

AGENDA
HARMONY CITY COUNCIL
Regular Meeting

August 14, 2018

8:00 P.M.

Council Room
Community Center

1. Call To Order
2. Roll Call
3. Public Forum
4. Consent Agenda
 - a. Minutes
 - b. Claims
 - c. Administrator Report
 - d. Financial Report
 - e. CD
 - f. Insurance Waiver
 - g. SEMCAC
5. Reports
 - a. Bruce Manhart
 - b. Alley Vacation
 - c. Cindy Berge
 - d. Harmony Fire Relief Association
 - e. Fire Department Billing
 - f. Building & Maintenance Report
 - g. EDA Board
 - h. Park Board
 - i. Library Board
 - j. Arts Board
 - k. System Upgrades
6. Adjourn

**BACKGROUND INFORMATION
HARMONY CITY COUNCIL
REGULAR MEETING**

**August 14, 2018
8:00 P.M.**

**Council Room
Community Center**

1. Call To Order
2. Roll Call
3. Public Forum
4. Consent Agenda
 - a. Minutes
 - b. Claims
 - c. Administrator Report-See report.
 - d. Financial Report-See report.
 - e. CD-Cash in CD #43793. Purchase 7 CDs #43999-44005.
 - f. Insurance Waiver-Approve waiver.
 - g. SEMCAC-Approve vendor contract.
5. Reports
 - a. Bruce Manhart-Discuss cutting trees in alley.
 - b. Alley Vacation-Discuss vacation of alley. Discuss process and potential conflict of interest.
 - c. Cindy Berge-Discuss sewer issue.
 - d. Harmony Fire Relief Association- Consider approval of fire pension change increase from \$900/year of service to \$950/year of service.
 - e. Fire Department Billing-Discuss fire billing within city limits. Consider modification. Currently bill \$200/hr with cap of \$500.
 - f. Building & Maintenance Report-Update well starter. Update on southeast electric loop project.
 - g. EDA Board
 - h. Park Board
 - i. Library Board
 - j. Arts Board
 - k. System Upgrades-Discuss utility meter reading software changes.
6. Adjourn

JULY 10, 2018

REGULAR MEETING

HARMONY CITY COUNCIL

A Regular Meeting of the Harmony City Council was called to order by Mayor Steve Donney at 7:00 PM. Present were Mayor Donney, Councilmembers Kyle Morem, Lynn Mensink and Debbie Swenson; Attorney Greg Schieber, Administrator Jerome Illg, Mike Bubany, Chris Johnson, Terry Bigalk, Melissa VanderPlas and Hannah Wingert. Absent was Councilmember Steve Sagen.

PUBLIC FORUM:

No one appeared.

CONSENT AGENDA:

Motion by Swenson and seconded by Mensink to approve the Consent Agenda which consisted of the Minutes to the June 12, 2018 Council meeting; the claims; the Administrator's Report; the Financial Report; cashing CD #43792 in to the General Fund; approving Debt Interest Payment 2014A on August 1, 2018 for internal transfer at First Southeast Bank of \$2,486.25 and approving Debt Interest Payment 2013B on August 1, 2018 for internal transfer at First Southeast Bank of \$3,690. All present voting yes. Absent was Sagen. Motion carried.

CAPITAL IMPROVEMENT PLAN:

David Drown Consultant Mike Bubany discussed paying down debt on the 2014A and 2017A Bond. Using reserve excess cash would help the City save money even with the early payment penalty. Motion by Donney and seconded by Swenson to pay an extra \$75,000 plus the penalty fee of \$750 to pay down the principal on 2017A Bond and to pay an extra \$122,000 plus the fee of \$200 to pay down the principal on 2014A Bond. All present voting yes. Absent was Sagen. Motion carried.

Bubany displayed a power point showing the Council how not raising our tax levy slightly could lead to a huge increase in a few years. Bubany encouraged the council to consider raising the tax levy slightly each year to prevent a huge increase for future for capital projects.

FILLMORE CENTRAL SCHOOLS:

A Maintenance Agreement between the Fillmore Central Schools and the City of Harmony was reviewed for the Community Center grounds. Motion by Donney and seconded by Swenson to enter into the Agreement.

Lawn mowing and Upkeep:

- The School will be responsible for the mowing and upkeep of the west half of the property.
- The City will be responsible for the mowing and upkeep of the east half of the property.

Parking lot and sidewalk at the north end of the Community Center:

- The City will be responsible for snow removal as needed.
- The School will be responsible for ongoing repairs such as striping, seal coating and filling cracks.

All present voting yes. Absent was Sagen. Motion carried.

TAX FORFEITURE:

A notice from Fillmore County was reviewed on the property at 145 First Ave SW going into tax forfeiture. The city has been given the first option to purchase the property. The consensus of the Council was to let the county sell the property and do nothing.

BUILDING & MAINTENANCE:

- Well #2 soft start for well motor has not been working. It is working currently, but may fail again. Council consensus was to replace the starter when it failed the next time with a variable drive at \$10,420.
- Sealcoating will begin around mid-August.

WEED ORDINANCE:

The current weed ordinance §92.41 was reviewed. Modification was made to §92.41 (B) as stated: "Repeat failure to control Weeds, Grasses, or Rank Vegetation under the terms of City Ordinances during the remainder of the current growing season may result in continued and periodic abatement of the City without further notice to you, the Property Owner, and time the vegetation grows to sufficient heights to be in violation of the ordinance again. You will be billed for all costs incurred during any subsequent abatement or abatements." When such language is included in the notice, the City may abate subsequent violations of the same type, during the same growing season, without further notice to the Property Owner. Motion by Swenson to approve the modification and seconded by Morem. All present voting yes. Absent was Sagen. Motion carried.

EDA BOARD:

Has not met yet this month.

PARK BOARD:

- Discussed upgrading the Basketball Court with new concrete and backboards.
- Decided to not do any more electrical upgrades in Selvig Park at this time. A new refrigerator was placed in the Kitchen.
- Discussed an idea recommended by the Chamber Director of placing recreational musical instruments in the Trailhead Park.
- Discussed garbage cans in the parks and on Main Street.
- Moving the GaGa Pit from the Community Center to the Trailhead Park.

LIBRARY BOARD:

- The Celtic Music Concert had 106 attendants and went well.
- The Clothing Receptacle is in place at the Community Center Parking Lot.
- The Patio will be removed and replaced along with the Construction of the School Parking lot north of the Community Center.

ARTS BOARD:

Has not met yet this month.

PRIMARY ELECTION:

The Primary Election is the next Council meeting date so the meeting time will be changed to 8:00 PM after the Polls close.

Upon no further business, Mayor Donney adjourned the meeting.

Mayor Steve Donney

Eileen Schansberg, Deputy Clerk

CITY OF HARMONY

City Council Claims for Review

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Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Fund 101 General Fund					
General Fund		Union Central Pension Fund	CENTRAL PENSION FUND	union pension Brian/Corey/Chris	\$264.00
General Fund		Health Insurance	I.U.O.E. LOCAL 49 FRINGE BENEF	Health Insurance Chris/Brian/Corey	\$3,720.00
General Fund		Union Dues	IUOE LOCAL #49	Union Dues Chris/Brian/Corey	\$103.50
General Fund		NCPERS Insurance	NCPERS GROUP LIFE INS	511800	\$48.00
General Fund		Life Insurance	USABLE LIFE	101421301G	\$75.10
General Fund	Administration	Repair/Maint Vehicles	IRONSIDE TRAILER SALES & SERVI	2 tires for van/mounting/balance/disposal	\$242.38
General Fund	Civil Defense	Telephone	HARMONY TELEPHONE COMPANY	Sirens/DSL Phone	\$89.31
General Fund	Community Center	Cleaning Supplies	DALCO	cleaner/degreaser	\$52.92
General Fund	Community Center	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Comm Ctr	\$989.00
General Fund	Community Center	Gas Utilities	MINNESOTA ENERGY	monthly gas service-Comm Ctr	\$154.06
General Fund	Community Center	General Operating Supplies	KINGSLEY MERCANTILE	utility knife/nuts/washers	\$23.09
General Fund	Community Center	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-Terry pickup	\$50.94
General Fund	Community Center	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-Terry pickup	\$25.27
General Fund	Community Center	Repair/Maint Vehicles	BLAINES AUTO	Oil chg/rotate tires '17 Chevy pickup	\$31.75
General Fund	Community Center	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Comm Ctr	\$52.60
General Fund	Community Center	Small Tools and Minor Equip	KINGSLEY MERCANTILE	tables (4)	\$291.96
General Fund	Community Center	Telephone	HARMONY TELEPHONE COMPANY	Admin Phone/DSL	\$220.00
General Fund	Community Center	Water Utilities	HARMONY PUBLIC UTILITIES	water-Comm Ctr	\$33.03
General Fund	Community Development	Engineering Fees	STANTEC CONSULTING SERVICES, I	Engineer services Walnut Farms	\$88.50
General Fund	Community Development	Repair/Maint Other Improve	A-1 EXCAVATING, INC	pay request 7 & final	\$10,614.75
General Fund	Community Events	General Operating Supplies	HARMONY FOODS	waxed paper Golden Happenings	\$1.92
General Fund	Community Events	Program Services	DOWE, BETTY	Rolls for PBS Program	\$42.33
General Fund	Community Events	Program Services	DOWE, BETTY	door prizes for Golden Happenings	\$80.00
General Fund	Community Events	Program Services	HARMONY FOODS	snacks for Golden Happenings	\$163.50
General Fund	Community Events	Program Services	HARMONY FOODS	water/bacon crumbles Golden Happenings	\$10.78
General Fund	Community Events	Program Services	HARMONY FOODS	snacks for Golden Happenings	\$11.17
General Fund	Community Events	Program Services	HARMONY FOODS	returned snacks Golden Happenings	-\$30.57
General Fund	Community Events	Travel Expenses	NOLAN, LARRY	mileage to pick up Fireworks for 4th of Jul	\$82.84
General Fund	Elections	Legal Notices Publishing	BLUFF COUNTRY NEWSPAPER GROUP	Candidacy filing notices	\$112.00
General Fund	Financial Administration	Assessor Fees	FILLMORE COUNTY AUDITOR	2018 Assessment work	\$3,280.00
General Fund	Financial Administration	Postage	ELAN FINANCIAL SERVICES	stamped envelopes	\$242.25
General Fund	Legal Services	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	legal services for July	\$319.00
General Fund	Personnel Administration	General Operating Supplies	CULLIGAN	wellness program	\$49.65
General Fund	Personnel Administration	General Operating Supplies	ILLG, JEROME	Wellness program	\$27.90
General Fund	Personnel Administration	General Operating Supplies	SCHANSBERG, EILEEN	wellness program	\$33.18
General Fund	Personnel Administration	Uniforms	MICHEL, BRIAN	Clothing allowance	\$143.02

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Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
General Fund	Police Department	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-squad	\$470.68
General Fund	Police Department	Repair/Maint Vehicles	TORGERSON AUTO	air filter for Squad	\$46.16
General Fund	Police Department	Repair/Maint Vehicles	TORGERSON AUTO	oil change/switch out tires	\$119.90
General Fund	Police Department	Telephone	HARMONY TELEPHONE COMPANY	Police Phone	\$44.96
General Fund	Public Works Buildings	Cleaning Supplies	SUPERIOR CHEMICAL CORP	drain seal/cleaner-polisher/hand cleaner/l	\$76.25
General Fund	Public Works Buildings	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Shop	\$179.44
General Fund	Public Works Buildings	Gas Utilities	MINNESOTA ENERGY	monthly gas service-Shop	\$55.97
General Fund	Public Works Buildings	General Operating Supplies	KINGSLEY MERCANTILE	marker/fly trap/bit/mallet	\$34.76
General Fund	Public Works Buildings	General Operating Supplies	MISSISSIPPI WELDERS SUPPLY CO	oxygen cylinders	\$34.10
General Fund	Public Works Buildings	Small Tools and Minor Equip	KINGSLEY MERCANTILE	welder gloves	\$13.99
General Fund	Public Works Buildings	Telephone	HARMONY TELEPHONE COMPANY	Shop DSL	\$44.95
General Fund	Public Works Buildings	Water Utilities	HARMONY PUBLIC UTILITIES	water-Shop	\$22.08
General Fund	Streets	Equipment Parts	HAMMELL EQUIPMENT	sprayer tip	\$7.88
General Fund	Streets	General Operating Supplies	HARMONY FOODS	paper for crack sealing	\$14.07
General Fund	Streets	General Operating Supplies	HARMONY FOODS	paper for crack sealing	\$9.38
General Fund	Streets	Motor Fuels/Lubricants	KWIK TRIP,INC	diesel-tractor	\$47.07
General Fund	Streets	Motor Fuels/Lubricants	RUN RIGHT POWER LLC	LP for crack filling machine	\$74.51
General Fund	Streets	Other Improvements	STATE LINE ASPHALT MAINTENANCE	fix alley by Catholic Church	\$600.00
General Fund	Streets	Repair/Maint Machinery/Equip	RUN RIGHT POWER LLC	sharpen chain saw blade	\$10.00
General Fund	Streets	Repair/Maint Other Improve	PHOENIX CORPORATION	Concrete curb & gutter 4th St/2nd Ave N	\$1,100.00
General Fund	Streets	Repair/Maint Other Improve	RUN RIGHT POWER LLC	stihl chain saw repair/spark plug	\$23.59
General Fund	Streets	Repair/Maint Other Improve	RUN RIGHT POWER LLC	Stihl chain saw to run	\$17.39
General Fund	Visitor Center	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Vis Ctr	\$288.28
General Fund	Visitor Center	Gas Utilities	MINNESOTA ENERGY	monthly gas service-Vis Ctr	\$52.27
General Fund	Visitor Center	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-Terry pickup	\$50.94
General Fund	Visitor Center	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-Terry pickup	\$25.26
General Fund	Visitor Center	Repair/Maint Vehicles	BLAINES AUTO	Oil chg/rotate tires '17 Chevy pickup	\$31.74
General Fund	Visitor Center	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Vis Ctr	\$57.32
General Fund	Visitor Center	Water Utilities	HARMONY PUBLIC UTILITIES	water-Vis Ctr	\$35.98
Fund 101 General Fund					\$25,328.05
Fund 211 Library Fund					
Library Fund	Library	Computer Supplies	DEMCO, INC	CD Album pages	\$96.43
Library Fund	Library	Media-Audio	INGRAM LIBRARY SERVICES, INC	audio books	\$82.47
Library Fund	Library	Media-Audio	INGRAM LIBRARY SERVICES, INC	audio books	\$19.24
Library Fund	Library	Media-Books	BAKER & TAYLOR	books	\$31.86
Library Fund	Library	Media-Books	BAKER & TAYLOR	books	\$34.15
Library Fund	Library	Media-Books	BAKER & TAYLOR	books	\$158.80

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Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Library Fund	Library	Media-Periodicals	EBSCO SUBSCRIPTION SERVICES	magazine subscriptions	\$185.33
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$14.96
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$24.99
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$44.95
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$21.20
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$19.20
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$62.12
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$47.95
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$85.78
Library Fund	Library	Motor Fuels/Lubricants	KWIK TRIP, INC	gas-Van	\$17.90
Library Fund	Library	Printed Forms	SOUTHEASTERN LIBRARIES COOP	mailers & SMS Notices	\$14.40
Library Fund	Library	Program Supplies	HARMONY FOODS	muffins & water for Concert	\$30.72
Library Fund	Library	Program Supplies	SOUTHEASTERN LIBRARIES COOP	Camp Registration for Kay	\$40.00
Library Fund	Library	Software Service Fees	SOUTHEASTERN LIBRARIES COOP	ChromeBox Service	\$506.00
Library Fund	Library	Software Service Fees	SOUTHEASTERN LIBRARIES COOP	Basic Services & PC Support	\$587.42
Library Fund	Library	Telephone	HARMONY TELEPHONE COMPANY	Library Phone	\$47.25
Library Fund	Library	Telephone	SOUTHEASTERN LIBRARIES COOP	postage on mailers	\$21.15
Fund 211 Library Fund					\$2,194.27
Fund 222 Fire Fund					
Fire Fund	Fire Department	Medical and Dental Fees	MED-COMPASS, INC	SCBA Medical & Fit test exam	\$1,796.00
Fire Fund	Fire Department	Motor Fuels/Lubricants	SEVERSON OIL CO.	diesel/gas-Fire	\$246.18
Fire Fund	Fire Department	Repair/Maint Vehicles	HEGG TRUCK & TRAILER REPAIR	Service inspection 412-1	\$478.30
Fire Fund	Fire Department	Repair/Maint Vehicles	HEGG TRUCK & TRAILER REPAIR	Service inspection/alt repair/Generator tes	\$441.59
Fire Fund	Fire Department	Repair/Maint Vehicles	HEGG TRUCK & TRAILER REPAIR	Service inspection/brake leak repair 417	\$871.15
Fire Fund	Fire Department	Repair/Maint Vehicles	MACQUEEN EMERGENCY GROUP	repair foam leak	\$1,034.82
Fire Fund	Fire Department	Small Tools and Minor Equip	MOREM ELECTRIC, INC	Milwaukee Tool Kit	\$697.93
Fire Fund	Fire Stations and Bldgs	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Firehall	\$306.08
Fire Fund	Fire Stations and Bldgs	Gas Utilities	MINNESOTA ENERGY	monthly gas service-Firehall	\$51.55
Fire Fund	Fire Stations and Bldgs	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Firehall	\$28.60
Fire Fund	Fire Stations and Bldgs	Telephone	HARMONY TELEPHONE COMPANY	Fire Phone	\$47.48
Fire Fund	Fire Stations and Bldgs	Water Utilities	HARMONY PUBLIC UTILITIES	water-Firehall	\$18.03
Fund 222 Fire Fund					\$6,017.71
Fund 223 Ambulance Fund					
Ambulance Fund	Ambulance Service	Contractual Services	ANCOM TECHNICAL CENTER	Annual maintenance contract	\$1,218.93
Ambulance Fund	Ambulance Service	Financial Services Fees	EXPERT T BILLING	billing service for June	\$297.00
Ambulance Fund	Ambulance Service	General Operating Supplies	ELAN FINANCIAL SERVICES	Ames Reflective Safety Paint-Landing Zone	\$366.50

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Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Ambulance Fund	Ambulance Service	Medical Supplies	ASTRUP DRUG	Glucose test strips	\$26.78
Ambulance Fund	Ambulance Service	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	medical supplies	\$479.02
Ambulance Fund	Ambulance Service	Medical Supplies	SCHANSBERG, EILEEN	reimburse for Amb supplies	\$12.67
Ambulance Fund	Ambulance Service	Motor Fuels/Lubricants	KWIK TRIP, INC	diesel-Amb	\$399.26
Ambulance Fund	Ambulance Service	Motor Fuels/Lubricants	SEVERSON OIL CO.	diesel-Amb	\$50.05
Ambulance Fund	Ambulance Service	Printed Forms	EMSRB	Amb Run sheets	\$117.00
Ambulance Fund	Ambulance Service	Repair/Maint Other Equipment	MISSISSIPPI WELDERS SUPPLY CO	hydro test on cylinder	\$18.00
Ambulance Fund	Ambulance Service	Telephone	VERIZON WIRELESS	service for Amb	\$48.05
Fund 223 Ambulance Fund					\$3,033.26
Fund 251 Park Fund					
Park Fund	Parks	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Parks	\$229.97
Park Fund	Parks	General Operating Supplies	HARMONY FOODS	correction tape/self stick 6 envelopes	\$9.46
Park Fund	Parks	General Operating Supplies	HARMONY FOODS	coffee	\$25.96
Park Fund	Parks	General Operating Supplies	KINGSLEY MERCANTILE	paint/screws	\$4.59
Park Fund	Parks	Landscaping Materials	KINGSLEY MERCANTILE	lawn care/insect control	\$67.98
Park Fund	Parks	Motor Fuels/Lubricants	KWIK TRIP, INC	gas-mowers	\$121.02
Park Fund	Parks	Motor Fuels/Lubricants	RUN RIGHT POWER LLC	4-stroke fuel	\$19.95
Park Fund	Parks	Motor Fuels/Lubricants	RUN RIGHT POWER LLC	premix fuel	\$35.94
Park Fund	Parks	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-mowers	\$95.84
Park Fund	Parks	Other Rentals	ON SITE SANITATION	monthly portable toilet service	\$74.00
Park Fund	Parks	Repair/Maint Other Improve	HEGG FARMS	relocate 3 pine trees	\$450.00
Park Fund	Parks	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Parks	\$118.00
Park Fund	Parks	Small Tools and Minor Equip	KINGSLEY MERCANTILE	refrigerator for Selvig Park Kitchen	\$599.00
Park Fund	Parks	Water Utilities	HARMONY PUBLIC UTILITIES	water-Parks	\$148.12
Fund 251 Park Fund					\$1,999.83
Fund 261 Arts Fund					
Arts Fund	Arts	Advertising	BLUFF COUNTRY NEWSPAPER GROUP	Ad for Arna Rennen Concert	\$150.00
Arts Fund	Arts	Advertising	FILLMORE COUNTY JOURNAL	Advertising for Norweigen Concert	\$142.76
Arts Fund	Arts	Advertising	FILLMORE COUNTY JOURNAL	Advertising Anna Rennen Concert	\$142.76
Arts Fund	Arts	Program Services	JEM THEATRE	Movie Nite on National Appreciation Nite	\$250.00
Fund 261 Arts Fund					\$685.52
Fund 423 2017 Street & Utility Project					
2017 Street & Utility Pro	2017 Street & Utility Proje	Engineering Fees	STANTEC CONSULTING SERVICES, I	Engineering 2017 Street Pjt	\$354.00
Fund 423 2017 Street & Utility Project					\$354.00
Fund 601 Water Fund					

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Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Water Fund	Water Utility Administratio	Dues	MINN RURAL WATER ASSOC	Membership 18-19	\$250.00
Water Fund	Water Utility Administratio	Postage	ELAN FINANCIAL SERVICES	stamped envelopes	\$242.25
Water Fund	Water Utility Administratio	Taxes, Licenses & Permits	MN DEPT OF HEALTH	Brian's Water License	\$23.00
Water Fund	Water Utility Operation	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinders	\$15.00
Water Fund	Water Utility Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-pumphouses	\$598.05
Water Fund	Water Utility Operation	Equipment Parts	USA BLUEBOOK	Foot valve assembly	\$72.58
Water Fund	Water Utility Operation	Gas Utilities	MINNESOTA ENERGY	monthly gas service-pumphouses	\$41.24
Water Fund	Water Utility Operation	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	Water Testing Lab Fees	\$40.00
Water Fund	Water Utility Operation	Small Tools and Minor Equip	USA BLUEBOOK	Meter box socket wrench/safety glasses	\$58.30
Water Fund	Water Utility Operation	Training Fees	MICHEL, BRIAN	Water school lunch	\$15.00
Water Fund	Water Utility Operation	Travel Expenses	BIGALK, TERRY	lunch @ water school	\$15.00
Water Fund	Water Utility Operation	Travel Expenses	JOHNSON, CHRIS	Lunch @ Water School	\$15.00
Water Fund	Water Utility Operation	Travel Expenses	WHALEN, COREY	Lunch @ Water school	\$15.00
Water Fund	Water Utility Operation	Utility Maint Materials	CORE & MAIN, LP	copper tubing/pipe	\$351.00
Fund 601 Water Fund					\$1,751.42
Fund 602 Sewer Fund					
Sewer Fund	Sewer Administration	Postage	ELAN FINANCIAL SERVICES	stamped envelopes	\$242.25
Sewer Fund	Sewer Operation	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinders	\$10.00
Sewer Fund	Sewer Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-WWTP & lifts	\$1,804.26
Sewer Fund	Sewer Operation	Equipment Parts	KINGSLEY MERCANTILE	parts for WW plant	\$25.35
Sewer Fund	Sewer Operation	Equipment Parts	S & S AUTOMOTIVE	adapter/regulator WWTP	\$47.98
Sewer Fund	Sewer Operation	Gas Utilities	MINNESOTA ENERGY	monthly gas-WWTP	\$291.64
Sewer Fund	Sewer Operation	General Operating Supplies	TEAM LABORATORY CHEM. CORP.	Spray paint	\$146.00
Sewer Fund	Sewer Operation	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	Wastewater Testing Lab Fees	\$1,019.50
Sewer Fund	Sewer Operation	Repair/Maint Other Improve	MOREM ELECTRIC, INC	replace contactor on South lift	\$805.12
Sewer Fund	Sewer Operation	Repair/Maint Other Improve	MOREM ELECTRIC, INC	check lift pump	\$63.00
Sewer Fund	Sewer Operation	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-WWTP	\$1,843.40
Sewer Fund	Sewer Operation	Small Tools and Minor Equip	KINGSLEY MERCANTILE	sump pump and parts for WW plant	\$200.26
Sewer Fund	Sewer Operation	Small Tools and Minor Equip	KINGSLEY MERCANTILE	air hose	\$27.99
Sewer Fund	Sewer Operation	Telephone	HARMONY TELEPHONE COMPANY	Lift Stations Dialer/DSL Phone	\$155.22
Sewer Fund	Sewer Operation	Training Fees	ELAN FINANCIAL SERVICES	3 Wastewater courses	\$329.00
Sewer Fund	Sewer Operation	Training Fees	MINN RURAL WATER ASSOC	WW exam Refresher (Brian Michel)	\$255.00
Sewer Fund	Sewer Operation	Training Fees	MINN RURAL WATER ASSOC	WW exam Refresher (Terry Bigalk)	\$255.00
Sewer Fund	Sewer Operation	Training Fees	MINN RURAL WATER ASSOC	WW exam Refresher (Corey Whalen)	\$255.00
Sewer Fund	Sewer Operation	Training Fees	MN POLLUTION CONTROL AGENCY	WW exam Fee (Brian Michel)	\$55.00
Sewer Fund	Sewer Operation	Training Fees	MN POLLUTION CONTROL AGENCY	WW exam Fee (Terry Bigalk)	\$55.00
Sewer Fund	Sewer Operation	Training Fees	MN POLLUTION CONTROL AGENCY	WW exam Fee (Corey Whalen)	\$55.00

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Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Sewer Fund	Sewer Operation	Travel Expenses	BIGALK, TERRY	lunch @ ww school	\$15.00
Sewer Fund	Sewer Operation	Travel Expenses	JOHNSON, CHRIS	Lunch @ WW School	\$15.00
Sewer Fund	Sewer Operation	Travel Expenses	WHALEN, COREY	Lunch @ WW school	\$15.00
Sewer Fund	Sewer Operation	Utility Maint Materials	METROPOLITAN COMPOUNDS, INC	sewer granular sulvants	\$726.78
Sewer Fund	Sewer Operation	Water Utilities	HARMONY PUBLIC UTILITIES	water-WWTP	\$1,152.28
Fund 602 Sewer Fund					<u>\$9,865.03</u>
Fund 603 Solid Waste Fund					
Solid Waste Fund	Solid Waste Operation	Postage	ELAN FINANCIAL SERVICES	stamped envelopes	\$242.25
Solid Waste Fund	Solid Waste Operation	Refuse/Garbage Disposal	DAVIS CONSTRUCTION, LLC	loader work pushing up tree dump	\$1,500.00
Fund 603 Solid Waste Fund					<u>\$1,742.25</u>
Fund 604 Electric Fund					
Electric Fund		Street Lights	MOREM ELECTRIC, INC	6 LED streetlights	\$26,200.00
Electric Fund	Electric Utility Operation	Electric Power for Resale	MI ENERGY COOPERATIVE	Power for Resale	\$79,878.03
Electric Fund	Electric Utility Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Town Clock	\$12.99
Electric Fund	Electric Utility Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-streetlighting	\$1,376.01
Electric Fund	Electric Utility Operation	Motor Fuels/Lubricants	KWIK TRIP, INC	Gas-Chris pickup	\$82.61
Electric Fund	Electric Utility Operation	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-Chris Pickup	\$145.60
Electric Fund	Electric Utility Operation	Repair/Maint Other Improve	GOPHER STATE ONE CALL, INC	locate/no locates	\$39.15
Electric Fund	Electric Utility Operation	Repair/Maint Other Improve	GOPHER STATE ONE CALL, INC	overpayment of account	-\$1.35
Electric Fund	Electric Utility Operation	Repair/Maint Other Improve	MOREM ELECTRIC, INC	new underground 820 3rd Ave SE	\$996.63
Electric Fund	Electric Utility Operation	Repair/Maint Other Improve	MOREM ELECTRIC, INC	install Streetlight by Vis Ctr	\$234.34
Electric Fund	Electric Utility Operation	Repair/Maint Other Improve	MOREM ELECTRIC, INC	new under ground 825 3rd Ave SE	\$1,024.25
Electric Fund	Electric Utility Operation	Repair/Maint Vehicles	SOLBERG WELDING	weld box on Ford truck	\$44.55
Electric Fund	Electric UtilityAdministratio	Postage	ELAN FINANCIAL SERVICES	stamped envelopes	\$242.25
Fund 604 Electric Fund					<u>\$110,275.06</u>
Fund 620 Economic Development Authority					
Economic Development	Economic Development	Program Services	HARMONY GOLF CLUB	Experience Harmony Hors d'oeuvres	\$276.23
Economic Development	Economic Development	Telephone	HARMONY TELEPHONE COMPANY	EDA Phone	\$25.05
Fund 620 Economic Development Authority					<u>\$301.28</u>
					<u>\$163,547.68</u>

ADMINISTRATOR'S REPORT

For the Period from July 10, 2018 to August 14, 2018

ADMINISTRATION

Have begun process of updating Wellhead Protection Plan for this well.

Submitted annual TIF reports.

Hammel House Development project is complete. Final pay request at council meeting.

Completed liquor license renewals.

Gathering quotes and options for sound system for council room.

Reviewed annual property insurance renewal with agent.

Facilitated election judge training for primary election and regular election.

UTILITY/BUILDING COMMITTEE

Final lift has been installed for 2017 Street and Utility Project. Yard restoration is complete and will be evaluated prior to final retainage payment.

MNDOT has finished up mill and overlay on TH139 from Hwy 52 to State Line in 2017. MNDOT hopes to be closing out project soon for remaining funds determination.

Gathered estimate to repair with mill and overlay some street patches which will occurred hopefully before sealcoating project. Anticipate seal coating project to occur starting August 17th.

Coordinating paperwork with school for land swap by community center for baseball field and parking lot. Due to the removal of most trees, school has agreed to cooperatively plant some trees once construction is complete. May need to consider installation of parking lot lights.

Underground electric service for Welcome Sign light on east side of town is not repairable. May consider installing a solar panel instead.

Have walked and reviewed southeast electrical line project with MiEnergy engineers a couple times. A few trees will be trimmed or removed along our existing electric line from 5th St SE to Center St E on the alley between 2nd Ave SE and 3rd Ave SE for an additional line to loop the 3-phase service as part of the project. Majority of project will be plowed with a few spots directionally drilled. Project is anticipated to start around mid-September.

City of Harmony
Cash Balance Report
June 2017 and June 2018

Fund Description	June-17	June-18
General Fund	608,657.23	711,448.89
Revolving Loan Fund	27,006.29	85,535.94
Commercial Rehab Fund	2,711.71	11,906.70
Library Fund	(38,720.30)	2,854.63
Fire Fund	53,636.39	64,623.75
Ambulance Fund	14,717.36	110,505.37
Park Fund	40,525.68	72,310.92
Arts Fund	724.39	3,165.72
GO Improvement 2010A-3rd St SW	32,958.29	36,411.14
GO Tax Abatement 2013A-Comm Cntr	2,463.52	25,765.47
GO Improvement 2013B-Heritage Grove	(5,842.60)	13,041.98
GO Improvement 2014A-1st Ave SW	109,786.17	127,609.22
GO Improvement 2017A-Various		155,638.77
Capital Projects Fund	646,553.24	833,794.22
TIF District #5-Antique Mall	125.29	7,764.15
TIF District #6-HECO	179.42	7,051.77
2017 Street and Utility Project	(77,619.70)	74,349.31
Water Fund	203,041.23	219,792.87
Sewer Fund	34,109.40	61,084.78
Solid Waste Fund	4,260.98	4,725.34
Electric Fund	562,904.77	641,726.92
Storm Water Fund	7,733.21	7,619.80
Economic Development Fund	39,569.15	109,170.63
Total	<u>2,269,481.12</u>	<u>3,387,898.29</u>



CONNECTING & INNOVATING
SINCE 1913

LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to pstech@lmc.org

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits apply regardless of whether the city purchases the optional excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$2,000,000 for a single occurrence. (Under this option, the tort cap liability limits are waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2 million.) The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name

Check one:

- ☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.
- ☐ The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting _____

Signature_____

Position_____



Minnesota Energy Assistance Program FFY2019

Agreement Between Energy Vendor and Service Provider

City of Harmony (energy supplier), _____ (address), and successor home energy providers, hereafter referred to as "the energy vendor", hereby agrees to cooperate with _____, hereafter referred to as "the Service Provider", and the Minnesota Department of Commerce (COMM), Energy Assistance Programs, hereafter referred to as "the State" to deliver the Minnesota Energy Assistance Program for Federal Fiscal Year 2019 (FFY2019), October 1, 2018 through September 30, 2019.

I. The energy vendor and the Service Provider will:

1. Follow Energy Assistance Program (EAP) policies and procedures in the *EAP Policy Manual* (in particular Chapter 3).
2. Maintain accurate client and consumption information.
3. Comply with the MN Government Data Practices Act (MGDPA), MN Stat. Ch. 13, as it applies to all data provided by the energy vendor, the State, or its contractors under this agreement and as it applies to all data created, collected, received, stored, used, maintained or disseminated by the energy vendor or the Service Provider, in performing the duties under this agreement. To administer this program, the energy vendor and the service provider utilize a secure database with private information on individuals protected under the MGDPA. The energy vendor and Service Provider agree to not release any private data, including from the database, to any third party without written authorization from the subject of the data. By signing the application, applicants consent to the use of their private information for purposes of this agreement.
4. Use information obtained from energy vendor, the State, or its contractors for the sole purpose of performing responsibilities and duties for energy programs run by the State. Further, Service Provider and energy vendor shall implement and maintain appropriate and reasonable administrative, technical and physical safeguards to protect such information from accidental or unauthorized access, use, disclosure, and loss or destruction.
5. Negotiate for continuation or reconnection of service to households determined eligible for EAP benefits.
6. Establish a dispute resolution process to resolve issues arising during the term of this agreement.
7. Collaborate and do everything possible to ensure the customer has continuous access to home heating.
8. Minimize the risks of a customer's home energy crisis through the use of the EAP benefits.
9. Encourage regular payments from the household.
10. Collaborate to reduce home energy costs.
11. Work together to ensure EAP payments are appropriately applied to accounts and used for EAP services as designated by the Service Provider.

II. The Service Provider will:

1. Determine customer eligibility.
2. Provide new and existing energy vendors with information about the eHEAT software system.
 - Encourage all energy vendors to become an eHEAT user, allowing them access to eligibility and benefit data "online".
 - Provide necessary and/or ongoing training to energy vendors using eHEAT.
3. Make authorization through eHEAT, telephone, fax or electronic communication of payments for:
 - Electricity, heating sources and delivery of fuel.
 - Continuation or reconnection of connected utilities.
 - Fees including: service deposits, pressure tests, line bleeding, tank setting, tank rental, membership, if applicable.
 - Removal from load limiters.
 - Due and past due amounts for electricity and heating fuels.
4. Maintain customer authorizations for exchange of private data between the Service Provider and the energy vendor.
5. Enter account number into eHEAT in the format supplied by the energy vendor.

III. The energy vendor will:

1. Ensure EAP eligible households are not treated adversely compared to other households. Oil and propane dealers are required to comply with the Discrimination Prohibition in Minn. Stat. §325E.027. In addition, propane dealers are required to comply with the following: Price and Fee Disclosure, Budget Payment Plan, Propane Purchase Contracts, and Terms of Sale in Minn. Stat. §§216B.0992 - .0995.
2. Supply account number format to the Service Provider.
3. Upon request, provide a written price list of normal & customary services for home energy costs including but not limited to:
 - Leak seek and pressure tests
 - Reconnection fees
 - Bleeding lines
 - Membership fees
 - Tank setting
 - Minimum delivery requirements and costs
 - Service deposits
 - Emergency fuel and after hours delivery costs
4. When possible deliver remaining EAP benefit before September 30, 2019.

eHEAT Vendor ID #: _____

5. Timely provide at the request of the customer, the Service Provider or the State, information on applicant households' home energy costs, dwelling consumption data, delivery dates, bill payment history, arrearage history or post-delivery information. This information will be provided in the format requested.
6. Provide dwelling consumption data within 5 business days of the request in eHEAT.
7. Respond promptly to consumption requests for crisis situations.
8. Register with the State to receive EAP payments.
9. Use the warrant or EFT date as the EAP payment date.
10. Apply all EAP payments to the households account within 5 business days of receipt of payment.
11. Apply EAP payments to the household's energy costs before applying other energy payments.
12. Accept all customer payments.
13. Use EAP funds to pay for home energy costs, including fuel and other routine and required services as designated by the Service Provider. Expenses such as service contracts, water, sewer, garbage, cable, internet, telephone, gasoline, machine parts, engine oil, etc. cannot be paid with EAP funds.
14. Continue service, reconnect or deliver fuel to households as negotiated by the Service Provider on behalf of the household.
15. When addressing household energy emergencies, when possible, accept eHEAT payment status of "Payable" for payment. When eHEAT is not available, accept early notification authorization by telephone, fax or electronic communication for delivery of fuel, continuation or reconnection of connected utilities, or service deposits, and removal from load limiters.
16. Accept a household application status in eHEAT of "approved" as income eligibility validation for EAP.
17. Report dangerous heating or fuel delivery situations for EAP households to the Service Provider.
18. Process and refund to the State any refunds requested by the Service Provider within 10 business days.
19. Process and refund to the State all credits attributable to EAP payments remaining on a customer's account within 10 business days after a client ceases to be a customer.
20. Notify the Service Provider or State if there is reason to believe EAP funds have been misused as described in the EAP Policy Manual.
21. Allow the Service Provider or State access to fiscal records of EAP transactions for audit purposes for period of three (3) years after payment.
22. Complete and return the *Vendor Monitoring Report* and the *EAP Leveraging Report*, when requested.
23. Use eHEAT when possible to administer EAP program business, including but not limited to:
 - Providing consumption
 - Maintaining energy vendor account numbers
 - Monitoring eligibility and payments
 - Recording refunds
24. Implement and maintain eHEAT database security policies by:
 - Limiting access to authorized personnel only
 - Ensuring each user is assigned a unique user ID
 - Ensuring email addresses associated with each user ID are current
 - Disabling users immediately upon termination of their role in the service delivery of EAP
 - Disabling users who are on a temporary leave of absence, extended vacation, etc.

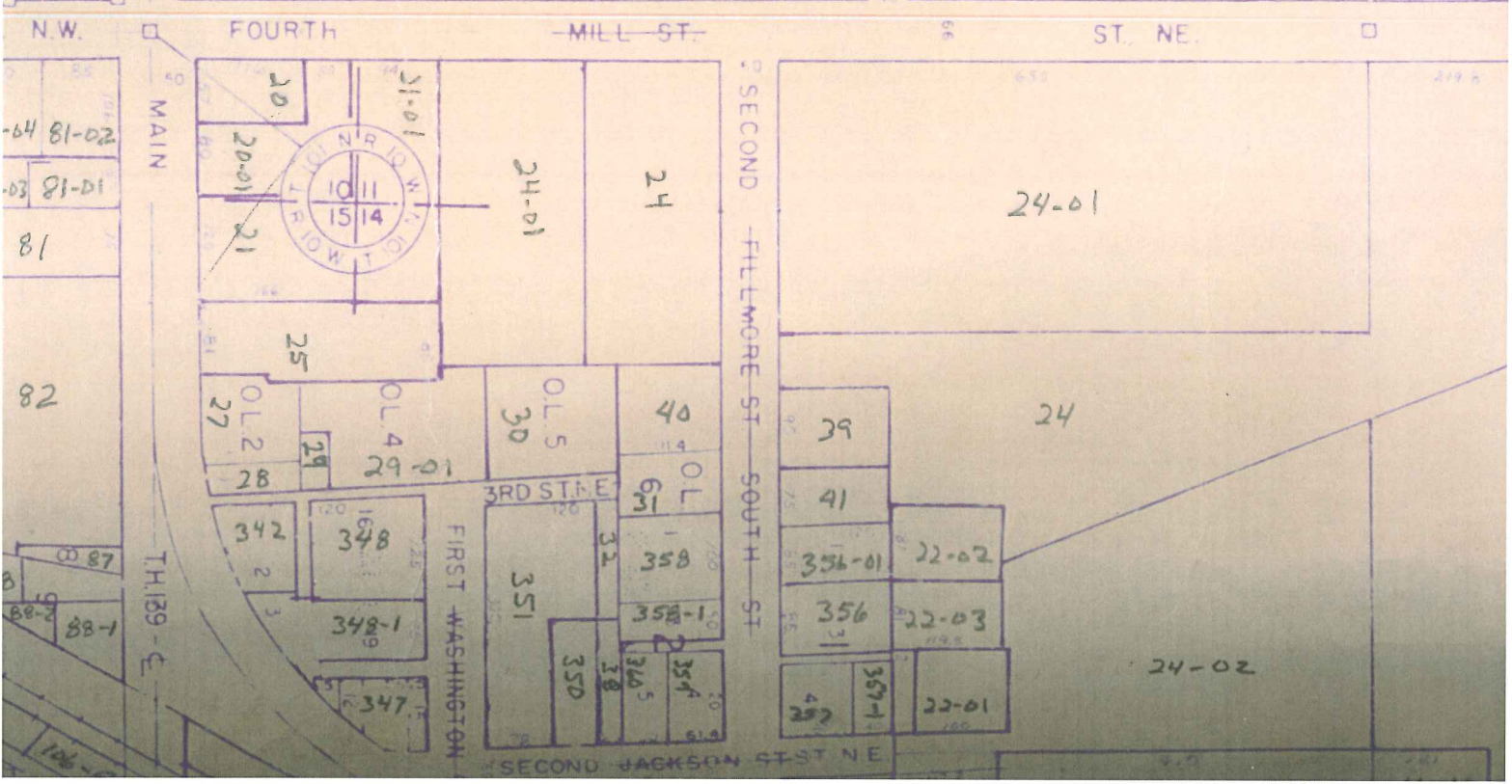
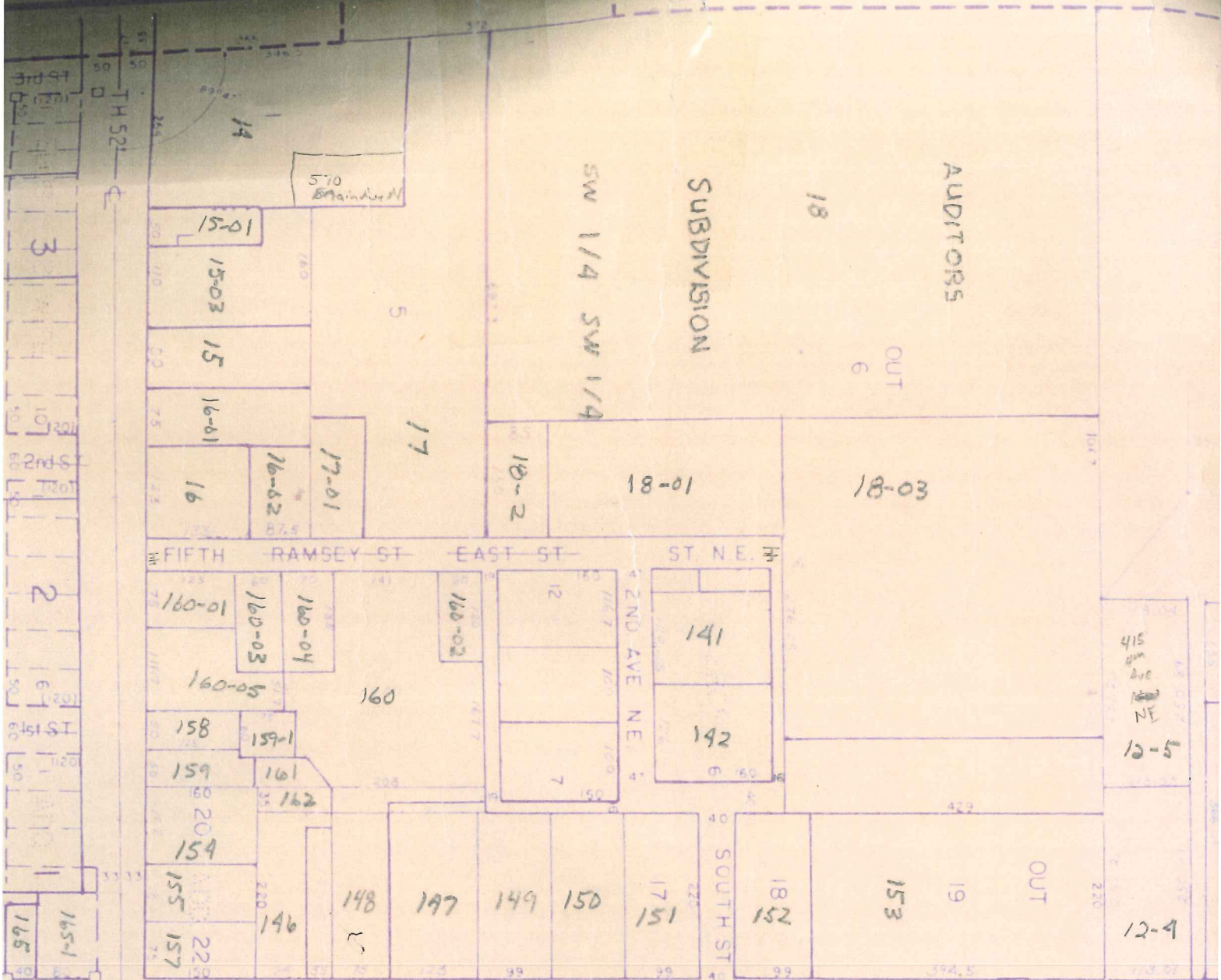
IV. Either party to this agreement may terminate it at any time, with or without cause, upon thirty days written notice to each other and the State.

V. Signatures:

Energy Vendor:			
Authorized Energy Vendor Representative:			
Please Print Name	Signature	Date	
Company Contact Person:			
Please Print Name	() Telephone	() Fax	
()	E-mail address		
24 hour number to address after hours emergencies			

EAP Service Provider:			
Authorized Service Provider Representative:			
Please Print Name	Signature	Date	
Energy Assistance Coordinator:			
Please Print Name	() Telephone	() Fax	
(855) 529-5211	E-mail address		
24 hour emergency number			







INFORMATION MEMO

Vacation of City Streets

Learn how to divest the city of dedicated public streets, alleys, and other public ways and grounds, such as dedicated parks and docks that are no longer needed. Understand steps in the formal vacation process provided by law for this purpose. Contains a checklist for action and sample resolutions for city council action.

RELEVANT LINKS:

[Minn. Stat. § 412.851.](#)
[A.G. Op. 377-A-15, \(Feb. 6, 1962.\).](#)
In re Schmeidel's Estate,
137 N.W. 1110 (Minn.
1912). [A.G. Op. 396-G-16,](#)
[\(Sept. 18, 1958\).](#) [A.G. Op.](#)
[396-G-16, \(May 4, 1954\).](#)

[Minn. Stat. § 462.358, subd 7.](#)

See Appendix A, Checklist
for Street Vacation.
[Leeper v. Hampton Hills,](#)
Inc., 187 N.W.2d 765 (Minn
1971). *State v. Great*
Northern Ry. Co., 131 N.W.
330 (Minn. 1911).
[Rein v. Town of Spring](#)
[Lake](#), 145 N.W. 2d 537
(Minn. 1966).

I. Vacation by resolution of council in statutory cities

Vacation is a legislative act, and the city has wide discretion to abandon or maintain a street or other public grounds. State statute governs the procedure for vacating a street, alley, public grounds or public way in statutory cities. A city may also choose to vacate a portion of a street, alley, public way or public grounds. As streets are the most commonly vacated property, this memo refers only to streets in discussing proper vacation procedures. Unless otherwise noted, the information in this memo is equally applicable to all vacations of alleys, public ways, and other dedicated public grounds.

In addition, a separate state statute allows cities to use the street vacation process to vacate any publicly-owned utility easement or boulevard reserve not being used for sewer, drainage, electric, telegraph, telephone, gas and steam purposes, or for boulevard reserve purposes. A boulevard reserve is defined as an easement established adjacent to a dedicated street for the purpose of establishing open space adjacent to the street where the area is designated on the recorded plat as “boulevard reserve.”

A. Procedure for vacation by resolution

There are several procedural steps a city must follow to vacate a street. Failure to follow the procedures set out in the statute may invalidate the vacation. Use of a dedicated public street may not be discontinued through any procedure other than a formal, lawful vacation. It is normally not possible for a city to simply abandon a street. While potentially cumbersome, the formality of the process protects a city from allegations it has abandoned a street through minimal use or non-user.

This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

RELEVANT LINKS:

[Setting a Public Hearing on a Street Vacation](#), LMC Model Resolution.

[Vacating a Street](#), LMC Model Petition.

[Declaring Sufficiency of Petition and Setting a Public Hearing](#), LMC Model Resolution.

[A.G. Op. 396-G-16](#), (Oct. 22, 1958).

[A.G. Op. 377-A-15](#), (Feb. 5, 1962). [A.G. Op. 396-G-16](#), (Oct. 22, 1958). [A.G. Op. 396-G-1](#), (March 9, 1955). [A.G. Op. 396-G-16](#), (July 22, 1953). [A.G. Op. 396-C-18](#), (Sept. 28, 1953).

1. Starting a street vacation

There are two methods for commencing a vacation. Council on its own motion may start the vacation process. However, a resolution for a vacation commenced by the city council on its own motion must be passed by a four-fifths vote of all members of the council.

A majority of the owners of land abutting the street to be vacated may also initiate a vacation by petition. However, since the language of the statute is permissive, the city council is not required to vacate a street simply because a valid petition is received. The decision to act on a petition is a discretionary act of the council.

Once the city receives a petition for a vacation, the city must confirm that the petition sufficiently complies with the requirements of the law. Specifically, the city must confirm that the petition has been signed by the correct number of abutting property owners.

a. When is a property considered to abut a proposed vacation?

A property owner is considered to “abut,” if their land is touching, reaching, joining, bordering on, or contiguous with the street to be vacated.

b. What constitutes a majority of abutting landowners?

The requirement that a “majority of owners of land” sign the petition means that a majority of individuals having property interests in the land abutting the street to be vacated must sign the petition. This requirement does not mean owners representing a majority of the abutting property. For example, if there are four property owners abutting a street to be vacated, three must sign the petition. In this scenario, it would not matter if one of the four owners owned 90 percent of the land abutting the street. Despite the substantial property interest of one of the abutting owners (representing a majority of abutting property on the street), three property owners must still sign the petition.

Married persons often own property as “joint tenants” or as “tenants in common.” Normally, a joint tenancy creates two property interests. A tenancy in common may create two or more property interests. These interests are counted separately as owners for the purposes of determining the number of abutting landowners. For example, on a street with four abutting properties, each held by two persons as joint tenants, the number of ownership interests is eight (even though there are only four properties). The signatures needed to constitute a majority of abutting owners on this street would be five.

RELEVANT LINKS:

A.G. Op. 396-G-16, (Oct. 22, 1958). A.G. Op. 396-G-16 (July 22, 1953).

A.G. Op. 396-C-18, (August 5, 1948). A.G. Op. 346-G-1, (Mar. 4, 1963).

Public Hearing on Vacation of a Street, LMC Model Notice
Minn. Stat. § 645.11.

Etzler v. Mondale, 123 N.W.2d 603 (Minn. 1963). concerning vacation of plats pursuant to Minn. Stat. § 505.14. *Batinich v. Harvey*, 277 N.W.2d 355 (Minn. 1979).

c. What constitutes an ownership interest in abutting land?

An ownership interest in land does not include mere easement interests and implicates actual fee ownership. While easement holders may not sign a petition for vacation as abutting property owners, the city should carefully consider the concerns of easement holders—particularly easement holders with water, sewer, and electrical lines—prior to granting a vacation.

d. Is a city with property abutting a vacation considered an “owner of land” for the purposes of signing the petition?

A city that has a fee ownership interest in land abutting a street to be vacated may choose to join in signing a petition for vacation.

2. Public hearing and notice requirements

Whether initiated by the council or by petition from the abutting owners, the city must conduct a public hearing to solicit public input on a proposed vacation prior to granting a vacation.

a. Notice requirements

Notice of the hearing must be published in the city’s legal newspaper and posted at least two weeks prior to the hearing. Newspaper publication must be once a week for two weeks. In addition, written notice of the hearing must be mailed to each property owner affected by the proposed vacation at least 10 days before the hearing. The notice must contain, at minimum, a copy of the petition or proposed resolution as well as the time, place, and date of the hearing. Certified mail is not required by the statute.

Unfortunately, the statute does not define who is considered to be an “affected” property owner entitled to notice. The implications of the term “affected” are broader than the term “abutting” used elsewhere in the statute. As a result, the group of “affected” owners comprises a group larger than the abutting owners, but smaller than the general citizenry of the city who will receive published notice of the vacation.

The Court has established that when platted streets are vacated, due process requires, at minimum, that notice be sent to all owners or occupants of land within the platted area. Owners and purchasers of platted land are presumed to rely upon access to the areas dedicated to public use in a plat and are deemed to be “affected” owners. Cities may adopt a more generous standard as appropriate to their fact situation.

RELEVANT LINKS:

[A.G. Op. \(June 20, 1988\)](#)
(informal opinion).

[Public Hearing Vacating a
Street Near Water](#), LMC
Model Notice.

See also LMC information
memo, [Zoning Guide for
Cities](#), Section V-C-2-b on
conducting a public hearing.

In unplatted areas, there is no similar guidance from the Court. However, the vacation statute and due process still require the city to send notice to all property owners “affected” by the vacation. Since the term is undefined in statute, the city must develop a reasonable policy regarding notice. The location of the individual street and the character of the surrounding property should be taken into account in determining sufficient notice.

An informal Minnesota Attorney General letter stated that, for due process reasons, it may be prudent to extend the notice requirements beyond fee title owners of property to mortgagees and contract for deed vendors who may be significantly affected by a vacation.

b. Notice to the commissioner of Natural Resources

If the street or any part of the street terminates at, abuts upon, or is adjacent to any public water, written notice must also be served by certified mail upon the commissioner of Natural Resources at least 60 days before the public hearing.

After notice is served on the commissioner, at least 15 days prior to convening the public hearing, the city council or its designee must consult with the commissioner to review the proposed vacation. This consultation should be documented by the city. The notice of the hearing and the consultation do not create a right of intervention by the commissioner. The commissioner must provide the city with its evaluation of the following:

- The public benefits of the proposed vacation.
- The present and potential use of the land for access to public waters.
- How the vacation would impact conservation of natural resources.

After receiving the commissioner’s evaluation, the city should respond to the commissioner’s concerns in its formal findings of fact granting or denying the vacation.

c. Conducting the public hearing

The fundamental purpose for holding a public hearing is to provide due process—a chance to speak and be heard—to all persons affected by the proposed vacation. Public hearings should include complete disclosure of what is being considered, and a fair and open assessment of the issues raised by the vacation.

A public hearing must also include an opportunity for affected landowners and the interested public to see and hear all available information and to ask questions, provide additional information, express support or opposition, or to suggest modifications to the proposal. The primary focus of a public hearing should be to solicit public comment, not to persuade the public towards a particular viewpoint.

RELEVANT LINKS:

Schaller v. Town of Florence, 259 N.W. 529 (Minn. 1935).
Application of Baldwin, 15 N.W.2d 184 (Minn. 1944).
In re Hull, 204 N.W. 534 (Minn. 1925). [A.G. Op. 396-G-16, \(Sept. 18, 1958\).](#)

Application of Baldwin, 15 N.W.2d 184 (Minn. 1944).
Petition of Krebs, 6 N.W.2d 803 (Minn. 1942).

Kangas v. Blueberry Tp., 264 N.W.2d 389 (Minn. 1978). *Rader v. East Side Twsp.*, C3-87-744 (unpublished opinion).

[Vacating a Street on Council Initiative.](#), LMC Model Resolution.

[Minn. Stat. § 412.851.](#)

[Vacating a Street Upon Petition](#), LMC Model Resolution.

If the council does not agree with sentiments expressed at the public hearing, the council can incorporate its position on the issues raised into its findings of fact in the formal resolution approving or denying the vacation.

B. Standards for granting a vacation

Minnesota statutes establish that the city council may vacate a street only upon a finding that the vacation is “in the interest of the public.” This means the public must benefit, in some manner, from the vacation. The public includes persons other than those in the immediate vicinity of the vacation. A private benefit derived from the vacation does not bar the vacation, so long as a concurrent benefit to the public can be substantiated.

Mere long-term, non-use of a street ground does not necessarily equate with a finding that the vacation is in the interest of the public. In reviewing vacations, Minnesota courts have emphasized that the future benefit to maintaining the dedicated property should be given consideration. For example, the Minnesota Supreme Court once overturned a vacation because the potential future use of the public grounds as public lake access was not properly taken into account. In another example, the Court upheld a denial of a petition for a vacation, because preservation of the underutilized property would help lessen the effects of future population growth in the area.

The decision to grant or deny a vacation is legislative in character. As a result, a reviewing court will only set aside a vacation if it appears that the evidence is practically conclusive against the city, or that the council proceeded on an erroneous theory of law, or that it acted arbitrarily and capriciously against the best interests of the public.

1. Adoption of a resolution granting or denying a vacation

Vacations must be approved by city council resolution. A vacation commenced solely on the initiative of the city council requires a four-fifths majority vote in favor of the resolution. A vacation commenced by petition of a majority of abutting land owners requires a simple majority of the quorum present at the meeting to pass a favorable resolution. As previously discussed, the resolution should include the city’s reasons for granting the vacation and detailed, written findings of fact.

When a city denies a petition for a vacation, the city should also adopt a resolution setting forth the city’s reasons for the denial and written findings of fact. As previously discussed, detailed findings build a record necessary to support the city’s decision and refute allegations that the decision was arbitrary or capricious.

RELEVANT LINKS:

[Minn. Stat. § 410.33.](#)

See Handbook, [The Home Rule Charter City](#).

[Minn. Stat. § 440.13.](#) [Minn. Stat. § 440.135.](#)

[Minn. Stat. § 440.13.](#)

After a resolution granting a vacation is adopted, the city clerk must prepare a notice of completion of the proceedings containing the following:

- The name of the city.
- Identification of the street vacated.
- A statement of the time of completion of the vacation.
- A description of the real estate and lands affected thereby.

The notice must be presented to the county auditor, who will enter the notice in the transfer records and note upon the instrument, over official signature, the words “entered in the transfer record.” The notice must then be recorded with the county recorder. The county auditor in your county may have a preferred form for the notice of completion in your jurisdiction. It is advisable to check with your county auditor regarding the preferred format at the beginning of a vacation proceeding.

Provided that all the other elements of a valid vacation proceeding exist, mere failure to file the notice will not invalidate the vacation.

II. Home rule charter cities

Many home rule cities have charter provisions that establish a process for the vacation of city streets. If a charter is silent on the issue, the general statutory provisions previously discussed may be used.

Home rule charters may supplement, but not contradict state statute. The general rule is that when a charter provision is in conflict with state law, the statutory provision prevails and the charter provision is ineffective to the extent that it conflicts with state policy.

Unique statutory provisions favoring petitioners and property owners in home rule charter cities of the fourth- and third-class must also be considered. As discussed below, these provisions only apply in certain limited circumstances. Third- and fourth-class charter cities should consult their attorney regarding the applicability of these provisions to their fact situation. In addition, the League of Minnesota Cities recommends that special attention be given to due process and notice issues, despite the statutes’ silence on these issues.

A. Fourth-class charter cities

A home rule charter city of the fourth class, (i.e., cities with a population of 10,000 or less), notwithstanding any contrary charter provision, must follow a separate statute in vacating any street or highway “wherein one end of the street or highway, or part thereof proposed to be vacated does not connect with any other street or highway” (i.e., a “dead-end” street).

RELEVANT LINKS:

[A.G. Op. 396-C-1 \(May 22, 1961\). A.G. Op. 396-C-18, \(May 16, 1958\).](#)

See discussion and sample forms to modify in Section I-A-2 above.

[Etzler v. Mondale](#), 123 N.W.2d 603 (Minn. 1963).

[Public Hearing Vacating a Street Near Water](#). LMC Model Notice.

[Minn. Stat. § 440.135.](#)

The statute provides stringent protections to property owners in home rule charter cities of the fourth class who live on such “dead-end” roads. These roads may only be vacated when all the owners of lands abutting both sides of the street or highway have signed a petition requesting the vacation.

The Minnesota Attorney General has limited the application of this statute to “streets and highways.” As a result, the Minnesota Attorney General does not believe the protections of the statute apply to property owners on dead-end alleys. Presumably, such protections do not apply to property owners on other types of dead-end public grounds or public ways.

This unique statute for fourth class charter cities does not require a public hearing or published notice of the vacation in the manner otherwise required under the general vacation statute. However, the League recommends the city provide notice to the affected public of the proposed vacation for due-process reasons.

In addition, the League recommends the city hold a public hearing providing affected parties an opportunity to comment on the vacation. While the statute does not explicitly require notice and a hearing, Minnesota courts have imposed such due process considerations in the past under the 14th Amendment of the U.S. Constitution.

The statute also does not require a finding of public benefit as discussed above. However, the permissive language of the statute does not require the city to vacate the street or highway upon receipt of a lawful petition.

The city’s refusal to grant a vacation in such circumstances will be upheld by the courts unless it appears that the evidence is practically conclusive against the city, or that the city proceeded on an erroneous theory of law, or that it acted arbitrarily and capriciously against the best interests of the public.

Finally, if the dead end road terminates at or abuts upon any public water, the petitioners who are requesting the vacation must serve notice of the petition by certified mail upon the Commissioner of Natural Resources at least 30 days before the council hearing on the matter. The notice is for notification purposes only and does not create a right of intervention by the Commissioner.

B. Third-class charter cities

A home rule charter city of the third class (i.e., a city with more than 10,000 in population, but less than 20,000) possesses an additional unique power of vacation.

RELEVANT LINKS:

[Etzler v. Mondale](#), 123 N.W.2d 603 (Minn. 1963).

[A.G. Op. 396-C-1](#) (Nov. 23, 1953).

Upon the petition of any one owner, natural or corporate, of any real estate abutting a street, a city council may vacate a street, segment or portion of a street so long as the street to be vacated is no longer than the distance intervening between any two adjacent intersecting streets.

If the street to be vacated terminates at or abuts upon any public water, the petitioners requesting the vacation must serve notice of the petition by certified mail upon the commissioner of Natural Resources at least 30 days before the city council hearing on the matter. The notice is for notification purposes only and does not create a right of intervention by the commissioner.

The vacation of any street or segment under these provisions cannot destroy or interfere with the right of any person, corporation or municipality owning or having control of any electric light or telephone pole or lines existing upon such street at the time of the vacation, or with any sewer or water pipes, mains or hydrants thereon or thereunder to enter upon such street or portion thereof vacated for the purpose of repairing the same or otherwise attending thereto.

City council action on the petition for vacation under this unique statute may be taken at any regular or special meeting duly called for considering the vacation. The statute does not require a public hearing or published notice of the vacation. However, the League recommends the city provide notice to the affected public of the proposed vacation for due process reasons.

In addition, the League recommends the city hold a public hearing on the vacation, providing affected parties an opportunity to comment on the vacation. While the statute does not require notice and a hearing, Minnesota courts have imposed such due process considerations in the past under the 14th Amendment of the U.S. Constitution.

Approval of the vacation under these provisions must be by resolution. A copy of the resolution, duly certified by the city clerk, must be recorded in the office of the county recorder in the county where such city is located before the action is effective.

The Minnesota Attorney General has limited the application of the statute to “streets” quoting the narrow language of the statute. As a result, the attorney general does not believe the procedure for vacation of streets under Minn. Stat. § 440.135 can be used to vacate alleys. Presumably, it also does not apply to other types of public grounds or public ways.

RELEVANT LINKS:

[Minn. Stat. § 505.14.](#)

[Minn. Stat. § 505.14.](#)
Petition of Krebs, 6 N.W.2d
803 (Minn. 1942).

[Batinich v. Harvey](#), 277
N.W.2d 355 (Minn., 1979).

[Application of Avant-Garde,
Inc.](#), 481 N.W.2d 379
(Minn.Ct.App.1992).

III. Vacation of platted lands upon court order

A. Introduction

Minnesota Statutes provide an additional method for vacation of platted streets, alleys or public grounds through the court system rather than through petition to the city council. It is difficult to imagine any circumstances under which a city would itself utilize this procedure to vacate a street under its exclusive jurisdiction. However, cities may need to familiarize themselves with this procedure in the instance where a member of the public chooses to pursue a court-ordered vacation (as opposed to a petition to the city council).

It is important to note that these provisions may be inapplicable in certain charter cities. The statute explicitly states that the district court cannot vacate or alter a platted street dedicated to the public use in any city organized under a charter or special law that provides a method of procedure for vacation by the municipal authorities of the city.

B. Procedure for obtaining a court-ordered vacation

A person seeking vacation of a platted street may use either the provisions discussed previously for a petition to the city for a vacation or may choose to apply directly to the district court for a vacation. Petitioners are not required to petition the city for the vacation first, before approaching the courts.

A petitioner seeking a vacation from the district court must provide personal notice of the petition to the mayor of the city where the street to be vacated is situated. The petitioner must also provide additional personal and published notice to land owners within the platted area and to the commissioner of Natural Resources, if the land terminates at, abuts upon, or is adjacent to any public water.

Upon proper petition and notice, the district court has broad power to “vacate or alter all or any part, of the plat, and adjudge the title to all streets, alleys, and public grounds to be in the persons entitled thereto.” In addition, the district court may determine damages and award compensation to all persons owning or occupying land affected by the proposed vacation.

When the lands to be vacated are “streets or alleys connecting separate plats or lying between blocks or lots or providing access for the public to any public water,” the court cannot grant the vacation unless the facts indicate that the land to be vacated is “useless for the purpose for which it was laid out.”

RELEVANT LINKS:

Church of Sts. Peter and Paul of Lake George v. Lake George Tp., 89 N.W.2d 708 (Minn. 1958).
In re Verbick, 607 N.W.2d 148 (Minn. Ct. App. 2000).

McCuen v. McCarvel, 263 N.W.2d 64, (Minn. 1978).

In re Robbins, 24 N.W. 356 (Minn. 1885). *Edgewater Cottage Ass'n, Inc. v. Watson*, 387 NW 2d 216 (Minn. Ct. App. 1986).

A.G. Op. 396-G-16 (Sept. 9, 1965). A.G. Op. 396-G-16 (Apr. 10, 1947).

This standard has been extended to include parks and other public grounds by the courts.

The standard of uselessness is a more stringent standard than the public benefit standard for a vacation by resolution of a city council. A petitioner must prove that the land to be vacated has no present or future use consistent with the land's original purpose as a public way or ground.

IV. Property interests after a vacation

A. Reversion and ownership

When a street is lawfully vacated, the easement granting the public the right to travel the street ceases to exist, and the title to the land under the street reverts to the underlying fee owners of the property for their exclusive use and enjoyment. The reversion occurs by operation of law, and the city is not able to direct or convey ownership of the fee title upon vacation.

The law presumes property owners along the vacated street each hold a grant of soil to the center of the street where their property abuts the street. As a result, upon vacation, title to half of the street usually reverts to each abutting property owner.

The one-half ownership rule is based on the presumption that adjoining landowners equally furnished land for the roadway use. However, this rule does not apply where evidence shows the street was laid out wholly on one of the abutting owner's land. In this instance, where one owner furnished all of the land for the street, that landowner (or the landowner's successor in interest) will receive all of the land back upon vacation.

In a few rare instances, the city may actually own the underlying fee title to the vacated public way or grounds. In these instances, upon vacation the city becomes the fee owner and may keep or dispose of the property as it deems in the best interests of the city.

B. Compensation to the city for loss of the street to be vacated

As a general rule, a municipality has no proprietary interest in a public street. Rather the city holds an easement in favor of the public granting a right to travel the street. As a result, the city does not hold a fee interest in the street and cannot ask a petitioner to pay compensation for the loss of the street to the city as a condition to granting a vacation.

RELEVANT LINKS:

[A.G. Op. 396-G-16 \(Apr. 10, 1947\).](#)

[Minn. Stat. § 15.99.](#)

[Advantage Capital Management v. City of Northfield](#), 664 N.W.2d 421 (Minn. Ct. App.2003). [500, LLC v. City of Minneapolis](#), 837 N.W.2d 287 (Minn. 2013).

[In re Hull](#), 204 N.W. 534 (Minn. 1925).
[Underwood v. Town Bd. of Empire](#), 14 N.W.2d 459 (Minn. 1944).
[In re Hull](#), 204 N.W. 534 (Minn. 1925).
[Oliver v. State](#), 760 NW 2d. 912 (Minn. Ct. App. 2009).

[Steernerson v. Fontaine](#), 119 NW 400 (Minn. 1908).

C. Re-establishing a vacated street

Once a city street is vacated, the vacation means a permanent loss of the city's interest in the street.

In order to reopen or re-establish a vacated street, the city would need to follow the legal procedures set out in statute for opening city streets at a cost to the city. In order to reopen a street, the city would need to either negotiate an easement with the abutting property owners or use eminent domain proceedings. Both proceedings would likely require the city to pay fair market value for the easement. If the city anticipates a future need for the street, the city should not grant a petition to vacate the street.

V. The 60-day rule

The 60-day rule is a state law that provides that a city must approve or deny a written request relating to zoning, watershed district review or soil conservation district review within 60 days or it is deemed approved. The underlying purpose of the rule is to keep governmental agencies from taking too long in deciding land-use issues.

The 60-day rule is written broadly to include all requests related to zoning. The Minnesota Court of Appeals has determined that a request is related to zoning when the request must be reviewed under the city's specific regulatory structure for zoning (i.e., the city's zoning code). Following this logic, the Court determined that the issuance of building permits is not subject to the 60-day rule, because the issuance of building permits fell under a different regulatory structure than the city's zoning code. Similar to building permit applications, it seems unlikely that petitions for vacation would be subject to the statute.

VI. Peculiar damages resulting from a vacation

An abutting landowner who suffers peculiar damages from the vacation of a public street is entitled to compensation. Normally, peculiar damages must amount to a loss of access or some other unique injury. In order to obtain compensation for the injury, an abutting landowner does not need to prove the vacation completely obstructs all access to their property. However, the abutting landowner must establish damages that are unique from those suffered by the general public.

A non-abutting property owner who suffers inconvenience or re-routing as a result of a vacation is not entitled to damages.

The issue of damages does not prevent a city from vacating the public way or street. An abutting property owner must bring suit in district court to recover compensation for their damages.

Appendix A: Checklist for Street Vacation by Resolution of City Council

The following is a suggested checklist that may be useful to the clerk or other city officers to ensure every step in the vacation process is done as required. No checklist of this kind is legally required, but the form may be helpful. This list can be duplicated on two sides of one piece of paper so that one copy can be placed in the file for the vacation or in some other convenient place. Some of the steps will be omitted in some vacations, others in different vacations, but these can be crossed off when not applicable in the individual case. Additional steps may also be added to the list; for example, in cities where a home rule charter imposes additional procedures.

Steps to Follow	Completed by Whom	Date
Petition requesting vacation received		
Resolution verifying sufficiency of petition and ordering hearing date and preparation of notice OR (if no petition) Proposed resolution for vacation and preparation of notice		
Affidavit of mailing written notice by certified mail upon the commissioner of Natural Resources (at least 60 days before the hearing)		
Affidavit of consultation with the commissioner of Natural Resources on the vacation (must occur at least 15 days before the hearing) and materials received		
Affidavit of publication of notice of hearing (must occur for two consecutive weeks prior to hearing)		
Affidavit of mailing notice to affected property owners (must occur at least 10 days prior to hearing)		
Minutes of public hearing showing testimony and findings		

Steps to Follow	Completed by Whom	Date
Resolution granting vacation with supporting findings of fact		
Resolution denying vacation with supporting findings of fact		
Notice of completion of proceedings to county auditor		
Marked “entered in the transfer records” notice of completion received back from county auditor(s)		

City of Harmony

From: City of Harmony <cityoffice@harmony.mn.us>
Sent: Wednesday, August 08, 2018 11:24 AM
To: 'Steve Donney'
Subject: RE: Cindy Berge

I will go ahead and add her to the agenda for the meeting at 8 pm.

I will note a couple things in relation to this issue.

1. Her information has been submitted to the contractor that performed this work (on that street) in 2014, which incidentally is the same contractor that performed our work in 2017-2018 road project.
2. At the time of submission, she (actually her dad) only gave me invoices for repairing (cleaning, jetting, repairs). She (nor him) ever mentioned anything about basement damage.
3. Her dad who I have talked to several times about this issue has stated to me on multiple occasions that if the repair bills are reimbursed by the contractor, that the damage to the basement is incidental and they would be comfortable taking care of that themselves. I told him if they were looking for reimbursement for damages to the basement to get me that information right away and it would be submitted through insurance and the claim may or may not be denied through insurance. That was mentioned to him several weeks ago. He said he would talk to Cindy about this issue. I did not hear anything back from him or her.
4. The contractor wanted to know who to make the check out to and an address to mail it to for the repairs (cleaning, jetting, repairs). Her dad said to mail it to him, since most of the invoices were made out to him and he paid them. I have no reason to believe that the contractor will not reimburse being they asked for a mailing address and who to make out the check to.
5. She (nor her dad) have submitted any invoices (documentation) for basement repairs.
6. The city has never reimbursed residents to my knowledge for sewer backup damages for whatever reason when requests have been made by residents in the past.
7. The engineer is aware of this issue. I have instructed him that the city will not finalize payment to the contractor for this year's project until this issue is resolved.

I just ask given the personality of the Cindy, that the presentation can easily be led astray, so we may need to keep the discussion on track, relevant, and civil to the issue at hand during the meeting.

Please let me know if you have any questions.

Jerome



INVOICE # 0643-N

P.O. #

DATE: 06-18-18

P.O. Box 6380 - Rochester, MN 55903

of Tergeson 1-507-251-6889

Name: Cindy Barge

Address: 125 1st Ave S.W.

Harmony MN 55939

Type of Problem: Main Sewer Line

Job:

Remarks: Ran Large Cable cut x 63x

feet (2) times w/ 3/16" Blade and

6" Blade. Could Not Get Past

Bad Spot Used Pressure Flush

to Clear Line. Ran Camera in to

MATERIALS	DRAIN CLEANING / SVC CHARGE
-----------	-----------------------------

Find Shifted Piece of Pipe at	
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63 ft up to 68 ft alt.	
------------------------	--

located & marked in street	
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	Main Sewer 225
--	----------------

	Camera/locate 125
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Total Materials Used	
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	Sub Total Charge 350
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PLEASE PAY FROM THIS INVOICE
Service Charge of 1.8% on Accounts over 30 Days
A \$20 service charge and collection fee will be charged on all returned checks.

REV 0815

TOTAL \$530

PAID WITH: cc /CHECK#

STATEMENT

VIS PLUMBING & HEATING, INC.Harmony, MN
507-886-2008

Box 322, Lanesboro, MN 55949

Lanesboro, MN
507-467-2240

Harold Burge
145 3rd Ave SE
Harmony, MN 55439

CURRENT	DATE	DESCRIPTION	CHARGE	PAYMENT	CURRENT BALANCE
101411	2/25/17				
101411	2/25/17	Htg	65		65 -
101415	2/21/17	Htg	N/C		65 -
101461	3/3/17	Install furnace	11466		17966
101465	3/3/17	Install furnace	45260		63226
101462	3/3/17	Install furnace	300590		363816
101465	3/3/17	Install furnace	520 -		415816
01509	4/25/17	Oil Acct		300590	115226
000571	5/2/17	Oil Acct		115226	-
000592	4/26/17	g/k drain	65 -		65 -
000977	4/27/17	Auger	130 -		195 -
000966	4/27/17	Auger Sewer	230 -		425 -
100153	6/5/17	Credit		65 -	360 -
94572	7/27/17	Oil Acct		360 -	-
18058	1/18	Auger Sewer - Cindy	260 -		260 -
103319	2/23/18	Oil Acct		260 -	-

DUE BY

PLEASE PAY LAST AMOUNT THIS COLUMN



Due upon receipt. A FINANCE CHARGE of 1 1/2% per month, or an ANNUAL PERCENTAGE of 18% will be made on all amounts owed after the 30th of the month. Minimum monthly finance charge of \$1.50.

THIS IS A COPY OF YOUR ACCOUNT AS IT APPEARS ON YOUR LEDGER CARD

sewer line at 125 100 SW

VIS

Lanesboro Office
507-467-2240
Michael Willford

Plumbing & Heating, Inc.
105 Sheridan - Box 322
Lanesboro, MN 55949

Harmony Office
507-883-2008
Jon Willford

Customer's Order No. _____ Date 4-27 20 17

Name Borg Harold Berg

Address _____

Phone: _____

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD.	PAID OUT
			<input checked="" type="checkbox"/>			

QTY	DESCRIPTION	PRICE	AMOUNT
	Anger Sewer		
2	LABOR		130-
2	Q. WASTES		
There will be a 3% convenience fee added to all credit card payments.			
All claims and returned goods MUST be accompanied by this bill.		TAX	
0100097 Received By _____		TOTAL	130-



Thank You

VIS

Lanesboro Office
507-467-2240
Michael Willford

Plumbing & Heating, Inc.
105 Sheridan - Box 322
Lanesboro, MN 55949

Harmony Office
507-883-2008
Jon Willford

Customer's Order No. _____ Date 4/27 20 17

Name Borg Harold

Address _____

Phone: _____

SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD.	PAID OUT
			<input checked="" type="checkbox"/>			

QTY	DESCRIPTION	PRICE	AMOUNT
	Anger Sewer		
	Sewer Machine		100-
2	LABOR		130-
2	Q. WASTES		
There will be a 3% convenience fee added to all credit card payments.			
All claims and returned goods MUST be accompanied by this bill.		TAX	
0100096 Received By _____		TOTAL	230-



Thank You

VIS

Lanesboro Office
507-467-2240
Michael Willford

Plumbing & Heating, Inc.
105 Sheridan - Box 322
Lanesboro, Minn 55949

Harmony Office
507-886-2008
Jon Willford

DATE		NO.		Date		9-19		20		12		
Name <u>Cindy Berg</u>												
Address <u>Daughters Harmony</u>												
125 1ST AVE SW Phone:												
CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RETD.	PAID OUT							
DESCRIPTION						PRICE	AMOUNT					
repaired sewer												
Floor drain plugged. Trice												
chiseling it out.												
Sewer Machine							DISCOUNT					
							100-					
Labor							260-					
2hr Ganne												
2hr Mike Mike												
There will be a 3% convenience fee added to all credit card payments.												
All items and returned goods must be accompanied by this bill.												
0098558 Received By							360.00					
							TOTAL 360-					

STATEMENT

VIS PLUMBING &
HEATING, INC.

Harmony, MN
507-886-2008

Box 322, Lanesboro, MN 55949

Lanesboro, MN
507-467-2240

World Barge
45 3rd AVE SE
Harmony, MN 55939

CURRENT	DATE	DESCRIPTION	CHARGE	PAYMENT	CURRENT BALANCE
101411	4/25/17				
101411	4/25/17	Htg.	65		65 -
101415	4/21/17	Htg.	N/C		65 -
101416	4/11/17	Install furnace	11466		17966
101415	4/11/17	Install furnace	45260		63226
101416	4/11/17	Install furnace	300590		363816
101416	4/11/17	Install furnace	580 -		415816
101416	4/11/17	Oil Heater		300590	115226
101416	4/11/17	Oil Heater		115226	-
101416	4/24/17	Water Drain	65 -		65 -
100097	4/27/17	Auger	130 -		195 -
100096	4/27/17	Auger Sewer	230 -		425 -
100153	4/5/17	Credit		65 -	360 -
100153	4/27/17	Oil Heater		260 -	-
100058	4/11/17	Auger Sewer - Cindy	260 -		260 -
103311	4/23/18	Oil Heater		260 -	-

DUE BY

PLEASE PAY LAST AMOUNT THIS COLUMN

Due upon receipt. A FINANCE CHARGE of 1 1/2% per month, or an ANNUAL PERCENTAGE of 18% will be made on all amounts owed after the 30th of the month. Minimum monthly finance charge of \$1.50.



THIS IS A COPY OF YOUR ACCOUNT AS IT APPEARS ON YOUR LEDGER CARD

TLC Excavating, Inc.

3742 288th Ave
Decorah IA 52101

Invoice

Date	Invoice #
7/1/2018	472

Bill To
Harold Berge 145 3rd Ave SW Harmony, MN 55939

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Repaired sewer line that had shifted in the street at 125 1st Ave SW Harmony, MN	1,000.00	1,000.00
Thank you for your business.		Total	\$1,000.00

06-18-18

**ROCHESTER
DRAIN
RITE
INC.**
(507) 288-2121



INVOICE # 0643-N

P.O. # _____

DATE: 06-18-18

P.O. Box 6380 - Rochester, MN 55903

aftergarson 1-507-251-6889

Name: Cindy Barge

Address: 125 1st Ave S.W.

Harmony MN 55939

Type of Problem: Main Sewer Line

Job: _____

Remarks: Ran Large Cable cut x 65x

feet (2) times w/ 3 1/2" Blade and

6" Blade. Could Not Get Past

Bad Spot. Used Pressure Flush

to Clear Line. Ran Camera in to

MATERIALS	DRAIN CLEANING / SVC CHARGE
find shifted piece of pipe at	
63 ft up to 68 ft cut.	
located & marked in street.	
	Main Sewer 225-
Total Materials Used	camera/locate 125-
<i>Harold Barge</i>	
Customer Signature	
	Sub Total Charge 350-
Customer Phone/Email	
<i>Harold Barge</i>	
Operator Signature	

PLEASE PAY FROM THIS INVOICE

Service Charge of 1.8% on Accounts over 30 Days

A \$20 service charge and collection fee will be charged on all returned checks.

REV 0815

TOTAL

\$ 530⁰⁰

PAID WITH:

cc /CHECK# _____

