

CITY OF HERMANTOWN

AGENDA

**Pre-Agenda Meeting Tuesday, February 19, 2019 @ 4:30 p.m. in the large conference room
City Administrative Services Building**

**City Council Continuation Meeting February 19, 2019 @ 6:30 p.m. – Council Chambers
City Administrative Services Building**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ANNOUNCEMENTS** *(Council Members may make announcements as needed)*
5. **PUBLIC HEARING** – *(only when necessary. The rule adopted three minutes per person if necessary. Any action required after the public hearing will be taken immediately following the closing of the public hearing.)*
6. **COMMUNICATIONS**
7. **PRESENTATIONS** *(Department Heads may give reports if necessary)*

Jim Crace, Chief of Police
RE: Annual Report – Police Department *(pre-agenda only)*
8. **PUBLIC DISCUSSION** *(This is the time for individuals to address the Council about any item.)
The time limit is three minutes per person.)*
9. **CONSENT AGENDA** *(All items on the Consent Agenda are items which are considered routine by the City Council and will be approved by one motion via voice vote. There will be no discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered at the end of the Consent Agenda.)*
 - A. **Minutes** - Approval or correction of February 4, 2019 City Council Meeting
 - B. **Accounts Payable** – Approve general city warrants from February 1, 2019 through February 15, 2019 in the amount of \$538,882.82

(motion, roll call)
10. **MOTIONS**

11. ORDINANCES

12. RESOLUTIONS *(Roll call will be taken only on items required by law and items requiring 4/5's votes, all others can be done by voice vote)*

- A. 2019-24** Resolution Awarding Contract For Plow Equipment Package On The 2020 Western Star Chassis To Towmaster Truck Equipment In The Amount Of \$121,555 Plus Applicable Taxes And Fees

(motion, roll call)

- B. 2019-25** Resolution Approving Tentative Agreements And Authorizing And Directing Mayor And City Clerk To Execute And Deliver Agreements With AFSCME Local 66 For The Period Of January 1, 2019 Through December 31, 2021

(motion, roll call)

- C. 2019-26** Resolution Approving Wage Rates For Part Time Employees In 2019

(motion, roll call)

- D. 2019-27** Resolution Approving Additional Design Services By LHB For The Essentia Wellness Center

(motion, roll call)

- E. 2019-28** Resolution Approving Additional Design Services By LHB For The Essentia Wellness Center

(motion, roll call)

- F. 2019-29** Resolution Approving Final Plans And Specifications And Ordering Advertisement For Bids For Sewer Improvement District No. 447 (Along Maple Grove Road From Loberg Avenue To Stebner Park Soccer Complex)

(motion, roll call)

13. RECESS

DATE: 2019

TO: City Council Members

FROM: John Mulder, City Administrator

RE: Correspondence

Enclosed in your packet is a correspondence summary log. This briefly summarizes and assigns a log number for written correspondence received at City Hall. You are provided with the summary so that you may request a full copy of any correspondence article of interest to you. Debbie & I have copied only the correspondence that we believe to be of special interest.

John Mulder

CORRESPONDENCE

<u>DATE</u>	<u>LOG #</u>	<u>FROM</u>	<u>TO</u>	<u>REGARDING</u>	<u>FILED</u>	<u>FILE</u>
1/7/2019	19-01	Ken Sorensen	John Geissler	Utility Billing	1/6/2019	
1/9/2019	19-02	Jim Rich, Building Official	Wayne Boucher, Mayor and City Council	2018 Building Permits	1/9/2019	
1/9/2019	19-03	Jim Rich, Building Official	Wayne Boucher, Mayor and City Council	Building Permit Comparison 2016-2018	1/9/2019	
1/15/2019	19-04	Jim Crace, Chief of Police	Wayne Boucher, Mayor and City Council	2018 Archery Deer Season Report	1/2/2019	
1/15/2019	19-05	Jim Crace, Chief of Police	John Mulder, City Administrator & City Council	Tobacco Compliance Check - 4795 Miller Trunk Hwy.	1/3/2019	
1/15/2019	19-06	Jim Crace, Chief of Police	John Mulder, City Administrator & City Council	Tobacco Compliance Checks - Final Report	1/3/2019	
1/15/2019	19-07	Jim Crace, Chief of Police	John Mulder, City Administrator & City Council	Alcohol Compliance Checks - Final Report	1/3/2019	
1/15/2019	19-08	WLSSD	Minnesota Pollution Control Agency	Discharge Monitoring Report	1/14/2019	
1/17/2019	19-10	Eric Johnson, Community Development Director	Planning & Zoning Commission	City of Hermantown Parks & Trails Master Plan	1/15/2019	
11/17/2019	19-11	Josh Bergstad, City Planner	Planning & Zoning Commission	Park Dedication Fees	1/15/2019	
1/22/2019	19-12	Eric Johnson, Community Development Director	Residents of Lavaque Junction	Dawes Computerized Car Care, 5247 Lavaque Junction	1/15/2019	
1/22/2019	19-13	Steve Krasaaway, PE, St. Louis County	John Mulder, City Administrator	Trunk Highway 53/Lavaque Bypass/Ugstad Rd. Intersection Improvement	1/17/2019	
1/22/2010	19-14	Brian Fritsinger, St. Louis County	John Mulder, City Administrator	District 5 County Commissioner District	1/18/2019	
1/25/2019	19-15	LHB	John Mulder, City Administrator	Pay Application #7	1/25/2019	
2/5/2019	19-16	Ken Sorensen	Wayne Boucher, Mayor	4007 Haines Rd., Water Bill Explanation	2/4/2019	

CORRESPONDENCE

<u>DATE</u>	<u>LOG #</u>	<u>FROM</u>	<u>TO</u>	<u>REGARDING</u>	<u>FILED</u>	<u>FILE</u>
2/6/2019	19-17	Jim Crace, Chief of Police	Mayor and City Council	Noise Ordinance	2/4/2019	
2/8/2019	19-18	WLSSD	John Mulder, City Administrator	2018 Wastewater Treatment Year-End Adjustments	2/11/2019	
2/8/2019	19-19	Stevann Overom, Dryer & Overom	John Mulder, City Administrator & Penny Rolf, WSB & Associates. Inc.	Easement Matters	2/5/2019	

CITY OF HERMANTOWN
CITY COUNCIL MEETING
February 4, 2019
6:32 p.m.

Pledge of Allegiance

ROLL CALL: Councilors Geissler, Peterson, Schmidt, Mayor Boucher

CITY STAFF: John Mulder, City Administrator; Debbie Lund, City Clerk; Jim Crace, Chief of Police; Eric Johnson, Community Development Director; Paul Senst, Public Works Director; Steve Overom, City Attorney

ABSENT: Councilor Nelson; Kevin Orme, Finance Director; David Bolf, City Engineer

VISITORS: 3

COMMUNICATIONS

Communications 2019-01 through and including 2019-15 were read and placed on file.

PRESENTATIONS

Phil Johnson, McGough Construction Manager gave a presentation on the progress of the Essentia Wellness Center. Mr. Johnson gave the Council and Mayor photographs of the exterior and interior construction as of February 2019. As of today, the excavation of the pool area has started.

PUBLIC DISCUSSION

Ken Sorensen, 4007 Haines Road – One of the things I did poorly last time was to let you know what is going on, why I am coming forward. I don't really want to give the impression that I am concerned as an individual, I want you to know that I am acting in reference to the City. I would like to respond to a few comments that were made in reference to my presentation. I am not the only person complaining about this, the average citizen does not consider it because they don't fully understand that you are here to serve us and they would not be comfortable in coming forward. He continued to discuss the cost to adapt the software and postage. He discussed offering a bypass and bill separately to those that want it, however, it would add to an already overburdened staff and would cost more in the long run. When you look at other utility bills (cable, electric, phone, gas) you see the exact detail of what services we are receiving. I do not make requests for myself alone, but for what is good for each citizen to be able to see what exactly they are charged for each service you provide. Basically, it is the right thing to do for our citizens.

CONSENT AGENDA

Motion made by Councilor Peterson, seconded by Councilor Schmidt to approve the Consent Agenda which includes the following items:

- A. Approve January 14, 2019 City Council Work Session and January 22, 2019 City Council Continuation Meeting
- B. Approve general city warrants from January 16, 2019 through January 31, 2019 in the amount of \$648,960.65

Roll Call: Councilors Geissler, Peterson, Schmidt, Mayor Boucher, aye. Councilor Nelson, absent.
Motion carried.

RESOLUTIONS

2019-20 Resolution Approving Pay Request Number 7 For The Essentia Wellness Center To McGough Construction Co., LLC In The Amount Of \$1,726,354

Motion made by Councilor Schmidt, seconded by Councilor Peterson to adopt Resolution 2019-20, Resolution Approving Pay Request Number 7 For The Essentia Wellness Center To McGough Construction Co., LLC In The Amount Of \$1,726,354. Roll Call: Councilors Geissler, Peterson, Schmidt, Mayor Boucher, aye. Councilor Nelson absent. Motion carried.

2019-21 Resolution Awarding Contract For A Heavy Haul Trailer To McCoy Construction & Forestry In The Amount Of \$29,585 Plus Applicable Taxes And Fees

Motion made by Councilor Peterson, seconded by Councilor Geissler to adopt Resolution 2019-21, Resolution Awarding Contract For A Heavy Haul Trailer To McCoy Construction & Forestry In The Amount Of \$29,585 Plus Applicable Taxes and Fees. Roll Call: Councilors Geissler, Peterson, Schmidt, Mayor Boucher, aye. Councilor Nelson absent. Motion carried.

2019-22 Resolution Authorizing And Directing The Distribution Of The Pay Equity Study To The State Of Minnesota For The City Of Hermantown

Motion made by Councilor Schmidt, seconded by Councilor Geissler to adopt Resolution 2019-22, Resolution Authorizing And Directing The Distribution Of The Pay Equity Study To The State Of Minnesota For The City Of Hermantown. Roll Call: Councilors Geissler, Peterson, Schmidt, Mayor Boucher, aye. Councilor Nelson absent. Motion carried.

2019-23 Resolution Approving Pay Request Number 9 For Fire Halls Two & Three To TNT Aggregates, LLC In The Amount Of \$85,068.14

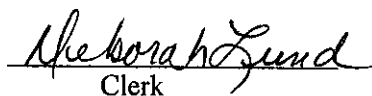
Motion made by Councilor Geissler, seconded by Councilor Schmidt to adopt Resolution 2019-23, Resolution Approving Pay Request Number 9 For Fire Halls Two & Three To TNT Aggregates, LLC In The Amount Of \$85,068.14 contingent upon review of the contract by the City Attorney. Roll Call: Councilors Geissler, Peterson, Schmidt, Mayor Boucher, aye. Councilor Nelson absent. Motion carried.

Mayor Boucher thanked Lars Waldner for running the video equipment.

Motion made by Councilor Geissler, seconded by Councilor Peterson to recess the meeting at 6:50 p.m.
Motion carried.


Mayor

ATTEST:


Clerk

CITY OF HERMANTOWN

CHECKS #63870 - 63942
2/1/2019 - 2/15/2019

PAYROLL CHECKS

Electronic Checks - #74055 - 74091	62,588.44
Electronic Checks - #74008 - 74044	60,894.43

LIABILITY CHECKS

Electronic Checks - #74050 - 74054	49,028.77
Electronic Checks - #74002 - 74007	49,191.91
Printed Check - #63873	924.06
Printed Checks - #63934 - 63940	63,716.56

PAYROLL EXPENSE TOTAL **\$286,344.17**

ACCOUNTS PAYABLE

Checks - #63870 - 63872	444.32
Checks - #63874 - 63933	249,364.33
Checks - #63941 - 63942	2,730.00

ACCOUNTS PAYABLE TOTAL **\$252,538.65**

TOTAL **\$538,882.82**

Fund	Account	Department	Vendor Name	Description	Amount	Check #
601	494300	Water Distribution	MN DEPARTMENT OF HEALTH	Water Supp Sys Oper/LaFave	23.00	63870
602	494500	Sewer Maintenance	MN RURAL WATER ASSN	SC & SD Coll Trng/Terhaar	240.00	63871
101	421100	Police Administration	SAM'S CLUB DIRECT	Copy Paper/PT/Cups/Plates (PD)	79.42	63872
101	415300	Administration & Finance	SAM'S CLUB DIRECT	Copy Paper/Batteries (CH)	75.44	63872
101	431100	Street Department	SAM'S CLUB DIRECT	Cups/Plates (PW)	26.46	63872
101	431100	Street Department	AT&T MOBILITY	Cell Phones	159.25	63874
101	421100	Police Administration	AT&T MOBILITY	Cell Phones (PD)	1,064.86	63874
602	494900	Sewer Administration and General	AT&T MOBILITY	Cell Phones	85.31	63874
101	419901	City Hall & Police Building Maintenance	AT&T MOBILITY	Cell Phones	45.50	63874
601	494400	Water Administration and General	AT&T MOBILITY	Cell Phones	127.98	63874
101	415300	Administration & Finance	AT&T MOBILITY	Cell Phones	45.50	63874
101	421100	Police Administration	AXON ENTERPRISE INC	Tasers	2,904.00	63875
101	431100	Street Department	BOYER TRUCKS INC	Heater/H-3	91.67	63876
602	494500	Sewer Maintenance	BW DISTRIBUTING	Rubber Gloves	84.00	63877
101	415300	Administration & Finance	CDW GOVERNMENT INC	Ricoh Ink Cartridge	39.41	63878
602	494500	Sewer Maintenance	CENTRAL PENSION FUND	Training (Per Contract)	26.25	63879
101	431100	Street Department	CENTRAL PENSION FUND	Training (Per Contract)	26.25	63879
601	494300	Water Distribution	CENTRAL PENSION FUND	Training (Per Contract)	26.25	63879
101	422903	Firehall #3 Midway Road	CENTURYLINK	Internet/FH#3	74.81	63880
101	431901	City Garage	CINTAS CORPORATION	Supplies	20.33	63881
101	431100	Street Department	CINTAS CORPORATION	Uniforms	10.80	63881
101	431901	City Garage	CINTAS CORPORATION	Supplies	1.83	63881
101	431100	Street Department	CINTAS CORPORATION	Uniforms	10.80	63881
101	431901	City Garage	CINTAS CORPORATION	Mats (PW)	2.10	63881
101	431901	City Garage	CINTAS CORPORATION	Mats (PW)	19.94	63881
101	419901	City Hall & Police Building Maintenance	CINTAS CORPORATION	Mats (CH)	8.88	63881
101	431100	Street Department	CINTAS CORPORATION	Uniforms	25.69	63881
101	431100	Street Department	CINTAS CORPORATION	Uniforms	63.67	63881
101	419901	City Hall & Police Building Maintenance	CINTAS CORPORATION	Mats (Pub Saf)	30.72	63881
605	431160	Street Lighting	CITY OF DULUTH	Signal/StreetLight Maintenance	5,253.40	63882
601	494300	Water Distribution	CORE & MAIN LP	IPerl Water Meters	1,249.34	63883
101	421100	Police Administration	CROW-GOEBEL VETERINARY CLINIC, P A	K-9 Expense/Tuuko	37.50	63884
601	494400	Water Administration and General	CUSTOMER ELATION INC	Jan. Answering	46.22	63885
602	494900	Sewer Administration and General	CUSTOMER ELATION INC	Jan. Answering	30.81	63885
101	431100	Street Department	CW TECHNOLOGY GROUP INC	CW Care	329.86	63886
101	413100	Mayor	CW TECHNOLOGY GROUP INC	CW Care	82.47	63886
101	424100	Building Inspection	CW TECHNOLOGY GROUP INC	CW Care	82.47	63886

Fund	Account	Department	Vendor Name	Description	Amount	Check #
601	494400	Water Administration and General	CW TECHNOLOGY GROUP INC	CW Care	247.40	63886
101	415300	Administration & Finance	CW TECHNOLOGY GROUP INC	Cloud Backup	558.00	63886
101	421100	Police Administration	CW TECHNOLOGY GROUP INC	CW Care	1,814.21	63886
101	419100	Community Development	CW TECHNOLOGY GROUP INC	CW Care	247.40	63886
101	415300	Administration & Finance	CW TECHNOLOGY GROUP INC	CW Care	494.79	63886
602	494900	Sewer Administration and General	CW TECHNOLOGY GROUP INC	CW Care	247.40	63886
101	419901	City Hall & Police Building Maintenance	DALCO	Restroom Supplies	191.45	63887
101	421100	Police Administration	ELITE PROTECTIVE SERVICES INC	Training	400.00	63888
101	421100	Police Administration	ELITE TINTING & GRAPHICS	Squad Graphics	942.00	63889
101	421100	Police Administration	EMERGENCY AUTOMOTIVE TECHNOLOGIES	Vehicle Maintenance	520.09	63890
101	431100	Street Department	FORCE AMERICA DISTRIBUTING LLC	Valve/Central Box Cover	449.50	63891
101	421100	Police Administration	FORD OF HIBBING	New Squad	28,079.45	63892
101	421100	Police Administration	GALLS, LLC - DBA UNIFORMS UNLIMITED	Replacement Shirt	61.24	63893
601	494400	Water Administration and General	GOPHER STATE ONE-CALL INC	Jan. Locates	14.58	63894
602	494900	Sewer Administration and General	GOPHER STATE ONE-CALL INC	Jan. Locates	9.72	63894
101	421100	Police Administration	GREAT LAKES MOBIL LUBE EXPRESS	Vehicle Maintenance	38.67	63895
101	415300	Administration & Finance	GREATAMERICA FINANCIAL SERVICES	Copier Lease/Konica	124.59	63896
101	419901	City Hall & Police Building Maintenance	HARTEL'S/DBJ DISPOSAL CO LLC	Garbage/Recycling	174.28	63897
101	431901	City Garage	HARTEL'S/DBJ DISPOSAL CO LLC	Yard Trash Disposal	165.76	63897
101	431100	Street Department	HERMANTOWN HYDRAULICS	Hose/H-4	94.78	63898
101	431100	Street Department	HERMANTOWN HYDRAULICS	Hydraulic Fluid	41.70	63898
101	421100	Police Administration	HERMANTOWN SERVICE CENTER INC	Vehicle Maintenance	78.50	63899
101	421100	Police Administration	HERMANTOWN SERVICE CENTER INC	Vehicle Maintenance	73.00	63899
101	421100	Police Administration	HOLIDAY COMPANIES	Jan. Car Washes	40.00	63900
101	431100	Street Department	INTER CITY OIL CO INC	Diesel Fuel	484.07	63901
101	431100	Street Department	INTER CITY OIL CO INC	Diesel Fuel	1,604.65	63901
101	431100	Street Department	INTER CITY OIL CO INC	Diesel Fuel	1,202.00	63901
101	431100	Street Department	INTER CITY OIL CO INC	Diesel Fuel	363.30	63901
101	431100	Street Department	INTER CITY OIL CO INC	Diesel Fuel	177.80	63901
101	431100	Street Department	INTER CITY OIL CO INC	Diesel Fuel	365.71	63901
101	431100	Street Department	INTER CITY OIL CO INC	Diesel Fuel	743.34	63901
601	494300	Water Distribution	INTERSTATE ALL BATTERY CENTER	Flashlight	35.19	63902
101	431100	Street Department	INTERSTATE ALL BATTERY CENTER	Battery	128.95	63902
101	415300	Administration & Finance	JOBESHQ	Ad/Communications Mgr	350.00	63903
101	421100	Police Administration	JOHNSON, ERIKA	Reimb/Meals/Fuel	69.00	63904
101	421100	Police Administration	KIESLER'S POLICE SUPPLY, INC.	Gun Mags	440.00	63905
101	421100	Police Administration	KIESLER'S POLICE SUPPLY, INC.	Rifle Mags	240.00	63905

Fund	Account	Department	Vendor Name	Description	Amount	Check #
101	421100	Police Administration	KWIK TRIP EXTENDED NETWORK	Gasoline	74.00	63906
602	494500	Sewer Maintenance	KWIK TRIP EXTENDED NETWORK	Gasoline	217.52	63906
601	494300	Water Distribution	KWIK TRIP EXTENDED NETWORK	Gasoline	326.30	63906
101	431100	Street Department	KWIK TRIP EXTENDED NETWORK	Gasoline	261.33	63906
101	419901	City Hall & Police Building Maintenance	KWIK TRIP EXTENDED NETWORK	Gasoline	38.45	63906
101	431100	Street Department	KWIK TRIP EXTENDED NETWORK	Gasoline	7.00	63906
101	421100	Police Administration	KWIK TRIP EXTENDED NETWORK	Gasoline	2,499.64	63906
411	419100	Community Development	LHB INC	Essentia Redesign Add Service	2,626.50	63907
411	419100	Community Development	LHB INC	EWC	11,934.00	63907
101	431100	Street Department	LIFTPRO	Plow Chain Conn./H-1	72.84	63908
101	431100	Street Department	LITTLE FALLS MACHINE, INC.	Plow Parts/H-1	443.66	63909
101	431100	Street Department	LITTLE FALLS MACHINE, INC.	A-Frame/H-1	1,577.60	63909
101	431100	Street Department	MANEY INTERNATIONAL OF DULUTH INC	Hyd. Hose Coupling/H-4	5.60	63910
413	422903	Firehall #3 Midway Road	MENARD INC	Water Softener CREDIT/FH#3	-62.04	63911
101	431901	City Garage	MENARD INC	Hose Nozzle	19.96	63911
101	421100	Police Administration	MENARD INC	Windshield Washer	11.34	63911
413	422903	Firehall #3 Midway Road	MENARD INC	Water Softener Parts/FH#3	231.93	63911
413	422903	Firehall #3 Midway Road	MENARD INC	Water Softener Pars/FH#3	20.37	63911
101	431901	City Garage	MENARD INC	Shop Bulbs	95.94	63911
101	431901	City Garage	MENARD INC	Shop Bulbs CREDIT	-54.95	63911
101	431901	City Garage	MENARD INC	Shop Bulbs	104.51	63911
101	431901	City Garage	MENARD INC	Brass Nipple	2.09	63911
101	421100	Police Administration	METRO SALES INC	Copier	360.09	63912
101	415300	Administration & Finance	MN CITY/COUNTY MANAGEMENT ASSOCIATION	MCMA Workshop/Mulder	100.00	63913
101	419901	City Hall & Police Building Maintenance	MN ENERGY RESOURCES CORP	Natural Gas	1,517.12	63914
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas/Street	7.93	63914
601	494400	Water Administration and General	MN ENERGY RESOURCES CORP	Natural Gas	153.42	63914
101	452200	Community Building	MN ENERGY RESOURCES CORP	Natural Gas/Comm Bldg	71.46	63914
602	494900	Sewer Administration and General	MN ENERGY RESOURCES CORP	Natural Gas	95.88	63914
101	422901	Firehall #1 Maple Grove Road	MN ENERGY RESOURCES CORP	Natural Gas	1,854.26	63914
101	431901	City Garage	MN ENERGY RESOURCES CORP	Natural Gas	134.24	63914
602	494500	Sewer Maintenance	MN POLLUTION CONTROL AGENCY	Wastewater Cert Exam/Terhaar	55.00	63915
101	431100	Street Department	NAPA AUTO PARTS	Fan	45.49	63916
101	431100	Street Department	NAPA AUTO PARTS	Wire Clamps	8.68	63916
101	431100	Street Department	NAPA AUTO PARTS	Hydraulic Fluid	222.88	63916
101	431100	Street Department	NAPA AUTO PARTS	DEF Fluid	91.92	63916
101	431100	Street Department	NAPA AUTO PARTS	Taillight	16.31	63916

Fund	Account	Department	Vendor Name	Description	Amount	Check #
101	431100	Street Department	NAPA AUTO PARTS	Parts	27.96	63916
101	431100	Street Department	NAPA AUTO PARTS	Oil	48.44	63916
101	415300	Administration & Finance	NORTHERN BUSINESS PRODUCTS	Office Supplies	14.45	63917
230	465100	HEDA	NORTHERN BUSINESS PRODUCTS	Name Badges/SLC Capitol Days	46.99	63917
101	415300	Administration & Finance	NORTHERN BUSINESS PRODUCTS	Ribbons	7.96	63917
101	421100	Police Administration	NORTHERN BUSINESS PRODUCTS	Bag	67.02	63917
101	415300	Administration & Finance	NORTHERN BUSINESS PRODUCTS	Legal Pads	46.90	63917
230	465100	HEDA	NORTHERN BUSINESS PRODUCTS	Flash Drive/SLC Capitol Days	22.19	63917
101	415300	Administration & Finance	NORTHERN BUSINESS PRODUCTS	Binder	11.63	63917
412	419100	Community Development	NORTHLAND CONSULTING ENGINEERS L.L.P.	Munger Trail Connector	1,365.00	63918
240	494500	Sewer Maintenance	NORTHLAND CONSULTING ENGINEERS L.L.P.	Maple Grove Sanitary Sewer	14,257.00	63918
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	General Engineering	3,225.00	63918
603	441100	Storm Water	NORTHLAND CONSULTING ENGINEERS L.L.P.	Stormwater Utility	967.50	63918
101	431130	City Engineer	NORTHLAND CONSULTING ENGINEERS L.L.P.	Peyton Prop. Dev.	975.00	63918
414	452100	Parks	NORTHLAND CONSULTING ENGINEERS L.L.P.	Rose Rd. Softball Fields	540.00	63918
240	494500	Sewer Maintenance	NORTHLAND CONSULTING ENGINEERS L.L.P.	Trunk Sewer Spur Proj 448	18,511.07	63918
601	494400	Water Administration and General	POSTMASTER	First Class Presort/#409	1,200.00	63919
602	494900	Sewer Administration and General	POSTMASTER	First Class Presort/#409	800.00	63919
101	431100	Street Department	PRAXAIR DISTRIBUTION INC	Cyl Rent/Saf Env Fee	27.26	63920
101	431100	Street Department	PRAXAIR DISTRIBUTION INC	Welding Supplies	500.04	63920
101	431100	Street Department	RUSSELL STEEL INC	Tube Steel/H-1	24.33	63921
101	431100	Street Department	SHEL/DON GROUP INC	Cemetery Map Copies	69.88	63922
101	421100	Police Administration	SHRED-N-GO INC	Shredding	69.83	63923
460	465120	Economic Development	ST LOUIS COUNTY AUDITOR	2018 TIF	494.30	63924
101	419100	Community Development	ST LOUIS COUNTY RECORDERS OFFICE	Amend. Dev. Agmt/JLG	46.00	63925
101	431901	City Garage	TELCOLOGIX	Feb. Maint.	16.75	63926
101	452200	Community Building	TELCOLOGIX	Feb. Maint.	10.05	63926
101	422901	Firehall #1 Maple Grove Road	TELCOLOGIX	Feb. Maint.	70.35	63926
101	419901	City Hall & Police Building Maintenance	TELCOLOGIX	Feb. Maint.	237.85	63926
413	422903	Firehall #3 Midway Road	TNT AGGREGATES, LLC	Hermantown Fire Halls	42,534.07	63927
413	422902	Firehall #2 Morris Thomas Road	TNT AGGREGATES, LLC	Hermantown Fire Halls	42,534.07	63927
101	415300	Administration & Finance	TOSHIBA FINANCIAL SERVICES	Copier Lease/Toshiba	145.57	63928
413	422903	Firehall #3 Midway Road	UNITED RENTALS (NORTH AMERICA) INC	Water Softener Install/FH#3	85.00	63929
101	431100	Street Department	UNITED TRUCK BODY COMPANY INC	Hydraulic Fluid	122.85	63930
251	421100	Police Administration	USA TOWING & RECOVERY	DWI Forf/Ford F-250	65.00	63931
602	494500	Sewer Maintenance	WLSSD	Wastewater Charges	39,177.00	63932
240	494500	Sewer Maintenance	WSB & ASSOCIATES, INC.	Trunk Sewer Spur Proj 448	2,391.36	63933

Fund	Account	Department	Vendor Name	Description	Amount	Check #
101	134000	Retiree Insurance/Telephone Reimb.	MN LIFE	Life Ins (Jones)	4.50	63941
101	134000	Retiree Insurance/Telephone Reimb.	NORTHEAST SERVICE COOPERATIVE	Health Ins (Inactives)	1,468.20	63942
101	421100	Police Administration	NORTHEAST SERVICE COOPERATIVE	Health Ins (Inactives)	1,257.30	63942
Totals:						
151 records printed					252,538.65	

TO: Mayor & City Council
FROM: Paul Senst, Public Works
Director
DATE: February 4th, 2019
SUBJECT: Plow Truck Up fit



Meeting Date: 2/19/19
Agenda Item: Resolution 2019-24
12-A

REQUESTED ACTION

Approve build of plow equipment onto Ordered Chassis

BACKGROUND

As part of our 2019 Capital Improvement Plan, the Hermantown Public Works has asked to purchase a plow truck package from Towmaster Truck Equipment. This equipment will be placed on the 2020 Western Star Chassis that was approved for purchase in December of 2018 (Resolution 2018-186). We recommend awarding the purchase of this equipment to Towmaster Truck Equipment of Litchfield, MN in the amount of \$121,555 plus applicable taxes and fees.

This pricing is per State Bid of MN.

The purchase of this equipment is part of the 2019 Capital Improvement Plan.

SOURCE OF FUNDS (if applicable)

CIP -401-431100-543

ATTACHMENTS:

Towmaster Truck Equipment Quote/Proposal

Resolution No. 2019-24

**RESOLUTION AWARDING CONTRACT FOR PLOW EQUIPMENT PACKAGE ON THE
2020 WESTERN STAR CHASSIS TO TOWMASTER TRUCK EQUIPMENT
IN THE AMOUNT OF \$121,555 PLUS APPLICABLE TAXES AND FEES**

WHEREAS, the City of Hermantown purchased a 2020 Western Star Chassis; and

WHEREAS, as part of the purchase of the 2020 Western Star Chassis plow truck equipment is needed; and

WHEREAS, the plow truck equipment desired by the City is available on the "State Contract;" and

WHEREAS, the plow truck equipment will be purchased from Towmaster Truck Equipment.; and

WHEREAS, after fully considering this matter, the City Council of the City of Hermantown believes that it is in the best interest of the City of Hermantown to award the contract for the plow truck equipment to Towmaster Truck Equipment.

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

1. Towmaster Truck Equipment is hereby determined to be able to provide the plow truck equipment to the City pursuant to the State Contract.
2. The price of \$121,555 plus applicable taxes and fees for the plow truck equipment in accordance with the State Contract is hereby accepted.
3. Per the CIP the funds for the payment of the plow truck equipment will be paid from Fund No. 401 and expensed to 401-431100-543.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted.



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
 TOWMASTERTRUCK.COM

Reference No.

QT 32847

**** QUOTATION ****

Ship To: HERMANTOWN, CITY OF 5105 MAPLE GROVE ROAD HERMANTOWN MN 55811 USA	Cust: 3327	Phone:	Bill To: HERMANTOWN, CITY OF 5105 MAPLE GROVE ROAD HERMANTOWN MN 55811 USA	Phone:
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ATTN:

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	TOM GERTGEN	NET 30 DAYS	10/30/18	1/31/19	0/00/00

Serial No.

Qty	Part No.	Description	Price Ea.	Net Amt.
1	9900130	- Body 14'6" EDGE-RS/CS-56-36-46 - - 56" 7ga Stainless Front w/CS hoist doghouse, 46" 7ga Stainless radius sides, w/Board pockets, 46" 7ga SS w/Hardox 450 face Tailgate, 1/4" Hardox-450 Floor, 8" I-Beam Longsills, Air-trip ready linkage, Underside Black	\$13,423.00	\$13,423.00
1	9901701	- Installation of Dump Body to hoist	\$1,315.00	\$1,315.00
1	9900145	- Body acc'y TMTE Air trip kit, w/solenoid valve,	\$297.00	\$297.00
1	9901702	- Installation of air operated tailgate latch kit, with solenoid valve in hydraulic valve enclosure.	\$273.00	\$273.00
1	9900147	- Body acc Box Vibrator - Cougar model DC3200	\$641.00	\$641.00
1	9901703	- Installation of Box Vibrator, with solenoid located in hydraulic valve enclosure.	\$319.00	\$319.00
1	9900156	- Cabshield, 1/2 type Stationary Free-Standing style,w/plain STAINLESS STEEL canopy, Hot-Dipped Galvanized tubing construction support stand, Slotted Center Viewing Window, (2) shovel holders, & reservior mounts, Installed.	\$2,214.00	\$2,214.00
1	9900207	- Ladder Flip-A-Way Access ladder (STAINLESS STEEL) Including Grab Handle above, and Interior Step, ea, Installed SPECIFY LOCATION HERE:	\$427.00	\$427.00
1	9900211	- Body acc'y Dual "split" sander manifolds in rear corner posts	\$305.00	\$305.00
1	9904246	- Light Warning TMTE1SS-3 PKG: (2) STAINLESS STEEL 23H 3-light LED Micro-Edge, (2) 5M-400 Super-LED, (2) Side TIR3 LED, (2)	\$4,037.00	\$4,037.00

--- Continued ---

Accepted by

Date

Price:

Total Discounts:

Net Cost:

Freight

Total:



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
 TOWMASTERTRUCK.COM

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ATTN:

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	TOM GERTGEN	NET 30 DAYS	10/30/18	1/31/19	0/00/00

Serial No.) 400 Max B-T-T LED, & (2) 400 LED BU Lights, in Stainless M
 Housings, (1) TIR3 LED Wing light, and (2) 4" LED work lights
 Installed CUSTOM STROBE SYSTEM

1	9901018 - STROBE (2) TIR-3 AMBER/WHITE SSAC2ZCR INSTALLED IN TRUCK GRILL		\$375.00	\$375.00
1	9900244 - Light Mirror mt HOH plow light pkg INSTALLED		\$698.00	\$698.00
1	9900267 - Fender set Minimizer M400, for Tandem Axle, black Poly, Installed		\$1,163.00	\$1,163.00
2	9904692 - Camera System option, NORTECH 9100-2HC 120 degree night vision CCD weather-proof HEATED camera, only one on strobe tube one on rh convex mirror bracket		\$163.00	\$326.00
2	9904693 - Camera System option, NORTECH 9100-4 Harness, 65' Waterproof		\$41.00	\$82.00
2	9904694 - INSTALLATION of extra Camera, & Harness		\$91.00	\$182.00
1	9905502 - PreCise ARC Sensor Mount #1126929, only		\$40.00	\$40.00
1	9905835 - PreCise ARC Sensor #1117640, only, for Wireless GEN 5 CONTROLLER Applications (LESS MTG BRKT), installed		\$556.00	\$556.00
1	9900317 - Hoist Towmaster/MAILHOT CS130-5.5-3 DOUBLE ACTING		\$2,876.00	\$2,876.00
1	9901711 - Installation of Telescopic DOUBLE acting hoist		\$1,314.00	\$1,314.00
1	9900311 - Hoist TMTE 48" Stabilizer		\$1,408.00	\$1,408.00
1	9902503 - Installation of TMTE Stabilizer & Safety Props		\$410.00	\$410.00

--- Continued ---

Accepted by _____

Date _____

Price:

Total Discounts:

Net Cost:

Freight

Total:

**** QUOTATION ****

Ship To: HERMANTOWN, CITY OF 5105 MAPLE GROVE ROAD HERMANTOWN MN 55811 USA	Cust: 3327 Phone:	Bill To: HERMANTOWN, CITY OF 5105 MAPLE GROVE ROAD HERMANTOWN MN 55811 USA	Phone:
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ATTN:

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	TOM GERTGEN	NET 30 DAYS	10/30/18	1/31/19	0/00/00
Serial No.					

1	9904688	- Wing Falls POST-LESS Toe Lift in lieu of Std Front post/slide system			
1	9902983	- Wing Falls RHTDL10A/FM-HYDPB Primed LESS CUTTING EDGES	\$9,542.00	\$9,542.00	
1	9900433	- Installation Falls TDL/FM Wing - w/Bulkhead Couplers	\$2,627.00	\$2,627.00	
1	9900477	- Wing Falls Hwy Orange - Paint Moldboard	\$309.00	\$309.00	
1	9900393	- Wing Falls Hyd front post side-shift (no valving)	\$603.00	\$603.00	
1	9900567	- Plow Hitch Falls 46XB2/STD/STD/SA/SPR-RET/HITCH	\$2,219.00	\$2,219.00	
1	9900589	- Installation Falls Plow Hitch - 40 Series 3Line/STDBLKHD	\$1,745.00	\$1,745.00	
1	9900619	- Plow Push Unit Falls 20/26/40/46 Series Std	\$819.00	\$819.00	
1	9900637	- Plow Falls High Visibility Marker Set	\$97.00	\$97.00	
1	9900639	- Plow Falls Rubber Belt Deflector Kit - Installed	\$336.00	\$336.00	
1	9903057	- Plow Falls PR1243/SPR-TRP/NOSHU/PRI-E1/10GA LESS CUTTING EDGES	\$6,539.00	\$6,539.00	
1	9900679	- Plow Falls Hwy Orange Paint, Rev Plow, w/installation	\$410.00	\$410.00	
1	9900730	- Plow Falls SCR-ADJ/SHOE/REV-PLW/STD	\$635.00	\$635.00	
1	9900757	- Hitch TMTE Heavy Duty plate assembly,	\$281.00	\$281.00	
1	9901716	- Hitch Installation of Pup Hitch (weld in style)	\$728.00	\$728.00	

--- Continued ---

Accepted by

Date

Price:

Total Discounts:

Net Cost:

Freight

Total:

**** QUOTATION ****

Ship To: HERMANTOWN, CITY OF 5105 MAPLE GROVE ROAD HERMANTOWN MN 55811 USA	Cust: 3327 Phone:	Bill To: HERMANTOWN, CITY OF 5105 MAPLE GROVE ROAD HERMANTOWN MN 55811 USA	Phone:
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ATTN:

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	TOM GERTGEN	NET 30 DAYS	10/30/18	1/31/19	0/00/00

Serial No.

****NOTE: HITCH PLATE FACE TO BE LOCATED:**

IN REFERENCE TO REAR TIRE FACE.

1	9900764	- Hitch PREMIER 2300 Air Cushion Pintle, installed	\$749.00	\$749.00
1	9902493	- Hitch 7 contact Standard Round Pin Std socket installed	\$102.00	\$102.00
1	9903207	- Sander Swenson AUGER STYLE EVA100-14-54 STAINLESS STEEL V-Box Complete	\$18,047.00	\$18,047.00
1	9903213	- Sander Swenson UP CHARGE SINGLE AUGER TO DUAL AUGER	\$2,387.00	\$2,387.00
1	9904206	- Sander Swenson SS 2-225 GAL V-BOX TANK OPTIONS	\$2,402.00	\$2,402.00
1	9904996	- Sander Swenson HYDRAULIC SPRAY SYSTEM FOR V-BOX TANKS AND MOUNTING NOT ICLUDED	\$2,756.00	\$2,756.00
1	9904208	- Sander Swenson 2 V-BOX TANK SYSTEM FACTORY INSTALLED	\$368.00	\$368.00
1	9904221	- Sander Swenson Light Bar with Stop, Turn, Tail Lights 00118-195-01	\$1,420.00	\$1,420.00
1	9901732	- Sander Install V-Box (as Slide-In) into Dump Body	\$1,248.00	\$1,248.00
1	9900852	- Valve System, Force Add-A-Fold MCV-ISO Valve 10 Functions , INSTALLED HOIST, PLOW, PLOW ANGLE, WING TOE, WING HEEL, WING PUSHBAR, FRONT POST SIDE SHIFT, SANDER AUGER, SANDER SPINNER, PRE-WET	\$12,331.00	\$12,331.00
1	9902497	- Control System Force ULTRA-4-6100 Commander control, Installed	\$10,911.00	\$10,911.00
1	9904955	- Control Add-on Force 6100 Pre-wet Feedback Sensor Harness only (Electric or Hyd)	\$322.00	\$322.00

--- Continued ---

Accepted by _____

Date _____

Price:

Total Discounts:

Net Cost:

Freight

Total:



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
 TOWMASTERTRUCK.COM

Reference No.
 QT 32847

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ATTN:

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	TOM GERTGEN	NET 30 DAYS	10/30/18	1/31/19	0/00/00

Serial No.	Description	Price	Appx Comp
1 9900874	- Filter Force IN-TANK mounted filter installed	\$452.00	\$452.00
1 9900882	- Reservoir TMTE Cabshield mt (stainless steel) w/intank filter provision, installed	\$2,571.00	\$2,571.00
1 9900888	- Pump Force FASD45L LS (6 ci) installed	\$3,670.00	\$3,670.00
1 9900893	- Valve Force Cable pull-off (for use w/telescopic hoist) installed	\$491.00	\$491.00
1 9900871	- Switch TMTE BODY UP Installed (electric controls only)	\$182.00	\$182.00
1 9900884	- Sensor Force Low oil indicator system, SLIM-LINE AND CABSHIELD MOUNTED w/light mounted in cab, installed	\$220.00	\$220.00
1 9905014	- Hydraulic Valve Hose Guard installed	\$363.00	\$363.00
1 9900927	- Air Bag Canadian Load-Share kit, manual adj., Western Star and Mack	\$992.00	\$992.00
1	WARRANTY - TOWMASTER EXCLUSIVE WARRANTY: 5 yr Steel/Stainless Steel Body Structure; 5 yr Whelen LED Light Systems; 3 yr Palfinger Hoists; 4 yr SwapLoader Hoists; 1 year Swenson Spreaders, 2 yr Hyd, FALLS Snow Equip, Tele Hoists, and all other items.		

Accepted by _____

Date _____

Price: \$121,555.00

Total Discounts:
 Net Cost: \$121,555.00

Freight

Total: \$121,555.00

Resolution No. 2019-25

RESOLUTION APPROVING TENTATIVE AGREEMENTS AND AUTHORIZING AND DIRECTING MAYOR AND CITY CLERK TO EXECUTE AND DELIVER AGREEMENTS WITH AFSCME LOCAL 66 FOR THE PERIOD OF JANUARY 1, 2019 THROUGH DECEMBER 31, 2021

WHEREAS, the Labor agreement between the AFSCME Local 66 and the City of Hermantown expired on December 31, 2018; and

WHEREAS, representatives from AFSCME Local 66 and the City of Hermantown have met on three occasions to negotiate a successor labor agreement; and

WHEREAS, representatives from AFSCME Local 66 and the City of Hermantown have reached the tentative agreements on the attached document.

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

1. The City Council approves the tentative Agreements authorizing the Mayor and City Clerk to Execute and Deliver Agreement with AFSCME Local 66 for the Period of January 1, 2019 Through December 31, 2021.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted.

**Tentative Agreements between
the City of Hermantown and
AFSCME Local # 66
Jan 31, 2019**

ARTICLE 17 - SICK LEAVE

~~**Section 5.** Upon a completion of a minimum of twenty (20) years of service and at the time of retirement, the employee shall be entitled to be paid health insurance on the following basis. All unused sick leave earned by an employee shall be banked, and shall be of a value equal to the employee's bank at the time of retirement. The Employer shall continue to pay the employee's health insurance, and reduce the bank accordingly. When there are no more sick days remaining in the employee's bank, the Employer shall no longer pay the health insurance premiums for the employee. When available, employees may elect to have the employer pay for alternative health insurance plans from the employee's sick leave bank.~~

ARTICLE 19 - VACATIONS

Section 1. Full-time employees shall be entitled to a paid vacation based upon service in the prior year and shall become eligible for vacation pay only upon completion of one (1) year's continuous service.

Annual leave shall be earned as follows:

During the 1 st year of employment	.42 days/mo.
During the 2 nd through 4 th year of employment	.83 days/mo.
During the 5 th through 9 th year of employment	1.25 days/mo.
During the 10 th year through the 14 th year of employment	1.67 days/mo.
During the 15 th through the 19 th after the 20 th year of employment	2.08 days/mo
During and after the 20 th year of employment	2.08 2.5 days/mo.

ARTICLE 20 - HOLIDAYS

Section 1. Eleven (11) days during the calendar year shall be observed and considered as paid holidays for all employees.

The holidays shall be:

New Year's Day	Memorial Day	Veterans Day
Martin Luther King Day	Independence Day	Thanksgiving Day
President's Day	Labor Day	Christmas Eve (1/2day)
Good Friday (1/2 day)	Columbus Day	Christmas Day
Day after Thanksgiving		

~~**Section 4.** By mutual agreement between the employees of this unit and the City Administrator, all City Offices may be closed the day after Thanksgiving and Christmas Eve when the day falls on a week day. The employees may take these days off without pay, use vacation or a personal day at the employee's option. For Christmas Eve, the employee will only be required to cover half of the shift that is not a paid holiday. By mutual agreement between the employee and his/her supervisor, an employee may elect to work the day after Thanksgiving and/or the half day of Christmas Eve currently designated non-holiday at straight time pay, when city offices are closed.~~

ARTICLE 21 - HOSPITALIZATION

Section 3 VEBA Contributions a. : The Employer shall provide the option of a Voluntary Employee Benefit Association (VEBA) hospital/medical insurance plan. The Employer shall contribute not less than 92% of the annual VEBA deductible. These amounts apply to both full-time and part-time eligible employees. The annual contribution shall be made in equal quarterly installments on the first payday following January 1st, April 1st, July 1st and October 1st. The quarterly amount will be based on the plan selected at the beginning of that quarter by the employee (single or family) in effect for that quarter

Dental First of the month as allowed by the insurance company (We believe this to be April 1st at the earliest.)

Section 5 DENTAL INSURANCE Employees shall be eligible for participation in the City's dental plan upon hire should they choose. The City will pay 90% of the actual premium of the plan selected by the employee but capped at \$65.61 per month. If employees select a plan with premiums greater than the cap, then any additional premiums will be paid 100% by the employee.

ARTICLE 24 - TRAINING

New Section 2. Travel time outside of the normal work hours will be considered time worked for the purpose of overtime only when the distance is excess of 30 miles.

Addendum B

Section 5. Meal Allowances. Employees shall be reimbursed for meals up to forty dollars (\$40.00) per day, including tax and gratuity but excluding alcohol, with receipts. Dinner reimbursement may be claimed only if the employee is away from the home station in a travel status overnight, or is required to remain in a travel status until 7 p.m. Lunch reimbursement may be claimed only if the employee is:

1. on assignment away from the home station (defined as at least 30 miles from City Hall), at least one (1) hour before and during the normal lunch period, or
2. the training event is within 30 miles from City Hall and covers the entire normal working shift and is not included in the training event itself.

Breakfast reimbursement may be claimed only if the employee is on assignment away from the home station in a travel status overnight, or departs from home in an assigned travel status before 6 a.m. An employee eligible for one (1) or more meals may combine the reimbursements for one (1) meal charge. Employees shall be required to provide receipts on being reimbursed for meal allowances.

DURATION:

Three year contract 1/1/19 to 12/31/21

WAGES:

1/1/19	2.5%
1/1/20	2.75%
1/1/21	3.00%

Adjust Scale Effective on 1/1/19

Currently			
5 years	8 years	12 years	15 years
Proposed			
5 years	6 years	9 years	12 years

1/1/20 Adjust an additional \$0.20 after the across the board increase.

Addendum A
City of Hermantown Wages

New	Old	Start	12	24	36	48	60	72	108	144
Grade 2	Grade 6	17.75	18.20	18.63	19.15	19.67	20.21	20.69	21.29	21.82
Admin Asst	1/1/19	18.19	18.66	19.10	19.63	20.16	20.72	21.21	21.82	22.37
	1/1/20	18.89	19.37	19.82	20.37	20.92	21.48	21.99	22.62	23.18
	1/1/21	19.46	19.95	20.42	20.98	21.54	22.13	22.65	23.30	23.88
Grade 3	Grade 7	19.35	19.90	20.41	20.98	21.52	22.12	22.69	23.31	23.92
Acct Clerk	1/1/19	19.83	20.40	20.92	21.50	22.06	22.67	23.26	23.89	24.52
	1/1/20	20.58	21.16	21.70	22.30	22.86	23.50	24.10	24.75	25.39
	1/1/21	21.20	21.79	22.35	22.96	23.55	24.20	24.82	25.49	26.15
Grade 3	Grade 15B	19.35	19.90	20.41	20.98	21.52	22.12	22.69	23.31	23.92
Law Enforce Sec	1/1/19	19.83	20.40	20.92	21.50	22.06	22.67	23.26	23.89	24.52
	1/1/20	20.58	21.16	21.70	22.30	22.86	23.50	24.10	24.75	25.39
	1/1/21	21.20	21.79	22.35	22.96	23.55	24.20	24.82	25.49	26.15
Grade 4	Grade 15A	20.68	21.25	21.83	22.43	23.04	23.67	24.40	25.00	25.67
Utility Billing Clerk	1/1/19	21.20	21.78	22.38	22.99	23.62	24.26	25.01	25.63	26.31
GIS Tech	1/1/20	21.98	22.58	23.19	23.82	24.47	25.13	25.90	26.53	27.24
	1/1/21	22.64	23.26	23.89	24.54	25.20	25.88	26.67	27.33	28.05
Grade 4	Grade 20	20.68	21.25	21.83	22.43	23.04	23.67	24.40	25.00	25.67
Lead Law Enf Sec	1/1/19	21.20	21.78	22.38	22.99	23.62	24.26	25.01	25.63	26.31
Evid. Tech	1/1/20	21.98	22.58	23.19	23.82	24.47	25.13	25.90	26.53	27.24
	1/1/21	22.64	23.26	23.89	24.54	25.20	25.88	26.67	27.33	28.05

Resolution No. 2019-26

RESOLUTION APPROVING WAGE RATES FOR PART TIME EMPLOYEES IN 2019

WHEREAS, the City of Hermantown has several part-time employees; and

WHEREAS, these employees are not covered by a labor agreement; and

WHEREAS, the wage rates listed below are effective January 1, 2019 through December 31, 2019.

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

	<u>Position</u>	<u>Hours</u>	<u>Schedule</u>	<u>2018 Rate</u>	<u>2019 Rate</u>
Custodian	1	520+	Avg. 15 hrs/wk	12.55	12.87
PW Seasonal Help	4	500	Varies	9.79	10.04
If previously employed by the City of Hermantown for more than 5 years	1	500		13.14	13.47

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted.

Resolution No. 2019-27

**RESOLUTION APPROVING ADDITIONAL DESIGN SERVICES BY LHB FOR THE
ESSENTIA WELLNESS CENTER**

WHEREAS, the City of Hermantown has a contract with LHB for architectural services for the Essentia Wellness Center ("EHRWC"); and

WHEREAS, LHB prepared the design development and construction documents for EWC; and

WHEREAS, Essentia Health has requested that their space be re-designed; and

WHEREAS, LHB has submitted a proposal for the additional design services; and

WHEREAS, Essentia requested additional meetings and has agreed to pay for the services; and

WHEREAS, as time is of the essence on this portion of the project, the City Administrator has authorized LHB to proceed.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Hermantown accept the proposal from LHB for additional design meetings for the space to be occupied by Essentia Health in the amount of \$1,100.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby directed and authorized to sign a contract amendment for the services.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted.

 **AIA** Document G802™ – 2007

Amendment to the Professional Services Agreement

Amendment Number: 03

TO: City of Hermantown
(Owner or Owner's Representative)

In accordance with the Agreement dated: July 10, 2017

BETWEEN the Owner:
(Name and address)
City of Hermantown
5255 Maple Grove Road
Hermantown, MN 55811
218.729.3600

and the Architect:
(Name and address)
LHB, Inc.
21 West Superior Street, Suite 500
Duluth, MN 55802
218.727.8446

for the Project:
(Name and address)
Essentia Health Regional Wellness Center (EHRWC)
Hermantown, Minnesota

Authorization is requested
 to proceed with Additional Services.
 to incur additional Reimbursable Expenses.

As follows:
Provide additional design services to change the Staff Break Room to an Exam Room, and facilitate (1) additional user meeting as outlined in an email sent on January 18, 2018 by Anne Porter.

The following adjustments shall be made to compensation and time.
(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)


Compensation:
Compensation for additional Design Services shall be provided for a stipulated sum of \$1,100. Below is a breakdown of fee:

(1) Meeting (2-hours) = \$400
Update Architectural Floor Plan (2-hours) = \$200
Update Mecanical & Electrical Drawings to reflect Floor Plan Updates (4-hours) = \$500

The new Contract Sum for LHB Services will be \$1,181,330.00

Time:
No additional time is needed for completion.

SUBMITTED BY:



(Signature)

William D. Bennett, CEO

(Printed name and title)

January 31, 2019

(Date)

AGREED TO:

(Signature)

(Printed name and title)

(Date)

CH-John Mulder

From: Anne Porter <Anne.Porter@lhbcorp.com>
Sent: Monday, February 11, 2019 9:20 AM
To: CH-John Mulder
Cc: Truax, Jeff S.
Subject: FW: 140462 EHRWC Essentia Redesign Additional Services

FYI – Below is the email from Essentia giving approval to proceed with the additional time to make additional changes to their redesigned spaces.

Anne Porter, CID
63 East Second Street, Suite 150, Superior, WI 54880
Direct 218.249.7146 | Cell 218.590.2655 | General 715.392.2902
LHBCorp.com

LHB, Inc. | PERFORMANCE DRIVEN DESIGN.

From: Truax, Jeff S. <JEFFREY.TRUAX@EssentiaHealth.org>
Sent: Wednesday, January 23, 2019 9:14 AM
To: Caralyn Kieper <caralyn.kieper@lhbcorp.com>
Cc: Anne Porter <Anne.Porter@lhbcorp.com>; Jennifer Brunder <Jennifer.Brunder@lhbcorp.com>
Subject: RE: 140462 EHRWC Essentia Redesign Additional Services

This message was sent securely using Zix®

This is approved

Jeffrey S. Truax

Project Manager

Essentia Health East

Facility Planning/Architecture MCL 313

502 East 2nd Street, Duluth MN 55805

Phone: 218.786.3359 Fax: 218.786.1251

From: Caralyn Kieper <caralyn.kieper@lhbcorp.com>
Sent: Monday, January 21, 2019 5:16 PM
To: Truax, Jeff S. <JEFFREY.TRUAX@EssentiaHealth.org>
Cc: Anne Porter <Anne.Porter@lhbcorp.com>; Jennifer Brunder <Jennifer.Brunder@lhbcorp.com>
Subject: RE: 140462 EHRWC Essentia Redesign Additional Services

WARNING: This email originated outside of Essentia Health. DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Jeff,

LHB has not proceeded with the additional redesign scope of work, including the kitchenette/breakroom revisions. Our understanding is that Essentia (you and Karl) have received Anne's email below and the attached proposal, and LHB is awaiting your approval of our fees before proceeding.

You had mentioned on the phone this morning not needing an additional meeting, that LHB can make the changes and send on the revised plan for Essentia's signature without said meeting. Please confirm this is the case, and cancel Wednesday's meeting accordingly.

Let us know if you have any questions.
Thanks,

Caralyn M. Kieper, RA, AIA – Project Architect
21 West Superior Street, Suite 500, Duluth, MN 55802
Direct 218.279.2431
LHBcorp.com

LHB, Inc. | PERFORMANCE DRIVEN DESIGN.

From: Anne Porter
Sent: Friday, January 18, 2019 12:55 PM
To: Truax, Jeff S. <JEFFREY.TRUAX@EssentiaHealth.org>
Cc: Caralyn Kieper <caralyn.kieper@lhbcorp.com>; Jennifer Brunder <Jennifer.Brunder@lhbcorp.com>; Aaron Kelly <Aaron.Kelly@lhbcorp.com>; CH-John Mulder <jmulder@hermantownmn.com>; Ruthenbeck, Karl M. <Karl.Ruthenbeck@EssentiaHealth.org>; Phil Johnson <phil.johnson@mcgough.com>
Subject: 140462 EHRWC Essentia Redesign Additional Services

Jeff,
The attached additional services proposal documents that LHB budgeted (3) 2 hour meetings to review the redesign with Essentia Users. Three meetings with Essentia have occurred on the following dates:

December 12, 2018
January 2, 2019
January 9, 2019

Per our conversation this afternoon, Essentia is requesting (1) additional user meeting to discuss some additional modifications to the plan including changing the Staff Break Room to an Exam room and modifying the Care Team space to accommodate Break Room elements.

I am sending you the fee for the additional meeting as well as design fees to make the additional plan modifications. Per the meeting minutes from January 9, 2019 we were given notice to proceed with our Mechanical and Electrical team to begin preparing the updates to construction documents.

- 1. 2 – Hour Meeting = \$400
 - Update Architectural Floor Plan per Meeting discussion – 2 hours = \$200
 - Update Mechanical & Electrical to reflect Floor Plan Updates – 4 hours = \$500
- Total Cost = \$1,100

The users will be asked to sign the floor plan at the next user meeting to signify that they have reviewed and noted any final changes and that LHB has notification to proceed with updating construction documents.

Please be aware that this additional meeting will affect the schedule for completion of the construction document updates which may also affect construction schedule.

Tuesday, 1/22 8:00-10:00 & 1:30-3:30
Wednesday, 1/23 8:00-10:00 & 1:00-3:00 (It appears that there is already a meeting on the calendar for 1-3)

Call me with any questions.

Thanks!

Anne Porter, CID

63 East Second Street, Suite 150, Superior, WI 54880
Direct 218.249.7146 | Cell 218.590.2655 | General 715.392.2902

LHBcorp.com

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This message was secured by Zix[®].

Resolution No. 2019-28

**RESOLUTION APPROVING ADDITIONAL DESIGN SERVICES BY LHB FOR THE
ESSENTIA WELLNESS CENTER**

WHEREAS, the City of Hermantown has a contract with LHB for architectural services for the Essentia Wellness Center ("EWC"); and

WHEREAS, LHB prepared the design development and construction documents for EWC; and

WHEREAS, McGough has recommended the addition of drain tile around the pool to deal with ground water; and

WHEREAS, LHB has submitted a proposal from WTI and LHB for the additional design services in the amount of \$6,850; and

WHEREAS, as time is of the essence on this portion of the project, the City Administrator has authorized LHB to proceed.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Hermantown accept the proposal from LHB for additional design services for the installation of drain tile.

BE IT FURTHER RESOLVED, that the Mayor and City Clerk are hereby directed and authorized to sign a contract amendment for the services.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted.

DRAFT AIA® Document G802™ - 2007

Amendment to the Professional Services Agreement

Amendment Number: 04

TO: City of Hermantown
(Owner or Owner's Representative)

In accordance with the Agreement dated: July 10, 2017

BETWEEN the Owner:
(Name and address)
City of Hermantown
5255 Maple Grove Road
Hermantown, MN 55811
218.729.3600

and the Architect:
(Name and address)
LHB, Inc.
21 West Superior Street, Suite 500
Duluth, MN 55802
218.727.8446

for the Project:
(Name and address)
Essentia Health Regional Wellness Center (EHRWC)
Hermantown, Minnesota

Authorization is requested
 to proceed with Additional Services.
 to incur additional Reimbursable Expenses.

As follows:
Additional Service Value for added Pool Drain Tile and Sump Pit.

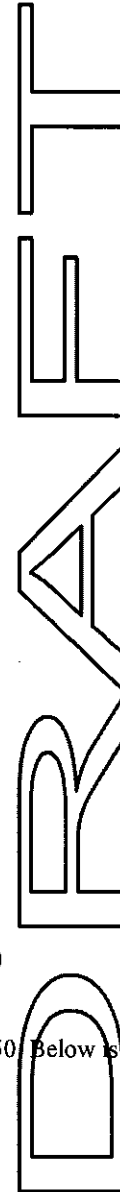
The following adjustments shall be made to compensation and time.
(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Compensation:
Compensation for additional Design Services shall be provided for a stipulated sum of \$6,850. Below is a breakdown of fee:

WTI Engineering Services (Drain Tile Design) - \$6,250
LHB Engineering Services (Sump Pit, Pump & Associated Power) - \$600

The new Contract Sum for LHB Services will be \$1,188,180.00

Time:
No additional time is needed for completion.



SUBMITTED BY:

AGREED TO:

(Signature)

William D. Bennett, CEO

(Printed name and title)

February 8, 2019

(Date)

(Signature)

(Printed name and title)

(Date)

W
E
B
A
R

CH-John Mulder

From: CH-John Mulder
Sent: Monday, February 11, 2019 1:50 PM
To: Anne Porter
Cc: Aaron Kelly; Caralyn Kieper
Subject: Re: EHRWC Pool Drain Tile - Amendment #04 Draft

Ann

This email should be considered your authorization to proceed. I will follow up with a signed document

John Mulder
Sent from my iPhone

On Feb 11, 2019, at 9:14 AM, Anne Porter <Anne.Porter@lhbcorp.com> wrote:

John,

Attached is a draft Amendment #04 for the requested Pool Drain Tile which will be designed below the Pool & Therapy Pool. This includes design services for the needed sump pit, pump & associated power.

The final signed Amendment with Bill Bennett's signature will be finalized this week and emailed to you. I wanted to send you this draft with the hopes to receive an email notice to proceed based off of discussions at last weeks OAC meeting. We can then sign WTI's proposal with requests to get the drain tile layouts sent to McGough by the end of the day today.

I will call you to discuss.

Thanks!

Anne Porter, CID
63 East Second Street, Suite 150, Superior, WI 54880
Direct 218.249.7146 | Cell 218.590.2655 | General 715.392.2902
LHBcorp.com

LHB, Inc. | PERFORMANCE DRIVEN DESIGN.

<G802-2007 - Amendment 04 DRAFT.pdf>

Resolution No. 2019-29

**RESOLUTION APPROVING FINAL PLANS AND
SPECIFICATIONS AND ORDERING ADVERTISEMENT
FOR BIDS FOR SEWER IMPROVEMENT DISTRICT NO. 447
(ALONG MAPLE GROVE ROAD FROM LOBERG AVENUE TO
STEBNER PARK SOCCER COMPLEX)**

WHEREAS, Northland Consulting Engineers prepared final plans and specifications for sewer extension for Sewer Improvement District No. 447 (Along Maple Grove Road From Loberg Avenue To Stebner Park Soccer Complex); and

WHEREAS, such final plans and specifications have been presented to the City Council;
and

WHEREAS, the City Council has reviewed such final plans and specifications and believes it to be in the best interest of the City of Hermantown to approve such final plans and specifications; and

WHEREAS, the City will finance the Project from an issue of tax-exempt bonds; and

WHEREAS, by law the City of Hermantown is obligated to advertise for bids for construction of the improvements described in such final plans and specifications; and

WHEREAS, the City Council believes that it is in the best interest of the City of Hermantown that such bids be advertised for at the earliest possible time.

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

1. The final plans and specifications prepared by Northland Consulting Engineers are hereby approved and ordered placed on file in the office of the City Clerk.
2. WHEREAS, the City will finance the Project from an issue of tax-exempt bonds.
3. The City Clerk is hereby directed to file such final plans and specifications in the permanent records of the City.
4. The City Clerk is hereby further authorized and directed to prepare and cause to be inserted in the Hermantown Star, the official newspaper an advertisement for bids for Sewer Improvement District No. 447 in accordance with the plans and specifications approved by the City Council. The advertisement for bids shall be published in the Hermantown Star on February 21, 2019, February 28, 2019 and March 7, 2019.

5. Such advertisement shall specify the work to be done, shall state that the bids will be publicly opened and tabulated by the Consulting Engineer and the City Clerk on **Thursday, March 14, 2019, at 10:00 a.m.**, that the tabulated bids will be considered at the City Council meeting on **March 18, 2019 at 6:30 p.m.**, and shall state that no bids will be considered unless sealed and filed with the City Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the City of Hermantown for five percent (5%) of the amount bid.

6. The notice to be published shall be substantially in the form of the one attached hereto as Exhibit A.

Councilor _____ introduced the foregoing resolution and moved its adoption.

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

and the following voted in opposition thereto:

WHEREUPON, such resolution was declared duly passed and adopted.

ADVERTISEMENT FOR BIDS

NOTICE IS HEREBY GIVEN that the City Council of the City of Hermantown, Minnesota, will receive bids at the office of the City Clerk until **10:00 a.m. Local Time, Thursday, March 14th, 2019** for the construction of a sanitary sewer along Maple Grove Road from Loberg Avenue to the Stebner Park Soccer Complex. The project takes place in the City of Hermantown in accordance with the plans and specifications on file in the office of the City Clerk, the Duluth Builders Exchange and QuestCDN. Major work items include: sanitary sewer construction, common excavation, aggregate base, bituminous paving, concrete curb and gutter and turf establishment.

All bids shall be made on the proposal form contained in the specifications and shall be accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the order of the City of Hermantown for not less than five percent (5%) of the amount bid.

Digital image copies of the Bidding Documents are available QuestCDN. These documents may be downloaded by selecting this project from the PROJECT BID INFORMATION on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or info@questcdn.com.

Bids shall be mailed or delivered to the City Clerk, securely sealed and endorsed upon the outside wrapper with a brief statement or summary as to the work for which the bid is made.

The City Council reserves the right to reject all bids. All bids and the award of bid shall be subject to the Competitive Bidding Rules of the City of Hermantown.

Bids will be opened and compiled by the City Clerk and the City Engineer at **10:00 a.m. on Thursday, March 14th, 2019** at the City Administrative Services Building, located at 5105 Maple Grove Road. Any questions regarding the project should be directed to the City Engineer, David Bolf, P.E. at 218-727-5995 or david@nce-duluth.com.

Authorized by the City Council.

DEBORAH LUND, CLERK
City of Hermantown