

**Agenda  
Harmony City Council  
Regular Meeting**

July 14th 2020  
7:00 P.M.

Gymnasium  
Community Center

1. Call to Order
2. Roll Call
3. Public Forum
4. Wellhead Protection
5. Consent Agenda
  - a. Minutes
  - b. Claims
  - c. Administrator's Report
  - d. Financial Report
  - e. CD
6. Old Business
7. New Business
  - a. Pay Request No.2 for 2020 Street Project
  - b. SE Service Co-op Rebate
  - c. Ambulance Request for Purchase
8. Reports
  - a. Utility Committee
  - b. Building and Maintenance Report
    - i. Weekend hours of Gym
  - c. EDA Report
    - i. EDA Loan
  - d. Park Board
  - e. Library Board
  - f. Arts Board
  - g. Sherriff's Report
9. Adjourn



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  - a. Water Bill
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  - e. CD – Creation of new CDs
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  - a. Utility Committee
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JUNE 9, 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 Tony Webber, Steve Sagen, Debbie Swenson and Lynn Mensink; Attorney Greg Schieber, Administrator Devin Swanberg, Corey Whalen, Terry Bigalk, Brad Thacher, Samantha Grabau, Pailey Gordon, James Strosyk, Melissa VanderPlas, Hannah Wingert and Eileen Schansberg.

**PUBLIC FORUM:**

James Strosyk representing Harmony Spirits talked about having a Car Show the morning of July 4<sup>th</sup> from 9:00 till 1:00. Strosyk requested permission to use the City Parking lot next to their building. Council had no objections. City Maintenance staff will barricade the parking lot.

**CONSENT AGENDA:**

Motion by Swenson and seconded by Webber to approve the Consent Agenda. New business C was removed from the agenda as the issue was resolved. The Agenda consisted of the Minutes to the May 12, 2020 Council meeting, the Claims, approved hiring of Samantha Grabau as part time Accounting Clerk; the Administrator's Report and cashing in CD #44190 to the General Fund. All present voting yes. Motion carried.

**OLD BUSINESS:**

Mayor Donney stated the Firemen were willing to host Fireworks on the 4<sup>th</sup> of July. Most of the Activities are cancelled. The Chamber is putting together a poster as to what events will still be held.

**NEW BUSINESS:**

Stantec Engineer Brett Grabau gave an update on the 2020 Street Project and its progression. Pay Request #1 to Generation X for the 2020 Street Project was presented in the amount of \$316,279.70. Motion by Sagen and seconded by Swenson to approve and pay Request #1. All present voting yes. Motion carried.

A Gambling License was approved for the Harmony Golf Club to hold a Charitable Raffle on October 3<sup>rd</sup>.

**UTILITY COMMITTEE:**

The COVID 19 Stay of Shutoff was discussed. Motion by Swenson and seconded by Mensink to reinstate the Shut Off procedures for the City. All present voting yes. Motion carried.

**BUILDING & MAINTENANCE:**

The Community Center has reopened to the Public. It was suggested to place signs that the Building is not constantly being sanitized but people may enter and use their best COVID 19 safety practices. Sanitizer is available in several locations throughout the building.

Administrator Swanberg stated a mandated COVID 19 Best Practice Plan for the city is required. Motion by Swenson and seconded by Webber authorizing Swanberg to put together a COVID19 Best Practice Plan. All present voting yes. Motion carried.

EDA Report:

A loan holiday was given from the EDA for those needing it.  
There are still Federal Loan dollars available for Revolving Loan programs.

PARK BOARD:

Coordinating a new date and Volunteers to put together the Community Center playground.  
Signage may be needed to keep the Skateboards off the Tennis Courts as they are chipping them.  
Discussed a request from the Summer Maintenance Staff to put a ramp up onto the islands in the Trailhead Park for easier mowing. Consensus was it was unnecessary.  
The school restrooms will be opened.

LIBRARY BOARD:

The Library received a couple of Verizon Hot Spots that can be checked out for internet usage.  
Pailey Gordon is working with the SELCO Program giving presentations.

ARTS BOARD:

Did not meet.

SHERIFF'S REPORT:

A written report was presented for review.  
Good Earth Village has Family Camp which the Salvation Army has funding available to help interested families go.

SUMMER INTERN:

Pailey Gordon will be helping in the City Office working on Record Retention.

Mayor Steve Donney

Eileen Schansberg, Deputy Clerk

CITY OF HARMONY

City Council Claims for Review

July 14, 2020

Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Fund 101 General Fund					
General Fund		Union Central Pension Fund	CENTRAL PENSION FUND	Union pension contribution	\$278.50
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		NCBERS Insurance	NCBERS GROUP LIFE INS	511800	\$48.00
General Fund		Life Insurance	USABLE LIFE	101421301G	\$58.00
General Fund	Administration	Dues	SE MN LEAGUE OF MUNICIPALITIES	Dues for 2020-2021	\$40.00
General Fund	Administration	General Notices and Pub Info	FILLMORE COUNTY JOURNAL	2019 Annual Disc of TIF	\$88.21
General Fund	Administration	General Operating Supplies	1. SOURCE	copy paper	\$37.99
General Fund	Administration	Repair/Maint Office Equipment	METRO SALES	Printer/copier contract	\$301.21
General Fund	Civil Defense	Repair/Maint Machinery/Equip	EMERGENCY COMMUNICATION SYST	Siren inspections and Maintenance	\$375.00
General Fund	Civil Defense	Telephone	HARMONY TELEPHONE COMPANY	Sirens/DSL Phone	\$90.18
General Fund	Community Center	Cleaning Supplies	DALCO	paper towels	\$77.12
General Fund	Community Center	Cleaning Supplies	DALCO	paper towels	\$60.45
General Fund	Community Center	Cleaning Supplies	DALCO	Sanitizer	\$21.95
General Fund	Community Center	Cleaning Supplies	HARMONY FOODS	paper towels/toilet tissue	\$23.68
General Fund	Community Center	Contractual Services	CUSTOM COMMUNICATIONS, INC	Fire Alarm monitoring contract	\$94.50
General Fund	Community Center	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Comm Ctr	\$638.94
General Fund	Community Center	Gas Utilities	MINNESOTA ENERGY	May/June gas bill-Comm Ctr	\$370.96
General Fund	Community Center	Landscaping Materials	KINGSLEY MERCANTILE	filters/funnel	\$110.76
General Fund	Community Center	Motor Fuels/Lubricants	KWIK TRIP,INC	Gas-Chevy pickup	\$45.22
General Fund	Community Center	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Comm Ctr	\$45.72
General Fund	Community Center	Telephone	HARMONY TELEPHONE COMPANY	Admin Phone/DSL	\$218.82
General Fund	Community Center	Water Utilities	HARMONY PUBLIC UTILITIES	water-Comm Ctr	\$30.51
General Fund	Community Events	Travel Expenses	NOLAN, LARRY	mileage to pick up Fireworks	\$87.40
General Fund	Financial Administration	Assessor Fees	FILLMORE COUNTY TREASURER	2020 Assessment work	\$3,482.00
General Fund	Financial Administration	Auditing and Acct g Services	ABDO, EICK & MEYERS, LLP	Accounting May-Jun	\$3,765.00
General Fund	Financial Administration	Dues	SOUTHEAST SERVICE CO-OP	dues 2020-2021	\$250.00
General Fund	Financial Administration	Printed Forms	ALLEGRA OF ROCHESTER	Receipt books printed	\$693.82
General Fund	Financial Administration	Software Service Fees	BANYON DATA SYSTEMS	Fund Acct invoice support	\$295.00
General Fund	Ice & Snow Removal	Repair/Maint Machinery/Equip	RUN RIGHT POWER LLC	replaced belt on snowblower	\$127.40
General Fund	Legal Services	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	legal services for Jun	\$210.25
General Fund	Personnel Administration	General Operating Supplies	CULLIGAN	Wellness Program	\$46.90
General Fund	Personnel Administration	Office Accessories	USA BLUEBOOK	safety glasses/safety glass w/ear plugs	\$52.34
General Fund	Police Department	Repair/Maint Vehicles	TORGERSON AUTO	Squad-Oil Change	\$38.57
General Fund	Police Department	Telephone	HARMONY TELEPHONE COMPANY	Police Phone	\$41.28
General Fund	Public Works Buildings	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Shop	\$140.03

# CITY OF HARMONY

## City Council Claims for Review

July 14, 2020

Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
General Fund	Public Works Buildings	Gas Utilities	MINNESOTA ENERGY	May/June gas bill Shop	\$138.91
General Fund	Public Works Buildings	General Operating Supplies	1 SOURCE	2 ink cartridges	\$84.56
General Fund	Public Works Buildings	General Operating Supplies	KINGSLEY MERCANTILE	electrical kit/tape/tee	\$23.47
General Fund	Public Works Buildings	General Operating Supplies	MISSISSIPPI WELDERS SUPPLY CO	compressed air/oxygen cylinders	\$54.90
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	\$25.12
General Fund	Streets	General Operating Supplies	PRESTON AUTO PARTS	1-ton oil filter	\$8.49
General Fund	Streets	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-1-ton	\$141.55
General Fund	Streets	Motor Fuels/Lubricants	RUN RIGHT POWER LLC	premix fuel	\$14.98
General Fund	Streets	Small Tools and Minor Equip	KINGSLEY MERCANTILE	rake/shovel	\$43.48
General Fund	Streets	Street Maint Materials	BRUENING ROCK PRODUCTS, INC	Rock 5th Street East side	\$440.40
General Fund	Streets	Street Maint Materials	SHERWIN-WILLIAMS	street white/yellow paint	\$327.32
General Fund	Tourism Programs	Lodging Tax	HARMONY CHAMBER OF COMMERCE	2nd Qtr lodging tax Country Lodge	\$106.40
General Fund	Visitor Center	Cleaning Supplies	DALCO	paper towels	\$60.45
General Fund	Visitor Center	Cleaning Supplies	DALCO	Sanitizer	\$21.95
General Fund	Visitor Center	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Vis Ctr	\$135.23
General Fund	Visitor Center	Gas Utilities	MINNESOTA ENERGY	May/June gas bill-Vis Ctr	\$209.06
General Fund	Visitor Center	General Operating Supplies	KINGSLEY MERCANTILE	inserts/faucet hole cover/elbow	\$13.76
General Fund	Visitor Center	Motor Fuels/Lubricants	KWIK TRIP,INC	Gas-Chevy pickup	\$45.22
General Fund	Visitor Center	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Vis Ctr	\$29.02
General Fund	Visitor Center	Water Utilities	HARMONY PUBLIC UTILITIES	water-Vis Ctr	\$19.51
Fund 101 General Fund					\$18,174.44
Fund 211 Library Fund					
Library Fund	Library	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio Books on CD	\$236.44
Library Fund	Library	Media-Books	BAKER & TAYLOR	books	\$270.79
Library Fund	Library	Media-Books	BAKER & TAYLOR	books	\$343.73
Library Fund	Library	Media-Books	BAKER & TAYLOR	books	\$30.42
Library Fund	Library	Media-Books	BAKER & TAYLOR	books	\$7.39
Library Fund	Library	Media-Books	FILLMORE CENTRAL SCHOOLS	copy of 2020 Annual	\$48.32
Library Fund	Library	Media-Books	PENWORTHY COMPANY	Children's Books	\$219.12
Library Fund	Library	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$14.34
Library Fund	Library	Office Accessories	DEMCO, INC	AudioBook Cases & Sleeves	\$367.70
Library Fund	Library	Printed Forms	SOUTHEASTERN LIBRARIES COOP	Mailers	\$19.25
Library Fund	Library	Program Supplies	COLLABORATIVE SUMMER LIBRARY	SRP supplies/prizes	\$108.95
Library Fund	Library	Program Supplies	HARMONY FOODS	summer reading supply	\$1.89
Library Fund	Library	Repair/Maint Office Equipment	CANON FINANCIAL SERVICES, INC	copier lease	\$44.00
Library Fund	Library	Repair/Maint Office Equipment	LOFFLER COMPANIES, INC	copier maintenance	\$99.27

# CITY OF HARMONY

## City Council Claims for Review

July 14, 2020

Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Library Fund	Library	Software Service Fees	SOUTHEASTERN LIBRARIES COOP	Basic Services & PC Support	\$599.02
Library Fund	Library	Telephone	HARMONY TELEPHONE COMPANY	Library Phone	\$48.47
Fund 211 Library Fund					\$2,459.10
Fund 222 Fire Fund					
Fire Fund	Fire Department	General Operating Supplies	KINGSLEY MERCANTILE	batteries	\$53.96
Fire Fund	Fire Department	Motor Fuels/Lubricants	PRESTON AUTO PARTS	diesel exhaust	\$12.99
Fire Fund	Fire Department	Repair/Maint Vehicles	HAMMELL EQUIPMENT	battery	\$47.00
Fire Fund	Fire Department	Sign Materials	M. PETERS ENTERPRISES	fireman flags-2/JUS flag-1	\$150.16
Fire Fund	Fire Department	Small Tools and Minor Equip	CLAREY S SAFETY EQUIPMENT, INC	nozzle/LED light/4 pr gloves	\$2,094.07
Fire Fund	Fire Department	Small Tools and Minor Equip	KINGSLEY MERCANTILE	torch kit	\$34.99
Fire Fund	Fire Department	Wages & Salaries	ARTISAN DESIGN & LANDSCAPE, LL	landscaping at Firehall	\$610.00
Fire Fund	Fire Stations and Bldgs	Cleaning Supplies	HARMONY FOODS	toilet tissue	\$13.99
Fire Fund	Fire Stations and Bldgs	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Firehall	\$242.90
Fire Fund	Fire Stations and Bldgs	Gas Utilities	MINNESOTA ENERGY	May/June gas bill Firehall	\$154.25
Fire Fund	Fire Stations and Bldgs	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Firehall	\$22.34
Fire Fund	Fire Stations and Bldgs	Telephone	HARMONY TELEPHONE COMPANY	Fire Phone	\$45.06
Fire Fund	Fire Stations and Bldgs	Water Utilities	HARMONY PUBLIC UTILITIES	water-Firehall	\$15.11
Fund 222 Fire Fund					\$3,496.82
Fund 223 Ambulance Fund					
Ambulance Fund	Ambulance Service	Contractual Services	ANCOM TECHNICAL CENTER	2020 Amb Maintenance Contract	\$257.60
Ambulance Fund	Ambulance Service	General Operating Supplies	M. PETERS ENTERPRISES	EMS flags-2	\$85.00
Ambulance Fund	Ambulance Service	Motor Fuels/Lubricants	KWIK TRIP,INC	Diesel-Amb	\$122.32
Ambulance Fund	Ambulance Service	Other Equipment	BLUFF COUNTRY COMPUTER WORKS	Amb tough Tablet/Cover set up	\$4,297.36
Ambulance Fund	Ambulance Service	Small Tools and Minor Equip	EMERGENCY MEDICAL PRODUCTS	Safety Goggles	\$16.74
Ambulance Fund	Ambulance Service	Telephone	VERIZON WIRELESS	monthly cell service-Amb	\$47.99
Fund 223 Ambulance Fund					\$4,827.01
Fund 251 Park Fund					
Park Fund	Parks	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Parks	\$175.51
Park Fund	Parks	Equipment Parts	DAKOTA SUPPLY GROUP	parts for water fountain at Vis Center	\$117.40
Park Fund	Parks	General Operating Supplies	RUN RIGHT POWER LLC	titanium line	\$15.85
Park Fund	Parks	General Operating Supplies	RUN RIGHT POWER LLC	2 oil filters mowers	\$20.80
Park Fund	Parks	Landscaping Materials	KINGSLEY MERCANTILE	fertilizer/grass seed	\$91.97
Park Fund	Parks	Landscaping Materials	NUTRIEN AG SOLUTIONS	Broad leaf Herbicide	\$95.68
Park Fund	Parks	Landscaping Materials	SCHEEVEL AND SONS, INC	3 loads dirt	\$450.00
Park Fund	Parks	Landscaping Materials	WILLFORD, TRAVIS	straw bales	\$50.00

# CITY OF HARMONY

## City Council Claims for Review

July 14, 2020

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Park Fund	Parks	Motor Fuels/Lubricants	KWIK TRIP, INC	gas-mowers	\$301.06
Park Fund	Parks	Other Rentals	ON SITE SANITATION	portable toilet-Trailhead	\$83.00
Park Fund	Parks	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Parks	\$79.75
Park Fund	Parks	Water Utilities	HARMONY PUBLIC UTILITIES	water-Parks	\$103.00
Fund 251 Park Fund					\$1,584.02
Fund 315 G.O. Tax Abate Refund 2013A-CC					
G.O. Tax Abate Refund	GO Tax Abatement	Debt Service Interest	FIRST SOUTHEAST BANK	2013A GO Bond Int pmt	\$869.00
Fund 315 G.O. Tax Abate Refund 2013A-CC					\$869.00
Fund 316 GO Tax Abatement Bonds 13B-HG					
GO Tax Abatement Bond	GO Tax Abatement 2013B-	Debt Service Interest	FIRST SOUTHEAST BANK	2013B Go Bond Int pmt	\$2,565.00
Fund 316 GO Tax Abatement Bonds 13B-HG					\$2,565.00
Fund 317 GO Impr Bond-2014A-1st Ave SW					
GO Impr Bond-2014A-1s	GO Impr Bond 2014A-1st	Debt Service Interest	FIRST SOUTHEAST BANK	2014A GO Bond Int pmt	\$573.75
Fund 317 GO Impr Bond-2014A-1st Ave SW					\$573.75
Fund 318 G.O. Bond 2017A					
G.O. Bond 2017A	G.O. Impr & Rev Note 201	Debt Service Interest	FIRST INDEPENDENT BANK-RUSSELL	2017A GO Bond	\$12,230.50
Fund 318 G.O. Bond 2017A					\$12,230.50
Fund 601 Water Fund					
Water Fund	Water Utility Administratio	Postage	ELAN FINANCIAL SERVICES	mailed water samples	\$14.80
Water Fund	Water Utility Operation	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinder demmurrage	\$5.00
Water Fund	Water Utility Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-pumphouses	\$996.32
Water Fund	Water Utility Operation	Gas Utilities	MINNESOTA ENERGY	May/June gas bill-pumphouses	\$100.62
Water Fund	Water Utility Operation	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	June Water Testing Lab Fees	\$40.00
Water Fund	Water Utility Operation	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	May Water Testing Lab	\$40.00
Water Fund	Water Utility Operation	Management Fees	MINN MUNICIPAL UTILITIES ASSOC	3rd Qtr Safety Program	\$808.00
Water Fund	Water Utility Operation	Small Tools and Minor Equip	ELAN FINANCIAL SERVICES	monitor for well system	\$121.47
Water Fund	Water Utility Operation	Small Tools and Minor Equip	KINGSLEY MERCANTILE	flashlight/valve	\$30.48
Water Fund	Water Utility Operation	Travel Expenses	BIGALK, TERRY	lunch-Water school-7/8/20	\$15.00
Water Fund	Water Utility Operation	Travel Expenses	MICHEL, BRIAN	Water school-Lunch 7/08	\$15.00
Water Fund	Water Utility Operation	Travel Expenses	WHALEN, COREY	Lunch-water school-7/8/20	\$15.00
Water Fund	Water Utility Operation	Utility Maint Materials	CORE & MAIN, LP	fittings	\$124.60
Fund 601 Water Fund					\$2,326.29
Fund 602 Sewer Fund					



CITY OF HARMONY

City Council Claims for Review

July 14, 2020

Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Sewer Fund	Sewer Operation	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinder demmurrage	\$5.00
Sewer Fund	Sewer Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-WWTP/Lifts	\$1,530.79
Sewer Fund	Sewer Operation	Engineering Fees	WHKS, & CO	Engineering services Jan-May 2020 WW	\$15,844.27
Sewer Fund	Sewer Operation	Gas Utilities	MINNESOTA ENERGY	May/June gas bill-WWTP	\$796.71
Sewer Fund	Sewer Operation	General Operating Supplies	HARMONY FOODS	softner salt	\$15.25
Sewer Fund	Sewer Operation	General Operating Supplies	KINGSLEY MERCANTILE	maul handle/flapper/HDMI Cord	\$40.96
Sewer Fund	Sewer Operation	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	June Wastewater Testing Lab Fees	\$958.50
Sewer Fund	Sewer Operation	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	May Wastewater Testing Lab	\$812.40
Sewer Fund	Sewer Operation	Management Fees	MINN MUNICIPAL UTILITIES ASSOC	3rd Qtr Safety Program	\$808.00
Sewer Fund	Sewer Operation	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-WWTP	\$2,206.95
Sewer Fund	Sewer Operation	Small Tools and Minor Equip	KRIVACHEK JANITORIAL SUPPLY	Squeegee	\$45.00
Sewer Fund	Sewer Operation	Small Tools and Minor Equip	USA BLUEBOOK	55 gallon drum stand	\$424.80
Sewer Fund	Sewer Operation	Small Tools and Minor Equip	USA BLUEBOOK	D Chlor tablets/replacement sock & ties	\$438.65
Sewer Fund	Sewer Operation	Telephone	HARMONY TELEPHONE COMPANY	Lift Stations Dialer/DSL Phone	\$164.62
Sewer Fund	Sewer Operation	Travel Expenses	BIGALK, TERRY	lunch-Wastewater school 7/9/20	\$15.00
Sewer Fund	Sewer Operation	Travel Expenses	JOHNSON, CHRIS	mileage to WW training	\$31.62
Sewer Fund	Sewer Operation	Travel Expenses	JOHNSON, CHRIS	meal for WW training	\$15.00
Sewer Fund	Sewer Operation	Travel Expenses	MICHEL, BRIAN	Wastewater school-Lunch 7/09	\$15.00
Sewer Fund	Sewer Operation	Travel Expenses	WHALEN, COREY	Lunch-wastewater school 7/9/20	\$15.00
Sewer Fund	Sewer Operation	Utility Maint Materials	ELAN FINANCIAL SERVICES	D-Chlor socks	\$50.20
Sewer Fund	Sewer Operation	Water Utilities	HARMONY PUBLIC UTILITIES	water-WWTP	\$1,454.08
Fund 602 Sewer Fund					\$25,687.80
Fund 604 Electric Fund					
Electric Fund	Electric Utility Operation	Utility Deposits	UTILITY DEPOSIT REFUND	Refund deposit-McDonough (Goff)	\$150.00
Electric Fund	Electric Utility Operation	Electric Power for Resale	MI ENERGY COOPERATIVE	Power for Resale	\$70,272.69
Electric Fund	Electric Utility Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Town Clock	\$13.21
Electric Fund	Electric Utility Operation	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Streets	\$1,079.52
Electric Fund	Electric Utility Operation	Management Fees	MINN MUNICIPAL UTILITIES ASSOC	3rd Qtr Safetu program	\$809.00
Electric Fund	Electric Utility Operation	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-ford pickup	\$121.40
Electric Fund	Electric Utility Operation	Repair/Maint Other Improve	GOPHER STATE ONE CALL, INC	locates/no locates	\$49.95
Electric Fund	Electric Utility Operation	Repair/Maint Other Improve	MOREM ELECTRIC, INC	triplex work/material for football field/Han	\$202.84
Electric Fund	Electric Utility/Administratio	Deposit Interst Paid	UTILITY DEPOSIT REFUND	Interest on Deposit-McDonough (Goff)	\$4.82
Electric Fund	Electric Utility/Administratio	Miscellaneous	ENERGY REBATE	Energy Rebate-Deb Swenson	\$25.00
Electric Fund	Electric Utility/Administratio	Miscellaneous	ENERGY REBATE	Energy Rebate-Matt Pepin	\$50.00
Fund 604 Electric Fund					\$72,778.43
Fund 605 Storm Water Fund					

CITY OF HARMONY

City Council Claims for Review

July 14, 2020

Fund Descr	Department	Object of Expense	Vendor	Comments	Amount
Storm Water Fund	Storm Water Operation	Equipment Parts	CORE & MAIN, LP	inlet grate	\$640.64
Fund 605 Storm Water Fund					\$640.64
Fund 620 Economic Development Authority					
Economic Development	Economic Development	Financial Services Fees	DAVID DROWN ASSOCIATES, INC	Tiff Reporting fee-TIF reports	\$1,500.00
Economic Development	Economic Development	Planning & Development Fees	CEDA	3rd Qtr CEDA Contract	\$7,800.50
Economic Development	Economic Development	Taxes, Licenses & Permits	MIN DEPT OF TRANSPORTATION	sign permits	\$90.00
Economic Development	Economic Development	Telephone	HARMONY TELEPHONE COMPANY	EDA Phone	\$41.54
Fund 620 Economic Development Authority					\$9,432.04
					\$157,644.84

# **ADMINISTRATOR'S REPORT**

## **For the Period June 10, 2020 to July 10, 2020**

### ADMINISTRATION

Attended EDA and city council meetings.

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

Wellhead protection meetings.

Completing many reports that were not completed in the first 5 months of year.

Completed June payroll.

Worked on various licenses

Webinar on COVID-CARES money. The City will receive roughly \$77,000 that can be used on a variety of COVID related expenses. Unbudgeted expenses qualify and some economic development programs can qualify. You can not give rebates to citizens. All money must be accounted for and approved. If the money is not used by Nov 15th it will go back to the state.

### Items to discuss:

- Find the Nuisance properties in Harmony and have them corrected

**CITY OF HARMONY  
CITY COUNCIL**

**AGENDA ITEM  
COVER SHEET**

Originating Staff: <b>Devin Swanberg</b>	Meeting Date: <b>July 14<sup>th</sup>, 2020</b>	Agenda Item No. <b>7A</b>
Agenda Section: <b>New Business</b>	Item: <b>Pay Request #2</b>	
<b>BACKGROUND:</b> Pay Request #2 for the 2020 Street Project		
<b>ATTACHMENTS:</b> Pay Request #2 from Stantec to Generation X totaling \$305,327.63		
<b>COUNCIL ACTION REQUESTED:</b> Approve pay request #2		



Owner: City of Harmony, 225 3rd Ave. SW, Harmony, MN 55939	Date: July 9, 2020
For Period: 6/05/2020 to 7/9/2020	Request No: 2
Contractor: Generation X Construction LLC, 26204 MN-43, PO Box 490, Rushford MN 55971	

**CONTRACTOR'S REQUEST FOR PAYMENT**  
 2020 STREET AND UTILITY IMPROVEMENTS  
 STANTEC PROJECT NO. 193804911

SUMMARY

1	Original Contract Amount		\$	<u>1,666,629.00</u>
2	Change Order - Addition	\$	<u>0.00</u>	
3	Change Order - Deduction	\$	<u>0.00</u>	
4	Revised Contract Amount		\$	<u>1,666,629.00</u>
5	Value Completed to Date		\$	<u>654,323.50</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>654,323.50</u>
8	Less Retainage 5%		\$	<u>32,716.18</u>
9	Subtotal		\$	<u>621,607.33</u>
10	Less Amount Paid Previously		\$	<u>316,279.70</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. <u>2</u>		\$	<u><u>305,327.63</u></u>

Recommended for Approval by:  
**STANTEC**

*Bo A. G. L.*

Approved by Contractor:  
**GENERATION X CONSTRUCTION LLC**

Approved by Owner:  
**CITY OF HARMONY**

Specified Contract Completion Date:

Date:

No.	Item	Contract		Unit	Quantity	Amount
		Unit	Quantity	Price	to Date	to Date
<b>PART 1 - SANITARY SEWER:</b>						
1	REMOVE SANITARY SEWER MANHOLE	EA	5	\$750.00	5	\$3,750.00
2	REMOVE SANITARY SEWER MAIN	LF	793	\$2.00	793	\$1,586.00
3	ADJUST SANITARY SEWER FRAME AND RING CASTING	EA	21	\$500.00	0	\$0.00
4	CONNECT TO EXISTING SANITARY SEWER PIPE	EA	10	\$500.00	7	\$3,500.00
5	CONNECT TO EXISTING SANITARY SEWER MANHOLE	EA	3	\$500.00	0	\$0.00
6	8" PVC SANITARY SEWER POINT REPAIR	LF	24	\$100.00	0	\$0.00
7	8" PVC SANITARY SEWER PIPE	LF	850	\$35.00	840	\$29,400.00
8	IMPROVED PIPE FOUNDATION	LF	850	\$10.00	0	\$0.00
9	4' DIAMETER SANITARY MH, INCL R-1642-B CSTG AND CONC ADJ RINGS	EA	5	\$950.00	5	\$4,750.00
10	SANITARY SEWER INSPECTION	LF	850	\$3.00	0	\$0.00
<b>TOTAL PART 1 - SANITARY SEWER</b>						<u>\$42,986.00</u>
<b>PART 2 - WATER MAIN:</b>						
11	REMOVE/ ABANDON WATER MAIN PIPE	LS	1	\$3,000.00	0.95	\$2,850.00
12	REMOVE HYDRANT	EA	7	\$400.00	2	\$800.00
13	REMOVE GATE VALVE AND BOX	EA	12	\$300.00	8	\$2,400.00
14	ADJUST GATE VALVE AND BOX	EA	14	\$450.00	0	\$0.00
15	CONNECT TO EXISTING WATER MAIN	EA	19	\$850.00	10	\$8,500.00
16	6" GATE VALVE AND BOX	EA	13	\$1,650.00	7	\$11,550.00
17	8" GATE VALVE AND BOX	EA	10	\$1,850.00	10	\$18,500.00
18	HYDRANT	EA	8	\$4,000.00	4	\$16,000.00
19	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LF	850	\$40.00	840	\$33,600.00
20	8" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LF	1930	\$45.00	1915	\$86,175.00
21	10" O.D. HDPE DR 11 IPS WATER MAIN (DIRECTIONAL DRILLED)	LF	315	\$105.00	315	\$33,075.00
22	DUCTILE IRON FITTINGS	LB	2200	\$12.00	2200	\$26,400.00
23	IMPROVED PIPE FOUNDATION	LF	2780	\$8.00	0	\$0.00
24	TEMPORARY WATER SERVICE	LS	1	\$6,000.00	0.95	\$5,700.00
<b>TOTAL PART 2 - WATER MAIN</b>						<u>\$245,550.00</u>
<b>PART 3 - SERVICES:</b>						
25	CONNECT TO EXISTING WATER SERVICE	EA	19	\$400.00	19	\$7,600.00
26	1" CURB STOP AND BOX	EA	28	\$350.00	28	\$9,800.00
27	1" CORPORATION STOP WITH SADDLE	EA	28	\$400.00	28	\$11,200.00
28	1" TYPE "K" COPPER WATER SERVICE	LF	665	\$40.00	665	\$26,600.00
29	6" GATE VALVE AND BOX	EA	1	\$1,800.00	1	\$1,800.00
30	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LF	45	\$45.00	45	\$2,025.00
31	DUCTILE IRON FITTINGS	LB	115	\$12.00	115	\$1,380.00
32	8X4 PVC WYE	EA	15	\$400.00	15	\$6,000.00
33	4" PVC SDR 26 SEWER SERVICE PIPE	LF	435	\$40.00	520	\$20,800.00
34	CONNECT TO EXISTING SANITARY SEWER SERVICE	EA	13	\$600.00	13	\$7,800.00
<b>TOTAL PART 3 - SERVICES</b>						<u>\$95,005.00</u>
<b>PART 4 - STREET IMPROVEMENTS:</b>						
35	MOBILIZATION	LS	1	\$45,000.00	0.75	\$33,750.00
36	TRAFFIC CONTROL	LS	1	\$7,500.00	0.75	\$5,625.00
37	GRUB STUMP	EA	3	\$600.00	0	\$0.00
38	RECLAIM BITUMINOUS PAVEMENT	SY	13705	\$1.00	13705	\$13,705.00
39	REMOVE BITUMIOUS PAVEMENT	SY	2260	\$2.00	0	\$0.00
40	ADJUST STORM SEWER FRAME AND RING CASTING	EA	4	\$850.00	0	\$0.00
41	SHAPE EXISTING RECLAIMED AGGREGATE BASE COURSE FOR PAVING	SY	3850	\$1.10	0	\$0.00
42	6' EDGE MILL BITUMINOUS PAVEMENT	LF	9000	\$1.50	0	\$0.00
43	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	240	\$7.00	0	\$0.00
44	REMOVE CONCRETE SIDEWALK	SY	1350	\$6.00	100	\$600.00

No.	Item	Contract		Unit	Quantity	Amount
		Unit	Quantity	Price	to Date	to Date
45	REMOVE CONCRETE CURB AND GUTTER	LF	5570	\$3.00	5170	\$15,510.00
46	SAWING BITUMINOUS PAVEMENT	LF	2050	\$3.00	1000	\$3,000.00
47	SAWING CONCRETE SIDEWALK/ DRIVEWAY	LF	580	\$5.00	0	\$0.00
48	COMMON EXCAVATION (P)	CY	9680	\$10.00	8680	\$86,800.00
49	GEOTEXTILE FABRIC, TYPE V	SY	12310	\$1.25	9850	\$12,312.50
50	AGGREGATE BASE, CLASS 2 (CV)	CY	30	\$29.00	0	\$0.00
51	AGGREGATE SHOULDERING, CLASS 2 (CV)	CY	5	\$30.00	0	\$0.00
52	AGGREGATE BASE, CLASS 5 (CV)	CY	2650	\$29.00	0	\$0.00
53	AGGREGATE BASE, CLASS 2 MOD. (CV)	CY	4150	\$29.00	3320	\$96,280.00
54	SUBGRADE EXCAVATION (EV)	CY	1025	\$10.00	0	\$0.00
55	SUBGRADE CORRECTION (CV)	CY	1025	\$29.00	0	\$0.00
56	TOPSOIL BORROW (CV)	CY	560	\$15.00	0	\$0.00
57	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330B) (2" THICK)	SY	15470	\$10.00	0	\$0.00
58	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340B) (1.5" THICK)	SY	15470	\$8.00	0	\$0.00
59	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340B) (1.5" THICK OVERLAY)	SY	15836	\$8.00	0	\$0.00
60	BITUMINOUS MATERIAL FOR TACK COAT (P)	GAL	1565	\$2.50	0	\$0.00
61	PREPARATION OF BITUMINOUS NON WEAR FOR WEAR COURSE PAVING	LS	1	\$10,000.00	0	\$0.00
62	B612 CONCRETE CURB AND GUTTER	LF	240	\$48.00	0	\$0.00
63	B618 CONCRETE CURB AND GUTTER	LF	4700	\$24.50	0	\$0.00
64	SURMOUNTABLE CONCRETE CURB AND GUTTER	LF	880	\$42.00	0	\$0.00
65	4" THICK CONCRETE SIDEWALK	SY	350	\$66.00	0	\$0.00
66	6" THICK CONCRETE DRIVEWAY PAVEMENT (RESIDENTIAL)	SY	425	\$69.00	0	\$0.00
67	7" THICK CONCRETE DRIVEWAY PAVEMENT (COMMERCIAL)	SY	20	\$75.00	0	\$0.00
68	7" THICK CONCRETE VALLEY GUTTER	SY	250	\$98.00	0	\$0.00
69	CONCRETE PEDESTRIAN CURB RAMP	EA	8	\$2,500.00	0	\$0.00
70	GRAVEL DRIVEWAY RESTORATION	SY	35	\$25.00	0	\$0.00
71	RESIDENTIAL BITUMINOUS DRIVEWAY PAVEMENT (SPWEA340B) (3" THICK)	SY	30	\$30.00	0	\$0.00
72	HYDRAULIC BONDED FIBER MATRIX (BFM)	SY	7000	\$2.50	0	\$0.00
73	INLET PROTECTION	LS	1	\$4,000.00	0.8	\$3,200.00
<b>TOTAL PART 4 - STREET IMPROVEMENTS</b>						<u>\$270,782.50</u>

**BASE BID SUMMARY**

TOTAL PART 1 - SANITARY SEWER	\$42,986.00
TOTAL PART 2 - WATER MAIN	\$245,550.00
TOTAL PART 3 - SERVICES	\$95,005.00
TOTAL PART 4 - STREET IMPROVEMENTS	<u>\$270,782.50</u>
<b>TOTAL BASE BID (PARTS 1-4)</b>	<b>\$654,323.50</b>

**PROJECT PAYMENT STATUS**

OWNER CITY OF HARMONY  
STANTEC PROJECT NO. 193804911  
CONTRACTOR GENERATION X CONSTRUCTION LLC

**CHANGE ORDERS**

No.	Date	Description	Amount
<b>Total Change Orders</b>			

**PAYMENT SUMMARY**

No.	From	To	Payment	Retainage	Completed
1	05/01/2020	06/04/2020	\$316,279.70	\$16,646.30	\$332,926.00
2	06/05/2020	07/09/2020	\$305,327.63	\$32,716.18	\$654,323.50

**Material on Hand**

Total Payment to Date		\$621,607.33	Original Contract	\$1,666,629.00
Retainage Pay No	2	\$32,716.18	Change Orders	
Total Amount Earned		\$654,323.50	Revised Contract	\$1,666,629.00



**CITY OF HARMONY  
CITY COUNCIL**

**AGENDA ITEM  
COVER SHEET**

Originating Staff: <b>Devin Swanberg</b>	Meeting Date: <b>July 14<sup>th</sup>, 2020</b>	Agenda Item No. <b>7B</b>
Agenda Section: <b>New Business</b>	Item: <b>SE Service Co-op Rebate</b>	
<p><b>BACKGROUND:</b> Because we have not used insurance, we received a refund of \$3117.50. In years past there has been a 60/40 split with the city for this refund. 60% to the city and 40% to the Hello Further account divided up by participants.</p>		
<p><b>ATTACHMENTS:</b> None</p>		
<p><b>COUNCIL ACTION REQUESTED:</b> Approve the 60/40 Split in to the general fund and Hello Further accounts.</p>		

# REVOLVING LOAN FUND

Loan Proposal (as requested by applicant)

Applicant:	Tin, Rust, & Harmony Mindy Jones, Owner 15977 Timber Ave Cresco, IA 52136 319-215-5884	Building Financed:	114 Main Ave N Harmony, MN 55939
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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 (paid).

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

Acquisition	\$ 25,000
Total	\$ 25,000

Security:

- 2<sup>nd</sup> mortgage on real estate financed.
- Personal guarantee

Uses of Funds:	Acquisition	\$125,000
	Renovations	\$ 12,000
	Total:	\$137,000

Sources of Funds:	Owner Equity:	\$ 17,000	(13%)
	FSEB Loan:	\$ 95,000	(69%)
	EDA Loan:	\$ 25,000	(18%)
	Total:	\$137,000	(100%)

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.

Jobs: 2 at \$15/hr.

Closing Date: July 31, 2020.

PLEASE NOTE:

1. Loan committee is recommending a cosigner be required as it is being required by the primary lender for the lead financing. Cosigner information is intended to be reviewed by loan committee prior to the EDA meeting on 7/2 but such information is forthcoming at the time of writing this memo.