

AGENDA
HARMONY CITY COUNCIL
Regular Meeting

January 12, 2021
7:00 P.M.

Council Room
Community Center

1. Call to Order
2. Swear in New Councilmembers
3. Roll Call
4. Public Forum
5. Consent Agenda
 - a. Minutes
 - b. Claims
 - c. Administrator Report
 - d. Financial Report
 - e. CD – 4 new CDs
 - f. Annual Appointments – 21-01
 - g. Debt Payments
6. New Business
 - a. Public Hearing – Annexation
 - A. Ordinance 149
 - B. Public hearing Res. 21-02
 - b. Write off Uncollectable Debts
 - A. Resolution 21-03
 - c. Complete Payoff of GO Bond 2013B
7. Reports
 - a. Building & Maintenance Report
 - b. EDA Board
 - A. Continuing Home credit, Annual Report
 - c. Park Board
 - d. Library Board
 - e. Arts Board
 - f. Sheriff Report
 - g. Personnel Committee – Employment and COLA
8. Adjourn



AGENDA
HARMONY CITY COUNCIL
Regular Meeting

January 12, 2021
7:00 P.M.

Council Room
Community Center

1. Call to Order
2. Swear in New Councilmembers – Jesse Grabau and Domingo Kingsley
3. Roll Call
4. Public Forum
5. Consent Agenda
 - a. Minutes – Regular December and Special
 - b. Claims – Attached
 - c. Administrator Report – Attached
 - d. Financial Report – at meeting
 - e. CD – 4 new CDs – Creation of new CD's
 - f. Annual Appointments – 21-01 – See attachment
 - g. Debt Payments – GO Bond Payments for Feb 1st
6. New Business
 - a. Public Hearing – Annexation
 - A. Ordinance 149 with application and drawing
 - b. Write off Uncollectable Debts
 - A. Resolution 21-03
 - c. Complete Payoff of GO BOND 2013B at Meeting
7. Reports
 - a. Building & Maintenance Report
 - b. EDA Board
 - A. Continuing Home credit, Annual Report
 - c. Park Board
 - d. Library Board
 - e. Arts Board
 - f. Sheriff Report
 - g. Personnel Committee – Employment and COLA at meeting
8. Adjourn



DECEMBER 8, 2020

2020 UTILITY ASSESSMENT PUBLIC HEARING
REGULAR MEETING

HARMONY CITY COUNCIL

Mayor Steve Donney opened the 2020 Utility Assessment Hearing at 6:30 PM. Present were Mayor Donney, Councilmembers Tony Webber, Steve Sagen, Lynn Mensink and Debbie Swenson; Administrator Devin Swanberg, Attorney Greg Schieber, City Engineer Brett Grabau, Terry Bigalk, Corey Whalen, Domingo Kingsley, Jerome Illg, Mindy Kingsley, Amber Osmonson, Brad Thacher, Jim Johns, Hannah Wingert and Eileen Schansberg.

Brett Grabau once again quickly 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 for the Utility Portion. The final total 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 final lift of blacktop will be placed in the Spring with a total completion date in June of 2021. The assessment if not paid by January 8, 2021 will be assessed to taxes The public was given an opportunity to ask questions. Mayor Donney closed the hearing at 6:50 PM.

Mayor Steve Donney opened the REGULAR MEETING of the Harmony City Council at 7:00 PM. Present were Mayor Donney, Councilmembers Tony Webber, Steve Sagen, Lynn Mensink and Debbie Swenson; Administrator Devin Swanberg, Attorney Greg Schieber, City Engineer Brett Grabau, Terry Bigalk, Corey Whalen, Domingo Kingsley, Jesse Grabau, Samantha Grabau, Jerome Illg, Mindy Kingsley, Amber Osmonson, Brad Thacher, Jimmy & Sandy Strozyk, Judy Affeldt, Hannah Wingert and Eileen Schansberg.

Mayor Donney recommended amending the agenda to move Amber Osmonson Utility Bill Concern to New Business. Motion to amend by Donney and seconded by Mensink. All present voting yes. Motion carried.

PUBLIC FORUM:

Sandy Strozyk updated the Council on the fund-raising status of the Splash Pad. The Give to the Max Fund Drive raised another \$17,000. Strozyk held up a large make-shift check in the amount \$87,000 showing what has been raised to date and stating with the City's contribution of \$16,000 which was \$8,000 from the Park Board and \$8,000 from the Don Wilken Fund the Project has \$103,000. The Council congratulated Strozyk on their efforts of fund raising.

2020 UTILITY STREET PROJECT

Anyone with any further questions were invited to stop by the city office and Administrator Swanberg would get them the information needed. Or they could contact City Engineer Brett Grabau.

CONSENT AGENDA:

Motion to accept the Consent agenda by Webber and seconded by Sagen. The Agenda consisted of the Minutes to the November 9, 2020 Council meeting, the Claims, approve the Liquor License for Harmony Spirits, the Administrator's Report, the Administrator's Review which was a follow-up from last month, the Financial Report & cashing CD #44303 into the General Fund. All present voting yes. Motion carried.

TRUTH IN TAXATION:

Mayor Donney opened the Truth-in-Taxation Hearing. Administrator Swanberg gave a slide presentation of the 2021 Final budget proposal which included a 3.8% increase. The public was

given the opportunity to ask question or make comments on the final budget proposal. Mayor Donney closed the Truth-in Taxation Hearing.

RESOLUTION 20-16 was presented: A RESOLUTION CERTIFYING THE PROPOSED PROPERTY TAX LEVY TO THE COUNTY AUDITOR FOR 2021 PAYABLE IN 2022. Motion by Swenson and seconded by Webber to adopt the resolution.

Voting for the Resolution was: Webber, Swenson, Mensink, Sagen and Donney

Voting against the Resolution was: No One

Abstained from voting was: No One

Absent from voting was: No One

The motion passed and resolution was adopted.

SPLASH PAD:

As a large portion of the money has been raised for the Splash Pad, motion by Donney and seconded by Swenson to begin the process of getting quotes for the underground and infrastructure. Engineer Grabau thought the project could begin in mid-April depending on the weather. All present voting yes. Motion carried. The Engineer has provided a list of local contractors to solicit quotes from.

NEW BUSINESS:

Amber Osmonson approached the council regarding a water bill she had received on her rental property at 645 1st Ave SE. The water meter registered over 45,000 gallons creating a large utility bill. The consensus of the Council was as the water did go thru the meter and was treated by the Wastewater Plant, it is the responsibility of the owner to pay the bill. Osmonson was instructed to work with the city office staff to make arrangements to pay the bill.

UTILITIES:

The Utility Committee met and reviewed the current Utility Rates. It was the Committee's recommendation to leave the rates the same considering the pandemic. The Council was in agreement.

Maintenance staff Corey Whalen informed the Council that the WasteWater Pumps needed to be replaced. A quote from Quality Flow Systems was reviewed in the amount of \$68,940.00. Motion by Webber and seconded by Sagen to approve the replacement of the pumps at the Wastewater Plant. Mayor Donney suggested utilizing funds from other department such as the Electric Department and reimbursing them. All present voting yes. Motion carried.

RESOLUTION 20-15 was presented: A RESOLUTION ADOPTING ASSESSMENT FOR 2020 UTILITY IMPROVEMENT PROJECT. Motion by Swenson and seconded by Mensink to adopt the Resolution.

Voting for the Resolution was: Webber, Swenson, Mensink, Sagen and Donney

Voting against the Resolution was: No One

Abstained from voting was: No One

Absent from voting was: No One

The motion passed and resolution was adopted.

BUILDING & MAINTENANCE:

The replacement rotation for the Tractor is up. Hammell Equipment has a DOT trade-in tractor that allows 2 years warranty agreement for \$9,000. Motion by Swenson and seconded by Sagen

to enter into the agreement with Hammell Equipment and replace the tractor. All present voting yes. Motion carried.

EDA BOARD:

The minutes to the EDA meeting were reviewed. A Loan Request for the BITE, owner Chelsey Clausen, was requested in the amount of \$25,000 at 3.25% over ten years. Motion by Mensink and seconded by Webber to approve the Revolving Loan. All present voting yes. Motion carried.

Working with a resident to possibly Annex parcels into the City for the Dairyland Project. A Public Hearing for Annexation by Ordinance will be set up for January 12, 2021.

PARK BOARD:

As the large and overgrown trees were removed from the Cancer Park downtown, motion by Swenson and seconded by Sagen to purchase a tree from the Tree House for \$250 for the Cancer Park. The Cancer Support Group will do a little more landscaping.

LIBRARY BOARD:

The Library submitted their 2021 Budget at a 2.5% increase. Board member terms up were Jon Rhodes and Vickie Christianson. Rhodes was not going to renew his term. A Boardmember appointment will be done at the January Meeting.

ARTS BOARD:

Minutes were reviewed.

SIGNAGE:

Discussion on whether more signage was needed for the Community Center on 1st Ave SW. Administrator Swanberg will check into it.

SHERIFF REPORT:

Absent

THANK YOU:

Mayor Donney along with the remaining council, thanked Mensink and Swenson for their service to the City of Harmony for the past 12 years on the council. Councilmembers Swenson and Mensink accepted and stated how important it was to get involved in one's community.

Mayor Donney welcomed Councilmember's Elect Jesse Grabau and Domingo.

Upon no further business, Mayor Donney adjourned the Meeting.

Mayor Steve Donney

Eileen Schansberg, Deputy Clerk

CITY OF HARMONY
City Council Claims for Review

January 12, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Fund 101 General Fund				
General Fund	Union Central Pension Fund	CENTRAL PENSION FUND	Union pension contribution	\$271.00
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 Operating Supplies	1 SOURCE	tax forms/tonor/desk calendars	\$219.13
General Fund	General Operating Supplies	1 SOURCE	clasp envelopes/desk calendar/t tier tray	\$75.13
General Fund	General Operating Supplies	HARMONY ENTERPRISES COMPANY	COVID purchase-hand sanitizer stands	\$568.00
General Fund	General Operating Supplies	HARMONY FOODS	distilled water/office supply	\$13.73
General Fund	Postage	QUADIENT, INC.	postage meter contract	\$73.32
General Fund	Repair/Maint Office Equipment	METRO SALES	copier contract-Qtrly	\$441.34
General Fund	Taxes, Licenses & Permits	ASCAP	Music Copyright License	\$367.00
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Civil Defense	\$89.79
General Fund	Cleaning Supplies	DALCO	cleaning products/paper products	\$289.10
General Fund	Cleaning Supplies	DALCO	paper products/cleaning supplies	\$266.94
General Fund	Contractual Services	CUSTOM COMMUNICATIONS, INC	Qtrly fire alarm monitoring check	\$94.50
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Comm Ctr	\$1,952.91
General Fund	Gas Utilities	MINNESOTA ENERGY	monthly gas bill-Comm Ctr	\$453.09
General Fund	General Operating Supplies	DAKOTA SUPPLY GROUP	Water cooler filters	\$80.38
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	Brush/screws/wire	\$34.16
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-Chevy pickup	\$32.68
General Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas Chevy pickup Nov	\$18.17
General Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Comm Ctr	\$41.55
General Fund	Small Tools and Minor Equip	KINGSLEY MERCANTILE	gas leak detector	\$5.79
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Comm Ctr	\$229.29
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-Comm Ctr	\$27.66
General Fund	Training Fees	ELAN FINANCIAL SERVICES	Council Training for Kingsley/Grabau	\$350.00
General Fund	Printed Forms	ELAN FINANCIAL SERVICES	1099 Forms	\$23.56
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	diesel-skid loader	\$56.37
General Fund	Legal Fees	FILLMORE COUNTY ATTORNEY	Criminal Attorney Fees	\$452.50
General Fund	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	Legal services for Dec	\$333.50
General Fund	Medical and Dental Fees	LMCIT	Work Comp deductible-BM	\$500.00
General Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-Squad Nov	\$376.11
General Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-Squad Dec	\$403.66
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-police phone	\$41.06
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Shop	\$289.50

CITY OF HARMONY
City Council Claims for Review

January 12, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
General Fund	Gas Utilities	MINNESOTA ENERGY	monthly gas bill-Shop	\$191.85
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	softer salt/ filters/gloves/mouse poison/wh	\$78.51
General Fund	General Operating Supplies	MISSISSIPPI WELDERS SUPPLY CO	Compressed air cylinders	\$56.73
General Fund	General Operating Supplies	MISSISSIPPI WELDERS SUPPLY CO	compressed air cylinders	\$54.90
General Fund	Small Tools and Minor Equip	PRESTON AUTO PARTS	Tool/service cart	\$319.99
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service Shop DSL	\$44.95
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-Shop	\$20.02
General Fund	Equipment Parts	HAMMELL EQUIPMENT	mirror arm	\$207.00
General Fund	General Operating Supplies	RUN RIGHT POWER LLC	Driven ring	\$15.95
General Fund	Motor Fuels/Lubricants	HAMMELL EQUIPMENT	def fluid	\$9.95
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-1 tone	\$140.75
General Fund	Lodging Tax	HARMONY CHAMBER OF COMMERCE	4th Qtr 2020 Lodging Tax Country Lodge	\$405.71
General Fund	Lodging Tax	HARMONY CHAMBER OF COMMERCE	2020 Lodging Tax Asahi Loft	\$294.85
General Fund	Cleaning Supplies	DALCO	cleaning supplies/paper products	\$289.10
General Fund	Cleaning Supplies	DALCO	cleaning supplies/paper towels	\$266.94
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Vis Ctr	\$126.68
General Fund	Gas Utilities	MINNESOTA ENERGY	monthly gas bill-Vis Ctr	\$290.91
General Fund	General Operating Supplies	DAKOTA SUPPLY GROUP	Water cooler filters	\$80.38
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-Chevy pickup	\$32.68
General Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-Chevy pickup Nov	\$18.17
General Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Vis Ctr	\$24.76
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-Vis Ctr	\$16.61
Fund 101 General Fund				\$15,432.31
Fund 211 Library Fund				
Library Fund	Computer Supplies	AMAZON CAPITAL SERVICES	computer speakers	\$12.40
Library Fund	Computer Supplies	AMAZON CAPITAL SERVICES	computer speakers	\$24.99
Library Fund	General Operating Supplies	KINGSLEY MERCANTILE	filter	\$25.99
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books on CD	\$65.97
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books on CD	\$42.89
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books on CD	\$65.40
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books on CD	\$345.87
Library Fund	Media-Books	BAKER & TAYLOR	Books	\$123.67
Library Fund	Media-Books	BAKER & TAYLOR	Books	\$35.47
Library Fund	Media-Books	BAKER & TAYLOR	Books	\$39.03
Library Fund	Media-Books	CENTER POINT LARGE PRINT	Large Print Books Subscriptions	\$1,218.78
Library Fund	Media-Books	JUNIOR LIBRARY GUILD	Children's books subscriptions	\$645.40
Library Fund	Media-E-Audio	SOUTHEASTERN LIBRARIES COOP	Overdrive	\$1,000.00

CITY OF HARMONY
City Council Claims for Review

January 12, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$257.08
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$22.20
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$516.97
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$28.59
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$18.35
Library Fund	Office Accessories	DEMCO, INC	CD album pages	\$199.40
Library Fund	Office Accessories	DEMCO, INC	CD Cases & Pages	\$190.80
Library Fund	Office Accessories	QUILL CORPORATION	spine tape	\$103.98
Library Fund	Office Accessories	QUILL CORPORATION	spine tape/sheet protectors	\$215.94
Library Fund	Office Accessories	QUILL CORPORATION	binder	\$68.04
Library Fund	Office Accessories	QUILL CORPORATION	spine tape/sheet protectors	\$207.96
Library Fund	Office Equip	AMAZON CAPITAL SERVICES	Captain's Chair	\$353.00
Library Fund	Office Equip	AMAZON CAPITAL SERVICES	Screen for Computer	\$106.77
Library Fund	Office Equip	SOUTHEASTERN LIBRARIES COOP	Dell Desktop & licensure	\$1,111.13
Library Fund	Printed Forms	SOUTHEASTERN LIBRARIES COOP	Malers & SMS Notices	\$24.64
Library Fund	Program Services	RIVERSIDE CONCERTS	Library Outreach program	\$100.00
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	\$48.28
Library Fund	Software Service Fees	SOUTHEASTERN LIBRARIES COOP	Basic services & Tech support	\$605.72
Library Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Library	\$69.31
Fund 211 Library Fund				\$7,938.02
Fund 222 Fire Fund				
Fire Fund	Dues	VOLUNTEER FIREFIGHTER S BENEFI	Life Insurance policy	\$260.00
Fire Fund	Equipment Parts	KINGSLEY MERCANTILE	rechargeable batteries	\$27.98
Fire Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	diesel-Fire	\$43.28
Fire Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	diesel-Fire Nov	\$63.41
Fire Fund	Repair/Maint Vehicles	KIRVIDA FIRE	2005 Pierce pumper truck maintenance	\$457.79
Fire Fund	Repair/Maint Vehicles	KIRVIDA FIRE	1997 Pierce pumper truck maintenance	\$1,009.34
Fire Fund	Repair/Maint Vehicles	KIRVIDA FIRE	2011 Pierce pumper truck maintenance	\$450.87
Fire Fund	Repair/Maint Vehicles	KIRVIDA FIRE	1997 Pierce pumper truck maintenance	\$470.54
Fire Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Firehall	\$287.15
Fire Fund	Gas Utilities	MINNESOTA ENERGY	monthly gas bill-Firehall	\$191.63
Fire Fund	Repair/Maint Bldg/Structures	KINGSLEY MERCANTILE	toilet didn't flush	\$228.95
Fire Fund	Repair/Maint Bldg/Structures	MID-AMERICA BACKFLOW PREVENTE	back flow testing Firehall	\$822.00
Fire Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Firehall	\$24.85
Fire Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service-Firehall	\$44.14
Fire Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-Firehall	\$16.66

CITY OF HARMONY
City Council Claims for Review

January 12, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Fund 222 Fire Fund				\$4,398.59
Fund 223 Ambulance Fund				
Ambulance Fund	Cleaning Supplies	EMERGENCY MEDICAL PRODUCTS	Disinfectant	\$110.34
Ambulance Fund	Equipment Parts	ANCOM TECHNICAL CENTER	3 Radio Batteries	\$403.00
Ambulance Fund	Financial Services Fees	EXPERT T BILLING	billing contract November	\$476.00
Ambulance Fund	Medical Supplies	MISSISSIPPI WELDERS SUPPLY CO	oxygen	\$69.96
Ambulance Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	diesel-Amb	\$153.32
Ambulance Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	diesel-Amb Nov	\$54.76
Ambulance Fund	Motor Vehicles	NINETY FOUR SERVICES, INC	2020 Ford Ambulance F-450	\$105,094.00
Ambulance Fund	Taxes, Licenses & Permits	DONNEY, STEVE	NREMT license renewal Steve Donney	\$20.00
Ambulance Fund	Taxes, Licenses & Permits	ELAN FINANCIAL SERVICES	NREMT renewal Arden Willford	\$20.00
Ambulance Fund	Taxes, Licenses & Permits	NIELSEN, GERRI	NREMT Licensure Gerri Nielsen	\$20.00
Ambulance Fund	Taxes, Licenses & Permits	TIEFFENBACHER, ROBERT D.	NREMT Licensure-Dan Tieffenbacher	\$20.00
Ambulance Fund	Telephone	VERIZON WIRELESS	monthly cell service	\$48.06
Fund 223 Ambulance Fund				\$106,489.44
Fund 251 Park Fund				
Park Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Parks	\$164.47
Fund 251 Park Fund				\$164.47
Fund 316 GO Tax Abatement Bonds 13B-HG				
GO Tax Abatement Bond	Debt Service Interest	FIRST SOUTHEAST BANK	Pay off GO Bond 2013B Interest	\$2,565.00
GO Tax Abatement Bond	Debt Service Principal	FIRST SOUTHEAST BANK	Pay Off GO Bond 2013B	\$114,000.00
Fund 316 GO Tax Abatement Bonds 13B-HG				\$116,565.00
Fund 317 GO Impr Bond-2014A-1st Ave SW				
GO Impr Bond-2014A-1s	Debt Service Interest	FIRST SOUTHEAST BANK	GO Bond Interest 2014A	\$573.75
GO Impr Bond-2014A-1s	Debt Service Principal	FIRST SOUTHEAST BANK	GO Bond 2014A	\$25,000.00
Fund 317 GO Impr Bond-2014A-1st Ave SW				\$25,573.75
Fund 318 G.O. Bond 2017A				
G.O. Bond 2017A	Debt Service Interest	FIRST INDEPENDENT BANK-RUSSELL	2017GO Bond int pmt	\$13,465.50
G.O. Bond 2017A	Debt Service Principal	FIRST INDEPENDENT BANK-RUSSELL	2017A Bond pmt	\$78,000.00
Fund 318 G.O. Bond 2017A				\$91,465.50
Fund 319 2020 Street GO BOND				
2020 Street GO BOND	Debt Service Interest	FIRST INDEPENDENT BANK-RUSSELL	GO Bond 2020 Interest	\$27,274.00
Fund 319 2020 Street GO BOND				\$27,274.00

CITY OF HARMONY
City Council Claims for Review

January 12, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Fund 601 Water Fund				
Water Fund	Revenue Bonds Payable NC	FIRST INDEPENDENT BANK-RUSSELL	2017 GO Bond pmt	\$9,000.00
Water Fund	Debt Service Interest	FIRST INDEPENDENT BANK-RUSSELL	2017 GO Bond int pmt	\$1,265.00
Water Fund	Debt Service Interest	MPFA	GO Bond Water	\$3,305.00
Water Fund	Postage	ELAN FINANCIAL SERVICES	mail	\$24.60
Water Fund	Postage	ELAN FINANCIAL SERVICES	mail water sample	\$4.60
Water Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	Chlorine cylinders	\$10.00
Water Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Pumphouses	\$1,161.92
Water Fund	Gas Utilities	MINNESOTA ENERGY	monthly gas bill-pumphouses	\$126.72
Water Fund	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	Water testing	\$40.00
Water Fund	Small Tools and Minor Equip	BLUFF COUNTRY COMPUTER WORKS	Laptop for meter reading/Utilities 1/2	\$509.97
				\$15,447.81
Fund 601 Water Fund				
Fund 602 Sewer Fund				
Sewer Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	Chlorine cylinder	\$5.00
Sewer Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-WWTP/Lifts	\$1,515.90
Sewer Fund	Gas Utilities	MINNESOTA ENERGY	WWTP-monthly gas bill	\$448.96
Sewer Fund	General Operating Supplies	KINGSLEY MERCANTILE	batteries/fittings/hose connectors	\$45.29
Sewer Fund	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	WW testomg	\$958.50
Sewer Fund	Repair/Maint Other Improve	MID-AMERICA BACKFLOW PREVENTE	back flow testing	\$125.00
Sewer Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	contactor for lift station	\$849.67
Sewer Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Check pump & timer @ WW Plant	\$68.00
Sewer Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-WWTP	\$2,040.37
Sewer Fund	Small Tools and Minor Equip	KINGSLEY MERCANTILE	pump/wrench	\$154.96
Sewer Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service dialers/lifts	\$162.04
Sewer Fund	Utility Maint Materials	TEAM LABORATORY CHEM. CORP.	Degreaser	\$2,101.00
Sewer Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-WWTP	\$1,344.25
Sewer Fund	Debt Service Interest	MPFA	GO Bond Sewer	\$540.00
				\$10,358.94
Fund 602 Sewer Fund				
Fund 603 Solid Waste Fund				
Solid Waste Fund	Repair/Maint Other Improve	DAVIS CONSTRUCTION, LLC	Tree dump cleanup	\$2,750.00
				\$2,750.00
Fund 603 Solid Waste Fund				
Fund 604 Electric Fund				
Electric Fund	Electric Power for Resale	MI ENERGY COOPERATIVE	Power for Resale	\$68,379.46
Electric Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Town Clock	\$13.42
Electric Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Streetlights	\$1,301.76

CITY OF HARMONY
City Council Claims for Review

January 12, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Electric Fund	Miscellaneous	ENERGY REBATE	Energy Rebate Sherry Hines	\$25.00
Electric Fund	Miscellaneous	ENERGY REBATE	Energy Rebate-F Tribon	\$25.00
Electric Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-Ford pickup Dec	\$64.18
Electric Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	gas-Ford pickup Nov	\$56.25
Electric Fund	Repair/Maint Other Improve	GOPHER STATE ONE CALL, INC	locates/no locates	\$22.95
Electric Fund	Repair/Maint Other Improve	MI ENERGY COOPERATIVE	Harmony Agri Outage	\$508.50
Electric Fund	Repair/Maint Other Improve	MI ENERGY COOPERATIVE	burnt out on South Main Streetlights	\$167.50
Electric Fund	Repair/Maint Other Improve	MI ENERGY COOPERATIVE	drop line for tree trimming	\$382.50
Electric Fund	Repair/Maint Other Improve	MI ENERGY COOPERATIVE	Repairs at Harmony Agri	\$1,387.30
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	remove & reinstall light pole damaged	\$309.00
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	streetlight repair Hwy 52 N & 6th St SE	\$1,348.77
Electric Fund	Small Tools and Minor Equip	BLUFF COUNTRY COMPUTER WORKS	Laptop for meter reading/Utilities 1/2	\$509.98
Fund 604 Electric Fund				<u>\$74,501.57</u>
Fund 620 Economic Development Authority				
Economic Development	Dues	HARMONY CHAMBER OF COMMERCE	Annual Chamber Dues	\$75.00
Economic Development	General Notices and Pub Info	FILLMORE COUNTY JOURNAL	Public Hearing for Annexation Ad	\$25.85
Economic Development	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	Legal services for Dec	\$464.00
Economic Development	Planning & Development Fees	CEDA	1st Qtr Contract	\$8,034.50
Economic Development	Planning & Development Fees	HARMONY TOWNSHIP	lost taxes for annexation	\$1,000.00
Economic Development	Taxes, Licenses & Permits	Office of Administrative Heari	Annexation fee to St of MN	\$100.00
Economic Development	Telephone	HARMONY TELEPHONE COMPANY	monthly service-EDA	\$21.82
Economic Development	Donations to Civic Org s	HARMONY CHAMBER OF COMMERCE	2021 annual allotment	\$26,500.00
Fund 620 Economic Development Authority				<u>\$36,221.17</u>
				<u>\$534,580.57</u>

ADMINISTRATOR'S REPORT

For the Period December 2020 to January 12th 2021

ADMINISTRATION

Attended EDA, Monthly meeting.

Finalizing end of quarter and end of year reports. State Auditor Budget report, county debt forms, and Quarter four forms.

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 and water permits

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 December payroll and annual Payroll, Sending out W-2s

Various meetings such as insurance, Wellhead protection meetings.

Request for proposals went out to local contractors for the infrastructure part of the splash pad.

Staff getting documents ready for annual audit.

New security cameras and sound system ready for use in the city. Learn how to operate the technologies.

**CITY OF HARMONY
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Devin Swanberg, City Administrator	Meeting Date: January 12th	Agenda Item No. 5E
Agenda Section: Consent Agenda	Item: CD	
BACKGROUND: Cash in CD and create 4 new CD's		
ATTACHMENTS:		
COUNCIL ACTION REQUESTED: Approval to create four new CD's		

ORDINANCE NO. 149

**AN ORDINANCE OF THE CITY OF HARMONY, MINNESOTA ANNEXING
LAND LOCATED IN HARMONY TOWNSHIP, FILLMORE COUNTY, MINNESOTA
PURSUANT TO MINNESOTA STATUTES § 414.033 SUBDIVISION 2(3),
PERMITTING ANNEXATION BY ORDINANCE**

WHEREAS, a petition signed by all the property owners, requesting that property legally described herein be annexed to the City of Harmony, Minnesota, was duly presented to the Council of the City of Harmony on the 8th day of December 2020; and

WHEREAS, said property is unincorporated and abuts the City of Harmony on its North boundary; is less than 120 acres; is not presently served by public sewer facilities or public sewer facilities are not otherwise available; and

WHEREAS, said property is not located within a flood plain or shoreland area; and

WHEREAS, said property is currently bare farmland and annexation is requested to facilitate the extension of city services for the commercial/industrial development of the property to accommodate the local power distributor, Dairyland Power Cooperative; and

WHEREAS, the City of Harmony held a public hearing pursuant to Minnesota Statutes § 414.033 Subd. 2b, on January 12, 2021, following thirty (30) days written notice by certified mail to the Town of Harmony and to all landowners within and contiguous to the area legally described (herein or attached exhibit), to be annexed; and

WHEREAS, provisions of Minnesota Statutes § 414.033 Subd. 13 are not applicable in that there will be no change in the electric utility service provider resulting from the annexation of the territory to the municipality.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF HARMONY HEREBY ORDAINS AS FOLLOWS:

1. The City Council hereby determines that the property as hereinafter described abuts the city limits and is or is about to become urban or suburban in nature in that commercial/industrial by the local power distributor, Dairyland Power Cooperative, use is being proposed for said property the construction of which requires or will need city services, including public sewer facilities.
2. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute § 414.0325.
3. The corporate limits of the City of Harmony, Minnesota, are hereby extended to include the following described property, said land abutting the City of Harmony and being 120 acres or less in area, and is not presently served by public sewer facilities or public sewer facilities are not otherwise available, and the City having received a petition for annexation from all the property owners of the land, to wit:

That part of the Southeast Quarter of the Northeast Quarter of Section 10, Township 101 North, Range 10 West, Fillmore County, Minnesota, described as follows: Commencing at the southeast corner of

said Southeast Quarter of the Northeast Quarter; thence South 88 deg. 55 min. 05 sec. West along the south line of said Southeast Quarter of the Northeast Quarter 494.90 feet to the point of beginning; thence continuing South 88 deg. 55 min. 05 sec. West along said south line 825.00 feet to the southwest corner of said Southeast Quarter of the Northeast Quarter; thence North 00 deg. 55 min. 02 sec. West along the west line of said Southeast Quarter of the Northeast Quarter 543.00 feet; thence North 88 deg. 55 min. 05 sec. East 825.00 feet; thence South 00 deg. 55 min. 02 sec. East 543.00 feet to the point of beginning. Subject to the right-of-way of County State Aid Highway 22 along the south side thereof and any other easements of record.

The above described property consists of a total of 10.28 acres, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto.

4. That the population of the area legally described herein and hereby annexed is zero.
5. The City of Harmony, pursuant to Minnesota Statutes § 414.036, that with respect to the property taxes payable on the area legally described (herein or attached exhibit), hereby annexed, shall make a cash payment to the Town of Harmony in accordance with the agreement between the City of Harmony and Harmony Township as follows:

A one-time lump sum payment of 1,000.00, payable upon approval of the annexation by the State of Minnesota.

6. That pursuant to Minnesota Statutes § 414.036 with respect to any special assessments assigned by the Town to the annexed property and any portion of debt incurred by the Town prior to the annexation and attributable to the property to be annexed, but for which no special assessments are outstanding, for the area legally described herein there are no special assessments or debt incurred by the Town on the subject are for which reimbursement is required.
7. That the City Clerk of the City of Harmony is hereby authorized and directed to file a copy of this Ordinance with the Municipal Boundary Adjustment Unit of the Office of Administrative Hearings, the Minnesota Secretary of State, the Fillmore County Auditor, and the Harmony Township Clerk.
8. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Office of Administrative Hearings.

PASSED AND ADOPTED by the City Council of the City of Harmony, Minnesota , this 12th day of January 2021.

Mayor

ATTEST:

City Clerk

**PROPERTY OWNER PETITION TO MUNICIPALITY
FOR ANNEXATION BY ORDINANCE - 120 Acres or Less**

IN THE MATTER OF THE PETITION OF CERTAIN PERSONS FOR THE
ANNEXATION OF CERTAIN LAND TO THE CITY OF HARMONY, MINNESOTA
PURSUANT TO MINNESOTA STATUTES § 414.033, SUBD. 2(3)

TO: Council of the City of Harmony, Minnesota

PETITIONERS STATE: All of the property owners in number are required to commence a proceeding under Minnesota Statutes § 414.033, Subd. 2(3).

It is hereby requested by:

 the sole property owner; or
 X all of the property owners (If the land is owned by both husband and wife, *both*
must sign the petition to represent all owners.)

of the area proposed for annexation to annex certain property described herein lying in the Township of Harmony to the City of Harmony, County of Fillmore, Minnesota.

The area proposed for annexation is described as follows:

That part of the Southeast Quarter of the Northeast Quarter of Section 10, Township 101 North, Range 10 West, Fillmore County, Minnesota, described as follows: Commencing at the southeast corner of said Southeast Quarter of the Northeast Quarter; thence South 88 deg. 55 min. 05 sec. West along the south line of said Southeast Quarter of the Northeast Quarter 494.90 feet to the point of beginning; thence continuing South 88 deg. 55 min. 05 sec. West along said south line 825.00 feet to the southwest corner of said Southeast Quarter of the Northeast Quarter; thence North 00 deg. 55 min. 02 sec. West along the west line of said Southeast Quarter of the Northeast Quarter 543.00 feet; thence North 88 deg. 55 min. 05 sec. East 825.00 feet; thence South 00 deg. 55 min. 02 sec. East 543.00 feet to the point of beginning. Subject to the right-of-way of County State Aid Highway 22 along the south side thereof and any other easements of record.

1. There are two property owners in the area proposed for annexation.
2. The land abuts the municipality and the area to be annexed is 120 acres or less, and the area to be annexed is not presently served by public wastewater facilities or public wastewater facilities are not otherwise available.
3. Said property is unincorporated, abuts on the city's North boundary, and is not included within any other municipality.
4. The area of land proposed for annexation, in acres, is 10.28 acres.
5. The reason for the requested annexation is to accommodate the planned development of the 10.28 acres for commercial and industrial purposes.

PETITIONERS REQUEST: That pursuant to Minnesota Statutes § 414.033, the property described herein be annexed to and included within the City of Harmony, Minnesota.

Dated: 12/6/2020 _____

DocuSigned by:
Signatures: William L. Johnson
0EAC7A582368454...
William L. Johnson

DocuSigned by:
Roxanne M. Johnson
992DE5FB61CB4A5...
Roxanne M. Johnson

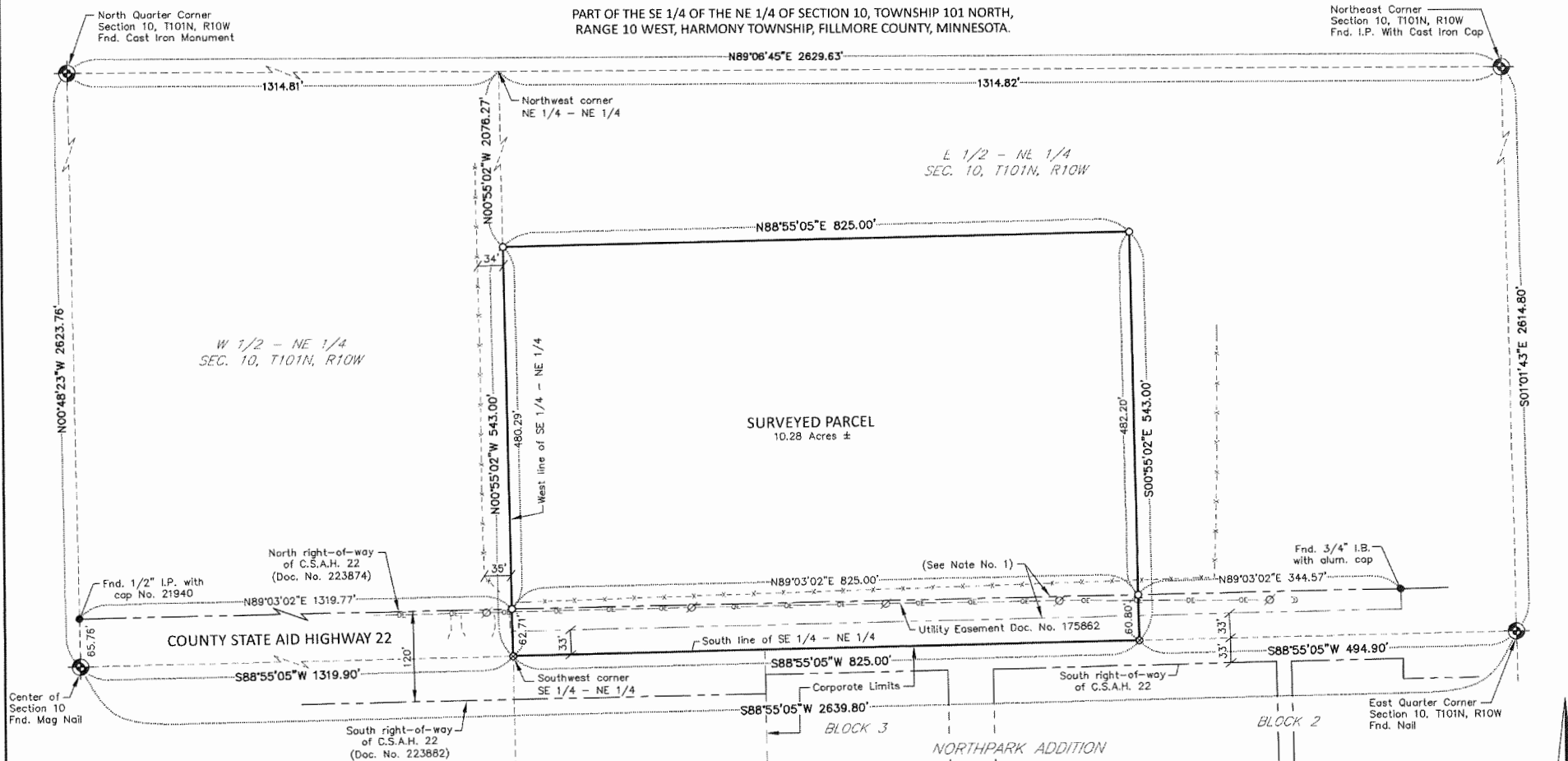
NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 2b, before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), a municipality must hold a public hearing and give 30 days' written notice by certified mail to the town or towns affected by the proposed ordinance and to all landowners within and contiguous to the area to be annexed.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd. 12, when a municipality annexes land under subdivision 2, clause (2), (3) or (4), property taxes payable on the annexed land shall continue to be paid to the affected town or towns for the year in which the annexation becomes effective. If the annexation becomes effective on or before August 1 of a levy year, the municipality may levy on the annexed area beginning with that same levy year. If the annexation becomes effective after August 1 of a levy year, the town may continue to levy on the annexed area for that levy year, and the municipality may not levy on the annexed area until the following levy year.

NOTE: Pursuant to Minnesota Statutes § 414.033, Subd 13, at least 30 days before a municipality may adopt an ordinance under subdivision 2, clause (2), (3), or (4), the petitioner must be notified by the municipality that the cost of electric utility service to the petitioner may change if the land is annexed to the municipality. The notice must include an estimate of the cost impact of any change in electric utility services, including rate changes and assessments, resulting from the annexation.

CERTIFICATE OF SURVEY

PART OF THE SE 1/4 OF THE NE 1/4 OF SECTION 10, TOWNSHIP 101 NORTH, RANGE 10 WEST, HARMONY TOWNSHIP, FILLMORE COUNTY, MINNESOTA.



LEGAL DESCRIPTION OF SURVEYED PARCEL:

That part of the Southeast Quarter of the Northeast Quarter of Section 10, Township 101 North, Range 10 West, Fillmore County, Minnesota, described as follows:

Commencing at the southeast corner of said Southeast Quarter of the Northeast Quarter; thence South 88°55'05" West along the south line of said Southeast Quarter of the Northeast Quarter 494.90 feet to the point of beginning; thence continuing South 88°55'05" West along said south line 825.00 feet to the southwest corner of said Southeast Quarter of the Northeast Quarter; thence North 00°55'02" West along the west line of said Southeast Quarter of the Northeast Quarter 543.00 feet; thence North 88°55'05" East 825.00 feet; thence South 00°55'02" East 543.00 feet to the point of beginning.

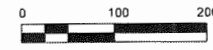
Subject to the right-of-way of County State Aid Highway 22 along the south side thereof and any other easements of record.

NARRATIVE AND NOTES:

1) County State Aid Highway 22 was realigned circa 1976. The realignment map depicts the new centerline alignment and that the intent was to expand the right-of-way from 33 feet north of the old centerline to 60 feet north of the new centerline alignment in the Southeast Quarter of the Northeast Quarter of Section 10. Highway easement deeds correlating to the realignment map were recorded for the additional right-of-way conveyed in the Southwest Quarter of the Northeast Quarter (Document No. 223874) and the North Half of the Southeast Quarter west of Northpark Addition (Document No. 223882), but no highway easement deed of record for the conveyance of additional right-of-way was found in the Southeast Quarter of the Northeast Quarter of Section 10 although the right-of-way is occupied as such. Fillmore County may have acquired a prescriptive easement for the additional right-of-way or a signed unrecorded conveyance document may exist, but no recorded conveyance for the additional right-of-way was found at the Fillmore County Recorder's Office.

LEGEND:

- Set 1" inside diameter x 24" iron pipe with cap No. 47030
- ⊗ Set mag nail in asphalt
- Found survey monument (Type and dia. labeled)
- I.P. Iron pipe (inside diameter labeled)
- I.B. Iron bar
- x- Fence line
- ⊕ Utility pole
- o-o- Overhead utility line



SCALE 1" = 100'

BASIS OF BEARINGS:
Bearings are based on the U.S. State Plane Coordinate System, Minnesota South Zone (2203), NAD 83 (2011 Adj.), U.S. Survey Ft.

TRI-STATE SURVEYING, LLC
21240 STATE 26
CALEDONIA, MN 55921
(507) 542-4673

SURVEY PREPARED FOR:
DAIRYLAND POWER COOPERATIVE
3200 EAST AVE. SOUTH
LA CROSSE, WI 54602

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.
Andy M. Lutichens
Andy M. Lutichens License No. 47030
Date: October 10, 2020
Revised: November 30, 2020 (north line)

DATE: 11/30/2020	FIELD BOOK NO. 16	PROJECT NO. 20048-001.110	SHEET 1 OF 1
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**EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE CITY OF
HARMONY, MINNESOTA**

HELD: January 12, 2021

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Harmony, Fillmore County, Minnesota, was duly held at the City Hall on Tuesday, the 12th day of January, 2021, at 7 o'clock p.m. for the purpose, in part, of calling a public hearing on the modification of the Development Program for Municipal Development District No. 1, the establishment of Tax Increment Financing Plan for Tax Increment Financing District No. 7 located therein, and a proposed Business Subsidy to Dairyland Power.

The following Councilmembers were present:

and the following were absent:

Councilmember _____ introduced the following resolution and moved its adoption;

**RESOLUTION NO. 21-02
CALLING FOR A PUBLIC HEARING ON
THE MODIFICATION OF MUNICIPAL DEVELOPMENT DISTRICT NO. 1,
THE APPROVAL OF THE MODIFIED DEVELOPMENT PROGRAM RELATED THERETO,
THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 7, AND
THE ADOPTION OF TAX INCREMENT FINANCING PLAN RELATING THERETO, AND
A PROPOSED BUSINESS SUBSIDY TO DAIRYLAND POWER**

BE IT RESOLVED by the City Council (the "Council") of the City of Harmony, Minnesota (the "City"), as follows:

1. Public Hearing. The City Council shall meet on Tuesday, March 9, 2021, at approximately 7:00 p.m. to hold a public hearing on the following matters: (a) the proposed modification of Municipal Development District No. 1, (b) the proposed approval of the modified Development Program related thereto, (c) the proposed establishment of Tax Increment Financing District No. 7, (d) the proposed adoption of the Tax Increment Financing Plan relating thereto, and (e) to consider a business subsidy to Dairyland Power, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 to 469.134 and 469.174 to 469.1794, inclusive, as amended (the "Act"), and the requirements of the Minnesota Business Subsidy Statutes 116J.993 through 116J.995.

2. Notice of Hearing, Filing of Program, Plan, and Contract. The Administrator is hereby authorized to cause a notice of the hearing, substantially in the form attached hereto as Exhibit A, to be published as required by the Act and to place a copy of the Development Program, Tax Increment Financing Plan, and a Summary of the Business Subsidy Contract, as proposed to be modified and adopted, on file in the Administrator's Office at City Hall and to make such copies available for inspection by the public.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember _____ and upon vote being taken thereon, the following voted in favor:

and the following voted against the same.

Whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
CITY OF HARMONY) SS.
COUNTY OF FILLMORE)

I, the undersigned, being the duly qualified City Administrator of the City of Harmony, Minnesota, DO HEREBY CERTIFY that the attached resolution is a true and correct copy of an extract of minutes of a meeting of the City Council of the City of Harmony, Minnesota duly called and held, as such minutes relate to the calling of a public hearing on the modification of Municipal Development District No. 1, Tax Increment Financing District No. 7, and the Business Subsidy for Dairyland Power, as proposed to be adopted.

WITNESSED:

City Administrator

Date

EXHIBIT A

**CITY OF HARMONY
COUNTY OF FILLMORE
STATE OF MINNESOTA**

NOTICE OF PUBLIC HEARING

**ON THE MODIFICATION OF MUNICIPAL DEVELOPMENT DISTRICT NO. 1,
THE APPROVAL OF THE MODIFIED DEVELOPMENT PROGRAM RELATED THERETO,
THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 7
AND THE ADOPTION OF TAX INCREMENT FINANCING PLAN RELATING THERETO, AND
THE PROPOSED BUSINESS SUBSIDY TO DAIRYLAND POWER**

NOTICE IS HEREBY GIVEN that the City of Harmony, Fillmore County, Minnesota, will hold a public hearing on Tuesday, March 9, 2021, at approximately 7:00 p.m. at the Council Chambers in City Hall , located at 225 3rd Avenue SW in the City of Harmony, Minnesota, relating to (a) the proposed modification of Municipal Development District No. 1, (b) the proposed approval of the modified Development Program related thereto, (c) the proposed establishment of Tax Increment Financing District No. 7, (d) the proposed adoption of the Tax Increment Financing Plan relating thereto, and (e) the proposed Business Subsidy to Dairyland Power, all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 to 469.134 and 469.174 to 469.1794, inclusive, as amended (the "Act") and the requirements of the Minnesota Business Subsidy Statutes 116J.993 through 116J.995. Copies of the Development Program, Tax Increment Financing Plan, and Business Subsidy Contract as proposed to be modified and adopted, will be on file and available for public inspection at the office of the City Administrator at City Hall.

The properties proposed to be affected by Tax Increment Financing District No. 7 are described in the Tax Increment Financing Plan on file in the office of the City Administrator. A map of the Tax Increment Financing District is set forth below:

(INSERT MAP)

All interested persons may appear at the hearing and present their view orally or in writing.

Any person with residence in or owner of taxable property in the City of Harmony may file a written complaint with the City if the City fails to comply with the Minnesota Statutes noted above. If written notice is not filed with the City, no action may be filed against the City for failure to comply.

Dated: January 12, 2021

BY ORDER OF THE CITY COUNCIL

/s/ Devin Swanberg,
City Administrator

**RESOLUTION AUTHORIZING THE WRITE-OFF OF CERTAIN UNPAID UTILITY
BILLS AS UNCOLLECTIBLE BAD DEBTS**

WHEREAS, THE CITY OF Harmony operates a water, waste water, electrical and refuse billing system: and:

WHEREAS, IN SPITE OF REQUIRING DEPOSITS FOR THE FURNISHING OF THOSE MUNICIPAL SERVICES, FROM TIME TO TIME THERE ARE UNPAID BALANCES DUE TO THE CITY AT THE TIME SERVICE IS DISCONTINUED; AND WHEREAS, IT HAS BEEN DETERMINED THAT IT IS HIGHLY UNLIKELY THAT THE ATTACHED LIST OF OLD DEBTS ARE COLLECTIBLE DESPITE BEST EFFORTS MADE; AND

WHEREAS, THE SAID DEBTS TOTALING \$552.96 THE CITY'S AUDTORS HAVE RECOMMENDED CHARGING OFF THESE BAD DEBTS.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY of Harmony, MINNESOTA,

AS FOLLOWS:

SECTION 1: THAT THE UNCOLLECTED UTILITY FEES SHOWN ON THE ATTACHED LIST MARKED EXHIBIT A WHICH IS BY REFERENCE INCORPORATED HEREIN, ARE AUTHORIZED TO BE WRITTEN OFF AS UNCOLLECTIBLE BAD DEBTS AS OF January 12th, 2021.

SECTION 2. THAT THE CITY ADMINISTRATOR AND OTHER DULY AUTHORIZED CITY EMPLOYEES ARE DIRECTED TO TAKE SUCH ACCOUNTING MEASURES AS ARE NECESSARY TO EFFECTUATE THIS RESOLUTION.

SECTION 3: THIS RESOLUTION SHALL TAKE EFFECT IMMEDIATELY UPON ITS ADOPTION.

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 12th day of January 2021.

Steve Donney, Mayor

ATTEST:

Devin Swanberg

EXHIBIT A

CITY OF HARMONY

225 Third Ave SW
PO Box 488
Harmony, MN 55939

Date 12/18/2020
Account 00-00054900-12-7

507-886-8122

DONALD COLSCH
250 1st ST NE #02
HARMONY MN 55939-1201

Balance Due By 01/07/2021
Balance \$552.96
Amount Enclosed _____



For Service at 250 1st ST NE #02

Return This Top Portion with Payment

Balance	Most Recent Charges	1 Period Overdue	2 Periods Overdue	3 Periods and more Overdue
\$552.96	\$0.00	\$0.00	\$0.00	\$552.96

**THIS IS A DISCONNECTION NOTICE FOR YOUR DELINQUENT UTILITY ACCOUNT.
YOUR WATER AND/OR ELECTRIC SERVICE IS SCHEDULED TO BE DISCONNECTED ON
JNUARY 7, 2021 AT 1:00 PM.
PLEASE PROMPTLY PAY ABOVE BALANCE IMMEDIATELY TO AVOID DISCONNECTION.**

**ONCE YOUR UTILITIES ARE DISCONNECTED, THEY WILL NOT BE RESTORED UNTIL THE
ABOVE BALANCE AND A \$50 RECONNECTION FEE HAS BEEN PAID IN FULL DURING
NORMAL BUSINESS HOURS.**

**PLEASE GIVE THIS MATTER YOUR IMMEDIATE ATTENTION.
IF YOUR ACCOUNT WAS PAID IN FULL DURING THE PROCESSING OF THIS NOTICE,
PLEASE DISREGARD THIS NOTICE. THANK YOU.**

For Service at250 1st ST NE #02

Account 00-00054900-12-7

For Service From 8/15/2017 to 9/15/2017

You have a past due balance! Please pay to avoid disconnection.

**Bills are due by the 15th of the current month. A DISCONNECTION
NOTICE WILL OCCUR if payment is not received by due date.**

The larger of 1.5% or \$1.50/month charged to past due accounts.

THANK-YOU for your payment!

write off of Uncollated

**CITY OF HARMONY
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Devin Swanberg, City Administrator	Meeting Date: January 12th	Agenda Item No. 7BA
Agenda Section: EDA Report	Item: Home Credit	
BACKGROUND: Continue the new home credit and home renovation program		
ATTACHMENTS: EDA Minuets with EDA recommendation		
COUNCIL ACTION REQUESTED: Continue new home and home renovation program		

Harmony EDA Minutes

January 7, 2021
7:30 AM

Community Center
Council Room

Present: Steve Donney, Andy Batstone, Kerry Kingsley, and Steve Sagen

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

The annual and regular meeting was called to order at 7:30 AM by Steve Donney

Election of Officers

The board discussed election of officers. Motion by Sagen, second by Kingsley to nominate and cast a unanimous ballot to approve Kingsley as President, Donney as Vice President, Batstone as Treasurer, and Greg Schieber as Secretary. Donney asked for additional nominations three times. Nominations ceased and the motion carried unanimously. Officers for 2020 are Kerry Kingsley, President; Steve Donney, Vice President; Andy Batstone, Treasurer; and Greg Schieber, Secretary.

Kingsley assumed the gavel.

Committee Appointments

Hearing no objections, Kingsley appointed the following members to serve on standing committees for 2020: Batstone and Donney to the loan committee and Schieber and Batstone to the bike trail committee.

2020 Annual Report

Giesen presented the 2020 annual EDA activity report. The board reviewed and discussed. Motion by Donney, second by Sagen to approve the report as presented. Motion carried unanimously.

Annual Program Review

The board reviewed the business subsidy policy and the program guidelines for the revolving loan fund, commercial rehab loan fund, and new home construction and rehab rebate program. Increasing the revolving loan limits was briefly discussed but no action was taken. Giesen recommended that no changes be made to the guidelines at this time. The board concurred.

Giesen stated that the board should make a recommendation to the city council on whether or not to continue the new home and rehab rebate program. Consensus was to continue the program. Motion by Sagen, second by Donney to recommend to the city council that the new home rebate program be extended through the end of 2021. Motion carried unanimously.

Kingsley closed the annual meeting.

Minutes

The board reviewed the minutes of the December 3, 2020 meeting. Motion by Donney, second by Kingsley to approve the minutes as presented. Motion carried unanimously.

Financial Reports & Claims

The board reviewed the loan portfolio. Giesen said he would follow up on two late loans. Claims for payment were \$75 for 2021 dues for the Harmony Area Chamber of Commerce, \$26,500 for the 2021 operating contribution to the Harmony Area of Commerce, and \$8,034.50 for first quarter economic development staffing services to Community and Economic Development Associates.

Melissa Vander Plas discussed a memo to the board requesting the full 2021 operations payment in order to help with cash flow. The chamber is receiving \$31,000 in grants but need to spend the funds first before the grant will reimburse them. As discussed at the prior meeting the chamber is requesting that the board provide assistance by paying the 2021 operations in full early, and by providing a \$25,000 line of credit if needed, to eliminate any cash flow issues. The board discussed. Motion by Donney, second by Sagen to approve the financial report, payment claims, and line of credit to the Chamber, as presented. Motion carried unanimously.

Experience Harmony Goals

The board reviewed the Experience Harmony Goals. Giesen reported that he had spoken with MiEnergy Cooperative about possible opportunities to partner on an electric vehicle charging station project. He mentioned that MiEnergy was willing to attend a future meeting to discuss with the board. The board agreed that it would be good have MiEnergy attend a future meeting. It was also discussed that several options may exist so all opportunities should be explored.

Chamber of Commerce Report

Melissa Vander Plas gave the chamber report. The chamber received about \$31,000 in marketing grants and is exploring avenues to utilize those funds. They are considering new ad opportunities and formats, as well as highlighting various local businesses. The grants could also support community celebrations. She also thanked the board for their support of this effort by providing a line of credit and an advanced payment for 2021. She reported that the 4th of July planning is underway. The chamber is planning to hold the annual event but is considering possible changes that might make sense due to the lingering pandemic.

Prospects/Community Update

Giesen reported on prospects. He reported that he is working with two loan applicants currently. Also, there has been no date set for the bike trail plan amendment public hearing; state staff has been reassigned by the governor to assist with the COVID vaccine deployment limiting the ability to move projects like ours forward. He will keep the board posted. Giesen also reported that the Dairyland project is still moving forward. The annexation hearing is scheduled for the next council meeting and the business is in the final steps of evaluating the project site feasibility. There are many timelines and issues that are starting to converge, but the final approvals are still scheduled for the March council meeting.

Other Business

Kingsley asked that before the next meeting, members think of goals and objectives for 2021. He asked if Giesen could reorganize the Experience Harmony goals to better identify the goals that have been accomplished.

Trash and Treasure Day was discussed. Because of staff transitions and the pandemic, the event did not occur in 2020. Swanberg and Giesen said they would investigate moving the event forward in 2021 and coordinate with the chamber.

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

The next regular meeting is scheduled for February 4, 2021 at 7:30 AM at the Community Center.

Harmony Economic Development Authority

2020 Annual Activity Report

(12 months ending December 31, 2020)

The Harmony EDA regularly meets the first Thursday of each month at 7:30 AM at the Community Center. Special meetings are held to accommodate special requests or projects where deadlines were in conflict with the regular meeting schedule. A special meeting was held to make approvals related to the industrial park. The annually scheduled joint city, school, and EDA workshop was cancelled due to the COVID-19 pandemic. Also due to the pandemic, one regular meeting was cancelled and two regular meetings were held electronically.

Meeting frequency:

	Meeting Frequency	
	Regular	Special
2020	11	1
2019	12	2
2018	12	1
2017	12	1
2016	11	4

Meeting attendance record:

Member	Meeting Dates													Absences		
	1/9	1/16	2/6	3/5	5/7	6/4	7/2	8/6	9/3	10/1	11/5	12/3	2020	2019	2018	
C. Skaalen	x	x	x	x	x	x	x	x	x		x	x	1	2	2	
S. Donney	x	x	x		x		x	x	x	x	x		3	-	1	
A. Batstone	x		x	x	x	x	x	x	x	x		x	2	5	2	
K. Kingsley	x	x	x	x	x	x	x	x	x	x	x	x	-	2	1	
S. Sagen	x	x	x	x	x	x	x	x	x	x	x	x	-	2	n/a	

Project Highlights:

COVID-19 Pandemic Response

- Provided community's economic emergency response to the coronavirus pandemic.
- Contacted and talked with impacted businesses, researched and distributed information on emergency grants, loans, and other special programs created in response to the economic crisis induced by the pandemic and executive ordered shutdowns.
- Granted a three month loan payment holiday to interested businesses, **forgiving accumulated interest of \$1,000.**
- **Administered \$132,500** in emergency small business loans from Minnesota Department of Employment and Economic Development (MN DEED) to 5 businesses directly impacted by the initial executive orders by the governor to shutdown in response to the pandemic. Loans provided emergency liquidity at 0% interest and half of the principal amount can be forgiven.
- Recommended that the city council purchase PPE supplies with local government CARES Act funding for the benefit of Harmony businesses.

Dairyland Power Cooperative Expansion Project

- Finalized city hearings, approvals, and agreements for a facility relocation and expansion project.
- Finalized annexation of 8.2 acres, which was recently purchased east of the industrial park to accommodate this project and other growth.
- Designed extension of 1st Ave NE, 2nd Ave NE and improving 8th Street NE as well as the storm water retention pond in conjunction with this project.
- **Awarded \$74,537** MN DEED Business Development Public Infrastructure (BDPI) grant to assist with about half of the cost of needed public infrastructure for the project.
- Worked with Dairyland to realign the project and locate an alternative site.
- Began annexation proceedings on 10.28 acres of property for the project site.

State Trail Extension Project

- Coordinated with the city attorney to finalize the purchase of land corridor for the state trail extension.
- Continued to work with local trail volunteers, project stakeholders, and Minnesota Department of Natural Resources (MN DNR) to finalize an amendment to the Harmony-Preston Valley Trail master plan accommodating the to-be constructed Harmony Stateline Trail segment.
- Coordinated with city attorney, MN DNR, and the Legislative Citizen Commission on Minnesota Resources (LCCMR) to administer and close out \$235,000 grant that was awarded in 2018 for trail corridor acquisition.

Experience Harmony II

- Created a residential rehabilitation rebate program aimed at revitalizing dilapidated residences, in conjunction with the existing new home rebate program.
- Continued to support Harmony Telephone Company with their fiber optic internet implementation project.
- Partnered with the Harmony Area Chamber of Commerce to implement a digital marketing campaign to attract (primarily) new residents and employees with a newly created community marketing video.
- Contemplated installation of electric vehicle charging stations.
- Supported volunteer efforts to build a splash pad in Harmony.
- Supported "Trash and Treasure" day activities.

Highway 52 Speed Limit

- Discussed and pushed state highway department to review speed limit changes on Highway 52. Advocated for a transitional speed limit and/or lowering the limit in certain areas.
- Requested that a speed study be conducted.

Small Cities Block Grant

- Explored opportunities and agreed to apply for a small cities block grant for commercial, residential, and rental rehabilitation funding in 2021.

Industrial Park

- Created a new pricing schedule for industrial park lots.
- Developed maintenance plan for Phase III.

New Home Construction Rebate Program

- Renewed program and continued to receive national attention, inquiries, and interview requests including *The Wall Street Journal* and *LendingTree.com*.

Revolving Loan Fund

- **Approved \$25,000 loan** to Tin, Rust, & Harmony to assist with acquisition of a Main Street building.
- **Approved \$25,000 loan** to Chelsey Clausen to assist with acquisition of a recently closed Main Street restaurant.
- Managed loan portfolio and repayments.

Other Grant Awards

- **Awarded \$21,500** United States Department of Agriculture (USDA) “Community Facilities” grant to purchase a new ambulance cot and motorized lift.
- **Awarded \$22,594** Minnesota Department of Health emergency grant for ambulance equipment and hazard pay.
- Applied for \$50,000 USDA “Community Facilities” grant to purchase a new fire truck.
- Applied for \$44,124.57 USDA “Community Facilities” grant to purchase a fire rescue off road vehicle and rescue equipment.

General Business Assistance/Other

- **Worked with 39 individual current and/or prospective businesses** in regards to projects, issues, programs, business planning, financial packaging and other general assistance.
- Interviewed by *The Wall Street Journal* for an article on the Harmony Kids Learning Center project.

Required Reporting

- Annual Minnesota Investment Fund report to DEED (revolving loan fund).

Annual Program Review

- Annual review of Business Subsidy Policy and active program guidelines to ensure effectiveness and ease of use.

Memberships

- Harmony Area Chamber of Commerce
- Minnesota Parks and Trails Council

Revolving Loan Fund Summary:

<u>Active Loan Portfolio</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total Number of Loans:	15	17	15
New Loans:	2	2	1
Total Principal Amount:	\$381,810	\$415,810	\$365,810
Total Balance Due:	\$218,052	\$241,662	\$241,484
Average Loan Amount:	\$25,454	\$24,459	\$24,387
Cash on Hand Available to Lend:	\$129,267	\$98,935	\$90,453.30

Loan Portfolio since Inception (1989, Harmony Enterprises Grant)

Total Loans Made:	68
Total Principal Amount:	\$1,146,531
Total Repayments:	\$1,145,085
Total Write Offs:	\$41,478
Total Interest Received:	\$286,165
Average Loan Amount:	\$16,860

Fillmore County Property Valuation Change*:

**limited property value data available from Fillmore County this year.*

Estimated Market Value		
Harmony		
2019 \$		75,285,100
2020 \$		75,984,200
Change		0.93%

Economic Development Authority's Financial Impact on Harmony:

(Excluding loan repayments & fund interest earnings)

	2020	2019	2018
Total Grants Received:	\$118,631	\$47,766	\$1,772,260
Total Loans Made:	\$50,000	\$50,000	\$7,700
Total Short Term Project Revenue Leveraged:	\$1,000	\$11,750	\$48,750
Total Long Term Project Revenue Leveraged:	\$132,500	\$84,082	\$0
Total Dollars Leveraged for Harmony:	\$302,131	\$193,598	\$1,828,710
Total City Levy:	\$745,550	\$700,000	\$652,200
Total EDA Budget:	\$105,000	\$102,500	\$100,000

FILLMORE COUNTY SHERIFF



Office of the FILLMORE COUNTY SHERIFF

JOHN DEGEORGE Sheriff
LANCE BOYUM Chief Deputy
901 Houston St. NW
PRESTON, MN 55965-1080

Tel: 507-765-3874
Emergency Dial 911
Fax: 507-765-2703

Date: January 1, 2021
To: Harmony City Council
From: Jason Harmening, Deputy Sheriff
John DeGeorge, Fillmore County Sheriff
Re: January 2021 Monthly Council Report

Calls for Service / Patrol Activity:

Reported Date	Title	Street Name
2020-12-01	Ambulance	MAIN AVE
2020-12-01	911 Hang Up	MAIN AVE
2020-12-01	Intoxicated Person	CENTER ST
2020-12-02	Civil	3rd Ave
2020-12-02	Ambulance	MAIN AVE
2020-12-03	Fraud/Scam	2nd Ave
2020-12-03	Assist	2ND AVE
2020-12-03	Mental Health	MAIN AVE
2020-12-07	Door/Business Check	MAIN AVE
2020-12-08	Welfare Check	2nd St
2020-12-08	Door/Business Check	MAIN AVE
2020-12-11	Fraud/Scam	MAIN AVE
2020-12-11	Suspicious Activity	2nd Avenue
2020-12-12	Ambulance	MAIN AVE
2020-12-14	Funeral Escort	MAIN AVE
2020-12-14	Assist	6th St
2020-12-15	Ambulance	Main Ave

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2020-12-17	Suspicious Activity	MAIN AVE
2020-12-17	Suspicious Activity	MAIN AVE
2020-12-19	Civil	2ND AVE
2020-12-19	Civil	2nd Ave
2020-12-21	Theft	INDUSTRIAL BLVD
2020-12-22	Civil	2ND AVE
2020-12-29	Fires	3RD AVE
2020-12-29	Fires	3RD AVE
2020-12-29	Crash	MAIN ST
2020-12-29	Ambulance	MAIN AVE
2020-12-30	Parking Complaint	2ND AVE