

**AGENDA**  
**HARMONY CITY COUNCIL**  
**HARMONY ECONOMIC DEVELOPMENT AUTHORITY**  
**Some members may participate by telephone or other electronic means**  
**Regular Meeting**

November 9th, 2021  
7:00 P.M.

Council Room  
Community Center

1. Call to Order
2. Roll Call
3. Public Forum
4. David Drown Wage and Comp Study Presentation
5. Consent Agenda
  - a. Minutes Regular
  - b. Claims and October Checks
  - c. CD – New CD's
  - d. Cash Balances
6. New Business
  - a. Pay Request #2 Dairyland extension
  - b. Set up Public Hearing for Vacation of Center Street
7. Reports
  - a. Building & Maintenance Report
  - b. EDA Board
    - A. CEDA Contract
    - B. Resolution 21-20
      1. Match from Existing Block Grant
  - c. Park Board
  - d. Library Board
  - e. Arts Board
  - f. Fire Department
    - A. Fire Relief
  - g. Sheriff Report
8. Adjourn



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1. Call to Order
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4. David Drown Wage and Comp Study Presentation
5. Consent Agenda
  - a. Minutes Regular October Meeting
  - b. Claims and October Checks
  - c. CD – New CD's
  - d. Cash Balances
6. New Business
  - a. Pay Request #2 Dairyland extension – Attached
  - b. Set up Public Hearing for Vacation of Center Street
7. Reports
  - a. Building & Maintenance Report
  - b. EDA Board
    - A. CEDA Contract
    - B. Resolution 21-20 Attached
      1. Match from Existing Block Grant
  - c. Park Board
  - d. Library Board
  - e. Arts Board
  - f. Fire Department
    - A. Fire Relief
  - g. Sheriff Report
8. Adjourn



OCTOBER 12, 2021

REGULAR MEETING

HARMONY CITY COUNCIL

Present Mayor Steve Donney, Councilmember Steve Sagen, Attorney Greg Schieber, Devin Swanberg, Brett Grabau, Mike Bubany, Mark Goldberg, Terry Bigalk, Brian Michel, Brad Thacher, Steve Lindstrom, Hannah Wingert and Eileen Schansberg. Absent were Council members Jesse Grabau, Tony Webber and Domingo Kingsley.

Because there was not a Quorum, Mayor Donney stated the Council would hear the Presentations and discussion but no action can be taken until there was a Quorum.

**OPERN FORUM:**

No One appeared for open forum.

**WAGE & COMP STUDY:**

Mark Goldberg with David Drown & Associates presented the wage study they conducted for the City of Harmony.

**SPLASH PAD:**

Steve Lindstrom gave an update on the project. Plan to have the Project ready to bid by December 1<sup>st</sup>.

**INCIDENTIALS:**

Retirement letter received from Deputy Clerk/Ambulance Director Eileen Schansberg effective January 7, 2022.

Councilmember Domingo Kingsley joined the meeting at 8:53 PM.

Mayor Donney called the REGULAR MEETING of the Harmony City Council to order at 8:53 PM.

**CONSENT AGENDA:**

Motion by Donney and seconded by Sagen to approve the Consent Agenda which consisted of the Minutes to the September 14, 2021 meeting, the Claims & September Checks, Cashing in CD #44576 to the General Fund and the Financial Report. All present voting yes. Absent was Webber and Jesse Grabau. Motion carried.

**DAIRYLAND PROJECT:**

Engineer Brett Grabau was available for any questions. Pay request #1 was presented for payment in the amount of \$246,648.50 to Generation X Construction, LLC. Motion by Sagen and seconded by Kingsley to pay the request. All present voting yes. Absent was Grabau and Webber. Motion carried.

Mike Bubany discussed the process of a cost exchange with Mi Energy for \$84,082.50 and a taxable loan with First Southeast Bank for \$247,000.

**GO TAX INCREMENT REVENUE NOTE SERIES 2021A:**

Resolution No. 21-18 was presented: A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF an \$84,082.50 TAXABLE GENERAL OBLIGATION TAX INCREMENT REVENUE NOTE, SERIES 2021A AND PLEDGING TAX INCREMENT REVENUES FOR THE SECURITY AND PAYMENT THEREOF. Motion to adopt the resolution by Sagen and seconded by Donney.

Voting for the Resolution was: Sagen, Kingsley and Donney  
Voting against the Resolution was: No One  
Abstained from voting was: No One  
Absent from voting was: Webber and Grabau  
The motion passed and Resolution 21-18 was adopted.

**GO TAX INCREMENT REVENUE NOTE SERIES 2021B:**

Resolution No. 21-19 was presented: A RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF A \$247,000 TAXABLE GENERAL OBLIGATION TAX INCREMENT REVENUE NOTE, SERIES 2021B, AND PLEDGING TAX INCREMENT REVENUES FOR THE SECURITY AND PAYMENT THEREOF. Motion to adopt the Resolution by Donney and seconded by Kingsley.

Voting for the Resolution was: Sagen, Kingsley and Donney  
Voting against the Resolution was: No One  
Abstained from voting was: No One  
Absent from voting was: Webber and Grabau  
The motion passed and Resolution 21-19 was adopted.

**SEALED BIDS:**

Motion by Donney and seconded by Sagen to the following:

The Sale of the 2002 Chevy Venture van high bid was to Harmony MotorSports for \$325.

The sale of the 1996 Chevy GMC-400 Fire vehicle high bid was to Tom Whalen for \$16,502.

Voting for the sales were Donney, Sagen and Kingsley. Absent was Grabau and Webber. Motion carried.

Upon no further business, Mayor Donney adjourned the meeting.

Mayor Steve Donney

Eileen Schansberg, Deputy Clerk

**CITY OF HARMONY**  
**City Council Claims for Review**

November 9, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Fund 101 General Fund				
General Fund	Union Central Pension Fund	CENTRAL PENSION FUND	Pension	\$252.00
General Fund	Health Insurance	I.U.O.E. LOCAL 49 FRINGE BENEF	Health Ins - EE	\$939.00
General Fund	Health Insurance	I.U.O.E. LOCAL 49 FRINGE BENEF	Health Ins - ER	\$3,036.00
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	\$59.65
General Fund	General Operating Supplies	1 SOURCE	Calculator	\$130.34
General Fund	General Operating Supplies	1 SOURCE	Paper and pen refills	\$35.29
General Fund	Telephone	HARMONY TELEPHONE COMPANY	Civil Defense Telephone	\$82.97
General Fund	Cleaning Supplies	DALCO	Towels, toilet paper, cleaner	\$172.64
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Comm. Ctr. Electric	\$585.13
General Fund	Gas Utilities	MINNESOTA ENERGY	Comm. Ctr. Gas	\$127.71
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	salt, grommets, battery, hooks	\$42.81
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Terry truck fuel	\$58.21
General Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	Comm. Ctr. Sewer	\$44.89
General Fund	Telephone	HARMONY TELEPHONE COMPANY	Admin - Telephone chgs	\$220.36
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Comm. Ctr. Water	\$29.86
General Fund	Assessor Fees	FILLMORE COUNTY AUDITOR	Bond Certificates (2021A and 2021B)	\$200.00
General Fund	Software Service Fees	ELAN FINANCIAL SERVICES	Adobe Acrobat	\$203.88
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	salt	\$17.94
General Fund	Street Maint Materials	COMPASS MINERALS AMERICA	Salt	\$2,018.99
General Fund	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS		\$450.00
General Fund	Medical and Dental Fees	St Louis MRO, Inc	FMCSA Clearinghouse fee	\$50.00
General Fund	Planning & Development Fees	DDA HUMAN RESOURCES, INC.	Comp. Study	\$8,100.00
General Fund	Uniforms	WHALEN, COREY	Pants	\$68.55
General Fund	Contractual Services	FILLMORE COUNTY AUDITOR	FCSO Contract - 3rd Qtr. Billing	\$18,806.52
General Fund	Telephone	HARMONY TELEPHONE COMPANY	FCSO - Telephone chgs	\$47.39
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Shop electric	\$95.46
General Fund	Gas Utilities	MINNESOTA ENERGY	Shop gas	\$15.23
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	gloves, flags, batteries, air freshener	\$30.54
General Fund	Small Tools and Minor Equip	KINGSLEY MERCANTILE	flashlight and allen head set	\$30.48
General Fund	Telephone	HARMONY TELEPHONE COMPANY	Shop telephone	\$44.95
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Shop water	\$17.98
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Skidloader and 1-ton fuel	\$161.99
General Fund	Repair/Maint Machinery/Equip	HAMMELL EQUIPMENT	Skidloader repairs	\$1,031.70
General Fund	Shop Supplies	KINGSLEY MERCANTILE	Trowel	\$1.99

**CITY OF HARMONY**  
**City Council Claims for Review**

November 9, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
General Fund	Sign Materials	Sutherland Fence	Speed sign on Hwy 139	\$610.00
General Fund	Lodging Tax	HARMONY CHAMBER OF COMMERCE	Lodging Tax - Asahi Loft	\$339.15
General Fund	Cleaning Supplies	DALCO	Towels, toilet paper, cleaner	\$196.10
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Visitor Center electric	\$126.68
General Fund	Gas Utilities	MINNESOTA ENERGY	Visitor Ctr. Gas	\$21.03
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Terry truck fuel	\$58.20
General Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	Visitor Center sewer	\$50.31
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Visitor Center water	\$33.44
Fund 101 General Fund				\$38,766.36
Fund 211 Library Fund				
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	audio book	\$65.48
Library Fund	Media-Books	AMAZON CAPITAL SERVICES	book	\$33.74
Library Fund	Media-Books	BAKER & TAYLOR	books	\$213.68
Library Fund	Media-Books	BAKER & TAYLOR	books	\$113.45
Library Fund	Media-Books	BAKER & TAYLOR	books	\$74.34
Library Fund	Media-Books	BAKER & TAYLOR	books	\$13.36
Library Fund	Media-Books	BAKER & TAYLOR	books	\$109.30
Library Fund	Media-Books	JUNIOR LIBRARY GUILD	subscription for 2022 Children's Books	\$645.40
Library Fund	Media-Books	JUNIOR LIBRARY GUILD	16 children's books	\$50.00
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$239.96
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$11.99
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$134.54
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$20.69
Library Fund	Office Equip	AMAZON CAPITAL SERVICES	4 Acer Chrombooks	\$1,676.00
Library Fund	Office Equip	SOUTHEASTERN LIBRARIES COOP	Chrome Box license	\$152.00
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	\$60.80
Library Fund	Software Service Fees	SOUTHEASTERN LIBRARIES COOP	Basic Serices & Tech Support	\$605.72
Library Fund	Telephone	HARMONY TELEPHONE COMPANY	Library telephone	\$52.88
Fund 211 Library Fund				\$4,317.33
Fund 222 Fire Fund				
Fire Fund	Equipment Parts	CLAREY S SAFETY EQUIPMENT, INC	Quic-Bar mounting bracket	\$69.50
Fire Fund	Equipment Parts	CLAREY S SAFETY EQUIPMENT, INC	Pike Pole mounting bracket	\$68.00
Fire Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Fire truck fuel	\$41.96
Fire Fund	Sign Materials	M. PETERS ENTERPRISES	3 - FF Flags	\$120.00
Fire Fund	Small Tools and Minor Equip	SOLBERG WELDING	Chains	\$93.76

**CITY OF HARMONY**  
**City Council Claims for Review**

November 9, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Fire Fund	Small Tools and Minor Equip	SOLBERG WELDING	Safety Glasses (20)	\$50.00
Fire Fund	Cleaning Supplies	DALCO	Towels	\$40.01
Fire Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Fire Station Elect.	\$236.39
Fire Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	Fire Station Sewer	\$47.39
Fire Fund	Telephone	HARMONY TELEPHONE COMPANY	Fire Telephone	\$45.30
Fire Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Fire Station Water	\$31.51
Fund 222 Fire Fund				\$843.82
Fund 223 Ambulance Fund				
Ambulance Fund	Financial Services Fees	EXPERT BILLING, LLC	Ambulance runs - September	\$348.00
Ambulance Fund	Financial Services Fees	EXPERT BILLING, LLC	October billing	\$667.00
Ambulance Fund	Medical and Dental Fees	MAYO CLINIC AMBULANCE	Intercept Charges (09/12/21)	\$310.26
Ambulance Fund	Medical and Dental Fees	TRI STATE AMBULANCE SERVICE	Interecept Chgs - 10/07/21	\$250.00
Ambulance Fund	Medical Supplies	ELAN FINANCIAL SERVICES	Face masks, antimicrobial wipe	\$60.07
Ambulance Fund	Medical Supplies	ELAN FINANCIAL SERVICES	Glucagon, EPI Jr Pens, Nitro	\$550.10
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	hot packs - case	\$16.79
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	gauze	\$4.99
Ambulance Fund	Medical Supplies	MISSISSIPPI WELDERS SUPPLY CO	oxygen (D cylinder)	\$41.63
Ambulance Fund	Medical Supplies	MISSISSIPPI WELDERS SUPPLY CO	Oxygen (M & D cylinders)	\$76.37
Ambulance Fund	Motor Fuels/Lubricants	HAMMELL EQUIPMENT	DEF Fluid	\$11.94
Ambulance Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Ambulance fuel volume credit	-\$10.24
Ambulance Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Ambulance fuel	\$496.16
Ambulance Fund	Training Fees	ELAN FINANCIAL SERVICES	S. Grabau Trends in Emergency Care Conf	\$35.00
Ambulance Fund	Travel Expenses	SCHANSBERG, EILEEN	Mileage (106 x0.56) to Director's meeting	\$59.36
Fund 223 Ambulance Fund				\$2,917.43
Fund 251 Park Fund				
Park Fund	Chemicals and Chem Products	KINGSLEY MERCANTILE	antifreeze	\$57.48
Park Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Park elect	\$150.62
Park Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Mower fuel	\$150.55
Park Fund	Repair/Maint Other Improve	KINGSLEY MERCANTILE	bulbs, trap, hose, fuses	\$53.40
Park Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	Park sewer	\$121.50
Park Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Park water	\$172.92
Fund 251 Park Fund				\$706.47
Fund 601 Water Fund				
Water Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	Chlorine cylinder (2)	\$10.00
Water Fund	Contractual Services	WESTRUM LEAK DETECTION, INC	Leak detection contract	\$1,200.00

**CITY OF HARMONY**  
**City Council Claims for Review**

November 9, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Water Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Pumphouse Elect	\$1,006.26
Water Fund	Equipment Parts	CORE & MAIN, LP	Rite Hite adapter slide	\$276.84
Water Fund	Equipment Parts	CORE & MAIN, LP	VB Water lid	\$143.28
Water Fund	Equipment Parts	CORE & MAIN, LP	1-1/4 CB repair lid	\$344.70
Water Fund	Gas Utilities	MINNESOTA ENERGY	Pumphouse gas	\$19.33
Water Fund	General Operating Supplies	MISSISSIPPI WELDERS SUPPLY CO	Oxygen cylinder	\$56.73
Water Fund	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	Water samples	\$40.00
Water Fund	Utility Maint Materials	USA BLUEBOOK	Marking whiskers	\$31.27
Fund 601 Water Fund				<u>\$3,128.41</u>
Fund 602 Sewer Fund				
Sewer Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	Chlorine cylinder	\$5.00
Sewer Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	Chlorine	\$291.34
Sewer Fund	Contractual Services	ENVIRONMENTAL WATER SERVICES	WWTP monthly contract	\$1,500.00
Sewer Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	WWTP Elect	\$1,264.42
Sewer Fund	General Operating Supplies	HARMONY FOODS	WWTP Toilet paper	\$14.99
Sewer Fund	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	WWTP samples	\$1,951.40
Sewer Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	WWTP Sewer	\$1,961.13
Sewer Fund	Small Tools and Minor Equip	ELAN FINANCIAL SERVICES	SCADA system alarms	\$302.00
Sewer Fund	Telephone	HARMONY TELEPHONE COMPANY	Sewer dialers/Lifts	\$72.43
Sewer Fund	Water Utilities	HARMONY PUBLIC UTILITIES	WWTP Water	\$1,292.06
Fund 602 Sewer Fund				<u>\$8,654.77</u>
Fund 603 Solid Waste Fund				
Solid Waste Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Street sweeper fuel	\$103.16
Solid Waste Fund	Repair/Maint Other Improve	IRONSIDE TRAILER SALES & SERVI	Remote for leaf blower repair	\$116.36
Fund 603 Solid Waste Fund				<u>\$219.52</u>
Fund 604 Electric Fund				
Electric Fund	Electric Power for Resale	MI ENERGY COOPERATIVE	Power for Resale	\$55,287.25
Electric Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Town Clock	\$13.31
Electric Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Streetlights	\$996.99
Electric Fund	Repair/Maint Other Improve	GOPHER STATE ONE CALL, INC	Locates	\$48.60
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Street light repair - 5TH AVE NE	\$284.94
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Underground for Alice Bigalk new const.	\$1,169.84
Electric Fund	Utility Maint Materials	USA BLUEBOOK	Sample hach (100) and fluoride	\$163.89
Fund 604 Electric Fund				<u>\$57,964.82</u>
Fund 620 Economic Development Authority				



**CITY OF HARMONY**  
**City Council Claims for Review**

November 9, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Economic Development	Telephone	HARMONY TELEPHONE COMPANY	EDA telephone	\$44.19
Economic Development	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	Reicks Ind. Park Development	\$150.00
Fund 620 Economic Development Authority				\$194.19
				\$117,713.12

**CITY OF HARMONY**  
**City Council Claims for Review**

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Fund Descr	Object of Expense	Vendor	Comments	Amount
Fund 101 General Fund				
General Fund	Repair/Maint Office Equipment	METRO SALES	Contract B&W/color copies	\$93.58
General Fund	Contractual Services	CUSTOM ALARM	Fire alarm inspection	\$780.00
General Fund	Repair/Maint Bldg/Structures	Nolan Lumber Company	Door hinges, south door	\$79.50
General Fund	Engineering Fees	CCG CONSULTING	RFP for Engineering Small Cities Block Gra	\$613.60
General Fund	General Operating Supplies	HARMONY FOODS	Golden Happenings	\$7.18
General Fund	General Operating Supplies	CULLIGAN	Water	\$68.65
General Fund	General Operating Supplies	MISSISSIPPI WELDERS SUPPLY CO	Carbon Dioxide clinder	\$24.10
Fund 101 General Fund				<u>\$1,666.61</u>
Fund 223 Ambulance Fund				
Ambulance Fund	Telephone	VERIZON WIRELESS	Ambulance Hot spot and cell	\$48.03
Fund 223 Ambulance Fund				<u>\$48.03</u>
Fund 251 Park Fund				
Park Fund	Chemicals and Chem Products	LAWN PRO	Selvig Park spring and fall fertilizing pre p	\$603.48
Park Fund	Chemicals and Chem Products	LAWN PRO	Fall weed & fertilizer	\$156.89
Park Fund	Donations to Civic Org s	HARMONY AREA COMMUNITY FOUND	Veteran's Memorial concrete	\$7,500.00
Fund 251 Park Fund				<u>\$8,260.37</u>
Fund 261 Arts Fund				
Arts Fund	Program Services	HARMONY CHAMBER OF COMMERCE	donation to Nat Night Out Music	\$200.00
Fund 261 Arts Fund				<u>\$200.00</u>
Fund 425 Dairyland TIF 1-7				
Dairyland TIF 1-7	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Refeed lights @ Minnowa Const.	\$1,507.06
Fund 425 Dairyland TIF 1-7				<u>\$1,507.06</u>
Fund 601 Water Fund				
Water Fund	Equipment Parts	CORE & MAIN, LP	Credit - over pmt	-\$11.50
Fund 601 Water Fund				<u>-\$11.50</u>
Fund 602 Sewer Fund				
Sewer Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	Dechlor tablets	\$718.00
Sewer Fund	Utility Maint Materials	Nolan Lumber Company	Stakes for sewer application	\$16.65
Fund 602 Sewer Fund				<u>\$734.65</u>

**CITY OF HARMONY**  
**City Council Claims for Review**

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Fund Descr	Object of Expense	Vendor	Comments	Amount
				\$12,405.22

CITY OF HARMONY

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\*Check Summary Register©

October 2021

Name	Check Date	Check Amt	
<b>10101 1st Southeast Bank-G</b>			
67021 Erickson, Nicol	10/6/2021	\$219.23	Overpmt Nicol Erickson Utility Acct
67022 1 SOURCE	10/13/2021	\$239.61	pen refills
67023 AMAZON CAPITAL SERVICES	10/13/2021	\$458.30	seat cushion
67024 ANCOM TECHNICAL CENTER	10/13/2021	\$3,578.75	Radio install/wiring on new rescue truck
67025 ASTRUP DRUG	10/13/2021	\$8.59	Benadryl
67026 BAKER & TAYLOR	10/13/2021	\$59.75	books
67027 BIGALK, TERRY	10/13/2021	\$190.60	Mileage to St. Cloud (197.5 miles)
67028 CANON FINANCIAL SERVICES, I	10/13/2021	\$44.00	Copier Lease
67029 Community & Economic	10/13/2021	\$16,069.00	4th Qtr. 2021
67030 CENTRAL PENSION FUND	10/13/2021	\$267.00	
67031 CLAREY'S SAFETY EQUIPMENT,	10/13/2021	\$60,842.17	Handlelok (4)
67032 CULLIGAN	10/13/2021	\$126.65	Bottled water and disp. Rental
67033 DALCO	10/13/2021	\$345.50	can liners, paper towels
67034 DAVID DROWN ASSOCIATES, IN	10/13/2021	\$5,731.36	TIF 1-8 creation fee
67035 CARDMEMBER SERVICES	10/13/2021	\$1,690.47	Wastewater prep book refund, never received
67036 EMERGENCY MEDICAL PRODUC	10/13/2021	\$289.21	Trauma bag equip, trauma pads, O2 masks, b
67037 ENVIRONMENTAL WATER SERVI	10/13/2021	\$1,500.00	WWTP service contract
67038 FILLMORE COUNTY ATTORNEY	10/13/2021	\$347.50	Criminal fees for case 06/2021-10/2021
67039 FILLMORE COUNTY JOURNAL	10/13/2021	\$89.80	Emergency Response Article/ad
67040 GovOffice, LLC	10/13/2021	\$660.00	Annual hosting fee
67041 HAMMELL EQUIPMENT	10/13/2021	\$379.03	Rotary Mower repairs
67042 HARMONY BODY SHOP	10/13/2021	\$1,305.00	Ambulance repair - LMC to reimburse
67043 HARMONY CHAMBER OF COMM	10/13/2021	\$8,630.20	3rd Qtr Lodging tax
67044 HARMONY FOODS	10/13/2021	\$10.98	clorox and ziplock bags
67045 HARMONY PUBLIC UTILITIES	10/13/2021	\$9,881.65	Visitor Center elect.
67046 HARMONY TELEPHONE COMPA	10/13/2021	\$735.52	monthly phone/internet service
67047 HAWKINS, Inc.	10/13/2021	\$20.00	Chlorine cylinder
67048 HJELMELAND, BRENT & MARIE	10/13/2021	\$4,000.00	Housing rebate 155 1ST Ave SW
67049 I.U.O.E. LOCAL 49 FRINGE BENE	10/13/2021	\$3,975.00	Fringe benefit fund
67050 INGRAM LIBRARY SERVICES, IN	10/13/2021	\$302.67	Audio Books on CD
67051 IRONSIDE TRAILER SALES	10/13/2021	\$69.98	Oil change 1-ton
67052 IUOE LOCAL #49	10/13/2021	\$105.00	Union dues
67053 KINGSLEY MERCANTILE	10/13/2021	\$386.57	Bug spray, Raid, o-ring
67054 KWIK TRIP, INC	10/13/2021	\$1,067.85	Ambulance fuel
67055 LAWN PRO	10/13/2021	\$200.00	Selvig Park
67056 LOFFLER Companies, Inc	10/13/2021	\$40.79	copier maintenance fee
67057 MACQUEEN EQUIPMENT	10/13/2021	\$94.92	Drain valve
67058 MAYO CLINIC AMBULANCE	10/13/2021	\$356.27	Intercept Charges for 08/13
67059 METRO Sales	10/13/2021	\$158.18	Contract base rate
67060 MIENERGY COOPERATIVE	10/13/2021	\$64,397.25	Repair by Harmony Golf Club
67061 MINN MUNICIPAL UTILITIES ASS	10/13/2021	\$2,674.00	2021 Drug and Alcohol testing fee (4)
67062 MINNESOTA AMBULANCE ASSO	10/13/2021	\$321.50	2022 MN Amb. Assoc. Dues
67063 MINNESOTA ENERGY	10/13/2021	\$900.74	INV. 3864793828
67064 MISSISSIPPI WELDERS SUPPLY	10/13/2021	\$54.90	shop O2 tank and Co2
67065 MOREM ELECTRIC, INC	10/13/2021	\$1,884.75	Replace streetlight bulbs (9)
67066 NCPERS Group Life Ins.	10/13/2021	\$16.00	511800
67067 Nethercut Schieber Attorneys,	10/13/2021	\$525.00	O'Connor Development Agmt
67068 ON SITE SANITATION	10/13/2021	\$83.00	Hand sanitizers
67069 PIONEER RESEARCH CORP.	10/13/2021	\$649.20	Super inferno
67070 PRESTON AUTO PARTS	10/13/2021	\$9.96	Cable ties
67071 Quadient, Inc	10/13/2021	\$73.32	Quarterly rental
67072 RUN RIGHT POWER LLC	10/13/2021	\$43.95	tire repair
67073 SEVERSON OIL CO.	10/13/2021	\$412.30	Fire truck fuel
67074 SLINDEE, LORI	10/13/2021	\$114.51	Community Sing lyric printing

CITY OF HARMONY

11/08/21 10:10 AM

Page 2

\*Check Summary Register©

October 2021

	Name	Check Date	Check Amt	
67075	SOUTHEASTERN LIBRARIES CO	10/13/2021	\$653.38	Basic Services & Tech Support
67076	T & R Service Company	10/13/2021	\$1,733.00	Transformer disposal
67077	TEAM LABORATORY CHEM. CO	10/13/2021	\$612.50	mega bugs
67078	USA BlueBook	10/13/2021	\$3,841.00	D-Chlor tablets
67079	USABLE LIFE	10/13/2021	\$59.65	101421301G
67080	UTILITY CONSULTANTS, INC	10/13/2021	\$2,315.80	Testing
67081	Verizon Wireless	10/13/2021	\$47.86	monthly cell phone and hotspot service
67082	WASTE MANAGEMENT	10/13/2021	\$151.25	Dumpster overage 07/26/2021, ticket 830323
67083	WHALEN, COREY	10/13/2021	\$200.60	Meal per diem (3 supper 1 lunch)
67084	GENERATION X CONSTRUCTIO	10/13/2021	\$246,648.50	Pay Request #1
	<b>Total Checks</b>		<b>\$452,901.02</b>	



**CITY OF HARMONY**  
**\*Cash Balances**

**Current Period November 2021**

Fund	2021 Begin Balance	Receipts	Disbursements	-----Transfers-----		JE Payroll	Balance	
				Rec/Disb	Journal Entries			
902 Long Term Debt Ac	\$0.00	\$720,410.00	\$728,470.63	\$0.00	\$0.00	\$0.00	(\$8,060.63)	In Bal
	\$2,027,900.48	\$4,638,109.70	\$5,389,144.12	\$0.00	\$0.00	(\$217,540.84)	\$1,059,325.22	



Owner: City of Harmony, 225 3rd Ave. SW, Harmony, MN 55939	Date: November 4, 2021
For Period: 10/7/2021 to 11/04/2021	Request No: 2
Contractor: Generation X Construction LLC, 26204 MN-43, PO Box 490, Rushford MN 55971	

**CONTRACTOR'S REQUEST FOR PAYMENT**  
**DAIRYLAND POWER UTILITY EXPANSION IMPROVEMENTS**  
**STANTEC PROJECT NO. 193805287**

SUMMARY

1	Original Contract Amount		\$	<u>563,323.75</u>
2	Change Order - Addition	\$	<u>0.00</u>	
3	Change Order - Deduction	\$	<u>50,600.00</u>	
4	Revised Contract Amount		\$	<u>512,723.75</u>
5	Value Completed to Date		\$	<u>460,846.25</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>460,846.25</u>
8	Less Retainage 5%		\$	<u>23,042.31</u>
9	Subtotal		\$	<u>437,803.94</u>
10	Less Amount Paid Previously		\$	<u>246,648.50</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	<u>2</u>	\$	<u><u>191,155.44</u></u>

Recommended for Approval by:  
**STANTEC**

*B.A. A. G. H.*

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

Approved by Owner:  
**CITY OF HARMONY**

Specified Contract Completion Date:

Date:



No.	Item	Contract Unit	Contract Quantity	Unit Price	Quantity to Date	Amount to Date
<b>PART 1: ROADWAY IMPROVEMENTS</b>						
1	MOBILIZATION	LS	1	\$20,000.00	0.75	\$15,000.00
2	TRAFFIC CONTROL	LS	1	\$1,800.00	0.75	\$1,350.00
3	REMOVE BITUMINOUS PAVEMENT	SY	1265	\$1.00	1,265	\$1,265.00
4	SAWING BITUMINOUS PAVEMENT	LF	350	\$3.00	350	\$1,050.00
5	COMMON EXCAVATION (P)	CY	730	\$9.00	730	\$6,570.00
6	GEOTEXTILE FABRIC, TYPE V	SY	1265	\$1.25	1,265	\$1,581.25
7	AGGREGATE BASE, CLASS 5 (CV)	CY	300	\$28.00	300	\$8,400.00
8	AGGREGATE BASE, CLASS 2 MOD (CV)	CY	430	\$28.00	430	\$12,040.00
9	SUBGRADE EXCAVATION (EV)	CY	100	\$10.00	0	\$0.00
10	SUBGRADE CORRECTION (CV)	CY	100	\$28.00	0	\$0.00
11	TOPSOIL BORROW (CV)	CY	250	\$15.00	250	\$3,750.00
12	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330B) (1.5" THICK)	SY	1265	\$10.00	0	\$0.00
13	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330B) (2" THICK)	SY	1265	\$12.00	0	\$0.00
14	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340B) (1.5" THICK)	SY	1265	\$10.00	0	\$0.00
15	BITUMINOUS MATERIAL FOR TACK COAT (P)	GAL	125	\$1.00	0	\$0.00
16	HYDRAULIC BONDED FIBER MATRIX (BFM)	SY	1100	\$3.00	1,100	\$3,300.00
17	EROSION CONTROL BLANKET (TYPE 3N)	SY	1100	\$3.00	1,100	\$3,300.00
18	INLET PROTECTION	LS	1	\$200.00	1.00	\$200.00
<b>TOTAL PART 1 - SANITARY SEWER</b>						\$57,806.25
<b>PART 2: SANITARY SEWER IMPROVEMENTS</b>						
19	REMOVE SANITARY SEWER MANHOLE	EA	3	\$500.00	3	\$1,500.00
20	REMOVE/ ABANDON SANITARY SEWER MAIN	LF	325	\$1.00	325	\$325.00
21	CONNECT TO EXISTING SANITARY SEWER MANHOLE	EA	1	\$800.00	1	\$800.00
22	8" PVC SANITARY SEWER PIPE	LF	725	\$45.00	722	\$32,490.00
23	RESTRICTED TRENCH	LF	250	\$5.00	250	\$1,250.00
24	SOLID ROCK EXCAVATION	CY	40	\$100.00	40	\$4,000.00
25	4' DIAMETER SANITARY MH, INCL R-1642-B CSTG AND CONC ADJ RINGS	EA	2	\$3,400.00	2	\$6,800.00
26	SANITARY SEWER INSPECTION	LF	725	\$1.50	0	\$0.00
27	8X4 PVC WYE	EA	2	\$500.00	2	\$1,000.00
28	4" PVC CLEANOUT	EA	2	\$250.00	2	\$500.00
29	4" PVC SDR 26 SEWER SERVICE PIPE	LF	60	\$50.00	60	\$3,000.00
30	6" PVC SDR 26 SEWER SERVICE PIPE	LF	25	\$50.00	25	\$1,250.00
31	1.25" HDPE LOW PRESSURE SERVICE PIPE (DIRECTIONAL DRILL)	LF	210	\$40.00	285	\$11,400.00
32	CONNECT TO EXISTING SANITARY SEWER SERVICE	EA	2	\$150.00	2	\$300.00
<b>TOTAL PART 2: SANITARY SEWER IMPROVEMENTS</b>						\$64,615.00
<b>PART 3: WATER MAIN</b>						
33	CONNECT TO EXISTING WATER MAIN	EA	2	\$1,000.00	2	\$2,000.00
34	6" GATE VALVE AND BOX	EA	2	\$1,900.00	2	\$3,800.00
35	12" GATE VALVE AND BOX	EA	1	\$4,000.00	1	\$4,000.00
36	HYDRANT	EA	1	\$4,500.00	1	\$4,500.00
37	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LF	350	\$50.00	350	\$17,500.00
38	12" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LF	415	\$75.00	415	\$31,125.00
39	14" O.D. HDPE WATER MAIN DIRECTIONAL DRILL INCL. TRACER WIRE	LF	360	\$525.00	100	\$52,500.00
40	18" DIAM. CASING PIPE (DIRECTIONAL DRILL)	LF	100	\$1,050.00	100	\$105,000.00
41	DUCTILE IRON FITTINGS	LB	700	\$12.00	550	\$6,600.00
42	SOLID ROCK EXCAVATION	CY	275	\$100.00	275	\$27,500.00
<b>TOTAL PART 3: WATER MAIN</b>						\$254,525.00

No.	Item	Contract Unit	Quantity	Unit Price	Quantity to Date	Amount to Date
<b>BASE BID SUMMARY</b>						
	TOTAL PART 1 - SANITARY SEWER					\$57,806.25
	TOTAL PART 2: SANITARY SEWER IMPROVEMENTS					\$64,615.00
	TOTAL PART 3: WATER MAIN					\$254,525.00
	<b>TOTAL BASE BID (PARTS 1-3)</b>					<b>\$376,946.25</b>
<b>CHANGE ORDER NO. 1</b>						
1	14" O.D. HDPE WATER MAIN DIRECTIONAL DRILL INCL. TRACER WIRE	LF	-240	\$525.00	0	\$0.00
2	12" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LF	240	\$75.00	240	\$18,000.00
3	RESTRICTED TRENCH	LF	240	\$5.00	240	\$1,200.00
4	SOLID ROCK EXCAVATION	CY	27	\$100.00	112	\$11,200.00
5	ADDITIONAL RESTORATION ALONG ALIGNMENT INCL. BITUMINOUS DRIVEWAY	LS	1	\$53,500.00	1	\$53,500.00
	<b>TOTAL CHANGE ORDER NO. 1</b>					<b>\$83,900.00</b>
	<b>TOTAL BASE BID (PARTS 1-3)</b>					<b>\$376,946.25</b>
	<b>TOTAL CHANGE ORDER NO. 1</b>					<b>\$83,900.00</b>
	<b>TOTAL BASE BID + CHANGE ORDER NO. 1</b>					<b>\$460,846.25</b>

**PROJECT PAYMENT STATUS**

OWNER CITY OF HARMONY  
STANTEC PROJECT NO. 193805287  
CONTRACTOR GENERATION X CONSTRUCTION LLC

**CHANGE ORDERS**

No.	Date	Description	Amount
1	7/13/2021	Reduction of HDPE Watermain	-\$50,600.00
<b>Total Change Orders</b>			(\$50,600.00)

**PAYMENT SUMMARY**

No.	From	To	Payment	Retainage	Completed
1	09/01/2021	10/06/2021	\$246,648.50	\$12,981.50	\$259,630.00
2	10/07/2021	11/04/2021	\$191,155.44	\$23,042.31	\$460,846.25

**Material on Hand**

Total Payment to Date		\$437,803.94	Original Contract	\$563,323.75
Retainage Pay No 2		\$23,042.31	Change Orders	-\$50,600.00
Total Amount Earned		\$460,846.25	Revised Contract	\$512,723.75

September 22, 2021

Steve Donney, Mayor  
City Council Members  
City Hall  
225 3<sup>rd</sup> Ave. SW  
Harmony, MN 55939

RE: Letter of Support – Proposed Vacation of Easement

Dear Mayor Donney and City Council Members:

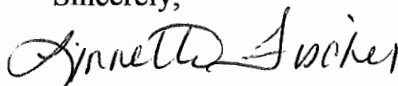
We respectfully request the vacation of an easement in the City of Harmony. We are the owners of the parcels immediately north and south of the easement (see attached Plat drawing).

At present, the easement is maintained by the adjoining property owners. The purpose of the vacation would be for personal use (i.e. possible garage addition).

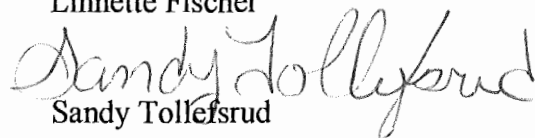
One other property owner abuts the subject area and extends no objections to this proposed vacation. This parcel is currently for agricultural use.

We appreciate your time and consideration for this matter. We are optimistic and look forward to the proposed area being vacated.

Sincerely,



Linnette Fischer



Sandy Tollefsrud

## Petition for Vacating a Street

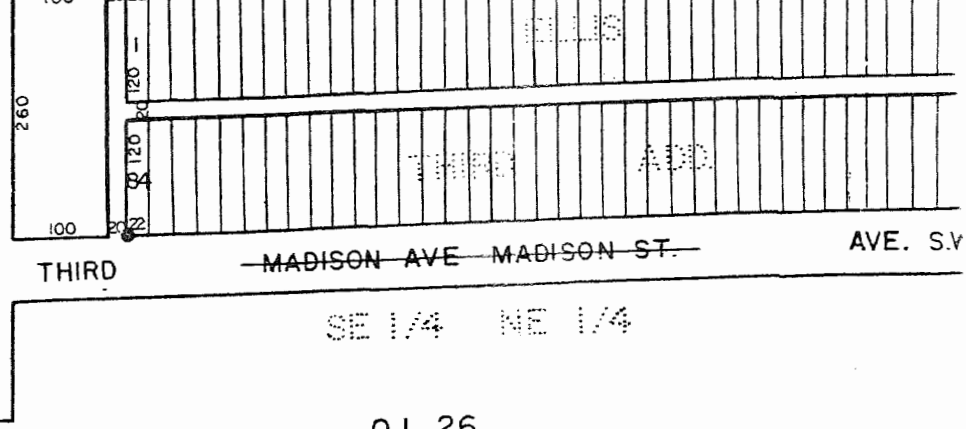
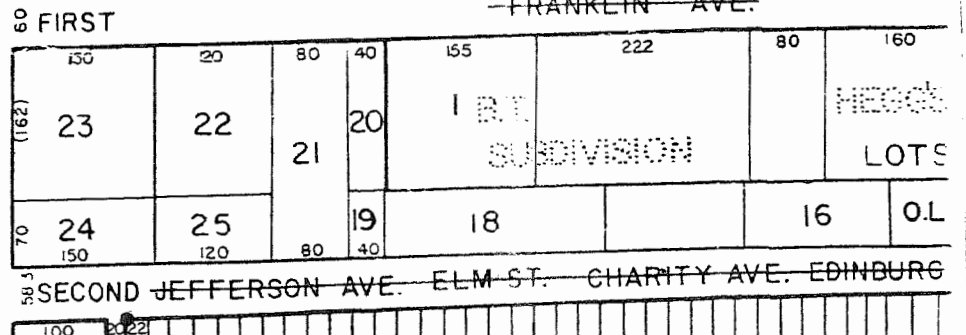
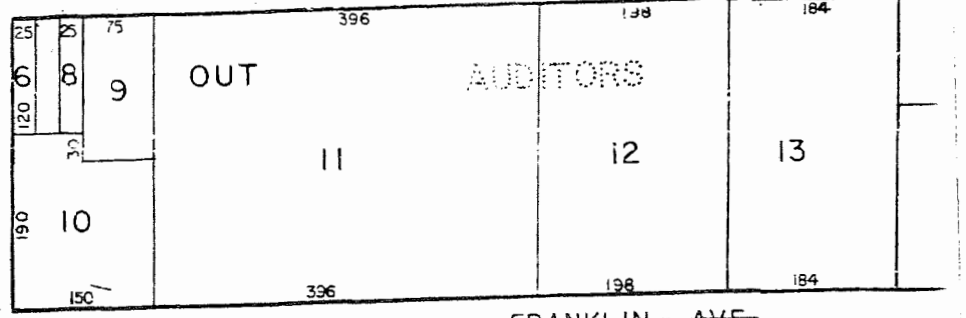
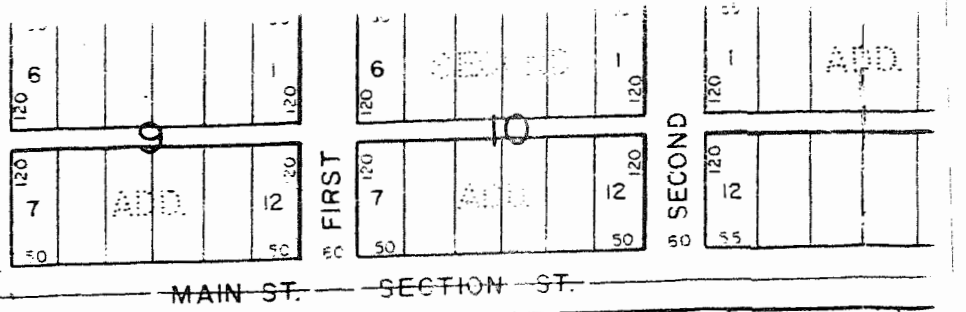
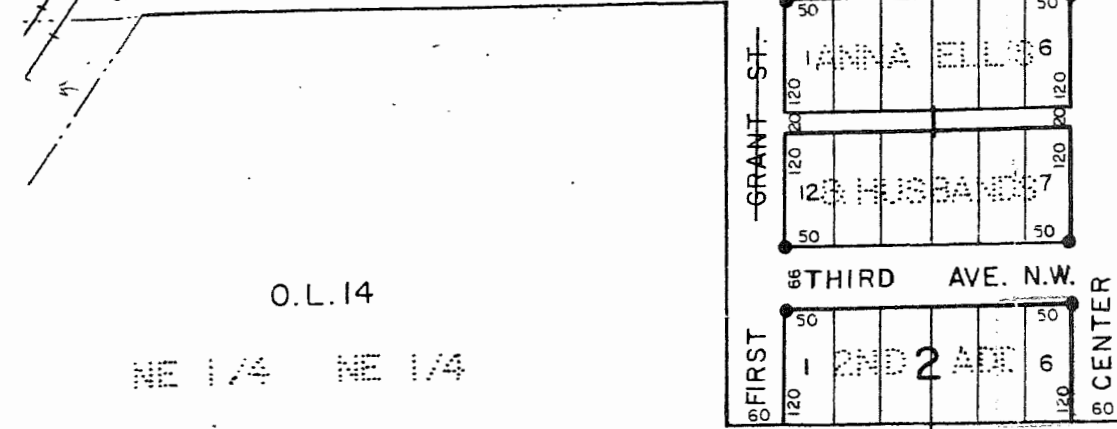
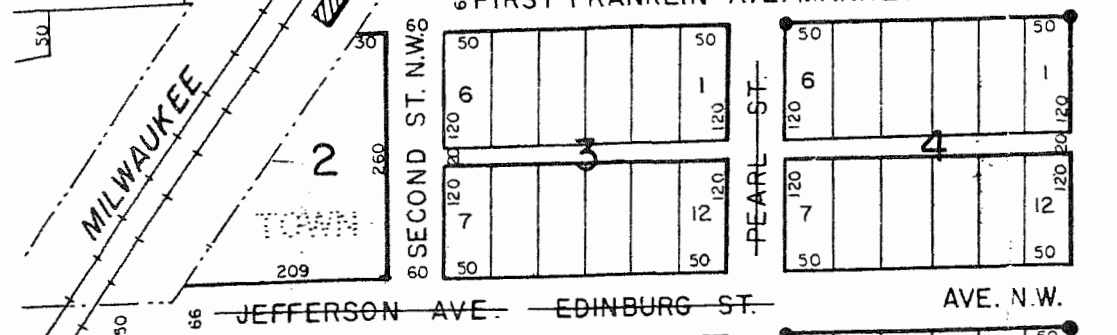
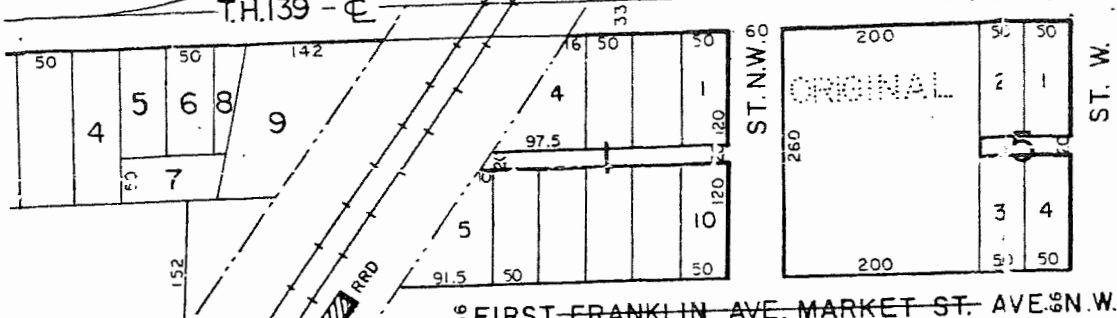
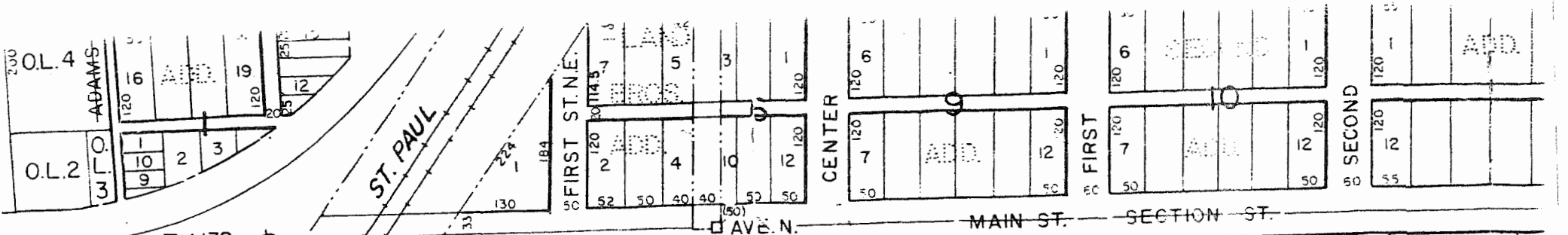
PETITION FOR VACATION OF (A PORTION OF) CENTER STREET IN  
THE CITY OF HARMONY, County of  
FILLMORE, Minnesota.

TO: The City Council of Harmony, Minnesota The undersigned, a majority of the property owners as set forth opposite their respective names, abutting on Center Street W, respectfully petition the city council to vacation the aforesaid (portion of) Center W. street.

Print Name	Signature	Address or Description of Property
<u>Patrick M. Suter</u>	<u>[Signature]</u>	<u>55 3rd Ave NW Harmony, MN.</u>
<u>Sandy Tolkeford</u>	<u>[Signature]</u>	<u>153<sup>rd</sup> Ave SW Harmony, MN</u>
<u>Winnette Fischer</u>	<u>[Signature]</u>	<u>15 3rd Ave NW Harmony, MN</u>

Received on the 13 day of September, 2021

[Signature]  
(Signature of City Clerk)



O.L. 14  
NE 1/4 NE 1/4

SE 1/4 NE 1/4

O.L. 26

# Contract for Professional Services

This contract is made and entered into by Community and Economic Development Associates, a Minnesota nonprofit corporation exempt from income tax as an organization operated for charitable purposes within the meaning of Internal Revenue Code section 501(c)(3), hereafter "CEDA", and the Economic Development Authority of the City of Harmony, an agency or affiliate of a political subdivision of the State of Minnesota, hereafter "the Authority", to define the terms by which CEDA shall provide technical and management expertise services to the Authority.

**I. Agreement scope and purpose.** The Authority hereby retains CEDA to perform to its benefit the services described in paragraph II, to the end of the Authority more effectively accomplishing:

- \* Prevention and/or combat of community and neighborhood deterioration and revitalization of deteriorated neighborhoods;
- \* Attraction and/or retention of businesses that would not, but for the assistance provided, choose to locate/remain in the area;
- \* The securing of businesses who will be required to provide jobs for unemployed and underemployed residents of the community; and
- \* The expansion of business opportunities for minority entrepreneurs and other entrepreneurs that are viable business opportunities to enhance the well being of the community and/or for businesses who are unable to obtain financing from conventional sources

**II. Services to be provided by CEDA.** CEDA agrees to provide technical and management expertise in the form of staff and materials to the Authority. Staff's services, and associated materials, will be provided in order to facilitate and support the accomplishment of the Authority's undertakings to the ends described in the preceding paragraph. CEDA's staff and materials shall be made available toward efforts in the following specific arenas of the Authority's needs and operations:

- \* Accessing of grantor funding for the Authority's economic development programming
- \* Providing loan packaging services for the Authority's business assistance programs
- \* Administering local, regional and state revolving loan funds, if appropriate
- \* Drafting the Authority's Economic Development Annual Work Plan(s)
- \* Planning, facilitating, and/or directly conducting the Authority's community and business development projects, including as necessary, staffing those projects as directed by the Authority in consultation with CEDA. These efforts shall include (but are not limited to), the following:
  - \* seeking city and county involvement
  - \* developing relationships and partnerships to enhance the Authority's goals
  - \* preparing economic development guidelines
  - \* promoting the use of local assets to support and promote value-added processes and unique based businesses
- \* Assisting with local surveys related to business and industry, community, and land and buildings
- \* Assisting with the Authority's economic development marketing efforts and coordination through website development and maintenance
- \* Coordinating and hosting forums in which the Authority's economic development programming are open for the public's review

### **III. Obligations of the Authority.**

- A. The Authority shall reimburse CEDA for staff time provided at the rate of \$33,102 not to exceed annually. This is based on an average of one day per week plus one additional day per month.
- B. Materials, conferences, meetings and the like shall be paid for on a unit basis agreed to by the Authority in writing prior to the provision of the materials.

C. The Authority shall be responsible to provide payment to CEDA within 30 days of the submission of each invoice provided by CEDA.

**IV. Obligations of CEDA.**

A. CEDA is performing services as an independent contractor. Accordingly, the provision of staff by CEDA to provide technical and management expertise to the Authority under this Agreement neither creates a release of CEDA staff to employment at the Authority nor makes such staff subject to supervision by the Authority.

B. CEDA has no authority or right, express or implied, to assume or create any obligation or responsibility on behalf of the Authority or to bind the Authority in any manner. CEDA will not represent the contrary, either expressly or implicitly, to anyone.

C. CEDA is solely responsible for payroll tax responsibilities related to each of its staff persons whose time is provided under this Agreement and shall acquire and maintain necessary insurance related to their efforts under this Agreement, including carrying workers' compensation insurance coverage at all times. CEDA shall supply the Authority with certification of such coverage.

D. CEDA shall be responsible to invoice the Authority for staff time and materials provided under this Agreement on a periodic basis, no less frequently than quarterly.

**V. Period/Termination.** The term of this Agreement is one year, commencing January 1, 2022. The Agreement may be terminated earlier in its term upon 30 days' written notice by CEDA to the Authority or by the Authority to CEDA. Upon termination, the Authority shall be liable to pay CEDA for services performed at \$33,102 per year and materials provided under this Agreement prior to and through the effective date of termination, unless otherwise specifically agreed by the parties in writing.

**VI. Construction of Agreement.** This Agreement is to be performed and construed under Minnesota law, and supersedes any and all prior agreements and contains the entire agreement of the parties.

**CITY OF HARMONY**

By \_\_\_\_\_

Its \_\_\_\_\_

Date \_\_\_\_\_

**COMMUNITY AND ECONOMIC DEVELOPMENT ASSOCIATES**

By 

Its CEO/President

Date October 21, 2021



**City of Harmony  
Resolution Number 21-20  
Declaring Slum and Blighted Area**

WHEREAS, the City of Harmony is concerned about the economic viability of slum and blighted area within its corporate limits, and

WHEREAS, the slum and blighted area projects a negative visual image of the community, and

WHEREAS, the economic, social, physical, and cultural well-being of the City is adversely affected by the conditions of this slum and blighted area, and

WHEREAS, there exists the opportunity to improve, preserve, and re-develop this slum and blighted area to the benefit of the community, and

WHEREAS, the following detrimental conditions have been identified which qualify the area under State law and Community Development Block Grant Program requirements:

- 1) Public Improvements are in a general state of deterioration; or
- 2) At least 25% of the buildings are deteriorated or deteriorating, and have at least one of the following characteristics: Physical deterioration of building or improvement; Abandonment of property; Chronic high turnover or vacancy rate; Significant decline in property value or abnormally low property value in relation to other areas of the community; or Known or suspected environmental contamination.

WHEREAS, of all the parcels within the target area, 64 of them are occupied by buildings. Of the 64 buildings in the target area, 17 of them are structurally standard, 46 of them are structurally substandard, and 1 is dilapidated.

NOW THEREFORE, BE IT RESOLVED, that the following area is designated a "Slum and Blighted Area"

Area: The Commercial District consisting of both sides of the street along Main Street/Highway 52 (See attached Commercial Target Area Map/Slum and Blight Area map.)

Resolved and agreed upon this            day of            , 20            .

\_\_\_\_\_  
Witnessed

\_\_\_\_\_  
(mayor)  
Signed

## Harmony EDA Minutes

DRAFT

→ Draft

November 4, 2021  
7:30 AM

Community Center  
Council Room

Present: Kerry Kingsley, Steve Donney, and Greg Schieber

Also Present: Cindy Ofstedal, Melissa Vander Plas, Devin Swanberg, and Chris Giesen

The regular meeting was called to order at 7:32 AM by Kerry Kingsley.

### Minutes

The board reviewed the minutes of the October 7, 2021 meeting. Motion by Schieber, second by Donney to approve the minutes as presented. Motion carried unanimously.

### Financial Reports & Claims

The board reviewed the loan portfolio and home rebate ledger. Two past due loans was discussed. Giesen will contact the borrowers and provide updates to the board.

The annual contract for economic development staffing services from CEDA was reviewed. Giesen noted that the annual contract rate of \$33,102 would provide the same level of service and same terms as prior years and was a 3% increase from the 2021 rate. Motion by Donney, second by Schieber to approve the contract renewal. Motion carried unanimously.

There were no claims for payment. Motion by Schieber, second by Donney to approve the financial report. Motion carried unanimously.

### Downtown Revitalization Program Proposals

The board reviewed three proposals that were submitted for the new downtown revitalization program at length. Proposals were received from Becky Hoff to restore façade of the current Bee Balm building, Miles Petree and Lisa Miller to restore the façade of the On the Crunchy Side building, and Amy and Aaron Bishop to restore the façade of their commercial building. It was determined that all three of the proposals were good project ideas and met the goals of the program. It was also determined that only the Hoff and Petree proposals were complete for consideration at this time.

In discussions, it was noted that in addition to the \$40,000 funding set aside in the 2022 budget and future years, that the same level of funding was available for the 2021 budget year. It was noted that while the Petree proposal was requesting \$40,000 plus a \$15,000 EDA loan to cover the \$55,000 project, only half of the south facing wall would be repaired and the windows would remain as-is in poor shape. Estimates for an entire repair of the brick on the east and south walls was about \$103,000. Further discussion noted that the goal of the program was to fix buildings that needed once in a lifetime fixes, check them off the list, and move on to the next building preserving the unique character of the core downtown. Along that line of logic, the board wondered if additional funding was made available, could the entirety of the brickwork for the On the Crunchy Side building be completed. If the board were to consider increasing the grant amount, they would also want to see an increase in the owner's match that was pledged in the proposal, as well as require the five large windows on the south wall be restored with appropriate windows. Consensus of the board was that because of the current potential availability of

funding and the size, scope, and visibility of the Crunchy Side building, additional funding of \$80,000 would be considered provided the entire south and east walls were tuckpointed and the windows on the south wall were replaced. In order for consideration, the windows must be replaced with windows that fit the original openings, including the arched tops. It was also agreed that the board would also consider a traditional EDA loan of up to \$35,000 for this project, but that all costs beyond that would be the owner's responsibility to finance. The board agreed that this would complete the once in a lifetime needs of this building's exterior, provide an excellent poster project to promote the program, and meet the goals of the program to preserve and promote the downtown core. The board directed Giesen to talk with the owners of the Crunchy Side building to see if they were agreeable with the additional project elements, cost, and funding.

Consensus was to continue the discussion at the December meeting and consider a formal recommendation to the city council for an award at that time. The board agreed that all of the proposals were excellent projects and that they hoped that whichever projects are not awarded this year are resubmitted for consideration in the future and that as these projects are completed the entire downtown core could be restored.

### **Trail Project: Bishop Approval Process**

Giesen reported that three stands of unique, mature oak trees were identified along the proposed bike trail extension route, located on the former Harvey Benson farm now owned by Aaron and Amy Bishop. The trees were identified because they are in the way of the trail construction. As currently proposed on the property owned by the city for the trail, these trees would need to be removed. However, they are the only such unique mature oak trees on the route. Both the Bishops and the DNR independently and without the other knowing, approached the city to see if there was anything that could be done to protect these trees. The solution to saving the trees is to route the trail around them, but additional land would need to be controlled in order to do so. The landowners have generously offered to donate the needed land to route the trail safely around the trees, provided that the transactional costs, such as a land survey and expenses related to the deed transfer, are covered by the city. Such expenses are estimated at about \$2,000. Giesen noted that the DNR is not able to accept land donations from private parties and so the land would be donated to the city, to be then donated again by the city to the DNR with the remainder of the trail corridor property. The board reviewed the proposed route to avoid the trees. Giesen suggested applying for a grant from the Harmony Area Community Foundation to offset half of the estimated transactional costs and to have the board fund the remainder of the cost from their unspent marketing budget. Motion by Donney, second by Schieber to fund the transactional costs to route the trail around the oak trees and apply for a grant from the Harmony Area Community Foundation for half of the anticipated expense. Motion carried unanimously.

### **Industrial Park 2<sup>nd</sup> Addition Plat Discussion**

The board again reviewed the layout of the lots in the industrial park. It was noted that after working on the documents for a potential lot sale, it was suggested that it would be more efficient, clean, and proper to plat the recently purchased industrial park property and remainder of the original industrial park. This would better facilitate future development and sales. The board discussed the potential layout and agreed that the recently purchased property should be divided into three lots, one of which would be combined with an existing lot in the 1<sup>st</sup> Addition to help facilitate a current prospective sale, and that the undeveloped area to the north could be platted as a large outlot for now. Swanberg and Giesen would work with the city engineer to finalize a preliminary plat.

Motion by Donney, second by Schieber to move forward to plat the Harmony Industrial Park 2<sup>nd</sup> Addition. Motion carried unanimously.

### **Potential Land Opportunity**

As an update to the brief discussion at the last meeting, it was reported that Schieber and Giesen were going to meet with a landowner that was potentially interested in selling their property. It was still unclear whether or not the owner was interested in selling, what an actual purchase price would be, or whether or not the board would be able to afford the purchase price once it was decided. But consensus of the board remained that the opportunity should at least be explored.

### **Experience Harmony Goals**

Giesen reported that the new goals discussed at prior meetings, which included several new business types that are needed in the community, were added to the Experience Harmony goals.

### **Joint Board Meeting Update**

Giesen reported that a date had not yet been scheduled for the annual joint board meeting with the school and city council, but that he would continue attempts to schedule it.

### **Chamber of Commerce Report**

Melissa Vander Plas was present to give the chamber report. She reported that 1,124 visitors were recorded in October, which was the second best monthly count behind July this year. July saw about 1,300 visitors. The chamber is working to finalize the visitor guide with design firm Perfectly Glossy, is planning fall and winter events, and were excited to see such great turnout for Haunted Harmony this year. The annual craft show, small business Saturday, Breakfast with Santa, and community tree lighting are up next over the next several weekends. Finally, it was noted that 2022 membership renewals had been sent out.

### **Prospects/Community Update**

Giesen gave a brief update on prospects noting that the Reicks intended to sign a purchase agreement for a lot in the industrial park for their trucking headquarters and storage facility, per the discussion at the last meeting. He noted that it was anticipated the offer would come forward in time to review the offer at the December EDA meeting.

There was no other business.

Hearing no objections, Kingsley adjourned the meeting. The meeting adjourned at 9:29 AM.

The next regular meeting is scheduled for December 2, 2021 at 7:30 AM at the Community Center.

HARMONY PARK BOARD  
November 8th, 2021 PARK BOARD MEETING

*DRAFT*

The meeting of the Harmony Park Board was called to order by Kelli Jo Krenzke at 5:30 PM. Present were Kelli Jo Krenzke, Miles Petree, Alissa Stelpflug and Jesse Grabau Also Present Devin Swanberg, Absent Tony Webber

Approval of Consent Agenda of Claims and minutes motion made by Grabau seconded by Petree. Motion passed 3-0

Old Business

Update on the City Park by the library was given will continue to talk to Lion's Club to see what they plan on doing with the slab and sidewalk.

Update about the progress of the splash pad and working on getting an engineered drawing of the shelter.

Cancer Park update was given on what trees were in the park and what action should be taken regarding the trees. It was tabled for the time being.

Motion was made by Petree to increase the donation from \$5,000 to \$7,500 for the cost of the concrete to the veteran's memorial. The funds will come out of the civic donation line item. Motion was seconded by Grabau Passed 3-0

Motion was made by Grabau to have Lawn pro again work on Selvig Park. Motion was seconded by Petree. Motion passed 3-0

Alissa Stelpflug arrived 5:52

Park Board asked Administrator Swanberg to create a new rate schedule with Weekly, Monthly and Seasonal rates for the RV park. Will be looking to approve the new rates at the December meeting.

Adjourned at 6:10