

Agenda
Harmony City Council
Regular Meeting

December 8th, 2020
After Assessment Public Hearing

Gymnasium
Community Center

1. Call to Order
2. Roll Call
3. Public Forum
 - a. Amber Osmonson Dispute Utility Bill
4. Consent Agenda
 - a. Minutes
 - b. Liquor Licensee- Harmony Spirits
 - c. Claims
 - d. Administrator's Report
 - e. Administrator's Review
 - f. Financial Report
 - g. CD
5. Truth in Taxation
6. New Business
 - a. Splash Pad
7. Reports
 - a. Utility Committee
 - b. Building and Maintenance Report
 - c. EDA Report
 - d. Park Board
 - e. Library Board
 - f. Arts Board
 - g. Sherriff's Report
8. Adjourn



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4. Consent Agenda
 - a. Minutes
 - b. Liquor Licensee- Harmony Spirits
 - c. Claims
 - d. Administrator's Report
 - e. Administrator's Review
 - f. Financial Report
 - g. Increase of Legal Fees
 - h. CD
5. Truth in Taxation
 - a. Resolution 20-16 Approving 2021 Levy
6. New Business
 - a. Splash Pad – Seeking Approval to get quotes for infrastructure
7. Reports
 - a. Utility Committee
 - i. Waste Water Pump
 - b. Building and Maintenance Report
 - i. New Tractor Agreement with Hammel
 - c. EDA Report
 - i. Loan Request – Attached
 - ii. Minutes Attached
 - d. Park Board
 - i. \$250 For Tree at Cancer Park
 - e. Library Board
 - f. Arts Board – Minutes Attached
 - g. Sherriff's Report – Attached or At Meeting
8. Adjourn



NOVEMBER 10, 2020

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 Debbie Swenson, Steve Sagen, Lynn Mensink and Tony Webber; City Attorney Greg Schieber, Administrator Devin Swanberg, Terry Bigalk, Domingo Kingsley, Samantha & Jesse Grabau, John DeGeorge, Ann Mraz, Brad Thacher, Carole Engen, Hannah Wingert & Eileen Schansberg.

PUBLIC FORUM:

No One appeared.

CONSENT AGENDA:

Motion by Swenson and seconded by Webber to approve the Consent Agenda which consisted of the minutes to the October 13, 2020 Council meeting, the Claims, Administrator's Report, Administrator's Review, Financial Report, cash in CD #43602 to the General Fund, Approving COVID pay for the local Firemen, & Resolution NO. 20-13: A RESOLUTION CERTIFYING THE RESULTS OF THE MUNICIPL GENERAL ELECTION HELD ON NOVEMBER 2, 2020.

Voting for was: Sagen, Mensink, Webber, & Swenson

Voting against was: No One

Abstained from voting was: Donney

Absent was: No One

The Motion passed and the Consent Agenda approved along with Resolution 20-13 adopted.

OLD BUSINESS:

NEW BUSINESS:

A new squad is in the rotation to be purchased in 2021. Sheriff John DeGeorge proposed having the County take over ownership of a new squad through a new lease program with Enterprise. The County would be responsible for the Vehicle, gas and equipment in the new contract. The city would sell the 2017 Squad at auction. Look to sell equipment in the city car.

Motion made by Weber to enter in to county contract with a county car, the city would be responsible for their own car until the lease is ready. Have county sell car and deducted that from the contract. Seconded by Sagen

Voting for was: Donney, Sagen, Mensink, Webber, & Swenson

Voting against was: No One

Abstained from voting was: No One

Absent was: No One

UTILITY COMMITTEE:

The Committee will be getting together to discuss rates.

BUILDING & MAINTENANCE:

There were no issues.

EDA REPORT:

The minutes to the EDA meeting were reviewed. The Falcon's Nest has been sold and another restaurant will be opening in the place.

PARK BOARD:

Discussion held on the Cancer Park having landscaping done without council knowledge. Ann Mraz discussed the landscaping and presented a list of businesses that were donation contributors in 2020. Mraz gave a little history of the acquisition of the park to the Cancer Support Group. Mayor Donney explained to Mraz that the council would like to be in the loop if the Cancer Support Group wanted to make changes to the park.

A location has been selected for the Dog Park looking at the former Horse Arena site.

LIBRARY BOARD:

The Library is getting two hand sanitizing stations, one for each door. The stations are a product assembled at the local Harmony Enterprises.

Working on setting up a Virtual Concert.

ARTS BOARD:

Does not meet this month.

SHERIFF'S REPORT:

After discussion the Council decided to not purchase a Squad and go with the County's proposal. Sheriff DeGeorge stated the main increases in the new Contract were for Personnel and Insurance. Chief Deputy Boyum will contact Administrator Swanberg regarding purchase of the equipment in the car. Motion by Swenson and seconded by Sagen to enter into the new Sheriff Contract and go with the County providing the Car. All present voting yes. Motion carried.

Upon no further business, Mayor Donney adjourned the meeting.

Mayor Steve Donney

Deputy Clerk Eileen Schansberg

NOVEMBER 17, 2020

Special Meeting Public Hearing

HARMONY CITY COUNCIL

A special meeting of the Harmony City Council was called to order by Mayor Steve Donney at 7:00 PM. Present were Mayor Donney, Councilmembers Debbie Swenson, Steve Sagen, Lynn Mensink, City Engineer Brett Grabau, Administrator Devin Swanberg, Ann Maroushek, Ron Vikre, Brad Thatcher, Miles Petree, Lisa Miller, Allan Dahl, Sue Olinger, Mark Olinger, Jim Johns

Mayor Steve Donney Opened Public Hearing on the 2020 Street Project assessment at 7:01.

Brett Grabau Presented the timeline of the project from start of October 2019 until current status. Discussed the eight areas of improvements in Harmony and the extent of work done in the areas. The final project cost was \$1,966,540 and provided the breakdown of costs. Proceeded to go through the city assessment policy that was adopted in 2013. The project came in under the 2019 estimates that were given at the public hearing in October 2019.

Miles Petree asked about sewer in front of his house as there was no hook up to line. Engineer Grabau explained that the new stub is there and he can hook up to the stub at his expense, but adding the line will make it easier in the future for the property if issues a raise.

Brad Thatcher mentioned that the curb improvements were on one side and not the other, why is it assessed the same? Brett Grabau mentioned that it is simplicity. That we cannot have too many assessment rates.

Sue Olinger asked how escrow works and how payment works. It was explained that it will be added to her tax roll over 10 years at 2.95% Allan Dahl has questions about a second letter and when it will come. The response was there was a clerical error so there will be a second public hearing on the utility assessment for the water and sewer lines that were stubbed to the affected properties.

Various other questions about utilities and who was affected by new utilities.

Councilperson Swenson moved to close public hearing Mensink Seconded motion

Voting for was: Donney, Mensink, Swenson, and Sagen

Voting against was: No one

Abstained: No One

Absent Webber

The public hearing was closed at 8:14

RESOLUTION 20-14 was presented: A RESOLUTION ADOPTING ASSESSMENT FOR 2020 STREET OVERLAY & RECONSTRUCTION PROJECT. Motion to adopt the resolution by Swenson and seconded by Mensink.

Voting for the Resolution was; Swenson, Sagen, Mensink and Donney.

Voting against the Resolution was: No One

Abstained from Voting was: No One

Absent from voting was: Webber

Motion to have public hearing on the utility assessment of the 2020 Street project at 6:30 before the Regular council meeting on December 8th, 2020 made by Sagen seconded by Swenson

Voting For: Sagen, Mensink, Swenson, Donney

Voting against: No One
Abstained from Voting was: No One
Absent from voting was: Webber

Upon no further business, Mayor Donney adjourned the meeting. At 8:20

Mayor Steve Donney

City Administrator Swanberg



Minnesota Department of Public Safety
 Alcohol & Gambling Enforcement Division
 445 Minnesota Street, 1600
 St Paul, Minnesota 55101
 651-201-7507

RENEWAL

Licensee: Please verify your license information contained below. Make corrections if necessary and sign. City Clerk/County Auditor should submit this signed renewal with completed license and licensee liquor liability for the new license period. City Clerk/County Auditor are also required by M.S. 340A.404 S.3 to report any license cancellation.

License Code MDLOFSL License Period Ending 1/31/2021 Iden 71655
 Issuing Authority Harmony Sunday Sales Yes No
 Licensee Name Harmony Spirits, LLC
 DBA Harmony Spirits
 Address 40 1st Ave NW
 Harmony, MN 55939
 Business Phone 507-251-1471
 License Fees: Off Sale

Micro (w/off) (250)
 on (650) = 1025
 sunday (125)

By signing this renewal application, applicant certifies that there has been no change in ownership on the above named licensee. For changes in ownership, the licensee named above, or for new licensees, full applications should be used. See back of this application for further information needed to complete this renewal.

Applicant's signature on this renewal confirms the following: Failure to report any of the following may result in civil penalties.

1. Licensee confirms it has no interest whatsoever, directly or indirectly in any other liquor establishments in Minnesota. If so, give details on back of this application.
2. Licensee confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
3. Licensee confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
4. Licensee confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on back of this renewal, then sign below.
5. Licensee confirms that during the past license year, a summons has not been issued under the Liquor Liability Law (Dram Shop) MS 340A.802. If yes, attach a copy of the summons, then sign below.
6. Licensee confirms that Workers Compensation insurance will be kept in effect during the license period.

Licensee has attached a liquor liability insurance certificate that corresponds with the license period in city/county where license is issued. \$100,000 in cash or securities or \$100,000 surety bond may be submitted in lieu of liquor liability. (3.2& liquor licenses are exempt if sales are less than \$25,000 at on sale, or \$50,000 at off sale).

[Signature] _____ Date 11/11/20
 Licensee Signature DOB SSN
 (Signature certifies all above information to be correct and license has been approved by city/county.)

[Signature] _____ Date 12/4/20
 City Clerk/County Auditor Signature
 (Signature certifies that renewal of a liquor, wine or club license has been approved by the city/county as stated above.)

 County Attorney Signature Date
 (County Board issued licenses only)(Signature certifies licensee is eligible for license)

 Police/Sheriff Signature Date
 Signature certifies licensee or associates have been checked for any state/local liquor law violations (criminal/civil) during the past five years. Report violations on back, then sign here.

Report below changes of corporate officers, partners, home addresses or telephone numbers:

None

Report below any direct or indirect interest in other liquor establishments:

None

Report below details involving any license rejections or revocations:

None

Report below details of liquor law violations (civil or criminal) that have occurred within the last five years. (Dates, offenses fines or other penalties, including alcohol penalties):

None

City/County Comments:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/13/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Krage Insurance Agency PO Box 329 Lanesboro MN 55949	CONTACT NAME: Josh Krage
	PHONE (A/C, No, Ext): 507-467-3309 FAX (A/C, No): 507-467-2624
	E-MAIL ADDRESS: josh@krageinsurance.com
	INSURER(S) AFFORDING COVERAGE
	INSURER A: Scottsdale Insurance Company
	INSURER B: Illinois Union Insurance Company
	INSURER C: MWCIA
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADULT SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			05/06/2020	05/06/2021	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					MED EXP (Any one person) \$ 5,000
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					PERSONAL & ADV INJURY \$ EXCLUDED
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> Y <input type="checkbox"/> N/A		05/31/2020	05/31/2021	GENERAL AGGREGATE \$ 2,000,000
B	LIQUOR LIABILITY			02/01/2020	01/31/2021	PRODUCTS - COMP/OP AGG \$ 2,000,000
						COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						EACH OCCURRENCE \$
						AGGREGATE \$
						\$
						WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
						E.L. EACH ACCIDENT \$ 100,000
						E.L. DISEASE - EA EMPLOYEE \$ 100,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Liquor Liability Continuous until Cancelled

CERTIFICATE HOLDER

CANCELLATION

City of Harmony P.O. Box 488 Harmony MN 55939	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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City of Harmony
 225 Third Avenue SW
 Post Office Box 488
 Harmony, MN 55939-0488
 Tel 507-886-8122
 Fax 507-886-2818
 Email: cityoffice@harmony.mn.us

BUSINESS LICENSE APPLICATION

Business

Business Name Harmony Spirits, LLC
 Trade Name (d/b/a) Harmony Spirits
 Mailing Address 40 1st Ave NW, PO Box 104
Harmony, MN 55939
 Telephone 507-886-7687
 Address to be Licensed 40 1st Ave NW
Harmony, MN 55939
 Number of Years at this Location 2
 Federal Tax ID or SSN _____
 Minnesota Tax ID _____

Owner/Manager

Name James Simpson
 Title President
 Street Address 519, Brown Ct SW, Clark Co, MN 55923
 Mailing Address " " " "
 Telephone _____
 Drivers License Number _____
 Date of Birth 7-77 U.S. Citizen Yes/No

Licenses

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Liquor On-Sale Only \$650.00 | <input type="checkbox"/> Liquor Combo On/Off Sale \$750.00 | <input type="checkbox"/> Liquor Sunday On-Sale \$125.00 |
| <input type="checkbox"/> Liquor Off-Sale Only \$240.00 | <input type="checkbox"/> 3.2 Beer On-Sale \$100.00 | <input checked="" type="checkbox"/> Microdistillery Off-Sale \$250.00 |
| <input type="checkbox"/> 3.2 Beer Off-Sale \$100.00 | <input type="checkbox"/> Wine/Strong Beer On-Sale \$225.00 | <input checked="" type="checkbox"/> Micro Sunday \$125.00 |

Total Fees \$ 1025

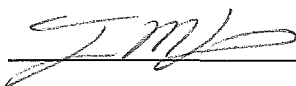
Term

The applicant requests the above licenses for a term from 12:01 a.m. on the 1st day of ^{Feb} ~~July~~, 2020 to 12:00 midnight on the 30th day of ~~June~~, January, 2020.

Instructions

- 1) Complete both sides of this form and sign.
- 2) Complete and sign the attached *Proof of Worker's Compensation* form.
- 3) For liquor and wine applications, complete the attached state application forms.
- 4) Attach payment as calculated above and return to the City of Harmony at the above address.
- 5) The license, if approved, will be mailed to you.

The applicant hereby makes application for the above-indicated licenses for the stated term. Further, the applicant agrees to comply with all ordinances and regulations of the City of Harmony and with the conditions of the license(s); understands that licenses are not transferable and that the issuance of the license creates no legal liability, express or implied, on the municipality; and certifies that the information contained herein is true and correct to the best of the applicant's knowledge.

Signature of Owner/Manager  Date 11/11/20

Date Filed	Fee(s) Paid \$	Receipt Number
Police Dept. Recommendation	Approve/Disapprove	By
Disposition	Date	License Number(s)

Supplemental Information

- Supply the information requested below for each partner if a partnership or each officer if a corporation.

Name	Title	SSN	Date of Birth	Address
James M Simpson	President			

- Owner/managers' occupation/business for the last five years.

See attached

- Owner/managers' references.

See attached

- Name and address of owner of the premises to be licensed. Harmony Spirits, LLC, 40 1st Ave NW,
Harmony, MN 55939

- YES/ NO Has any of the owner/managers ever applied for or held a license for alcoholic beverages in any other jurisdiction? If so, describe on a separate sheet of paper (give business name & address, jurisdiction name & address, and dates).

- YES/ NO Has any of the owner/managers ever been convicted of a felony or of a violation of any federal or state laws or local ordinances relating to the manufacture, possession, transportation or sale of alcoholic beverages? If so, describe on a separate sheet of paper (give owners/managers' names, description of violations, court name & address, and dates of conviction).

- YES/ NO Does any manufacturer or wholesaler of alcoholic beverages have any ownership or other financial interest in the business? If so, describe on a separate sheet of paper.

- YES/ NO Are there any delinquent property taxes, special assessments, utility or other charges due to the city on the property to be licensed?

- YES/ NO Does the business carry liquor liability (Dram Shop) insurance? If so, attach a certificate of insurance.

- YES/ NO On-Sale Applications Only. Is food served at this location? If so, indicate the seating capacity for food service. _____

- YES/ NO On-Sale Applications Only. Will alcoholic beverages be sold or consumed outside of the enclosed building on the licensed premises? If so, attach a scale drawing showing the licensed premises, and areas where sales and consumption will take place.

- 3.2 Beer/Strong Beer & Wine Applications Only. Sales of 3.2 Beer in the 12 month period ending _____ On-Sale _____ Off-Sale _____

Certificate of Compliance Minnesota Workers' Compensation Law

PRINT IN INK or TYPE.

Minnesota Statutes, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in any activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Minnesota Statutes, Chapter 176. The required workers' compensation insurance information is the name of the insurance company, the policy number, and the dates of coverage, or the permit to self-insure. If the required information is not provided or is falsely stated, it shall result in a \$2,000 penalty assessed against the applicant by the commissioner of the Department of Labor and Industry.

A valid workers' compensation policy must be kept in effect at all times by employers as required by law.

BUSINESS NAME (Individual name only if no company name used)		LICENSE OR PERMIT NO (if applicable)	
Harmony Spirits, LLC			
DBA (doing business as name) (if applicable)			
Harmony Spirits			
BUSINESS ADDRESS (PO Box must include street address)	CITY	STATE	ZIP CODE
40 1st Ave NW PO Box 104	Harmony	MN	55939

YOUR LICENSE OR CERTIFICATE WILL NOT BE ISSUED WITHOUT THE FOLLOWING INFORMATION. You must complete number 1, 2 or 3 below.

NUMBER 1 COMPLETE THIS PORTION IF YOU ARE INSURED:

INSURANCE COMPANY NAME (not the insurance agent)		
Superior Point		
WORKERS' COMPENSATION INSURANCE POLICY NO.	EFFECTIVE DATE	EXPIRATION DATE
nts	05/31/2020	05/31/2021

NUMBER 2 COMPLETE THIS PORTION IF SELF-INSURED:

I have attached a copy of the permit to self-insure.


NUMBER 3 COMPLETE THIS PORTION IF EXEMPT:

I am not required to have workers' compensation insurance coverage because:

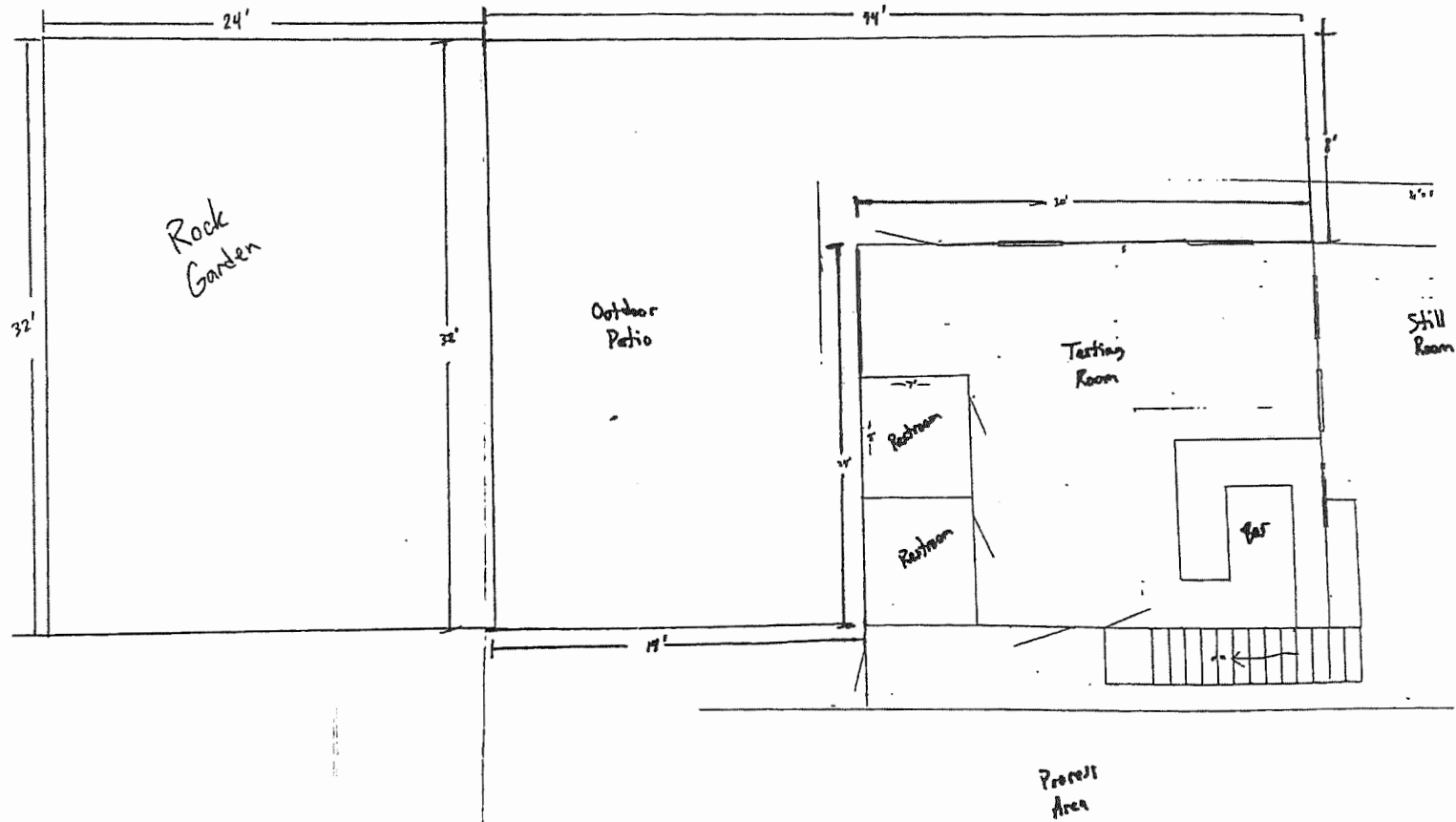
- I have no employees.
- I have employees but they are not covered by the workers' compensation law. (See Minn. Stat. § 176.041 for a list of excluded employees.) Explain why your employees are not covered: _____
- Other: _____

ALL APPLICANTS COMPLETE THIS PORTION:

I certify that the information provided on this form is accurate and complete. If I am signing on behalf of a business, I certify that I am authorized to sign on behalf of the business.

APPLICANT SIGNATURE (mandatory)	TITLE	DATE
	President	11/11/20

NOTE: If your Workers' Compensation policy is cancelled within the license or permit period, you must notify the agency who issued the license or permit by resubmitting this form.
This material can be made available in different forms, such as large print, Braille or on a tape. To request, call 1-800-342-5354 (DIAL-DLI) Voice or TDD (651) 297-4198.



Alcoholic beverages will be sold and consumed in the tasting room. Customers will also have the option to consume beverages on the outdoor patio.

CITY OF HARMONY
City Council Claims for Review

December 8, 2020

Fund Descr	Object of Expense	Vendor	Comments	Amount
Fund 101 General Fund				
General Fund	Union Central Pension Fund	CENTRAL PENSION FUND	union pension contribution	\$269.00
General Fund	Health Insurance	I.U.O.E. LOCAL 49 FRINGE BENEF	Union health Insurance	\$3,795.00
General Fund	Union Dues	IUOE LOCAL #49	Union Dues	\$105.00
General Fund	NCPERS Insurance	NCPERS GROUP LIFE INS	511800	\$16.00
General Fund	Life Insurance	USABLE LIFE	101421301G	\$58.00
General Fund	General Notices and Pub Info	FILLMORE COUNTY JOURNAL	2020 Sp Assessment Public Hearing Ads	\$147.02
General Fund	General Operating Supplies	1 SOURCE	office supplies	\$226.22
General Fund	Miscellaneous	ELAN FINANCIAL SERVICES	Web/video meeting camaras	\$1,239.96
General Fund	Miscellaneous	QUILL CORPORATION	boxes for Covid Supplies-Businesses	\$37.56
General Fund	Miscellaneous	QUILL CORPORATION	gloves	\$39.96
General Fund	Postage	ELAN FINANCIAL SERVICES	postage paid envelopes	\$263.47
General Fund	General Operating Supplies	HARMONY FOODS	Animal control supplies	\$24.71
General Fund	Software Service Fees	BANYON DATA SYSTEMS	software support	\$195.00
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Civil Defense NOV	\$90.25
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Civil Defense DEC	\$89.79
General Fund	Cleaning Supplies	DALCO	paper toweling	\$120.90
General Fund	Contractual Services	CUSTOM COMMUNICATIONS, INC	fire alarm monitoring annual	\$780.00
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Comm Ctr	\$1,468.27
General Fund	Gas Utilities	MINNESOTA ENERGY	monthly service-Comm Ctr	\$422.18
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	batteries/ softner salt	\$52.93
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-Chevy pickup	\$22.07
General Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Vomm Ctr	\$48.23
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service Office DEC	\$222.33
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Office NOV	\$221.43
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-Comm Ctr	\$32.16
General Fund	Engineering Fees	STANTEC CONSULTING SERVICES, I	Engineering services 2020 Pjt	\$29,559.99
General Fund	General Operating Supplies	HARMONY GARDENS & FLORAL, LLC	Christmas roping	\$693.00
General Fund	General Operating Supplies	HARMONY GARDENS & FLORAL, LLC	2 wreaths	\$69.98
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	Christmas lights	\$214.44
General Fund	General Operating Supplies	HARMONY FOODS	Election judge lunch	\$29.48
General Fund	Printed Forms	RITeway BUSINESS FORMS	checks printed	\$293.89
General Fund	Software Service Fees	BANYON DATA SYSTEMS	software backup vault	\$189.00
General Fund	Fire Pension State Aid	HARMONY FIRE RELIEF ASSOC	State Fire Aid	\$17,775.14
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-skid loader/plow	\$77.98
General Fund	Street Maint Materials	BRUENING ROCK PRODUCTS, INC	washed sand	\$661.83
General Fund	Legal Fees	FILLMORE COUNTY ATTORNEY	criminal attorney fees	\$53.50

CITY OF HARMONY
City Council Claims for Review

December 8, 2020

Fund Descr	Object of Expense	Vendor	Comments	Amount	
General Fund	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	legal services for Nov	\$188.50	
General Fund	Uniforms	BIGALK, TERRY	Union Clothing Allowance-Terry	\$300.00	
General Fund	Uniforms	MICHEL, BRIAN	Union Clothing allowance-Brian	\$300.00	
General Fund	Uniforms	WHALEN, COREY	Clothing allowance-Corey	\$91.99	
General Fund	Uniforms	WHALEN, COREY	Clothing allowance-Corey	\$117.72	
General Fund	General Notices and Pub Info	DECORAH NEWS COMPANY	First Responder acknowledgement	\$8.00	
General Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-Squad	\$477.38	
General Fund	Repair/Maint Vehicles	IRONSIDE TRAILER SALES & SERVI	brake repairs on Squad	\$284.71	
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Police DEC	\$44.93	
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Police NOV	\$45.27	
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Shop-Elec	\$258.94	
General Fund	Gas Utilities	MINNESOTA ENERGY	monthly service-Shop	\$165.55	
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	screws/batteries/toilet seat	\$55.44	
General Fund	Repair/Maint Bldg/Structures	SPRING VALLEY OVERHEAD DOOR	fix door stops on overhead door	\$85.00	
General Fund	Small Tools and Minor Equip	KINGSLEY MERCANTILE	knife/cord/tape measure/bolt boxes	\$85.95	
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Shop DEC	\$44.95	
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service Shop NOV	\$44.95	
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Shop-water	\$27.82	
General Fund	Equipment Parts	PRESTON AUTO PARTS	wash bruse wand extender	\$22.99	
General Fund	Equipment Parts	PRESTON AUTO PARTS	belt/plastic bonder	\$23.98	
General Fund	Motor Fuels/Lubricants	HAMMELL EQUIPMENT	hydraulic oil	\$110.00	
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-1-ton	\$72.86	
General Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-1-ton	\$79.71	
General Fund	Miscellaneous	MOSQUITO CONTROL OF IOWA	2020 mosquito spraying	\$5,465.00	
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Vis Ctr-Elec	\$118.13	
General Fund	Gas Utilities	MINNESOTA ENERGY	monthly servie-Vis Ctr	\$234.58	
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	water softner salt	\$32.45	
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-Chevy pickup	\$22.07	
General Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	Vis Ctr-sewer	\$30.77	
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Vis Ctr-water	\$20.67	
Fund 101 General Fund				\$68,465.98	
Fund 201 DTED Revolving Loan Program					
	DTED Revolving Loan Pr	Loans Made	NETHERCUT/SCHIEBER TRUST ACCT	EDA Loan-Clausen	\$25,000.00
Fund 201 DTED Revolving Loan Program				\$25,000.00	
Fund 211 Library Fund					
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books on CD	\$21.99	

CITY OF HARMONY
City Council Claims for Review

December 8, 2020

Fund Descr	Object of Expense	Vendor	Comments	Amount
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books on CD	\$43.99
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books on CD	\$159.44
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books on CD	\$104.98
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books on CD	\$96.76
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books on CD	\$139.64
Library Fund	Media-Books	BAKER & TAYLOR	Books	\$1,531.17
Library Fund	Media-Books	BAKER & TAYLOR	Books	\$38.36
Library Fund	Motor Fuels/Lubricants	KWIK TRIP, INC	gas-Van	\$59.79
Library Fund	Office Accessories	DEMCO, INC	CD Cases	\$497.00
Library Fund	Office Accessories	DEMCO, INC	DVD Cases	\$23.99
Library Fund	Program Supplies	DEMCO, INC	Bulletin Board paper	\$132.60
Library Fund	Program Supplies	HARMONY FOODS	craft supplies-sandwich bags	\$3.38
Library Fund	Repair/Maint Office Equipment	CANON FINANCIAL SERVICES, INC	Copier Lease	\$44.00
Library Fund	Repair/Maint Office Equipment	LOFFLER COMPANIES, INC	Copier maintenance fee	\$5.00
Library Fund	Software Service Fees	SOUTHEASTERN LIBRARIES COOP	Basic Services & PC Support	\$599.02
Library Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Library NOV	\$44.63
Library Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Library DEC	\$69.48
Fund 211 Library Fund				\$3,615.22
Fund 222 Fire Fund				
Fire Fund	Chemicals and Chem Products	CLAREY S SAFETY EQUIPMENT, INC	fire foam	\$422.50
Fire Fund	General Notices and Pub Info	DECORAH NEWS COMPANY	First Responder acknowledgement	\$8.00
Fire Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	diesel-Fire	\$45.07
Fire Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Fire hall	\$298.66
Fire Fund	Gas Utilities	MINNESOTA ENERGY	monthly service-Firehall	\$122.47
Fire Fund	Repair/Maint Bldg/Structures	KINGSLEY MERCANTILE	repair/clean Ice Maker	\$120.05
Fire Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	Sewer-Firehall	\$29.86
Fire Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Firehall NOV	\$44.60
Fire Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Firehall DEC	\$44.14
Fire Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-firehall	\$19.34
Fund 222 Fire Fund				\$1,154.69
Fund 223 Ambulance Fund				
Ambulance Fund	Ambulance Accounts Receivab	HUMANA HEALTH CARE PLANS	over payment refunded-Shirley Timmerma	\$99.90
Ambulance Fund	Ambulance Accounts Receivab	HUMANA HEALTH CARE PLANS	over payment refunded-Tommy Nemmo J	\$97.89
Ambulance Fund	Auditing and Acct g Services	EXPERT T BILLING	runs billed for Oct	\$420.00
Ambulance Fund	General Notices and Pub Info	DECORAH NEWS COMPANY	First Responder acknowledgement	\$8.00
Ambulance Fund	Medical Supplies	ASTRUP DRUG	blood test strips/alcohol wipes	\$29.07

CITY OF HARMONY
City Council Claims for Review

December 8, 2020

Fund Descr	Object of Expense	Vendor	Comments	Amount
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	Medical supplies-gloves	\$262.90
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	Medical supplies	\$144.96
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	Medical supplies	\$11.10
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	Medical supplies	\$1,030.36
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	Medical supplies	\$92.44
Ambulance Fund	Medical Supplies	MISSISSIPPI WELDERS SUPPLY CO	oxygen	\$34.46
Ambulance Fund	Medical Supplies	MISSISSIPPI WELDERS SUPPLY CO	oxygen	\$69.96
Ambulance Fund	Medical Supplies	MISSISSIPPI WELDERS SUPPLY CO	oxygen	\$69.96
Ambulance Fund	Motor Fuels/Lubricants	HAMMELL EQUIPMENT	DEF fluid	\$13.93
Ambulance Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Diesel-Amb	\$182.59
Ambulance Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	diesel-Amb	\$25.26
Ambulance Fund	Postage	VERIZON WIRELESS	Cell service-Amb	\$48.38
Ambulance Fund	Small Tools and Minor Equip	GRAINGER PARTS	N95 Fit testing hood	\$25.46
Ambulance Fund	Small Tools and Minor Equip	GRAINGER PARTS	N95 Fit testing kit	\$194.08
Ambulance Fund	Taxes, Licenses & Permits	ELAN FINANCIAL SERVICES	NREMT License Eileen Schansberg	\$20.00
Fund 223 Ambulance Fund				\$2,880.70
Fund 251 Park Fund				
Park Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-parks	\$172.96
Park Fund	General Operating Supplies	KINGSLEY MERCANTILE	park Christmas lights	\$30.03
Park Fund	Landscaping Materials	HAHN LUMBER CO	materials to fix picnic tables	\$575.18
Park Fund	Repair/Maint Machinery/Equip	RUN RIGHT POWER LLC	put blade back on	\$18.73
Park Fund	Wages & Salaries	DORNINK, KELLIE JO	Annual meeting stipend	\$175.00
Park Fund	Wages & Salaries	MENSINK, LYNN	Annual meeting stipend-Park Board	\$175.00
Park Fund	Wages & Salaries	PETREE, MILES	Annual meeting stipend	\$200.00
Park Fund	General Operating Supplies	STELPFLUG, ALISSA	Annual meeting stipend	\$175.00
Park Fund	General Operating Supplies	WEBBER, ANTHONY	Annual meeting stipend	\$175.00
Fund 251 Park Fund				\$1,696.90
Fund 261 Arts Fund				
Arts Fund	Program Services	FIRST SOUTHEAST BANK	Harmony Bucks for Christmas Lighting Con	\$500.00
Arts Fund	Program Services	RIVERSIDE CONCERTS	Micro Concert support	\$400.00
Arts Fund	Wages & Salaries	FENTON, KYLIE	Annual meeting stipend	\$75.00
Arts Fund	Wages & Salaries	HAHN, SUSAN	Annual meeting stipend	\$50.00
Arts Fund	Wages & Salaries	LIEW, ELLIE	Annual meeting stipend	\$50.00
Arts Fund	Wages & Salaries	LIEW, JOE	Annual meeting stipend	\$25.00
Arts Fund	Wages & Salaries	MENSINK, LYNN	Annual meeting stipend-Arts Board	\$75.00
Arts Fund	Wages & Salaries	NIELSEN, GERRI	Annual meeting Stipend	\$100.00

CITY OF HARMONY
City Council Claims for Review

December 8, 2020

Fund Descr	Object of Expense	Vendor	Comments	Amount
Arts Fund	Wages & Salaries	OMMEN, LU	Annual meeting stipend	\$75.00
Arts Fund	Wages & Salaries	SLINDEE, LORI	Annual meeting stipend	\$100.00
Fund 261 Arts Fund				<u>\$1,450.00</u>
Fund 601 Water Fund				
Water Fund	MN Water Testing Fee Due	MN DEPT OF HEALTH	water connection fee	\$1,462.00
Water Fund	Postage	ELAN FINANCIAL SERVICES	postage paid envelopes	\$263.47
Water Fund	Postage	ELAN FINANCIAL SERVICES	mailed water sample	\$4.60
Water Fund	Software Service Fees	BANYON DATA SYSTEMS	software support-meter reader device	\$197.50
Water Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinders	\$10.00
Water Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-pumphouses	\$1,213.26
Water Fund	Gas Utilities	MINNESOTA ENERGY	monthly service-pumphouses	\$79.07
Water Fund	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	Water testing	\$40.00
Water Fund	Repair/Maint Bldg/Structures	KINGSLEY MERCANTILE	replace heater in Well #2	\$1,433.76
Water Fund	Repair/Maint Bldg/Structures	KINGSLEY MERCANTILE	pumphouse #2 heater repair	\$269.45
Water Fund	Utility Maint Materials	USA BLUEBOOK	lab test equipment	\$165.88
Fund 601 Water Fund				<u>\$5,138.99</u>
Fund 602 Sewer Fund				
Sewer Fund	Postage	ELAN FINANCIAL SERVICES	postage paid envelopes	\$263.47
Sewer Fund	Building Repair Materials	HAWN LUMBER CO	materials for WW plant door	\$110.13
Sewer Fund	Building Repair Materials	HAWN LUMBER CO	roll up door for WW plant & materials	\$761.60
Sewer Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinder	\$5.00
Sewer Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-WWTP/Lifts	\$1,615.87
Sewer Fund	Engineering Fees	STANTEC CONSULTING SERVICES, I	Sanitary sewer manhold inventory	\$3,328.00
Sewer Fund	Gas Utilities	MINNESOTA ENERGY	monthly service -WWTP	\$255.45
Sewer Fund	General Operating Supplies	ELAN FINANCIAL SERVICES	shelving for the WW plant	\$71.34
Sewer Fund	General Operating Supplies	KINGSLEY MERCANTILE	batteries	\$5.99
Sewer Fund	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	Water testing	\$958.50
Sewer Fund	Repair/Maint Bldg/Structures	RJC BUILDING & REMODELING LLC	install overhead door & trim	\$1,280.00
Sewer Fund	Repair/Maint Machinery/Equip	BLUFF COUNTRY COMPUTER WORKS	WW Laptop service	\$40.00
Sewer Fund	Repair/Maint Machinery/Equip	FIRST SYSTEMS TECHNOLOGY, INC	annual flow meter calibration	\$550.00
Sewer Fund	Repair/Maint Other Equipment	KINGSLEY MERCANTILE	control board WW plant boiler	\$337.96
Sewer Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-WWTP	\$2,202.78
Sewer Fund	Small Tools and Minor Equip	KINGSLEY MERCANTILE	shovel	\$49.99
Sewer Fund	Small Tools and Minor Equip	USA BLUEBOOK	Chlorine feeder	\$165.84
Sewer Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-dialers DEC	\$156.26
Sewer Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-sewer dialers NOV	\$157.60

CITY OF HARMONY
City Council Claims for Review

December 8, 2020

Fund Descr	Object of Expense	Vendor	Comments	Amount
Sewer Fund	Training Fees	ELAN FINANCIAL SERVICES	Online Wastewater Seminar	\$390.00
Sewer Fund	Utility Maint Materials	USA BLUEBOOK	lab test equipment	\$30.28
Sewer Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-WWTP	\$1,451.33
Fund 602 Sewer Fund				<u>\$14,187.39</u>
Fund 603 Solid Waste Fund				
Solid Waste Fund	Postage	ELAN FINANCIAL SERVICES	postage paid envelopes	\$263.47
Fund 603 Solid Waste Fund				<u>\$263.47</u>
Fund 604 Electric Fund				
Electric Fund	Electric Power for Resale	MI ENERGY COOPERATIVE	Power for Resale	\$58,988.94
Electric Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-streetlighting	\$1,315.72
Electric Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Town Clock	\$13.42
Electric Fund	Employer PERA	SEVERSON OIL CO.	diesel-Tractor	\$13.65
Electric Fund	Repair/Maint Other Improve	GOPHER STATE ONE CALL, INC	locates/no locates	\$28.35
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	7 streetlight repairs	\$1,214.56
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	3 streetlight repairs	\$587.81
Electric Fund	Postage	ELAN FINANCIAL SERVICES	postage paid envelopes	\$263.47
Electric Fund	Software Service Fees	BANYON DATA SYSTEMS	software support-meter reader device	\$197.50
Fund 604 Electric Fund				<u>\$62,623.42</u>
Fund 605 Storm Water Fund				
Storm Water Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	diesel-Sweeper	\$38.62
Fund 605 Storm Water Fund				<u>\$38.62</u>
Fund 620 Economic Development Authority				
Economic Development	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	legal service for Nov EDA Loan Clausen	\$258.50
Economic Development	Telephone	HARMONY TELEPHONE COMPANY	monthly service-EDA DEC	\$24.04
Economic Development	Telephone	HARMONY TELEPHONE COMPANY	monthly service-EDA NOV	\$47.19
Fund 620 Economic Development Authority				<u>\$329.73</u>
				<u>\$186,845.11</u>

CITY OF HARMONY
City Council Claims for Review

December 8, 2020

Fund Descr	Object of Expense	Vendor	Comments	Amount	Batch Name
Fund 101 General Fund					
General Fund	Miscellaneous	BLUFF COUNTRY COMPUTER WORKS	2 iPads Council Zoom	\$1,679.90	20-11D05
Fund 101 General Fund				\$1,679.90	
Fund 620 Economic Development Authority					
Economic Development	Planning & Development Fees	HARMONY TOWNSHIP	Annexation of Industrial Park Property	\$750.00	20-11D05
Fund 620 Economic Development Authority				\$750.00	
				\$2,429.90	

NETHERCUT • SCHIEBER • ATTORNEYS P A

32 MAIN AVENUE NORTH | PO BOX 657 | HARMONY, MINNESOTA 55939-0657
507.886.6131 | NETHERCUTLAW.COM | 866.576.3826 FAX

December 1, 2020

City of Harmony
Harmony, MN 55939

RE: Fees & Addition to Firm

Dear Devin:

First, let me say that I've enjoyed working with your city over the past year. The municipal work provides a nice dose of variety from the transactional work that comprises most of the rest of my workload.

Secondly, I write on the topic of fees. It was approximately seven years ago Dick raised his rate for municipal work from \$125/hr. to \$145/hr. and that is where it has been since. In taking a closer look, this seems like a good time for a modest increase to an even \$150/hr. beginning in the new year.

Additionally, on occasions I am asked to attend a meeting outside of normal business hours. I believe it appropriate to have a standardized minimum charge based on in person attendance at a meeting or making myself available during a meeting by phone in the evenings. Moving forward, I intend to bill evening meetings at the usual hourly rate subject to a minimum charge for attendance at a meeting in person of \$100.00 and a minimum charge for attending a meeting by phone of \$50.00.

In most cases, I do not believe this would cause much of a deviation from past practice, as I'm usually at the meeting long enough to surpass that threshold anyway. It will, however, make it easier for me to provide consistent billing and properly justify and account for the extra time involved in traveling to and from out of the office meetings after normal work hours, particularly on the rare occasion when my presence at the meeting may be very limited.

If you have any questions or concerns about my proposal, please let me know. I desire to treat all cities I represent consistently for simplicity and fairness.

Finally, I am excited to announce that starting in February, there will be a second attorney at my firm. Corinne Haugen will be joining the practice. She lives near Mabel with her husband, Olaf, and three children. She grew up in Mabel and still serves in the Army Reserves. For the past couple of years, she has worked as a law clerk for Judge Opat.

Since Dick retired, I am thankful to have stayed busy and finally decided it was time to get some help. Corinne will likely cover some legal areas in which I no longer practice (some family law and other civil matters) in addition to assisting in our usual practice areas of

ATTORNEYS:

GREGORY M. SCHIEBER* | greg@ranlaw.net
RICHARD A. NETHERCUT | Of Counsel

LEGAL ASSISTANT:

NANCY JOHNSON | nancy@ranlaw.net
*also licensed in Iowa

real estate, estate planning, business, and hopefully some of the municipal work from time to time. I hope her assistance will help our office better meet the growing needs of our clients. If your city has any neglected legal projects, this may be a good time to dust them off. I expect she will make a great addition to the team.

Please let me know if you have any questions. Otherwise, Nancy, Chris, and I wish you a healthy holiday season and New Year. Thanks for your dedicated service to your community and I look forward to assisting whenever I can.

Sincerely,



Greg Schieber

**CITY OF HARMONY
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Devin Swanberg, Administrator	Meeting Date: December 8th, 2020	Agenda Item No.
Agenda Section: Truth in Taxation	Item: Truth in Taxation	
BACKGROUND: the 2021 levy is under 4% increase from 2020 Levy. That would equate to roughly a 2.5% increase on your taxes from last year.		
ATTACHMENTS: Resolution to adopt levy and Presentation from Administrator on 2021 Levy.		
COUNCIL ACTION REQUESTED: To adopt Resolution 20-16		

ADMINISTRATOR'S REPORT

For the Period November to December 8th, 2020

ADMINISTRATION

Attended EDA, Monthly meeting.

Working on finalizing city budget for Truth and Taxation December 8th.

Met with staff and consultants to be briefed on projects, current matters, and on-going tasks within Harmony.

Working with citizens to resolve issues that have come up with assessments and how to pay the assessments.

Continue work on wellhead protections

Various talks to MPCA about the new chlorine restrictions looking to get an extension and variance.

On going negotiations with the union for 2021 contract.

Completed November payroll.

Various meetings such as insurance, Wellhead protection meetings.

Trying to meet and introduce myself to as many people as I can given COVID restrictions.

Worked from home due to COVID-19 for 6 days

Staff has done a great job getting together businesses PPE kits together to get them to local business.

Resolution 20-16

**A RESOLUTION CERTIFYING THE PROPOSED PROPERTY TAX LEVY TO THE
COUNTY AUDITOR FOR 2020 TAXES PAYABLE IN 2021**

BE IT RESOLVED, by the council of the City of Harmony, Fillmore County, Minnesota that the following sums, be and hereby are, to be levied upon the taxable property in the City of Harmony, County of Fillmore, State of Minnesota, for the year 2020, for taxes payable in 2021, for the following purposes:

LEVY PURPOSE	LEVY
General Fund	276,500
Library Fund	94,861
Fire Fund	43,000
Parks Fund	67,500
Arts Fund	6,000
Economic Development Authority Fund	105,000
General Obligation Improvement Bonds, Series 2017A-Various Streets	78,000
General Obligation Tax Abatement Bonds, Series 2013A-Community Center/General Tax Levy	18,000
General Obligation Tax Abatement Bonds, Series 2013B-Heritage Grove/General Tax Levy	0
General Obligation Improvement Bonds, Series 2014A-1 st Ave SW	17,500
General Obligation Improvement Bonds, Series 2020A	69,000
Total Tax Capacity Levies	775,361

The foregoing resolution was introduced and moved for adoption by Council Member and seconded by Council Member

Voting for the Resolution:
Voting Against the Resolution:
Abstained from Voting:
Absent:

Motion carried and resolution adopted this 8th day of December 2020.

Steve Donney, Mayor

ATTEST:

Devin Swanberg, Administrator

**CITY OF HARMONY
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Devin Swanberg, Administrator	Meeting Date: December 8th, 2020	Agenda Item No.
Agenda Section: New Items	Item: Splash Pad Infrastructure Work	
<p>BACKGROUND: The splash pad committee would like to have the city solicit quotes for the underground and infrastructure work. They will also be donating the money for they infrastructure minus the \$16,000 from the city that they pledged in the October Regular council meeting.</p>		
<p>ATTACHMENTS: List of local Contractors given by Stantec to solicit quotes. The estimate of project costs from Fall 2019 from Stantec.</p>		
<p>COUNCIL ACTION REQUESTED: To allow the city to get quotes for the project and present them to council at a later date to select contractor.</p>		

Rochester Service Company
2510 Schuster Lane NW
Rochester, MN 55901

Elcor Construction
123 Carlton Street SW
Rochester, MN 55902

Edge Contacting Inc.
27854 County Road 73
Elgin, MN 55932

TLC Excavating, Inc.
3742 288th Ave.
Decorah, IA 52101

Generation X Construction LLC.
PO Box 490
26204 MN 43
Rushford, MN 55971

SPLASH PAD SITE DEVELOPEMENT; HARMONY, MN
 ENGINEERS' ESTIMATE OF CONSTRUCTION
 CITY OF HARMONY PARK BOARD
 JANUARY 2020

	UNIT	QUANT	UNIT PRICE	TOTAL	
PART 1 - SANITARY SEWER SERVICE:					
1	CONNECT TO EXISTING SANITARY SEWER (PIPE)	EA	1	\$500.00	\$500.00
2	6" PVC SANITARY SEWER PIPE, SDR 26	LF	90	\$40.00	\$3,600.00
3	IMPROVED PIPE FOUNDATION	LF	90	\$2.00	\$180.00
4	1.5" HDPE LOW PRESSURE FM	LF	35	\$32.00	\$1,120.00
5	E-ONE GRINDER STATION (COMPLETE)	LS	1	\$16,000.00	\$16,000.00
6	1.5" CURB STOP AND BOX	EA	1	\$275.00	\$275.00
	SUBTOTAL PART 1 - SANITARY SEWER				\$21,675.00
	15% CONTINGENCY				\$3,251.25
	TOTAL ESTIMATED PART 1 CONSTRUCTION COST				\$24,926.25
PART 2 - WATER MAIN SERVICE:					
7	CUT IN TEE TO EXISTING WATER MAIN	EA	1	\$2,500.00	\$2,500.00
8	6" PVC DR 18 WATERMAIN, W/ TRACER WIRE	LF	135	\$38.00	\$5,130.00
9	DUCTILE IRON FITTINGS	LB	250	\$8.00	\$2,000.00
10	6" GATE VALVE AND BOX	EA	1	\$1,800.00	\$1,800.00
11	1" CORPORATION STOP WITH SADDLE	EA	1	\$350.00	\$350.00
12	1" HDPE WATER SERVICE PIPE	LF	15	\$24.00	\$360.00
	SUBTOTAL PART 2 - WATER MAIN				\$12,140.00
	15% CONTINGENCY				\$1,821.00
	TOTAL ESTIMATED PART 2 CONSTRUCTION COST				\$13,961.00
PART 3 - ROADWAY/ SITE IMPROVEMENTS:					
13	MOBILIZATION/ TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00
14	COMMON EXCAVATION, STREET (P)	CY	75	\$12.00	\$900.00
15	REMOVE CONCRETE CURB AND GUTTER	LF	35	\$7.00	\$245.00
16	REMOVE BITUMINOUS PAVEMENT	SY	95	\$6.00	\$570.00
17	B618 CONCRETE CURB AND GUTTER	LF	35	\$30.00	\$1,050.00
18	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2" THICK)	SY	95	\$35.00	\$3,325.00
19	TYPE SP 12.5 WEARING COURSE MIXTURE (2" THICK)	SY	95	\$35.00	\$3,325.00
20	BITUMINOUS MATERIAL FOR TACK COAT (P)	GAL	5	\$20.00	\$100.00
21	AGGREGATE BASE, CLASS 5 (CV)	CY	75	\$36.00	\$2,700.00
22	DOZER W/ OPERATOR	HR	12	\$150.00	\$1,800.00
23	TURF RESTORATION W/ MNDOT 25-151 SEED, MULCH, FERTILIZER AND DISK ANCHOR	AC	0.4	\$3,000.00	\$1,200.00
24	SILT FENCE, TYPE MACHINE SLICED	LF	200	\$3.50	\$700.00
	SUBTOTAL PART 5 - STREET IMPROVEMENTS				\$17,915.00
	15% CONTINGENCY				\$2,687.25
	TOTAL ESTIMATED PART 3 CONSTRUCTION COST				\$20,602.25

HARMONY SPLASH PAD ESTIMATED CONSTRUCTION COSTS	
PART 1 - SANITARY SEWER SERVICE:	\$24,926.25
PART 2 - WATER MAIN SERVICE:	\$13,961.00
PART 3 - ROADWAY/ SITE IMPROVEMENTS:	\$20,602.25
HARMONY SPLASH PAD - TOTAL ESTIMATED CONSTRUCTION COSTS	\$59,489.50



800 6th St. N.W.
New Prague, MN 56071
Office: (952) 758-9445
Fax: (952) 758-9661

Quotation

To: City of Harmony, MN

Date: 12/03/20

From: Cory Malay

Phone: (952) 758-9445

Attn: Corey

Engineer: N/A

Re: Harmony, MN; WWTP, Diaphragm Pump Replacement

Quality Flow Systems is pleased to provide a quotation in accordance with your request and as follows:

Item A

Diaphragm Pump Replacement;

This will consist of replacing your current Door Oliver OSD pumps, with a new Borger rotary lobe pumps. This will eliminate the need for air compressors. The new pump was designed to operate at flows between 20 gpm 135 gpm. My price includes installation by QFS. The Borger pump is designed with mechanical seals and replaceable wear plates, making serviceability much easier, and increasing service life. Please see my itemized parts and labor breakdown below.

<u>Qty</u>	<u>Description</u>
2	Borger, model PL200, 5hp, 208-230/460/3, 1800rpm rotary lobe pump to include: <ul style="list-style-type: none">• MIP (maintenance in place) fitted pump• One-piece block casing from grey cast iron• Tri-lobe, Buna-N Rotors• Radial and axial casing liners• Maintenance free single acting seals• 4" ANSI Inlet flange (galvanized)• 4" ANSI Discharge flange (galvanized)• Nord inline helical reducer with SK32VL-180TC-5.28, 1750rpm/331rpm• Weg premium efficiency motor, TEFC• PL Overhead assembly, galvanized frame, belt driven• Flexible coupler with guard
<u>Qty</u>	<u>Description; Start-up & Training</u>
A/R	Onsite start-up of pump

Duplex; Control Panel; Duplex pump control panel for operation on 460 Volt, 3-Phase, 4-Wire, 60-Hz incoming service. The enclosure is single door suitable for wall-mounting, NEMA 4, 304 Painted Steel, measuring approximately 48"H x 36" W x 12" D. Aluminum inner dead-front door, 3-point pad-lockable handle and steel (painted white) component chassis will be provided. The system will provide control for two (2) 5 HP lobe pumps in response to a timing circuit.

To include:

<u>Qty</u>	<u>Description</u>
1	CB; Main Disconnect; 3P Service Entrance Rated
1	CB; Emergency Disconnect; 3P Service Entrance Rated
2	CB; Pump Disconnect; 3P
2	Variable Frequency Drives
1	Feeder Breaker; 1-pole; for misc. loads (10A controls)
1	Power Distribution Block

- 1 Power supply (PLC)
- 1 Phase Monitor
- 1 Surge Arrestor; 3-Phase
- 1 Heater; Fan-forced; 200W; Thermostatically controlled
- 2 Pump Protective Module (Overtemp & Seal Fail); with socket
- 2 Switch; 3-position; (each pump H-O-A)
- 2 Light-Pilot; P-T-T; 120VAC FV; LED; Green (pump running)
- 2 Light-Pilot; P-T-T; 120VAC FV; LED; Red (pump overtemp,)
- 2 Push Button; (each pump reset)
- 2 Runtime meters; non-resettable (each pump)
- A/R Control Relay; 3PDT; 120VAC; w/ Indicating Light (includes socket)
- 1 Ground Lug; 3-Conductor
- 1 Timing / Dosing Circuit
- 1 PLC 1500CT 5.7" color touch screen, with I/O board
- A/R Terminal Block; Single; 18-10AWG
- A/R Alarms & status wired to terminals for future connection to RTU, including pump req, run, fail, etc.
- 1 Alarm light; Inner Door Mounted

Qty Description; Loose Equipment & Instrumentation
 2 Dry well disconnects with H-O-A switch

Qty Description; Standard Submittal Drawings and O&M Manuals
 A/R Wiring diagrams, bills of material, equipment data sheets, etc.

Qty Description; Start-up & Training
 A/R Onsite start-up of pump control panel and instrumentation

Installation:

- Qty Description; Installation of Listed Equipment
- 1 Removal / disposal of existing pumps
 - 1 Installation of above listed equipment
 - A/R New conduits / wiring modifications
 - A/R Pipe / fittings
 - A/R Concrete Base modifications / replacement
 - A/R Flange acc. kits
 - A/R Freight to jobsite
 - 1 Labor

Total Sell Price for Item A is \$68,940.00 (plus any applicable taxes)

Terms:

Quotation is valid for 30 days. Based upon Quality Flow Systems Standard Terms and Conditions of Sale; copy provided upon request.

Proposed Delivery Schedule:

Delivery: 4 - 6 week after approval.

Delivery and Storage:

Freight allowed to job site.

Thank you for this opportunity to be of service to you. If you have any questions, please don't hesitate to call.952-221-9800

Sincerely,

Cory Malay
Cory Malay

**CITY OF HARMONY
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Devin Swanberg, Administrator	Meeting Date: December 8th, 2020	Agenda Item No. 7bi
Agenda Section: New Business	Item: New Tractor Agreement	
<p>BACKGROUND: The city has been changing tractors every 2 years to keep warranties on vehicles. The current warranty was up in July but Hammel didn't have a new DOT tractor for us at that time. They now have a tractor for us and it would be a two-year \$9000 agreement. \$1,000 less than the last agreement. Corey Whalen will be at the meeting to discuss.</p>		
<p>ATTACHMENTS:</p>		
<p>COUNCIL ACTION REQUESTED: Approve new agreement.</p>		

Harmony EDA Minutes

December 3, 2020
7:30 AM

Community Center
Council Room

Present: Chris Skaalen, Andy Batstone, Kerry Kingsley, and Steve Sagen

Also Present: Greg Schieber, Melissa Vander Plas, Devin Swanberg, and Chris Giesen

The regular meeting was called to order at 7:34 AM by Chris Skaalen

Revolving Loan Request

Giesen introduced Chelsey Clausen to the board. Ms. Clausen is requesting a \$25,000 loan to purchase 51 Main Ave in Harmony, the former Village Square and Falcon's Nest building, to move her restaurant "The Bite" to Harmony. The total project cost is \$140,000 and loan proceeds would assist with acquisition costs. The rate would be 3.25% fixed for a 10 year term. She anticipates creating 6 jobs at \$10-15 per hour and would like to be open around January 1, 2021. The board discussed the project. Motion by Skaalen, second by Sagen to recommend that the city council approve the loan as requested. Motion carried unanimously. The board thanked Ms. Clausen for bringing her restaurant to Harmony.

Minutes

The board reviewed the minutes of the November 5, 2020 meeting. Motion by Sagen, second by Kingsley to approve the minutes as presented. Motion carried unanimously.

Financial Reports & Claims

The board reviewed the loan portfolio. All loans were current. Motion by Kingsley, second by Skaalen to approve the financial report as presented. Motion carried unanimously.

Experience Harmony Goals

The board reviewed the Experience Harmony Goals. It was discussed that board members should keep thinking about which goals should be worked on next. Giesen noted that he had another conversation with MiEnergy about electric car charging stations. There may be assistance available to install chargers. The board directed Giesen to investigate further. Skaalen mentioned that there might be a way to leverage the splash pad project and utilize any electrical work needed for it to assist the cost of installing a car charging station.

Skaalen mentioned challenges with transportation options given that the commuter busses to Rochester are not operating due to the pandemic. The board discussed. Giesen will stay in touch with stakeholders and report back any opportunities or updates. The board also discussed potential opportunities for growth related to people relocating from urban areas, especially once fiber internet is installed. The board wished to continue the conversation at future meetings.

Giesen mentioned that the 2020 census results would be known soon and asked the board if they had any growth goals to set for 2030 – asking if there is a desired population goal for the city. The board discussed.

Chamber of Commerce Report

Melissa Vander Plas gave the chamber report. The visitor center saw relatively good numbers this fall compared to earlier this year, although still much lower than last year due to the Covid pandemic. 250 people were served as a part of a pandemic-appropriate version of customer appreciation night. Haunted Harmony and the small business Saturday events were also successful. The chamber will also be conducting a shop local ad campaign throughout December.

Andy Batstone joined the meeting at 8:25 AM.

Vander Plas mentioned that the chamber will receive a \$17,000 grant from Explore Minnesota for marketing. Because it is a reimbursement grant and there were concerns about cash flow, there was discussion on whether the board could provide a line of credit for this activity. Consensus of the board was to have the chamber work with Giesen to make a proposal to utilize the loan fund to provide a short term line of credit so that the chamber can make use of this grant. Because of the very unique opportunity this grant poses, the board was agreeable to discussing a 0% loan especially if marketing for living or working in Harmony could be incorporated. The board would also like to be involved in reviewing the marketing plan if it were involved. Giesen will work with Vander Plas and bring forward a proposal to assist the chamber with this effort.

Prospects/Community Update

Giesen reported on prospects, mentioning that there may be another loan application at the January or February meeting.

The board discussed the status of the trail extension project. Giesen reported that he had a conversation with the DNR about holding the required public hearing on the trail plan amendment in January or February 2021. He also reported that the DNR is anticipating completing the land transfer soon after the new year in early 2021. He is keeping the board chair and trail committee posted of any immediate updates.

Giesen gave an update on the Dairyland project and the anticipated timelines for action items. He reported that he and Swanberg had discussed the annexation process with Harmony Township and that they were supportive of the project and did not object to annexation. Giesen reminded the board that they have promised the current land owners that if the Dairyland land sale falls through, the annexation process would be stopped. Giesen said that the other required processes for setting up the city approvals are in motion and going as planned. Giesen also shared the land survey of the project site that was just completed earlier in the week.

Other Business

The board thanked Skaalen for his 14 years of service on the EDA including several as the board chair. This would be his last meeting before his two full and one partial term on the EDA ends. Skaalen thanked the board members and Giesen for their work and said that he enjoyed working on projects with everyone and helping Harmony be successful.

Hearing no objections, Skaalen adjourned the meeting. The meeting adjourned at 8:55 AM.

The next regular meeting is scheduled for January 7, 2021 at 7:30 AM at the Community Center.

REVOLVING LOAN FUND

Loan Proposal (as requested by applicant)

Applicant: The Bite
Chelsey Clausen, Owner
1021 Winona Street
Preston, MN 55965
507-421-8164

Former "Falcon's Nest" Building
51 Main Ave
Harmony, MN 55939

Loan Terms: Amount of Loan: \$25,000
Rate: 3.25% APR fixed
Term: 10 years (120 payments)
Other: Applicant is responsible to pay \$300 application fee.

Purpose: The EDA's loan proceeds will be used to pay for:

<u>Acquisition</u>	<u>\$ 25,000</u>
Total	\$ 25,000

Security:

- 2nd mortgage on real estate financed.
- Personal guarantee from borrower.

Uses of Funds:

Acquisition	\$120,920
Equipment	\$ 4,000
Working Capital	\$ 8,000
Inventory	\$ 5,000
<u>Supplies, Insur., Legal, Misc.</u>	<u>\$ 3,000</u>
Total:	\$140,920

Sources of Funds:

Owner Equity:	\$ 20,000	(14%)
FSEB Loan:	\$ 95,920	(68%)
<u>EDA Loan:</u>	<u>\$ 25,000</u>	<u>(18%)</u>
Total:	\$140,920	(100%)

*Seller will grant concessions after closing in the form of a cash rebate.

Repayment: Fully amortized at 120 monthly payments of \$244.30. All payments will first be credited towards outstanding interest and the balance towards principal. The loan may be prepaid in whole or in part without penalty or premium.

First payment to be scheduled approximately 45 days after first draw.

Payments are to be made by ACH, per guidelines.

Jobs: 6 @ \$10-\$15/hr

Closing Date: December 10, 2020.

PLEASE NOTE:

1. N/A

3180

SMIF 501(23)

HARMONY AREA CANCER SUPPORT GROUP

Donations for the Cancer Park update - 2020

City \$250

HECO

SE BANK

LIONS CLUB

FIRE DEPT. (check to city)

VIS PLUMBING

HAHN LMBR.

MOREM ELECTRIC

MARC PRESTBY

LINDSTROM FUNERAL HOME

ROXANNE JOHNSON

SOMA HOG GFCLLP

(HARMONY COMM. (check to city) Chrs Jha)
FOUNDATION

Yearly contributors:

Kingsley Mercantile

Kelly Printing

Harmony Telephone Co.

City of Harmony Arts Board Meeting Minutes
Tuesday, November 17, 2020
Community Center, North Meeting Room #3
225 3rd Ave SW, Harmony, MN 55939

Present: Lori Slindee, Gerri Nielsen, Kylie Fenton, Lu Ommen, Joe Liew

Absent: Lynn Mensink, Susie Hahn

Guest: Matthew Patterson

Meeting called to order by Chairperson Lori Slindee at 7:02 P.M.

Introduction to Harmony Arts Board

With one new member in attendance (student member Joe Liew) and one potential member here as a guest (Matthew Patterson), Lori gave a summary of what Harmony Arts Board is and does. She spoke about previous projects arts board has supported and how our budget has been spent.

Secretary's report of minutes of the last meeting (September 2020) was reviewed. Lu moved to approve minutes as written. Kylie seconded. Motion carried.

Financial report

OLD BUSINESS

- Eunie Biel Artist Grant form SEMAC. We are the sponsoring agent for the Emerging Artist Grant for Eunie's water color paintings project. She hasn't been able to take the classes as scheduled in her grant application (Covid-19). We don't know when we will move forward with her show. Estelle's will be the location, and Matt will make appetizers.
- Holiday Lighting contest in conjunction with Chamber of Commerce. \$300. \$150. \$50 for 1st, 2nd, and 3rd place for winners (Harmony Dollars). Lori contacted Melissa at Chamber and decided it would be a great idea, but she's been out of the office. They spoke on the phone; Lori said Arts Board would put forward money for advertising. Melissa is organizing articles and ads to support the lighting of Christmas trees at Selvig Park, so the contest event will also be advertised with that. Melissa will take care of putting advertising out. The Harmony Arts Board will be the judges! Houses must be lit up by Friday, Dec. 4. The winners will be announced Saturday, Dec. 5, at the Selvig Park tree lighting ceremony. We started a group text to talk together about which trees we like on Friday night while we're out judging.

NEW BUSINESS

- Rochester Riverside Concert series will do outreach concerts this year online for many groups. Gerri applied to be on the list of schools who will be able to see the performance. Gerri moved make a \$400 donation toward the 2021 Riverside Concert series online interactive program for the schools. Kylie seconded the motion. Motion carried.
- We were asked to weigh in on moving the location of the only wooden musician statue left standing. It currently stands in the Cancer Support Group Park on the corner across

from Lutes Insurance Agency. The Cancer Support Group is going to relandscape. They have asked us if it's ok to move the statue, if we have any ideas where it should go. We discussed and thought it is probably deteriorated and not salvageable. We recommend the city maintenance crew should remove it and destroy it.

- Gerri Nielsen is resigning from the board as of this meeting. Thanks were offered. She offered to introduce a new school liaison arts board member—Matthew Patterson is the elementary vocal music instructor in is new to Harmony. Our board has a specific defined membership clause that we must have one city of Harmony board member, one-two student members, a business representative member, and an artist. It is beneficial to have a school member as well. Matthew was at the meeting and introduced himself. He's taught for 5 years here, and he moved to Harmony in August 2019. He was on the Rochester Arts board which selected artists for the Riverside Concert series. He is currently working on his masters degree and enjoying playing music on piano and guitar. Matthew's nomination will need a recommendation for appointment to join the board. Lu moved to have Matthew Patterson join the board. Joe seconded. Motion carried. Matthew's appointment will need to be approved by the city council.
- Lynn Mensink will be leaving the Arts Board since she will be leaving City Council. A new council member will be replacing her and will join the Arts Board after committee appointments are set. (This might not be done until February or later.)

Next board meeting: Tuesday, January 19, 2020, at 7:00 P.M. in the meeting room at the community center.

Adjournment: Lu moved to adjourn meeting. Lori seconded. Adjourned at 8:04 P.M.

Minutes respectfully submitted by Gerri Nielsen, Secretary