Council Action Recommendation

Page 1 of 1

Meeting Date: May 20, 2024

Subject: Green Step Cities “Green Team”

Recommendation: Appoint the Natural Resources Advisory Committee to serve as the city’s “Green Team”, for the purpose of advancing the initiatives in the Minnesota Green Step Cities Program.

Background/Key Points: The city has been a Green Step City since 2015 and has achieved step 2 of the 5 steps. To further advance the city “up the stairs”, the Green Team will look at these areas and advise the council on areas/projects they identify that they feel would be worthwhile for the community:

- Building and Lighting
- Land Use
- Transportation
- Environmental Management
- Resilient Economic and Community Development

For more information on the program, one can go to the Green Step Cities website: [Welcome to GreenStep Cities | GreenStep Cities \(state.mn.us\)](https://www.greenstepcities.com/)

Budgetary Impact: As projects are identified, funding opportunities will be explored and/or budgeted for.

Originating Department: Public Works

Respectfully Submitted: Len Taylor (staff liaison to the NRAC)

Attachments:



Council Action Recommendation

Page 1 of 2

Meeting Date:

5/20/24 City Council

Subject:

Ward 3 Council Vacancy

Recommendation:

Resolution declaring a vacancy in Ward 3

Background/Key Points:

Ward 3 Councilmember Brent Thompson submitted his letter of resignation on 5/10/24, effective 5/11/24, indicating he is moving outside of city limits and is therefore ineligible to serve. As a result, the Council should declare a vacancy for this Ward 3 seat. This vacant seat expires at the end of 2024, so it will be on the ballot in November 2024 for a 4-year term.

The City Charter references Council vacancies in Sec. 2.04:

SEC. 2.04. VACANCIES. *A vacancy in the Council, whether it be in the office of Mayor or Council Member, shall be deemed to exist if the incumbent Council Member or incumbent Mayor is no longer a resident of the City, dies, resigns, is removed from office, is convicted of any felony or any offense involving violation of the official oath, fails to take and file the oath of office, at or before the date of the second regular meeting of the Council held after January 1 next following the election at which elected or the second regular Council meeting held after the appointment is communicated to an appointee, or continuous absence from the City in excess of three months. In each such case, the Council shall by resolution declare such vacancy to exist and shall forthwith appoint an eligible person to fill the same until the next regular municipal election, when the office shall be filled for the unexpired term. No change in Ward boundaries shall in any way affect the then current term of any Council Member.*

With guidance from the Charter, the Council shall declare this Ward 3 vacancy by resolution and shall appoint an eligible person to fill the seat.

The process to fill that appointment is not defined in the Charter, however, in 2017 the Charter Commission recommended a process/policy to fill vacancies to the City Council and the Council at that time adopted this as their Vacancy Policy. The Charter Commission, at the time, wanted the Council to be prepared in the event there was ever another vacancy, as typically they occur in an unexpected fashion. This ensures an orderly process and doesn't leave everyone scrambling or trying to create a new process.

The vacancy process that was recommended by the Charter Commission and adopted by the Council is attached. As you review that, you will see that it indicates an open call for interested parties, public interviews of interested parties and then appointment in a public meeting by resolution, with the selected candidate being sworn in and taking their seat immediately.

To help ensure a smooth transition, I am suggesting the following timeline:

May 20th -declare vacancy by resolution

May 25th -publish the vacancy and information in the Daily Journal

June 11th- 4 PM deadline to apply/submit interest and materials

June 13th -packet goes out to City Council and public (all materials are public) for June 17th meeting

June 17th-conduct public interviews of interested parties (time dependent on number of applicants)

June 17th - appoint new member by resolution

Since the policy indicates the selected applicant will be sworn in and seated immediately, it makes sense to appoint the same evening that all candidates will be present.

Ultimately, the Council is in control of this timeline, but we will need to finalize the timeline to publish the vacancy details and process in the newspaper and online. It would be good to find consensus on a timeline during the May 20th meeting.

Budgetary Impact:

Cost of publishing notice

Originating Department:

Administration

Respectfully Submitted:

Andrew Bremseth, City Administrator

Attachments:

Resignation Letter

Council Vacancy Policy

Vacancy Posting

5/10/2024

Andrew Bremseth and Mayor Ben Schierer
112 West Washington Avenue, Fergus Falls, MN 56537

Dear Andrew Bremseth and Mayor Ben Schierer,

I am writing to inform you of my decision to resign from my position on the City Council, effective 5/11/2024. It has been an honor to serve on the council and represent our community for the past seven and a half years.

I would like to express my gratitude for the opportunities and experiences I have had while serving on the council. It has been a privilege to work alongside dedicated individuals committed to improving the quality of life in our city.

Due to personal issues, I will be moving outside the city limits. Thus, making me ineligible to serve on the city council.

Thank You for your understanding, and I wish the entire council continued success in their efforts to better serve our community.

Sincerely,



Brent W. Thompson

Council Vacancy Process Policy
Adopted August 7, 2017

Step 1: Situation arises that constitutes a Mayor or Council Member vacancy

See Charter Language re: Vacancies

SEC. 2.04. VACANCIES. A vacancy in the Council, whether it be in the office of Mayor or Council Member, shall be deemed to exist if the incumbent Council Member or incumbent Mayor is no longer a resident of the City, dies, resigns, is removed from office, is convicted of any felony or any offense involving violation of the official oath, fails to take and file the oath of office, at or before the date of the second regular meeting of the Council held after January 1 next following the election at which elected or the second regular Council meeting held after the appointment is communicated to an appointee, or continuous absence from the City in excess of three months. In each such case, the Council shall by resolution declare such vacancy to exist and shall forthwith appoint an eligible person to fill the same until the next regular municipal election, when the office shall be filled for the unexpired term. No change in Ward boundaries shall in any way affect the then current term of any Council Member.

Step 2: Declare a vacancy by resolution

Step 3: Advertise vacancy position

- Include position, ward, and other requirements
- Submit letter of interest and summary of qualifications
- Due date
- Interview date
- Interview process outlined

Step 4: Hold session to conduct interviews during an open session of the council. Allow applicants an allotted period of time to talk about themselves, their qualifications and why they are interested in this process. Provide applicants with prospective questions.

Step 5: Council discusses in open session. Each council member will be asked to vote for the candidate of their choice.

Step 6: Council resolution appoint the vacant position as determined by council vote in step 5

Step 7: The new council member is sworn in by the City Attorney and takes their seat immediately

Step 8: Letters will be sent to all candidates thanking them for their application/interest

NOTICE OF THIRD WARD VACANCY

The City of Fergus Falls is looking for residents interested in being appointed to the vacant third ward Council position.

Interested parties must live in the City's third ward and be 21 years of age before taking office. Letters of interest, along with a summary of qualifications should be submitted in hard copy format to the City Administrator's Office in City Hall, 112 W Washington Avenue, by June 11th. The City Council will be interviewing the candidates at a public council work session at 4:00 pm on June 17th with the intention of appointing a member at the City Council meeting that evening.

For questions or more details you may call 218-332-5404.

Publication date: May 25, 2024 in the Fergus Falls Daily Journal

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

AT&T MOBILITY	CELL PHONE DATA	89.42
AT&T MOBILITY	DATA PALNS/PREVENTION CHIEF	44.71
AT&T MOBILITY	DATA PLANS/FIRE CHIEF	49.74
AT&T MOBILITY	DATA PLANS/TRAINIG CHIEF	49.74
ADMINISTRATOR'S CONTINGENCY FD	APRIL 2024 ANALYSIS SVC CHARGE	152.99
ADMINISTRATOR'S CONTINGENCY FD	APRIL 2024 INTEREST EARNED	.02-
ADMINISTRATOR'S CONTINGENCY FD	LIQUOR LICENSE REFUND/KADDATZ	475.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-BOLTE	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-FITZGE	100.00
ADMINISTRATOR'S CONTINGENCY FD	REFUND/PAVILION DEPOSIT-KOTSCH	100.00
AL'S REFRIGERATION, INC.	FIRE STATION ICE MACHINE REPAI	449.00
VESTIS	APRIL LINEN SUPPLY	1,371.52
AMERITAS	MAY DENTAL INSURANCE	4,055.67
AUTO VALUE - FERGUS FALLS	MAY POWER STEERING FLUID	5.99
AUTO VALUE - FERGUS FALLS	MAY SIGN BRACKET CUSTOM MATCH	30.00
KLARA BECK	MARCH MILEAGE-DEED'S PLANNING	250.58
CSG JANITORIAL	CLEANING 4/21-5/5	660.00
BEYER BODY SHOP, INC.	TOW CHEVY MALIBU/24013270	150.00
BEYER BODY SHOP, INC.	TOW HYUNDAI SONATA/24013127	150.00
BIG AXX LLC	APRIL BLADES SHARPENED	66.00
SAMUEL BLONDEAU	2024 SAFETY BOOT REIMBURSEMENT	221.00
BMO FINANCIAL GROUP	ANNUAL APPY PIE SUBSCRIPTION	1,050.00
BMO FINANCIAL GROUP	APRIL AUTODESK WEB	10.79
BMO FINANCIAL GROUP	APRIL BANKING SERVICES MEETING	23.77
BMO FINANCIAL GROUP	APRIL CONCRETE SCREW ANCHOR	69.98
BMO FINANCIAL GROUP	APRIL ENGINE 14 BRASS FITTING	4.43
BMO FINANCIAL GROUP	APRIL FIELD COVERS	2,196.76
BMO FINANCIAL GROUP	APRIL HOSE CLAMPS	17.42
BMO FINANCIAL GROUP	APRIL LIVE BURN TRAINING-FOOD	149.80
BMO FINANCIAL GROUP	APRIL MEDICAL SUPPLY BAG	19.98
BMO FINANCIAL GROUP	APRIL MOTOR FUEL	129.57

General

BMO FINANCIAL GROUP	APRIL NRS RAPID RESCUER PFD	469.73
BMO FINANCIAL GROUP	APRIL PDF MASTER SUBSCRIPTION	49.99
BMO FINANCIAL GROUP	APRIL PDF MASTER TRIAL SUPSCRI	.99
BMO FINANCIAL GROUP	APRIL PROJECT WORKBOOK&TRACKER	6.00
BMO FINANCIAL GROUP	APRIL SHIP TURN OUT GEAR-REPAI	27.36
BMO FINANCIAL GROUP	APRIL SHIPPING PAGER REPAIR	12.39
BMO FINANCIAL GROUP	APRIL SPECIAL BOILERS LICENSE	20.00
BMO FINANCIAL GROUP	APRIL STATION BOOTS	155.00
BMO FINANCIAL GROUP	APRIL SUPPLIES-SPRING	11.97
BMO FINANCIAL GROUP	APRIL UNIT 3029 REGISTRATION	37.80
BMO FINANCIAL GROUP	APRIL WATER RESCUE PPE	756.47
BMO FINANCIAL GROUP	APRIL WILDLAND ACADEMY EXPENSE	780.00
BMO FINANCIAL GROUP	APRIL WILDLAND ADACEMY EXPENSE	780.00
BMO FINANCIAL GROUP	APRIL 3T STEEL SERVICE JACK	139.99
BMO FINANCIAL GROUP	ASSN OF MN COUNTIES/HICKS	30.00
BMO FINANCIAL GROUP	ASSN OF MN COUNTIES/RUFER	30.00-
BMO FINANCIAL GROUP	BERGREN CHIEFS CONF HOTEL	190.33
BMO FINANCIAL GROUP	BERGREN TRNG MEAL	27.28
BMO FINANCIAL GROUP	CAMERA CASE	149.99
BMO FINANCIAL GROUP	CANCELLED 10 YEAR WARRANTY	64.69-
BMO FINANCIAL GROUP	CENTER PUNCHES FOR SQUADS	41.18
BMO FINANCIAL GROUP	D.REGER CERT B.O.-LIMITED	40.00
BMO FINANCIAL GROUP	ESTEP TRAINING HOTEL	127.51
BMO FINANCIAL GROUP	GARAGE SUPPLIES	50.63
BMO FINANCIAL GROUP	HOHRMAN RETIREMENT PLAQUE	60.00
BMO FINANCIAL GROUP	IAAI 2 YEAR MEMBERSHIP	193.00
BMO FINANCIAL GROUP	K9 DUES- MATTSON	50.00
BMO FINANCIAL GROUP	LEARING COHART WELCOMING COMMU	38.66
BMO FINANCIAL GROUP	MARCH EMS RESPONSE SUPPLIES	502.21
BMO FINANCIAL GROUP	MARCH TOOL KIT,COULPER,CONNECT	171.31
BMO FINANCIAL GROUP	MARCH 28" TRAFFIC CONES	62.97
BMO FINANCIAL GROUP	MILLER UNIFORM PURCHAS	99.98
BMO FINANCIAL GROUP	MILLER UNIFORM PURCHASE	503.81
BMO FINANCIAL GROUP	MILLER 2024 LDF DUES 8 MONTHS	137.56
BMO FINANCIAL GROUP	MILLER 2024 MPPOA DUES 8 MONTH	48.33
BMO FINANCIAL GROUP	MOBILE MOULTRIE MONTHLY	9.99
BMO FINANCIAL GROUP	MONTHLY CONSTANT CONTACT	45.00
BMO FINANCIAL GROUP	NEULEIB BCA CONF FEE	300.00
BMO FINANCIAL GROUP	ONSTAD UNIFORM PURCHASE	17.98
BMO FINANCIAL GROUP	RANGE SUPPLIES	56.13
BMO FINANCIAL GROUP	RENNER POST RENEWAL	90.00
BMO FINANCIAL GROUP	RETURN CAMERA CASE	149.99-
BMO FINANCIAL GROUP	SEWED PATCHES ON UNIFORM-WEST	30.90

General

BMO FINANCIAL GROUP	SHOWER CURTAINS	57.57
BMO FINANCIAL GROUP	SONSTEBO UNIFORM PURCHASE	223.20
BMO FINANCIAL GROUP	SUPPLIES-DISPLAY TAGS W/STRING	23.98
BMO FINANCIAL GROUP	SUPPLIES-RUBBERBANDS,CARDS,PEN	131.47
BMO FINANCIAL GROUP	SUPPLIES-2 TIER MONITOR STAND	47.98
BMO FINANCIAL GROUP	THUMB DRIVES	127.19
BMO FINANCIAL GROUP	WEST UNIFORM PURCHASE	71.99
BMO FINANCIAL GROUP	WEST 2024 LDF DUES 8 MONTHS	137.56
BMO FINANCIAL GROUP	WEST 2024 MPOA DUES 8 MONTHS	48.33
BMO FINANCIAL GROUP	WHITE BOARD AND SUPPLIES	25.36
BMO FINANCIAL GROUP	WRAPFEST SUPPLIES	137.71
BMO FINANCIAL GROUP	YOUNG POST RENEWAL	90.00
BMO FINANCIAL GROUP	04/06-05/05/24 PHOTO PLAN	10.78
BMO FINANCIAL GROUP	1ST QTR 2024 EXPRESS LICENSE	6.67
BMO FINANCIAL GROUP	1ST QTR 2024 FILING FORM 941	8.50
BMO FINANCIAL GROUP	5.56 CONVERSION BOLT KIT	525.45
ANDREW BREMSETH	2024 MCMA CONFERENCE MILEAGE	124.62
CARR'S TREE SERVICE, INC.	PRIVATE TREE	296.55
CHARTER COMMUNICATIONS	05/02-06/01/24 CABLE	22.69
CHARTER COMMUNICATIONS	05/04-06/03/24 CABLE	26.30
CHARTER COMMUNICATIONS	05/13-06/12/24 INTERNET	129.99
CHARTER COMMUNICATIONS	05/13-06/12/24 IP ADDRESS	19.99
COMMISSIONER OF REVENUE	2024 APRIL SALES TAX	58,801.00
COOPERS TECHNOLOGY GROUP	MAY LAMINATING POUCHES,ENVELOP	147.26
DACOTAH PAPER CO	MAY PAD H/PRO STRIPPER 17" BL	36.25
DACOTAH PAPER CO	MAY SCREEN URINAL,TP,CLEANER	346.98
DIAMOND VOGEL PAINTS	MAY WHITE TRAFFIC PAINT	2,437.50
EMPLOYEES INSURANCE TRUST FUND	MAY LIFE INSURANCE	2,830.28
EQUIPMENT FUND	APR FUEL CHARGES #3002	90.94
EQUIPMENT FUND	APR FUEL CHARGES #3004	36.26
EQUIPMENT FUND	APR FUEL CHARGES #3006	81.88
EQUIPMENT FUND	APR FUEL CHARGES #3009	40.87
EQUIPMENT FUND	APR FUEL CHARGES #3019	61.92
EQUIPMENT FUND	APR FUEL CHARGES #3022	20.92
EQUIPMENT FUND	APR FUEL CHARGES #3040	62.39
EQUIPMENT FUND	APR FUEL CHARGES #3041	47.92
EQUIPMENT FUND	APR FUEL CHARGES #3042	29.76
EQUIPMENT FUND	APR REPAIRS/SERVICE #3009	384.53
EQUIPMENT FUND	APR REPAIRS/SERVICE #3040	27.48
FASTENAL COMPANY	APRIL SNOW MELT PIT REPAIR	164.43
FASTENAL COMPANY	MAT PARK SAFETY VENDING	64.13
FASTENAL COMPANY	MAY STREET SAFETY VENDING	64.13
FERGUS FALLS CONVENTION &	MAR 2024 LODGING TAX	9,693.24

General

FERGUS FALLS CONVENTION & FLAHERTY & HOOD, PA	MAR 2024 LODGING TAX ADMIN	290.80-
GALLS LLC	APRIL 2024 LEGAL SERVICES	337.50
GALLS LLC	DUENOW UNIFORM PURCHASE	44.83
GALLS LLC	MATTER UNIFORM CREDIT	30.80-
GENERAL FUND	ONSTAD UNIFORM PURCHASE	85.45
GENERAL FUND	APRIL COPIER USE	321.96
GENERAL FUND	APRIL POSTAGE USE	313.46
GENERAL FUND	TRANSFER APRIL COPIER USE	398.90-
GENERAL FUND	TRANSFER APRIL POSTAGE USE	492.01-
GOODIN COMPANY	APRIL 1-1/2" TOP SPUD	491.65
GOODIN COMPANY	APRIL 2 C CAP PROGRESS	130.11
GOODIN COMPANY	APRIL 3 SGL HDL LAV FAUCET	261.07
GOODIN COMPANY	MAY 1-1/2 C CAP PROGRESS	29.30
GOODIN COMPANY	MAY 2 C CAP PROGRESS	35.60
GRANITE ELECTRONICS	APR PAGER & MOBILE RADIO PARTS	2,452.00
GRANITE ELECTRONICS	APRIL PAGER REPAIR	152.25
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	970.73
HIGH POINT NETWORKS LLC	AZURE ACTIVE DIRECTORY PREMIUM	1,008.00
HIGH POINT NETWORKS LLC	HPN MONTHLY M365/GSUITE BACKUP	336.00
HIGH POINT NETWORKS LLC	OFFICE 365 G3 GCC	2,576.00
HIGH POINT NETWORKS LLC	PROJECT PLAN 3 FOR GCC	30.00
HIGH POINT NETWORKS LLC	VISIO PLAN2 FOR GCC	45.00
HOME DEPOT CREDIT SERVICES	APR TANK VALVE,WET/DRY VACUUM	58.92
HOME DEPOT CREDIT SERVICES	APRIL BOLT SET,FLANGED WASHER	7.42
HOME DEPOT CREDIT SERVICES	APRIL HEAVY DUTY DOOR CLOSER	17.93
HOME DEPOT CREDIT SERVICES	APRIL LIGHT BULBS, CO ALARM	129.88
HOME DEPOT CREDIT SERVICES	APRIL PVC FLANGE ADJUST RING	29.93
HOME DEPOT CREDIT SERVICES	APRIL SINK STRAINER	2.36
HOME DEPOT CREDIT SERVICES	APRIL 4" BARREL BOLT	14.94
HOME DEPOT CREDIT SERVICES	MAY CLAMP SET,BOLT,NUT,WASHER	30.82
HOME DEPOT CREDIT SERVICES	MAY CLEANUP DISPENSER-HOSE REP	7.87
HOME DEPOT CREDIT SERVICES	MAY DRAIN PAN,ADAPTER,BUSHING	26.06
HOME DEPOT CREDIT SERVICES	MAY PVC BALL VALVE,CHECK VALVE	21.84
HOME DEPOT CREDIT SERVICES	MAY RETURN TOILET PARTS	8.98-
HOME DEPOT CREDIT SERVICES	MAY ULTRA WATER SAVER FLAPPER	6.98
HUMANA INSURANCE CO	JUN VISION INSURANCE	29.03
INDUSTRIAL SAFETY INC	APRIL AEROS FLAME GENERATOR	6,674.16
JK SPORTS	MAY 11" SLOWPITCH SOFTBALLS	639.60
JK SPORTS	MAY 12" SLOWPITCH SOFTBALLS	799.50
JOHNSTONE SUPPLY	APRIL PLEATED FILTER MERV 10	484.68
LAKE REGION ELECTRIC COOP	APRIL ELECTRICITY EXPENSE	2,098.31
LAKE REGION ELECTRIC COOP	APRIL/SNOW REMOVAL/EQUIP BLDG	108.12
LAKE REGION HEALTHCARE CORP	ANDERSON BLOOD DRAW/24004803	80.00

General

LAKE REGION HEALTHCARE CORP	BENDER BLOOD DRAW/23032597	80.00
LAKE REGION HEALTHCARE CORP	DAVIS BLOOD DRAW/23007123	80.00
LAKE REGION HEALTHCARE CORP	EGGEN BLOOD DRAW/23027548	80.00
LAKE REGION HEALTHCARE CORP	GARCIA BLOOD DRAW/23037610	80.00
LAKE REGION HEALTHCARE CORP	GRAMLING BLOOD DRAW/23038093	80.00
LAKE REGION HEALTHCARE CORP	KAMPSEN BLOOD DRAW/24005119	55.00
LAKE REGION HEALTHCARE CORP	LANE BLOOD DRAW/23033913	80.00
LAKE REGION HEALTHCARE CORP	LOCKEN BLOO DRAW/24001971	80.00
LAKE REGION HEALTHCARE CORP	LOOMER BLOOD DRAW/23031609	80.00
LAKE REGION HEALTHCARE CORP	MCCONNELL BLOOD DRAW/23038169	80.00
LAKE REGION HEALTHCARE CORP	RIEPPPEL BLOOD DRAW/23002309	80.00
LAKE REGION HEALTHCARE CORP	SEVERSON BLOOD DRAW/23040089	80.00
LAKE REGION HEALTHCARE CORP	THOMPSON BLOOD DRAW	80.00
VICTOR LUNDEEN COMPANY	SQUAD ROOM CHAIRS/EVID STOOL	3,673.00
M-R SIGN COMPANY INC	MAY KEEP LEFT SIGN	48.92
M-R SIGN COMPANY INC	MAY PED IMPACT SIGN/BASE/POST	365.00
M-R SIGN COMPANY INC	MAY 28" TRAFFIC CONES	942.50
MARCO TECHNOLOGIES LLC	04/27-05/27/24 COPIER RENT	677.45
MARCO TECHNOLOGIES LLC	04/27-05/27/24 PRINTER RENT	107.04
METRO SALES, INC	04/18-05/17/24 COPIER RENT	152.98
METRO SALES, INC	04/18-05/17/24 COPIER USAGE	125.51
MIDWEST PRINTING COMPANY	MAY INTERNAL DEPOSIT SLIPS	210.00
MN CITY/COUNTY MANAGEMENT ASSO	05/01/24-04/30/25 DUES	206.45
MINNKOTA ENVIROSERVICES INC	APRIL SHREDDING DOC SERVICE	47.20
MOBOTREX INC	APR PED BUTTONS/CUPS (MARCIA)	642.00
MOBOTREX INC	APR TRAFFIC SIGNAL BACKPLATE	102.00
PAM MUXFELDT	MAY MEAT&PEPPERS FOR WRAPFEST	250.00
TONY NEVILLE	APRIL PROFESSIONAL SERVICES	1,500.00
NYCKLEMOE & ELLIG, P.A.	MAY PROSECUTING SERVICES	9,758.33
OFFICE OF MNIT SERVICES	MAY INTERNET BILLING	338.62
OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	36,038.86
OTTER TAIL TELCOM	APRIL LONG DISTANCE	35.89
OTTER TAIL TELCOM	MAY ADD LISTING-ENGINEERING	10.00
OTTER TAIL TELCOM	MAY TELEPHONE EXPENSE	1,095.28
OTTER TAIL TELCOM	MAY TELEPHONE LINES FOR PD	167.00
OTTER TAIL TELCOM	MAY TELEPHONE LINES-CITY HALL	62.32
POLICE DEPT CONTINGENCY FUND	CASH FOR TOBACCO CHECKS	100.00
POLICE DEPT CONTINGENCY FUND	DUENOW UNIFORM PURCHASE	236.49
POLICE DEPT CONTINGENCY FUND	ESTEP TRAVEL TRNG MEALS	260.79
POLICE DEPT CONTINGENCY FUND	HEINEN TRAINING TRAVEL MEALS	203.08
PRODUCTIVE ALTERNATIVES INC.	MAY NEW LOGO DECALS-VEHICLES	999.00
DEVIN REGER	APRIL MEETING-MEALS	47.67
DEVIN REGER	MARCH MEETING-MILEAGE, LODGING	385.30

General

SHERWIN WILLIAMS CO	MAY PAINTING SUPPLIES	86.12
SKY CREW SERVICES, LLC	JUNE MANAGEMENT FEES	3,500.00
SKY CREW SERVICES, LLC	SYN-TECH INVOICES,EZ DOOR INV	1,141.00
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPE	101.70
SUMMIT COMPANIES	JAN INSTALL AIR COMPRESSOR	2,889.00
SUMMIT COMPANIES	MONITORING 05/01-07/31/24	116.00
SUMMIT COMPANIES	SEMI-ANNUAL SVC/FIRST CYLINDER	264.00
THRIFTY WHITE PHARMACY INC	APRIL HEP B SHOTS	333.78
VERIZON WIRELESS	CELL/AIR CARDS 4/2-5/1	1,077.22
WESTMOR INDUSTRIES LLC	CHANGE STATIC REEL-JET CABINET	1,866.14
PAUL WIELER	2024 SAFETY BOOT REIMBURSEMENT	125.00
WORKFORCE DEVELOPMENT SOLUTION	APRIL LIVE BURN TRAINING	1,800.00
	F U N D T O T A L	188,856.96

P.A. General

AL'S REFRIGERATION, INC.	ANNUAL CLEANING OF ICE MACHINE	543.00
ATLAS OUTDOOR SERVICES LLC	MAY/CBHH SNOW/LAWN CARE	1,000.00
EMPLOYEES INSURANCE TRUST FUND	MAY LIFE INSURANCE	8.11
GENERAL FUND	APRIL COPIER USE	21.88
MARCO TECHNOLOGIES LLC	04/27-05/27/24 COPIER RENT	51.89
MARCO TECHNOLOGIES LLC	04/27-05/27/24 PRINTER RENT	22.02
SUMMIT COMPANIES	MONTHLY MONITORING -MAY	36.00
UGSTAD PLUMBING INC	BOILER/GEN CK 04/19/24	90.00
UGSTAD PLUMBING INC	BOILER/GEN CK 04/25/24	112.50
	F U N D T O T A L	1,885.40

Regional Treatment Center-City Operated

A-1 LOCK & KEY LLC	APRIL RTC COMMERICAL REPAIRS	1,064.25
BMO FINANCIAL GROUP	RTC CUDDEBACK DIGITAL	16.18
FARMERS ELEVATOR OF FERGUS	MAY CLASSIC SHADE N SUN SEED	125.00
FARMERS ELEVATOR OF FERGUS	MAY RYE FOR RTC	16.00
FARMERS ELEVATOR OF FERGUS	MAY SUN N SHADE GRASS SEED RTC	435.00
OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	203.04

Regional Treatment Center-City Operated

F U N D T O T A L	1,859.47
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Public Library

ADMINISTRATOR'S CONTINGENCY FD	MAY LOST BOOK	24.95
VESTIS	APRIL LINEN SUPPLY	7.50
BAKER & TAYLOR INC	BOOKS	3,480.23
BAKER & TAYLOR INC	FREIGHT SURCHARGE	58.93
BAKER & TAYLOR INC	FRIEGHT SURCHARGE	11.04
BAKER & TAYLOR INC	LOWE BOOKS	64.26
BAKER & TAYLOR INC	LOWE FREIGHT SURCHARGE	.92
BAKER & TAYLOR INC	LOWE PROCESSING	4.01
BAKER & TAYLOR INC	PROCESSING	290.53
BMO FINANCIAL GROUP	APRIL BOOKS	288.58
BMO FINANCIAL GROUP	APRIL CD LABELS, LABEL PROTECTO	365.04
BMO FINANCIAL GROUP	APRIL DOORBELL RECEIVER	6.99
BMO FINANCIAL GROUP	APRIL DVD'S	400.30
BMO FINANCIAL GROUP	APRIL NAME TAGS	30.00
BMO FINANCIAL GROUP	APRIL OFFICE SUPPLIES	86.11
BMO FINANCIAL GROUP	APRIL POSTAGE	149.60
BMO FINANCIAL GROUP	APRIL THERMAL RECEIPT PAPER	139.98
BMO FINANCIAL GROUP	APRIL 3M COMMAND HANGING STRIP	46.14
EMPLOYEES INSURANCE TRUST FUND	MAY LIFE INSURANCE	54.41
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	50.19
HOOPLA	DIGITAL CONTENT	1,099.74
VICTOR LUNDEEN COMPANY	MAY MARKERS	38.84
VICTOR LUNDEEN COMPANY	MAY PAGE PROTECTORS	14.40
MAGAZINE SUBSCRIPTION SERVICE	MAGAZINES	75.90
MIDWEST TAPE EXCHANGE	APRIL DVDS	303.62
OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	2,586.60
OTTER TAIL TELCOM	MAY LIBRARY FAX LINE	35.40
OTTER TAIL TELCOM	MAY TELEPHONE EXPENSE	210.01
	F U N D T O T A L	9,924.22

Bigwood Event Center

Bigwood Event Center

VESTIS	APRIL LINEN SUPPLY	47.89
VESTIS	MARCH LINEN SUPPLY	351.79
BMO FINANCIAL GROUP	APRIL PANEL AIR FILTERS	816.73
BMO FINANCIAL GROUP	APRIL TRASH BAGS,LUBRICANT	13.29
BMO FINANCIAL GROUP	04/04/24 BEVERAGES	62.66
BMO FINANCIAL GROUP	04/10-04/11/24 FOOD	72.00
BMO FINANCIAL GROUP	04/10-40/11/24 FOOD	198.56
BMO FINANCIAL GROUP	04/10/24 BEVERAGES	6.44
BMO FINANCIAL GROUP	04/15/24 FOOD	48.40
BMO FINANCIAL GROUP	04/18/24 FOOD	21.68
BMO FINANCIAL GROUP	04/22/24 FOOD	19.80
CARDCONNECT	APR CREDIT CARD FEES	64.42
CLOVER	MAY POS MONTHLY CHARGE	210.08
COMMISSIONER OF REVENUE	2024 APRIL SALES TAX	22.52
DACOTAH PAPER CO	MAY DISHWASHER DETERGENT	264.70
DACOTAH PAPER CO	MAY 12OZ HOT CUPS	82.79
EMPLOYEES INSURANCE TRUST FUND	MAY LIFE INSURANCE	7.44
MARCO TECHNOLOGIES LLC	04/29-05/29/24 COPIER RENT	133.47
OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	2,323.41
OTTER TAIL TELCOM	MAY INTERNET FOR BIGWOOD	163.59
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPE	646.20
	F U N D T O T A L	5,577.86

IRP Revolving Loan

GENERAL FUND	APRIL COPIER USE	3.82
	F U N D T O T A L	3.82

CDBG/HUD Revolving Loan

GENERAL FUND	APRIL COPIER USE	15.56
GENERAL FUND	APRIL POSTAGE USE	1.76
	F U N D T O T A L	17.32

P.I.R. Bond and Interest 2009

P.I.R. BOND & INTEREST 2009	2024 DEBT SERVICE TRANSFER	1,950.00-
	F U N D T O T A L	1,950.00-

P.I.R. Bond and Interest 2012B

P.I.R. BOND & INTEREST 2012	2024 DEBT SERVICE TRANSFER	8,125.00-
	F U N D T O T A L	8,125.00-

Capital Improvement

ADMINISTRATOR'S CONTINGENCY FD	RECORD EASEMENT/DELAGOON PARK	46.00
BOLTON & MENK INC	DTRF PHASE 2 PROF SERVICES	6,614.00
BOLTON & MENK INC	UNION AVE MILL/OVERLAY	141.00
COMSTOCK CONSTRUCTION INC	PAY APP NO 11	35,235.57
DAILY JOURNAL	MAY AD-2024 MILL & OVERLAY	315.17
DAILY JOURNAL	MAY 2023 SIDEWALK/FINAL COST	190.12
JLG ARCHITECTS	PROF SERVICE ENDING 4/30/2024	6,953.69
MOORE ENGINEERING INC	PROF SERV STANTON AVE RECON	4,221.25
PEMBERTON LAW, P.L.L.P.	OCT-NOV 2023 LEGAL FEES	687.50
JOE RILEY CONSTRUCTION INC	PAY APP NO 2	90,744.45
TAFT STETTINIUS HOLLISTER LLP	MARCH 2024 CONTRACT MATTER	24,363.60
	F U N D T O T A L	169,512.35

P.I.R. Project 2009

P.I.R. BOND & INTEREST 2009	2024 DEBT SERVICE TRANSFER	1,950.00
	F U N D T O T A L	1,950.00

P.I.R. Project 2012B

P.I.R. Project 2012B

P.I.R. BOND & INTEREST 2012	2024 DEBT SERVICE TRANSFER	8,125.00
	F U N D T O T A L	8,125.00

Liquor Store

THE AMERICAN BOTTLING COMPANY	MAY/MIX	324.01
VESTIS	APRIL LINEN SUPPLY	533.47
ARTISAN BEER COMPANY	MAY/BEER	1,186.75
ARTISAN BEER COMPANY	MAY/MIX	104.60
ARTISAN BEER COMPANY	MAY/THC BEVERAGES	1,026.30
BELLBOY CORPORATION	MAY/FREIGHT	26.53
BELLBOY CORPORATION	MAY/LIQUOR	1,319.00
BELLBOY CORPORATION	MAY/MIX	439.45
BEVERAGE WHOLESALERS INC	MAY/BEER	60,243.77
BEVERAGE WHOLESALERS INC	MAY/LIQUOR	2,012.00
BEVERAGE WHOLESALERS INC	MAY/MIX	515.45
BEVERAGE WHOLESALERS INC	MAY/WINE	156.80
BMO FINANCIAL GROUP	APRIL MOOD PANDORA	62.44
BMO FINANCIAL GROUP	MAY BLACK 3-BOTTLE CARRIERS	69.80
PATRICIA DILLON	MAY 9 WATER PILLOW HUMIDIFIER	21.26
BRAUN VENDING INC	MAY WATER COOLER RENT	16.00
BREAKTHRU BEVERAGE MINNESOTA	MAY/FREIGHT	150.98
BREAKTHRU BEVERAGE MINNESOTA	MAY/LIQUOR	14,715.30
BREAKTHRU BEVERAGE MINNESOTA	MAY/MIX	92.65
BREAKTHRU BEVERAGE MINNESOTA	MAY/WINE	985.67
CARLOS CREEK WINERY	MAY/WINE	3,084.00
CAYAN	APRIL 2024 CR CD FEES	11,923.39
VIKING COCA-COLA BOTTLING CO	MAY/MIX	848.81
COMMISSIONER OF REVENUE	2024 APRIL SALES TAX	44.95
BRANDON CURRIE	MAY 5000LB PALLET JACK	431.49
D-S BEVERAGES, INC.	MAY/BEER	46,726.33
D-S BEVERAGES, INC.	MAY/LIQUOR	3,501.40
D-S BEVERAGES, INC.	MAY/MIX	709.10
D-S BEVERAGES, INC.	MAY/THC BEVERAGES	4,583.33
D-S BEVERAGES, INC.	MAY/WINE	33.50
DACOTAH PAPER CO	MAY SUPPLIES-BAGS	252.08
EMPLOYEES INSURANCE TRUST FUND	MAY LIFE INSURANCE	22.65
F-M FORKLIFT SALES & SERVICE	MAY LOADWHEEL, BEARING BALL,	143.24
F-M FORKLIFT SALES & SERVICE	MAY PIN ROLL	17.85

Liquor Store

FERGUS BREWING COMPANY LLC	MAY/BEER	176.00
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	207.74
THE HOME CITY ICE COMPANY	MAY/FREIGHT #7631240356	15.00
THE HOME CITY ICE COMPANY	MAY/ICE #7631240356	102.09
JOHNSON BROTHERS LIQUOR CO	MAY/FREIGHT	295.12
JOHNSON BROTHERS LIQUOR CO	MAY/LIQUOR	6,573.14
JOHNSON BROTHERS LIQUOR CO	MAY/MIX	216.50
JOHNSON BROTHERS LIQUOR CO	MAY/WINE	7,403.53
JUNKYARD BREWING COMPANY LLC	APRIL/BEER	124.00
LIQUOR STORE	RECEIPT MAY RENT	358.00-
MARCO TECHNOLOGIES LLC	04/27-05/27/24 PRINTER RENT	125.90
OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	2,774.96
OTTER TAIL TELCOM	MAY TELEPHONE EXPENSE	358.21
PAUSTIS WINE COMPANY	MAY/FREIGHT	37.80
PAUSTIS WINE COMPANY	MAY/WINE	1,986.50
PEPSI BEVERAGE COMPANY	MAY/MIX	566.20
PHILLIPS WINE & SPIRITS CO	MAY/FREIGHT	322.02
PHILLIPS WINE & SPIRITS CO	MAY/LIQUOR	8,768.23
PHILLIPS WINE & SPIRITS CO	MAY/MIX	71.95
PHILLIPS WINE & SPIRITS CO	MAY/WINE	4,875.61
SOUTHERN GLAZER'S OF MN	MAY/FREIGHT	375.24
SOUTHERN GLAZER'S OF MN	MAY/LIQUOR	18,908.85
SOUTHERN GLAZER'S OF MN	MAY/MIX	46.00
SOUTHERN GLAZER'S OF MN	MAY/WINE	3,982.80
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPE	212.51
TOTAL REGISTER SYSTEMS	FTP MONTHLY SERVICE	32.21
TOTAL REGISTER SYSTEMS	05/01/24-04/30/25 TOTAL CARE	2,779.94
	F U N D T O T A L	217,304.40

Refuse Disposal

ALBANY RECYCLING CENTER INC	APRIL TV, COMPUTER,APPLAINCES	2,178.17
VESTIS	APRIL LINEN SUPPLY	377.69
AUTO VALUE - FERGUS FALLS	MAY SNAP RING PLIERS (JR)	19.99
COMMISSIONER OF REVENUE	2024 APRIL SALES TAX	10.64
COMMISSIONER OF REVENUE	2024 APRIL SWMT	31,387.00
EMPLOYEES INSURANCE TRUST FUND	MAY LIFE INSURANCE	64.22
FASTENAL COMPANY	MAY REFUSE SAFETY VENDING	64.13
HOME DEPOT CREDIT SERVICES	MAY PRESS WASHER DRAIN HOSE	31.76

Refuse Disposal

KNUTSON ELECTRIC REBUILDING	APRIL LANDFILL LABOR REPAIR	26.25
MARCO TECHNOLOGIES LLC	01/27-04/27/24 PRINTER OVERAGE	55.34
MARCO TECHNOLOGIES LLC	04/27-05/27/24 COPIER RENT	199.90
MARCO TECHNOLOGIES LLC	04/27-05/27/24 PRINTER RENT	87.95
METRO SALES, INC	04/18-05/17/24 COPIER RENT	16.56
METRO SALES, INC	04/18-05/17/24 COPIER USAGE	12.36
OTTER TAIL COUNTY TREASURER	APRIL TIPPING FEES	92,694.84
OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	187.05
OTTER TAIL TELCOM	MAY TELEPHONE EXPENSE	153.35
REVTRAK INC	APRIL 2024 CR CD FEES	3,622.37
WASTEWATER TREATMENT FUND	APRIL ASH CELL LEACHATE	630.00
WASTEWATER TREATMENT FUND	APRIL DEMO CELL 61.500 GAL	3,075.00
	F U N D T O T A L	134,894.57

Sewage Treatment

VESTIS	APRIL LINEN SUPPLY	342.35
BMO FINANCIAL GROUP	APRIL CUSTOM HV 1/4-A	120.50
BMO FINANCIAL GROUP	APRIL HVY DT TIMER	23.96
BMO FINANCIAL GROUP	APRIL PAINT	16.98
BMO FINANCIAL GROUP	APRIL STOPS RUST 5-1 FLAT WHT	23.94
BMO FINANCIAL GROUP	APRIL UPS SHIPPING	71.70
BMO FINANCIAL GROUP	MARCH WW OPERATOR RENEW-NELSON	23.49
EMPLOYEES INSURANCE TRUST FUND	MAY LIFE INSURANCE	37.18
FASTENAL COMPANY	MAY SEWER SAFETY VENDING	64.13
FERGUSON WATERWORKS #1657	MAY 10" SDR35 SEWER PIPE (STK)	345.06
HAWKINS INC	MAY CHLORINE/SULFUR DIOXIDE	11,841.55
LAKE REGION ELECTRIC COOP	APRIL ELECTRICITY EXPENSE	239.30
MATTHEW LEMKE	NOV-APRIL REIMB., PHONE LINE	119.94
LEWIS MOTOR REPAIR	MAY SAGINAW ENCLOSURE 24X24X12	345.54
LOCATORS & SUPPLIES INC	MAY PINK MARKING PAINT	55.99
LOCATORS & SUPPLIES INC	MAY WHITE MARKING PAINT	55.99
MARCO TECHNOLOGIES LLC	01/27-04/27/24 PRINTER OVERAGE	55.34
MARCO TECHNOLOGIES LLC	04/27-05/27/24 COPIER RENT	199.89
MARCO TECHNOLOGIES LLC	04/27-05/27/24 PRINTER RENT	72.58
METRO SALES, INC	04/18-05/17/24 COPIER RENT	16.55
METRO SALES, INC	04/18-05/17/24 COPIER USAGE	12.37
MUNICIPAL SERVICE CO INC	MAY REMOVE/REPLACE RAS PUMP	14,680.00
MUNICIPAL SERVICE CO INC	MAY REMOVE/REPLACE 8" PLUG	1,370.00

Sewage Treatment

OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	9,431.42
OTTER TAIL TELCOM	MAY TELEPHONE EXPENSE	178.58
PLUNKETT'S PEST CONTROL INC.	MAY SPRING/FALL EXTERIOR	21.40
RMB ENVIRONMENTAL LABORATORIES	APRIL ANALYSIS	376.20
RMB ENVIRONMENTAL LABORATORIES	MARCH ANALYSIS	147.14
RMB ENVIRONMENTAL LABORATORIES	MAY ANALYSIS	1,312.53
REVTRAK INC	APRIL 2024 CR CD FEES	3,622.38
SPEE*DEE DELIVERY SERVICE INC	APRIL SHIPMENTS	85.70
SPEE*DEE DELIVERY SERVICE INC	MAY SHIPMENTS	46.15
WASTEWATER TREATMENT FUND	RECEIPT TO APRIL LEACHATE	3,705.00-
	F U N D T O T A L	41,650.83

Water

VESTIS	APRIL LINEN SUPPLY	257.40
BMO FINANCIAL GROUP	APRIL FEMALE TO MALE NPT	61.37
BMO FINANCIAL GROUP	APRIL FIRE HYDRANT MARKER	63.96
BMO FINANCIAL GROUP	APRIL ORGANIZER, TUBE, IPAD MOUN	156.89
BMO FINANCIAL GROUP	APRIL ROPE, SCREWDRIVER SET,	61.96
BMO FINANCIAL GROUP	APRIL SUPPLIES	70.47
BMO FINANCIAL GROUP	APRIL SUPPLIES FOR CO1 BOOSTER	50.05
BMO FINANCIAL GROUP	MARCH BATTERY EXIT LIGHT	3.93
BMO FINANCIAL GROUP	MARCH EXIT SIGNS WITH LIGHTS	29.99
BMO FINANCIAL GROUP	MARCH RECHARGEABLE BATTERY PAC	13.00
CORE & MAIN LP	FEB CREDIT RETURNED CURB STOPS	609.71-
CORE & MAIN LP	FEB CREDIT RETURNED 3" METER	2,194.23-
CORE & MAIN LP	FEB STOCK HYDRANT GASKETS	59.79
CORE & MAIN LP	FEB STOCK HYDRANT PARTS ORDER	242.59
CORE & MAIN LP	MAR #84 HYDRANT GASKET (STK)	108.51
CORE & MAIN LP	MAY 16" BELL JOINT CLAMPS	3,442.82
CORE & MAIN LP	MAY 8X6 SDR35 SAD WYE	138.10
EMPLOYEES INSURANCE TRUST FUND	MAY LIFE INSURANCE	70.98
FASTENAL COMPANY	MAY WATER SAFETY VENDING	64.15
FASTENAL COMPANY	MAY 5/8" S/S HARDWARE	39.06
FERGUSON WATERWORKS #1657	MAY AMR NEPTUNE 360 ADVANCED	4,500.00
FERGUSON WATERWORKS #1657	MAY 1" FIP ANG METER VALVE	949.20
FERGUSON WATERWORKS #1657	MAY 2" GATE VALVE/METER SPUDS	203.86
FERGUSON WATERWORKS #1657	MAY 2" WATER PIPE (STK)	105.60
FERGUSON WATERWORKS #1657	MAY 350XL RPZ	787.15

Water

GENERAL FUND	APRIL COPIER USE	35.68
GENERAL FUND	APRIL POSTAGE USE	174.92
GOIN' POSTAL FERGUS FALLS	MAY SPEE-DEE DELIVERY	17.10
GRAINGER INC	MAY RPZ TO METER ADAPTER	43.33
HOME DEPOT CREDIT SERVICES	MAY MISC UTILITY PART ORDER	146.16
JET-WAY MULTIPLE SERVICES INC	MAY WATERBLAST PIPES IN WTP	2,383.75
MARCO TECHNOLOGIES LLC	04/27-05/27/24 COPIER RENT	280.21
MARCO TECHNOLOGIES LLC	04/27-05/27/24 PRINTER RENT	13.93
MARK SAND AND GRAVEL COMPANY	APRIL PEA ROCK	858.88
METRO SALES, INC	04/01-04/30/24 FINANCE CHARGE	1.00
METRO SALES, INC	04/08-05/07/24 COPIER RENT	63.68
METRO SALES, INC	04/08-05/07/24 COPIER USAGE	6.13
METRO SALES, INC	04/18-05/17/24 COPIER RENT	16.56
METRO SALES, INC	04/18-05/17/24 COPIER USAGE	12.37
MIDWEST PRINTING COMPANY	MAY DEPOSIT ONLY STAMP	50.00
MIDWEST PRINTING COMPANY	MAY 70,000 PRE-SORT ENVELOPES	4,200.00
OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	5,367.62
OTTER TAIL TELCOM	MAY TELEPHONE EXPENSE	175.68
POLLARDWATER	MAY HOUSE INSP PRESS&FLOW GAUG	107.65
POLLARDWATER	MAY 10 FT GATE VLV KEY T-HDL	359.85
POLLARDWATER	MAY 3" HYDRANT METER	837.75
RMB ENVIRONMENTAL LABORATORIES	MAY 1ST HALF BACT. MONITORING	214.23
REVTRAK INC	APRIL 2024 CR CD FEES	3,622.38
STENERSON BROTHERS LUMBER CO	MAY RECIP SAW BLADES 9"/12"	92.00
STENERSON BROTHERS LUMBER CO	MAY 25' RULE TAPE (UTILITIES)	7.09
THEIN WELL COMPANY INC	APRIL ANNUAL INSPECTION OF	215.00
WADENA ASPHALT INC	MAY HOT MIX BURLINGTON AVE	490.00
WADENA ASPHALT INC	MAY HOT MIX INDUSTRIAL PARK RD	858.00
WADENA ASPHALT INC	MAY HOT MIX LAKE ALICE/WASHING	990.00
WADENA ASPHALT INC	MAY HOT MIX PEBBLE LAKE RD	528.00
	F U N D T O T A L	30,845.84

Storm Water

BMO FINANCIAL GROUP	APR M.HARRINGTON RECERT. SWPPP	165.00
EMPLOYEES INSURANCE TRUST FUND	MAY LIFE INSURANCE	2.70
OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	199.72
	F U N D T O T A L	367.42

Equipment

VESTIS	APRIL LINEN SUPPLY	386.28
AMERICAN WELDING & GAS, INC	MAY CYLINDER RENTAL (SHOP)	72.69
ASHBY EQUITY ASSOCIATION	MAY MAXTRON 5-40 2.5 GAL JUGS	420.40
AUTO VALUE - FERGUS FALLS	APR AIR/FUEL FILTERS U-483	62.35
AUTO VALUE - FERGUS FALLS	APR FUEL FILTER UNIT 483	28.00
AUTO VALUE - FERGUS FALLS	APR R/F SHOCK UNIT 263	68.99
AUTO VALUE - FERGUS FALLS	MAY AIR FILTER UNIT 263	45.10
AUTO VALUE - FERGUS FALLS	MAY AIR FILTER UNIT 483	29.50
AUTO VALUE - FERGUS FALLS	MAY AMBER MARKER LAMP U-826	27.98
AUTO VALUE - FERGUS FALLS	MAY ATC ADD-A-LINE U-242	14.99
AUTO VALUE - FERGUS FALLS	MAY ATM ADD-A-LINE (STK)	16.99
AUTO VALUE - FERGUS FALLS	MAY BATTERY UNIT 425	147.99
AUTO VALUE - FERGUS FALLS	MAY BLADE FUSE ATC20 UNIT 951	9.98
AUTO VALUE - FERGUS FALLS	MAY CREDIT RETURNED PARTS	216.92-
AUTO VALUE - FERGUS FALLS	MAY FILTER ORDER UNIT 238	128.60
AUTO VALUE - FERGUS FALLS	MAY FILTER REMOVAL CUP (SHOP)	17.17
AUTO VALUE - FERGUS FALLS	MAY FUEL FILTER UNIT 280	13.15
AUTO VALUE - FERGUS FALLS	MAY MISC FILTERS UNIT 280	52.85
AUTO VALUE - FERGUS FALLS	MAY OIL FILTER UNIT 263	11.20
AUTO VALUE - FERGUS FALLS	MAY ON-OFF TOGGLE SWITCH	5.99
AUTO VALUE - FERGUS FALLS	MAY PERMATEX RIGHT STUFF SHOP	49.99
AUTO VALUE - FERGUS FALLS	MAY STOCK AIR FILTER	105.35
AUTO VALUE - FERGUS FALLS	MAY STOCK OIL FILTER	10.30
AUTO VALUE - FERGUS FALLS	MAY STOCK PARTS ORDER	168.97
AUTO VALUE - FERGUS FALLS	MAY STOCK 194 BULBS	8.90
AUTO VALUE - FERGUS FALLS	MAY STOCK 3057 BULBS	17.90
AUTO VALUE - FERGUS FALLS	MAY STOP/TAIL LIGHT 4" RED	10.98
AUTO VALUE - FERGUS FALLS	MAY 2.5" ROUND RED CLEARANCE L	15.98
AUTO VALUE - FERGUS FALLS	MAY 2" BRACKET FOR ROUND LIGHT	10.98
AUTO VALUE - FERGUS FALLS	MAY 7 ROUND TRAILER CONNECTOR	21.99
BMO FINANCIAL GROUP	APR SOUND REPAIR KIT TANKER #8	157.98
BMO FINANCIAL GROUP	APRIL BREAKER BAR,AUTO PLUG	126.84
BMO FINANCIAL GROUP	APRIL DIGITAL THERMOSTAT #483	202.00
BMO FINANCIAL GROUP	APRIL ENGINE, SHAFT	419.98
BMO FINANCIAL GROUP	APRIL FEMALE NPT PIPE MALE ADA	217.16
BMO FINANCIAL GROUP	APRIL GAS	34.31
BMO FINANCIAL GROUP	APRIL HYDRANT GATE VALVE-SHOP	225.00
BMO FINANCIAL GROUP	APRIL LAMP ASSEMBLY UNIT #496	94.20
BMO FINANCIAL GROUP	APRIL LAY FLAT WATER HOSE	253.41
BMO FINANCIAL GROUP	APRIL TENSION PINS	4.88
BMO FINANCIAL GROUP	APRIL TIRE	69.98
BMO FINANCIAL GROUP	APRIL TIRE LUBE, FUEL SWIVEL	45.98
BMO FINANCIAL GROUP	MARCH LOCKNLUBE GREASE GUN COU	39.98

Equipment

BMO FINANCIAL GROUP	2080 GAS	83.69
BMO FINANCIAL GROUP	2086 GAS	52.53
BMO FINANCIAL GROUP	2091 GAS	94.72
BMO FINANCIAL GROUP	2092 GAS	79.10
BMO FINANCIAL GROUP	2093 GAS	31.95
BMO FINANCIAL GROUP	2094 GAS	86.98
BMO FINANCIAL GROUP	2095 GAS	124.96
BMO FINANCIAL GROUP	2098 GAS	42.40
BMO FINANCIAL GROUP	2099 GAS	56.91
BMO FINANCIAL GROUP	2100 GAS	195.02
BMO FINANCIAL GROUP	2100 GAS CREDIT	23.61-
BMO FINANCIAL GROUP	2100/2091 GAS	59.97
BMO FINANCIAL GROUP	2101 GAS	109.44
BMO FINANCIAL GROUP	2102 GAS	199.80
BMO FINANCIAL GROUP	2102 GAS CREDIT	28.82-
BMO FINANCIAL GROUP	2103 GAS	62.79
COMMISSIONER OF REVENUE	2024 APRIL SPECIAL FUEL TAX	724.19
COMMISSIONER OF REVENUE	2024 APRIL SALES TAX	61.89
DEPT. OF MOTOR VEHICLE	TAX & LICENSE #66/24 FORD F250	3,239.54
DEPT. OF MOTOR VEHICLE	TAX & LICENSE UNIT #2106	2,916.23
EMPLOYEES INSURANCE TRUST FUND	MAY LIFE INSURANCE	20.28
EQUIPMENT FUND	APR FUEL USAGE	472.86-
EQUIPMENT FUND	APR REPAIRS/SERVICE	412.01-
JOHN DEERE FINANCIAL	APR WHEEL KIT (STOCK)	58.36
JOHN DEERE FINANCIAL	APR WHEEL UNIT 951	514.76
JOHN DEERE FINANCIAL	MAY CREDIT RETURNED WHEEL	213.38-
JOHN DEERE FINANCIAL	MAY FILTER/ORING/BELT UNIT 280	262.68
JOHN DEERE FINANCIAL	MAY HOSE UNIT 951	69.58
JOHN DEERE FINANCIAL	MAY HYD QUICK COUPLERS	34.94
JOHN DEERE FINANCIAL	MAY PARTS ORDER UNIT 933	2,577.79
JOHN DEERE FINANCIAL	MAY PARTS ORDER UNIT 951	161.63
JOHN DEERE FINANCIAL	MAY PARTS ORDER UNIT 952	296.51
JOHN DEERE FINANCIAL	MAY SEAL UNIT 953	76.33
JOHN DEERE FINANCIAL	MAY SOCKET/PIN UNIT 952	721.99
JOHN DEERE FINANCIAL	MAY STOCK DEERE SEALS	221.76
JOHN DEERE FINANCIAL	MAY STOCK HYD O-RING ORDER	185.77
JOHN DEERE FINANCIAL	MAY STOCK SEAL/BEARINGS	205.02
JOHN DEERE FINANCIAL	MAY WHEEL UNIT 951	213.38
FASTENAL COMPANY	MAY SHOP HARDWARE STOCK ORDER	175.59
FLEETPRIDE INC	MAY BRAKE SHOE CORE CREDIT	1,440.00-
FLEETPRIDE INC	MAY STOCK 26K BRAKE SHOE/HRDWR	2,302.68
NAPA AUTO PARTS - FERGUS FALLS	APR BRAKE SHOE RETURN CREDIT	207.34-
NAPA AUTO PARTS - FERGUS FALLS	APR FLOOR DRY (SHOP)	139.10

Equipment

NAPA AUTO PARTS - FERGUS FALLS	APR HYD FILTER UNIT 484	34.55
NAPA AUTO PARTS - FERGUS FALLS	MAY GREASE COUPLINGS U-262	11.76
NAPA AUTO PARTS - FERGUS FALLS	MAY OIL DRAIN PLUGS (SQUADS)	5.06
NAPA AUTO PARTS - FERGUS FALLS	MAY OIL SEAL UNIT 933	16.79
NAPA AUTO PARTS - FERGUS FALLS	MAY 7 WIRE TRAILER WIRING U826	19.68
GRAINGER INC	MAY NEW PUMP HANDLES FOR PUMPS	625.00
GRAINGER INC	MAY 1/4" MALE AIR LINE FITTING	16.53
GREAT PLAINS NATURAL GAS CO	APRIL NATURAL GAS EXPENSE	865.19
HOME DEPOT CREDIT SERVICES	APR EYE BOLTS (SHOP)	8.28
HOME DEPOT CREDIT SERVICES	MAY U-3043 FOAM TANK FITTINGS	29.29
INTERSTATE BATTERY SYSTEM	MAY SP-40 BATTERY	66.95
KNUTSON ELECTRIC REBUILDING	APR CHECK GENERATOR ON U-484	210.00
LAKEWAY EXPRESS LLC	APR PREM UNLEADED FUEL (PARK)	72.04
LAKEWAY EXPRESS LLC	APR PREM UNLEADED FUEL RANGER	9.74
LAKEWAY EXPRESS LLC	MAY PREM UNLEADED (DELAGOON)	79.16
LAWSON PRODUCTS INC	MAY GRIND WHEEL/DRILL BITS SHO	274.19
MTI DISTRIBUTING INC	MAY EGR SENSOR UNIT 957	236.23
MTI DISTRIBUTING INC	MAY FOAM WASHERS UNIT 957/958	44.99
MTI DISTRIBUTING INC	MAY STOCK DOG BONE PARTS UNIT	196.59
MTI DISTRIBUTING INC	MAY STOCK TORO PARTS ORDER 958	3,630.23
MARCO TECHNOLOGIES LLC	04/27-05/27/24 COPIER RENT	77.32
MINNESOTA MOTOR COMPANY	APRIL CAR WASHES	38.00
MINNESOTA MOTOR COMPANY	MAY STEERING ROD UNIT 263	286.75
NELSON AUTO CENTER	MAY UNIT 66 2024 F250 SRW WWTP	46,437.00
NELSON AUTO CENTER	2024 DODGE DURANGO #2106	41,807.00
NELSON COLLISION CENTER	2094 REPAIR	479.25
NELSON COLLISION CENTER	2098 BODY REPAIR/24006582	1,207.55
NORTHWEST TIRE INC	NEW TIRES 2101	755.92
OLSON OIL COMPANY INC	APR OFFROAD DIESEL FUEL	28.95
OLSON OIL COMPANY INC	APR UNLEADED FUEL UNIT 16	48.46
O'REILLY AUTOMOTIVE INC	FEB CORE CREDIT/WATER PUMP CRE	103.46-
O'REILLY AUTOMOTIVE INC	MAY WINDSHIELD WASH FLUID	250.99
OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	1,954.12
OTTER TAIL TELCOM	MAY TELEPHONE EXPENSE	55.35
POLICE DEPT CONTINGENCY FUND	2081 GAS	58.47
POMP'S TIRE SERVICE INC	MAY STOCK TIRE ORDER	3,876.52
PRODUCTIVE ALTERNATIVES INC.	MAY 10" ROUND "NEW LOGO" DECAL	230.00
PRODUCTIVE ALTERNATIVES INC.	MAY 13" NEW CITY LOGO DECALS	270.00
PUMP AND METER SERVICE INC	APR FUEL MASTER HAS ERROR CODE	807.00
R & R SPECIALTIES, INC.	APR BRENT/JACOB ZAMBONI TRAINI	420.00
SANITATION PRODUCTS INC	APR JOYSTICK BUTTON UNIT 225	121.55
SANITATION PRODUCTS INC	MAY GREASE LINE PUSH LOCK FITT	144.73
SIGELMAN STEEL & SALVAGE CO	APR STEEL FOR UNIT 263 (ADAM)	36.00

Equipment

SIGELMAN STEEL & SALVAGE CO	MAY MIS STEEL UNIT 826	309.00
SIGELMAN STEEL & SALVAGE CO	MAY 25# FLAT BAR UNIT 826	31.25
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPE	293.71
SWANSTON EQUIPMENT CO	APR SHOCK ABSORBER UNIT 239	147.70
SWANSTON EQUIPMENT CO	MAY CHECK HYD LEAK UNIT 477	335.01
WALLWORK TRUCK CENTER F.F.	MAY AIR LINE HOSES UNIT 826	54.32
WALLWORK TRUCK CENTER F.F.	MAY DRAWBAR EYE UNIT 826	228.66
WALLWORK TRUCK CENTER F.F.	MAY KING PIN UNIT 826	99.78
WALLWORK TRUCK CENTER F.F.	MAY NITROGEN OXIDE SENSOR U216	776.10
ZIEGLER INC.	MAY O-RING SEALS U294/296	35.95
	F U N D T O T A L	125,369.76

Employees Insurance

EMPLOYEES INSURANCE TRUST FUND	RECEIPT FOR MAY LIFE INSURANCE	3,118.25-
LAKES COUNTRY SVC COOP	APR HEALTH INSURANCE 2024	174,124.00
LAKES COUNTRY SVC COOP	MAR HEALTH INSURANCE 2024	176,303.92
LAKES COUNTRY SVC COOP	MAY HEALTH INSURANCE 2024	174,473.76
SUN LIFE FINANCIAL	JUN LIFE INSURANCE	3,111.49
	F U N D T O T A L	524,894.92

Flexible Benefit Agency

WEX	2024 FLEX PLAN REIMB	1,424.80
	F U N D T O T A L	1,424.80

PEG Access

BMO FINANCIAL GROUP	1ST QTR 2024 EXPRESS LICENSE	6.67
BMO FINANCIAL GROUP	1ST QTR 2024 FILING FORM 941	8.50
LIQUOR STORE	MAY RENT	358.00

PEG Access

OTTER TAIL POWER COMPANY	APRIL ELECTRICITY EXPENSE	99.97
OTTER TAIL TELCOM	MAY TELEPHONE EXPENSE	227.56
SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPE	44.89
	F U N D T O T A L	745.59

Business Development for Fergus Falls

BIGWOOD EVENT CENTER	MAY MANUFACTURER'S BREAKFAST	467.18
DOUBLE A CATERING	MAY MANUFACTURER'S BREAKFAST	285.48
	F U N D T O T A L	752.66

Fergus Falls Convention and Visitor's Bureau, Inc.

BMO FINANCIAL GROUP	APRIL EVOLVE CREATIVE	300.00
BMO FINANCIAL GROUP	APRIL GOOGLE ADVERTISING	1,722.47
BMO FINANCIAL GROUP	APRIL INTERNET ON TABLET	35.54
BMO FINANCIAL GROUP	APRIL POSTAGE	28.24
BMO FINANCIAL GROUP	03/29-04/28/24 INTERNET	46.99
BMO FINANCIAL GROUP	04/13/-05/13/24 MAIL BUSINESS	7.50
BMO FINANCIAL GROUP	1ST QTR 2024 EXPRESS LICENSE	6.66
BMO FINANCIAL GROUP	1ST QTR 2024 FILING FORM 941	8.50
FERGUS FALLS CONVENTION &	MAR 2024 LODGING TAX	9,693.24-
FERGUS FALLS CONVENTION &	MAR 2024 LODGING TAX ADMIN	290.80
GENERAL FUND	APRIL POSTAGE USE	1.87
GREENSPRING MEDIA GROUP	2024 WEEKEND ESCAPES	3,865.00
RICHES PROPERTIES LLC	JUNE RENT	525.00
VERIZON WIRELESS	APRIL CELL PHONE EXPENSE	112.62
	F U N D T O T A L	2,742.05-

T O T A L A L L F U N D S 1,453,146.14

5/20/2024

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

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 20 DAY OF MAY 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

5/20/2024

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

COMMISSIONER OF REVENUE	91,052.19
DEPT. OF MOTOR VEHICLE	6,155.77
OTTER TAIL COUNTY TREASURER	92,694.84
A-1 LOCK & KEY LLC	1,064.25
AT&T MOBILITY	233.61
ADMINISTRATOR'S CONTINGENCY FD	998.92
ALBANY RECYCLING CENTER INC	2,178.17
AL'S REFRIGERATION, INC.	992.00
THE AMERICAN BOTTLING COMPANY	324.01
VESTIS	3,675.89
AMERICAN WELDING & GAS, INC	72.69
AMERITAS	4,055.67
ARTISAN BEER COMPANY	2,317.65
ASHBY EQUITY ASSOCIATION	420.40
ATLAS OUTDOOR SERVICES LLC	1,000.00
AUTO VALUE - FERGUS FALLS	941.23
BAKER & TAYLOR INC	3,909.92
KLARA BECK	250.58
BELLBOY CORPORATION	1,784.98
CSG JANITORIAL	660.00
BEVERAGE WHOLESALERS INC	62,928.02
BEYER BODY SHOP, INC.	300.00
BIG AXX LLC	66.00
BIGWOOD EVENT CENTER	467.18
SAMUEL BLONDEAU	221.00
BMO FINANCIAL GROUP	20,592.51
BOLTON & MENK INC	6,755.00
PATRICIA DILLON	21.26
BRAUN VENDING INC	16.00
BREAKTHRU BEVERAGE MINNESOTA	15,944.60
ANDREW BREMSETH	124.62
CARDCONNECT	64.42
CARLOS CREEK WINERY	3,084.00
CARR'S TREE SERVICE, INC.	296.55
CAYAN	11,923.39
CHARTER COMMUNICATIONS	198.97
CLOVER	210.08
VIKING COCA-COLA BOTTLING CO	848.81
COMSTOCK CONSTRUCTION INC	35,235.57
COOPERS TECHNOLOGY GROUP	147.26
CORE & MAIN LP	1,187.87
BRANDON CURRIE	431.49
D-S BEVERAGES, INC.	55,553.66
DACOTAH PAPER CO	982.80
DAILY JOURNAL	505.29
DIAMOND VOGEL PAINTS	2,437.50
DOUBLE A CATERING	285.48

5/20/2024

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

F-M FORKLIFT SALES & SERVICE	161.09
JOHN DEERE FINANCIAL	5,387.12
FARMERS ELEVATOR OF FERGUS	576.00
FASTENAL COMPANY	699.75
FERGUS BREWING COMPANY LLC	176.00
FERGUSON WATERWORKS #1657	6,890.87
FLAHERTY & HOOD, PA	337.50
FLEETPRIDE INC	862.68
GALLS LLC	99.48
NAPA AUTO PARTS - FERGUS FALLS	19.60
GOIN' POSTAL FERGUS FALLS	17.10
GOODIN COMPANY	947.73
GRAINGER INC	684.86
GRANITE ELECTRONICS	2,604.25
GREAT PLAINS NATURAL GAS CO	2,093.85
GREENSPRING MEDIA GROUP	3,865.00
HAWKINS INC	11,841.55
HIGH POINT NETWORKS LLC	3,995.00
THE HOME CITY ICE COMPANY	117.09
HOME DEPOT CREDIT SERVICES	561.46
HOOPLA	1,099.74
HUMANA INSURANCE CO	29.03
INDUSTRIAL SAFETY INC	6,674.16
INTERSTATE BATTERY SYSTEM	66.95
JK SPORTS	1,439.10
JLG ARCHITECTS	6,953.69
JET-WAY MULTIPLE SERVICES INC	2,383.75
JOHNSON BROTHERS LIQUOR CO	14,488.29
JOHNSTONE SUPPLY	484.68
JUNKYARD BREWING COMPANY LLC	124.00
KNUTSON ELECTRIC REBUILDING	236.25
LAKE REGION ELECTRIC COOP	2,445.73
LAKE REGION HEALTHCARE CORP	1,095.00
LAKES COUNTRY SVC COOP	524,901.68
LAKEWAY EXPRESS LLC	160.94
LAWSON PRODUCTS INC	274.19
MATTHEW LEMKE	119.94
LEWIS MOTOR REPAIR	345.54
LOCATORS & SUPPLIES INC	111.98
VICTOR LUNDEEN COMPANY	3,726.24
M-R SIGN COMPANY INC	1,356.42
MTI DISTRIBUTING INC	4,108.04
MAGAZINE SUBSCRIPTION SERVICE	75.90
MARCO TECHNOLOGIES LLC	2,160.23
MARK SAND AND GRAVEL COMPANY	858.88
METRO SALES, INC	436.07
MIDWEST PRINTING COMPANY	4,460.00

5/20/2024

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

MIDWEST TAPE EXCHANGE	303.62
MN CITY/COUNTY MANAGEMENT ASSO	206.45
MINNESOTA MOTOR COMPANY	324.75
MINNKOTA ENVIROSERVICES INC	47.20
MOBOTREX INC	744.00
MOORE ENGINEERING INC	4,221.25
MUNICIPAL SERVICE CO INC	16,050.00
PAM MUXFELDT	250.00
NELSON AUTO CENTER	88,244.00
NELSON COLLISION CENTER	1,686.80
TONY NEVILLE	1,500.00
NORTHWEST TIRE INC	755.92
NYCKLEMOE & ELLIG, P.A.	9,758.33
OFFICE OF MNIT SERVICES	338.62
OLSON OIL COMPANY INC	77.41
O'REILLY AUTOMOTIVE INC	147.53
OTTER TAIL POWER COMPANY	61,166.77
OTTER TAIL TELCOM	2,928.22
PAUSTIS WINE COMPANY	2,024.30
PEMBERTON LAW, P.L.L.P.	687.50
PEPSI BEVERAGE COMPANY	566.20
PHILLIPS WINE & SPIRITS CO	14,037.81
PLUNKETT'S PEST CONTROL INC.	21.40
POLICE DEPT CONTINGENCY FUND	858.83
POLLARDWATER	1,305.25
POMP'S TIRE SERVICE INC	3,876.52
PRODUCTIVE ALTERNATIVES INC.	1,499.00
PUMP AND METER SERVICE INC	807.00
RMB ENVIRONMENTAL LABORATORIES	2,050.10
R & R SPECIALTIES, INC.	420.00
DEVIN REGER	432.97
REVTRAK INC	10,867.13
RICHES PROPERTIES LLC	525.00
JOE RILEY CONSTRUCTION INC	90,744.45
SANITATION PRODUCTS INC	266.28
SHERWIN WILLIAMS CO	86.12
SIGELMAN STEEL & SALVAGE CO	376.25
SKY CREW SERVICES, LLC	4,641.00
SOUTHERN GLAZER'S OF MN	23,312.89
SPEE*DEE DELIVERY SERVICE INC	131.85
STENERSON BROTHERS LUMBER CO	99.09
SUMMIT COMPANIES	4,604.01
SUN LIFE FINANCIAL	3,111.49
SWANSTON EQUIPMENT CO	482.71
TAFT STETTINIUS HOLLISTER LLP	24,363.60
THEIN WELL COMPANY INC	215.00
THRIFTY WHITE PHARMACY INC	333.78

5/20/2024

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

TOTAL REGISTER SYSTEMS	2,812.15
UGSTAD PLUMBING INC	202.50
VERIZON WIRELESS	1,189.84
WALLWORK TRUCK CENTER F.F.	1,158.86
WADENA ASPHALT INC	2,866.00
WESTMOR INDUSTRIES LLC	1,866.14
WEX	1,424.80
PAUL WIELER	125.00
WORKFORCE DEVELOPMENT SOLUTION	1,800.00

TOTAL OTHER GOVERNMENT 189,902.80

TOTAL OTHER VENDORS 1,263,243.34

TOTAL ALL VENDORS 1,453,146.14