

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

December 14th, 2021  
7:00 P.M.

Council Room  
Community Center

1. Call to Order
2. Roll Call
3. Public Forum
4. Public hearing
  - a. Vacation of Center Street past 3<sup>rd</sup> AVE W
5. Consent Agenda
  - a. Minutes Regular November Meeting
  - b. Claims and November Checks
  - c. CD
  - d. Cash Balances
  - e. Hiring of Lisa Morken as Deputy City Clerk
  - f. Approve Sam Grabau as Full Time/ add EMS Director
  - g. Approve Minnowa \$22,000 for Wicket Drive
6. New Business
  - a. Refuse and Recycling contract
  - b. Utility Rates and Fees
  - c. 2021, 2022, 2023 Adopting new Salary Grid
7. Truth in Taxation
  - a. Resolution 21-21 Approving 2021 Levy
8. Reports
  - a. Building & Maintenance Report
    - A. Clean up Comm Center gym
    - B. WWTP Report -- Attachment (3 Months)
    - C. Internet Grant Update
  - b. EDA Board
    - A. Approve of Downtown Revitalization project
  - c. Park Board
    - A. Splash Pad Update
  - d. Library Board
  - e. Arts Board
  - f. Fire Department
  - g. Sheriff Report
9. Adjourn



December 14th, 2021  
7:00 P.M.

Council Room  
Community Center

1. Call to Order
2. Roll Call
3. Public Forum
4. Public hearing
  - a. Vacation of Center Street past 3<sup>rd</sup> AVE W
5. Consent Agenda
  - a. Minutes Regular November Meeting – Attachment
  - b. Claims and November Checks – Attachment
  - c. CD
  - d. Cash Balances– Attachment
  - e. Hiring of Lisa Morken as Deputy City Clerk - – Attachment
  - f. Approve Sam Grabau as Full Time/ add EMS Director – Attachment
  - g. Approve Minnowa \$22,000 for Wicket Drive – attachment
6. New Business
  - a. Refuse and Recycling contract -- Attachments
  - b. Utility Rates and Fees – attachment
  - c. 2021, 2022, 2023 Adopting new Salary Grid – attachment with reclassification
7. Truth in Taxation
  - a. Resolution 21-21 Approving 2021 Levy – Attachment
8. Reports
  - a. Building & Maintenance Report
    - A. Clean up Comm Center gym
    - B. WWTP Report - – Attachment (3 Months)
    - C. Internet Grant Update
  - b. EDA Board
    - A. Approve of Downtown Revitalization project
  - c. Park Board - – Attachment
    - A. Splash Pad Update
  - d. Library Board
  - e. Arts Board
  - f. Fire Department
  - g. Sheriff Report
9. Adjourn





NOVEMBER 9, 2021

REGULAR MEETING

HARMONY CITY COUNCIL

A Regular Meeting of the Harmony City Council was called to order at 7:00 PM by Mayor Steve Donney. Present were Mayor Donney, Councilmembers Steve Sagen, Domingo Kingsley and Jesse Grabau; Administrator Devin Swanberg, Attorney Greg Schieber, Bradley Thacher, Steve Lindstrom, Samantha Grabau, Cindy Ofstedal, Hannah Wingert and Eileen Schansberg. Absent was Councilman Webber.

**PUBLIC FORUM:**

Cindy Ofstedal asked if the gymnasium could be cleaned and painted to be more presentable.

Administrator Swanberg gave an update on the Wage & Comp Study. The Grid will be available for review at the December meeting.

**CONSENT AGENDA:**

Motion by Grabau and seconded by Kingsley to approve the Consent Agenda which consisted of the Minutes to the October 12, 2021 meeting, the Claims & October checks written, the Financial Report, & cashing CD # 44661 to the General Fund. All present voting yes. Absent was Webber. Motion carried.

**DAIRYLAND PROJECT:**

Pay Request #2 was presented for payment in the amount of \$191,155.44. Motion by Grabau and seconded by Sagen to approve pay request #2. All present voting yes. Absent was Webber. Motion carried.

**PETITION FOR VACATION:**

A Request for a vacation of an alley going West on Center Street has been submitted. Motion by Grabau and seconded by Kingsley to call for a PUBLIC HEARING at the December 14, 2021 meeting to vacate the alley going west on Center Street. All present voting yes. Absent was Webber. Motion carried.

**BUILDING & MAINTENANCE:**

Looking at utility rates.

Have received one bid to the cleaning and painting of the Community Center gym in the amount of \$13,000.

**EDA REPORT:**

Motion by Donney and seconded by Grabau to approve the 2022 CEDA Contract in the amount of \$33,102. All present voting yes. Absent was Webber. Motion carried.

RESOLUTION 21-20 was presented: A RESOLUTION DECLARING SLUM 7 BLIGHTED AREAS IN THE CITY OF HARMONY. Motion by Grabau and seconded by Kingsley to adopt Resolution 21-20.

Voting for the Resolution was: Grabau, Sagen, Kingsley & Donney

Voting against the Resolution was: No One

Abstained from voting was: No One

Absent from voting was: Webber

The motion passed and resolution was adopted.

Motion by Grabau and seconded by Donney to have a 35% match for the Slum & Blight grant using the last previous Block Grant as the match. All present voting yes. Absent was Webber. Motion carried.

Mature Oak trees are in the path of the proposed Trail extension. In order to preserve these three trees, landowners Aaron & Amy Bishop are willing to donate land near the trees to the city. Motion by Donney and seconded by Grabau to accept the land gifted by the Bishop's. All present voting yes. Absent was Webber. Motion carried.

**PARK BOARD:**

**SPLASH PAD:**

The Splash Pad will be bid out in December.  
Estimates for the Shelter will also be gotten.

**VETERAN'S MEMORIAL:**

Concrete prices have risen astronomically so the board agreed to give another \$2,500 to the memorial project.

**LAWN PRO:**

Agreed to pre-pay Lawn Pro to spray, weed & feed the parks again next year.

**ARTS BOARD:**

Looking for new members as some have retired and resigned.  
Agreed to donate \$200 to the past National Night Out.  
Looking to sponsor Robbie Brokken for an Arts Grant.  
Helping sponsor the Christmas Lighting Contest.

**FIRE RELIEF ASSOCIATION:**

The Harmony Fire Relief has requested raising their Fire Relief Benefit to \$1,150 from \$1,050 per year of service. Motion by Sagen and seconded by Kingsley to approve the \$100 raise per year of service. Voting yes was Sagen and Kingsley. Absent was Webber. Abstained was Grabau and Donney. Motion carried.

**SHERIFF'S REPORT:**

There has not been a report for quite some time. Administrator Swanberg will reach out to the Department for a report.

Upon no further business, Mayor Donney adjourned the meeting.

Mayor Steve Donney

Eileen Schansberg, Deputy Clerk



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

December 14, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
eral Fund				
General Fund	Union Central Pension Fund	CENTRAL PENSION FUND	Pension	\$276.50
General Fund	Health Insurance	I.U.O.E. LOCAL 49 FRINGE BENEF	Union ER insurance	\$3,036.00
General Fund	Health Insurance	I.U.O.E. LOCAL 49 FRINGE BENEF	Union EE insurance	\$939.00
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	Copy/Fax Supplies	ELAN FINANCIAL SERVICES	Ink cartridges	\$34.89
General Fund	Dues	MCFOA	Municipal clerk dues	\$45.00
General Fund	General Operating Supplies	HARMONY FOODS	Sandwich bags	\$6.58
General Fund	Office Accessories	ELAN FINANCIAL SERVICES	chair mat	\$62.99
General Fund	Penalties & Fines	ELAN FINANCIAL SERVICES	Interest fee	\$12.38
General Fund	Telephone	HARMONY TELEPHONE COMPANY	Civil defence telephone	\$91.65
General Fund	Cleaning Supplies	DALCO	Gloves and cleaning supplies	\$261.01
General Fund	Contractual Services	CUSTOM ALARM	Fire alarm monitoring	\$94.50
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Comm. Ctr. Elect.	\$1,056.64
General Fund	Gas Utilities	MINNESOTA ENERGY	Community Center utilities	\$404.18
General Fund	General Operating Supplies	DALCO	Gloves	\$89.32
General Fund	General Operating Supplies	HARMONY GARDENS & FLORAL, LLC	Christmas Wreaths x2	\$99.98
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	Rivets, nuts, bolts	\$37.04
General Fund	Motor Fuels/Lubricants	KWIK TRIP, INC	Terry truck fuel	\$34.69
General Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	Terry truck fuel Nov.	\$33.43
General Fund	Repair/Maint Bldg/Structures	KINGSLEY MERCANTILE	Filters (2), bulbs (18)	\$218.40
General Fund	Repair/Maint Bldg/Structures	WHV, INC	Prev. roof maint.	\$1,018.00
General Fund	Repair/Maint Land	NORBY TREE SERVICE LLC	10/14 - 4 Spruce @ comm. Ctr	\$1,166.67
General Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	Comm. Ctr. Sewer	\$49.90
General Fund	Telephone	HARMONY TELEPHONE COMPANY	Administration Telephone	\$238.78
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Comm. Ctr. Water	\$33.16
General Fund	Engineering Fees	STANTEC CONSULTING SERVICES, I	2020 Street Project walk-through	\$378.00
General Fund	Dues	HARMONY CHAMBER OF COMMERCE	Golden Happenings membership	\$25.00
General Fund	Program Services	HARMONY GARDENS & FLORAL, LLC	Flower arrangement supplies	\$75.00
General Fund	Program Services	HARMONY GOLF CLUB	Holiday Meals (25) Golden Happenings	\$250.00
General Fund	Program Services	WARNER, CHARLIE	Music entertainment - Christmas party	\$50.00
General Fund	Software Service Fees	BANYON DATA SYSTEMS	Annual support	\$1,074.00
General Fund	Software Service Fees	ELAN FINANCIAL SERVICES	Sales tax paid- waiting refund	\$15.04
General Fund	Travel Expenses	SWANBERG, DEVIN	Mileage to get truck	\$161.28
General Fund	Repair/Maint Vehicles	IRONSIDE TRAILER SALES & SERVI	Dodge - switch wiring for sander	\$297.50

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Fund Descr	Object of Expense	Vendor	Comments	Amount
General Fund	Repair/Maint Vehicles	IRONSIDE TRAILER SALES & SERVI	Old dump truck oil change and service	\$150.78
General Fund	Street Maint Materials	BRUENING ROCK PRODUCTS, INC	Sand materials	\$1,031.51
General Fund	Tires	IRONSIDE TRAILER SALES & SERVI	Ford F-550 tires	\$738.45
General Fund	Legal Fees	FILLMORE COUNTY ATTORNEY	Legal fees	\$583.00
General Fund	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	Legal fees November	\$120.00
General Fund	Employment Advertising	FILLMORE COUNTY JOURNAL	Deputy Clerk ad	\$120.10
General Fund	Employment Advertising	FILLMORE COUNTY JOURNAL	Deputy Clerk ad	\$108.09
General Fund	Employment Advertising	FILLMORE COUNTY JOURNAL	Deputy Clerk ad	\$108.09
General Fund	General Operating Supplies	CULLIGAN	Wellness program	\$73.40
General Fund	Uniforms	BIGALK, TERRY	Uniform allowance	\$300.00
General Fund	Uniforms	MICHEL, BRIAN	Clothing allowance	\$300.00
General Fund	Uniforms	WHALEN, COREY	jeans -clothing allowance	\$34.99
General Fund	Legal Notices Publishing	FILLMORE COUNTY JOURNAL	Public hearing - Center ST Vacate	\$21.11
General Fund	Telephone	HARMONY TELEPHONE COMPANY	Police telephone	\$43.74
General Fund	Cleaning Supplies	ZEP MANUFACTURING COMPANY	ZEP 50 cleaner, shipping	\$51.53
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Shop elect.	\$123.68
General Fund	Gas Utilities	MINNESOTA ENERGY	Shop	\$235.20
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	oil, cord plug, tape, zipties, penetrating sp	\$123.68
General Fund	General Operating Supplies	PRESTON AUTO PARTS	Cartridge Filter	\$17.99
General Fund	General Operating Supplies	PRESTON AUTO PARTS	Unclog grease joints	\$49.99
General Fund	General Operating Supplies	PRESTON AUTO PARTS	Hardware	\$6.49
General Fund	Refuse/Garbage Disposal	FILLMORE COUNTY RESOURCE RECO	tire disposal	\$51.00
General Fund	Refuse/Garbage Disposal	WASTE MANAGEMENT	Recycling dumpster at shop	\$10.00
General Fund	Repair/Maint Bldg/Structures	PLUNKETTS PEST CONTROL, INC	Rodent treatment	\$82.00
General Fund	Repair/Maint Machinery/Equip	MN DEPT OF LABOR & INDUSTRY	Annual compressor check	\$20.00
General Fund	Small Tools and Minor Equip	FASTENAL COMPANY	bolts and screws	\$41.33
General Fund	Telephone	HARMONY TELEPHONE COMPANY	Shop internet	\$44.95
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Shop water	\$18.04
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Corey truck fuel	\$183.20
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	volume fuel discount	-\$2.92
General Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	Corey truck/tractor fuel Oct.	\$209.04
General Fund	Motor Fuels/Lubricants	SWANBERG, DEVIN	Fuel for truck	\$49.00
General Fund	Tires	IRONSIDE TRAILER SALES & SERVI	Ford F-550 tires	\$738.45
General Fund	Miscellaneous	MOSQUITO CONTROL OF IOWA	2021 Mosquito spraying	\$5,465.00
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Visitor Ctr. Elect.	\$122.41
General Fund	Gas Utilities	MINNESOTA ENERGY	Visitor Center	\$390.42
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Terry truck fuel	\$34.69
General Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	Terry truck fuel Nov.	\$33.43



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Fund Descr	Object of Expense	Vendor	Comments	Amount
General Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	Visitor Ctr. Sewer	\$38.04
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Visitor Ctr. Water	\$25.35
eral Fund				\$23,742.41
ary Fund				
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio Books	\$98.50
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio Books	\$247.43
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio Books	\$242.99
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio Books	\$77.57
Library Fund	Media-Books	AMAZON CAPITAL SERVICES	book	\$18.58
Library Fund	Media-Books	BAKER & TAYLOR	Books	\$303.91
Library Fund	Media-Books	BAKER & TAYLOR	Books	\$43.07
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$22.92
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$93.07
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$22.96
Library Fund	Media-Video	BAKER & TAYLOR	DVDs	\$50.18
Library Fund	Program Supplies	ELAN FINANCIAL SERVICES	Reading program	\$759.52
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	\$64.10
Library Fund	Software Service Fees	SOUTHEASTERN LIBRARIES COOP	basic services & tech support	\$605.72
Library Fund	Telephone	HARMONY TELEPHONE COMPANY	Library telephone	\$49.89
ary Fund				\$2,744.41
Fund				
Fire Fund	Chemicals and Chem Products	ZEP MANUFACTURING COMPANY	ZEP 4358 soap, shipping	\$197.56
Fire Fund	Chemicals and Chem Products	ZEP MANUFACTURING COMPANY	ZEP 50 cleaner	\$32.52
Fire Fund	Dues	MN STATE FIRE DEPT. ASSOC	MSFDA Membership dues	\$175.00
Fire Fund	Dues	TRI COUNTY FIREFIGHTER S ASSOC	Fire Association	\$75.00
Fire Fund	General Operating Supplies	JOHNSON, RODNEY J	Fire Prevention Week stickers	\$22.95
Fire Fund	General Operating Supplies	JOHNSON, RODNEY J	Fire Prevention Week magnets	\$26.00
Fire Fund	General Operating Supplies	JOHNSON, RODNEY J	Fire Prevention Week activity books	\$48.00
Fire Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	Ambulance fuel Nov.	\$34.09
Fire Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	Fire Dept. Fuel Oct.	\$211.63
Fire Fund	Repair/Maint Machinery/Equip	KIRVIDA FIRE	412-1 repair	\$465.13
Fire Fund	Repair/Maint Machinery/Equip	KIRVIDA FIRE	417 repair	\$1,742.92
Fire Fund	Repair/Maint Machinery/Equip	KIRVIDA FIRE	412-2 repair	\$481.93
Fire Fund	Repair/Maint Machinery/Equip	KIRVIDA FIRE	412-1 repair - foam system	\$120.00
Fire Fund	Sign Materials	M. PETERS ENTERPRISES	Fireman flag	\$96.00

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December 14, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Fire Fund	Small Tools and Minor Equip	CLAREY S SAFETY EQUIPMENT, INC	2.5" swing out line	\$820.00
Fire Fund	Small Tools and Minor Equip	KINGSLEY MERCANTILE	Utility bags, hammers (4)	\$325.43
Fire Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Fire hall elect	\$266.94
Fire Fund	Gas Utilities	MINNESOTA ENERGY	Fire hall gas utilities	\$18.14
Fire Fund	Repair/Maint Bldg/Structures	KINGSLEY MERCANTILE	Faucet	\$94.99
Fire Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	Fire hall sewer	\$24.85
Fire Fund	Small Tools and Minor Equip	KINGSLEY MERCANTILE	drill bit, magnets	\$35.76
Fire Fund	Telephone	HARMONY TELEPHONE COMPANY	Fire telephone	\$46.00
Fire Fund	Water Utilities	HARMONY PUBLIC UTILITIES	Fire hall water	\$16.66
Fund				\$5,377.50
Ambulance Fund				
Ambulance Fund	General Operating Supplies	KINGSLEY MERCANTILE	Batteries	\$16.49
Ambulance Fund	Medical Supplies	ELAN FINANCIAL SERVICES	Sales tax paid - waiting refund	\$4.42
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	Thermometer and probe covers	\$281.78
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	C-collars (12)	\$119.40
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	missed freight chg	\$10.50
Ambulance Fund	Medical Supplies	EMERGENCY MEDICAL PRODUCTS	b/o Peds neb mask kit	\$2.79
Ambulance Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Ambulance fuel	\$52.17
Ambulance Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	Ambulance fuel Oct.	\$160.16
Ambulance Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.		\$160.23
Ambulance Fund	Sign Materials	M. PETERS ENTERPRISES	EMS Flag	\$96.00
Ambulance Fund	Software Service Fees	LEXIPOL	EMS1 set-up	\$150.00
Ambulance Fund	Software Service Fees	LEXIPOL	EMS1 Learning platform (18)	\$730.00
Ambulance Fund	Software Service Fees	LEXIPOL	LMS platform only	\$20.00
Ambulance Fund	Taxes, Licenses & Permits	ELAN FINANCIAL SERVICES	HIS reinstatement	\$35.00
Ambulance Fund	Taxes, Licenses & Permits	ELAN FINANCIAL SERVICES	S. Grabau 2020 HSI BLS License	\$35.00
Ambulance Fund	Telephone	VERIZON WIRELESS	cell phone and hot spot	\$47.88
Ambulance Fund	Training Fees	ELAN FINANCIAL SERVICES	HSI 2020 BLS & Peds instructor packages	\$369.48
Ambulance Fund	Travel Expenses	GRABAU, SAMANTHA	Mileage to SE EMS, medical supplies	\$54.88
Ambulance Fund				\$2,346.18
Park Fund				
Park Fund	Chemicals and Chem Products	KINGSLEY MERCANTILE	RV Antifreeze	\$43.11
Park Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Parks water	\$131.12
Park Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Parks elect.	\$180.42
Park Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	weedeater fuel Oct.	\$8.64
Park Fund	Repair/Maint Machinery/Equip	RUN RIGHT POWER LLC	V-belt replacements	\$174.33

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

December 14, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Park Fund	Repair/Maint Machinery/Equip	RUN RIGHT POWER LLC	batter replacement	\$74.54
Park Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Selvig Park lighting	\$5,624.09
Park Fund	Repair/Maint Other Improve	NORBY TREE SERVICE LLC	10-14- Ash tree @ N. Park	\$1,166.67
Park Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	Parks sewer	\$121.50
Fund				<u>\$7,524.42</u>
Arts Fund	Program Services	FIRST SOUTHEAST BANK	Christmas lights Contest winners	\$300.00
Fund				<u>\$300.00</u>
Dairyland TIF 1-7	Engineering Fees	STANTEC CONSULTING SERVICES, I	Engineering fees	\$18,826.90
Dairyland TIF 1-7				<u>\$18,826.90</u>
Water Fund	MN Water Testing Fee Due	MN DEPT OF HEALTH	Water testing fees	\$1,462.00
Water Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinder x3	\$15.00
Water Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Pumphouse 1 elect.	\$161.54
Water Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Pumphouse 2 elect.	\$169.82
Water Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Pumphouse 3 elect.	\$476.18
Water Fund	Gas Utilities	MINNESOTA ENERGY	Pump house 1	\$65.63
Water Fund	Gas Utilities	MINNESOTA ENERGY	Pumphouse 2	\$49.66
Water Fund	General Operating Supplies	MISSISSIPPI WELDERS SUPPLY CO	Oxygen cylinders	\$56.70
Water Fund	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	Water testing fees	\$80.00
Water Fund	Repair/Maint Other Improve	METERING & TECHNOLOGY SOLUTIO	Meter	\$1,095.82
Water Fund	Repair/Maint Other Improve	VIS PLUMBING	curbstop replacement at Cardinal	\$725.00
Fund				<u>\$4,357.35</u>
Sewer Fund	Postage	ELAN FINANCIAL SERVICES	Postage water samples	\$5.10
Sewer Fund	Taxes, Licenses & Permits	ELAN FINANCIAL SERVICES	C. Whalen WW lic. Renewal	\$23.57
Sewer Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	dechlor tablets	\$4,906.00
Sewer Fund	Contractual Services	ENVIRONMENTAL WATER SERVICES	WWTP contract	\$1,500.00
Sewer Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	WWTP elect	\$1,188.82
Sewer Fund	Gas Utilities	MINNESOTA ENERGY	WWTP gas	\$487.04
Sewer Fund	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	WWTP testing fees	\$958.50
Sewer Fund	Repair/Maint Other Improve	K&R EQUIPMENT, INC	July service call for Clarifier	\$764.53
Sewer Fund	Repair/Maint Other Improve	KINGSLEY MERCANTILE	light, bulbs, tap, zipties	\$77.54
Sewer Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Lift stations	\$1,249.22

**CITY OF HARMONY**  
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December 14, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Sewer Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Digester time clock	\$272.91
Sewer Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	WWTP digester control panel	\$126.28
Sewer Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	WWTP sewer	\$2,040.87
Sewer Fund	Telephone	HARMONY TELEPHONE COMPANY	Sewer dialers	\$92.33
Sewer Fund	Water Utilities	HARMONY PUBLIC UTILITIES	WWTP water	\$1,344.58
ver Fund				\$15,037.29
d Waste Fund				
Solid Waste Fund	Repair/Maint Other Improve	MACQUEEN EMERGENCY GROUP	Leaf vac intake hose	\$1,272.68
Solid Waste Fund	Repair/Maint Other Improve	MACQUEEN EMERGENCY GROUP	Freight	\$345.96
d Waste Fund				\$1,618.64
ctric Fund				
Electric Fund	Electric Power for Resale	MI ENERGY COOPERATIVE	Power for Resale	\$53,139.26
Electric Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Town clock elect.	\$13.31
Electric Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Streetlights	\$1,071.59
Electric Fund	Miscellaneous	ENERGY REBATE	Fred Young rebate	\$25.00
Electric Fund	Miscellaneous	MAIN STREET DESIGNS	Shipping chgs. Snowflakes	\$321.60
Electric Fund	Miscellaneous	SOLBERG WELDING	Bracket mfg. for Christmas lights	\$297.60
Electric Fund	Motor Fuels/Lubricants	SEVERSON OIL CO.	Brian truck Oct.	\$78.13
Electric Fund	Repair/Maint Other Improve	GOPHER STATE ONE CALL, INC	locates	\$13.50
Electric Fund	Repair/Maint Other Improve	GOPHER STATE ONE CALL, INC	Locates (September), missed bill	\$93.15
Electric Fund	Repair/Maint Other Improve	MI ENERGY COOPERATIVE	Replaced bad cutouts behind 1st ave	\$677.02
Electric Fund	Repair/Maint Other Improve	MINNOWA CONSTRUCTION, INC	Infrastructure project reimbursement	\$22,000.00
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Trac nut for light poles	\$1,122.00
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Security light @ Nolan Lumber & Antenna	\$257.04
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Move heaters and outlet in gen. cab.	\$140.00
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Overpayment	-\$36.00
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Street light by nursing home	\$161.30
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	unhook damage street light @ KT	\$140.00
Electric Fund	Repair/Maint Other Improve	NORBY TREE SERVICE LLC	09/20-09/21 - Powerline trimming	\$7,000.00
Electric Fund	Repair/Maint Other Improve	NORBY TREE SERVICE LLC	10/14 - Boxelders @ WWTP	\$1,166.66
Electric Fund	Taxes, Licenses & Permits	MN DEPT OF COMMERCE	Energy facility permit	\$28.30
ctric Fund				\$87,709.46
conomic Development Authority				
Economic Development	Advertising	CEDA	Grant writing for SCDP	\$500.00
Economic Development	Advertising	HARMONY CHAMBER OF COMMERCE	Harmony EDA full-size ad (guidebook)	\$390.00

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

December 14, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
Economic Development	Dues	HARMONY CHAMBER OF COMMERCE	Harmony EDA membership	\$75.00
Economic Development	Dues	PARKS & TRAILS COUNCIL OF MN	Membership dues	\$35.00
Economic Development	Postage	CEDA	Postage for SCDP	\$850.00
Economic Development	Program Services	SEMCAC	Small Cities Application fee	\$500.00
Economic Development	Telephone	HARMONY TELEPHONE COMPANY	EDA telephone	\$61.44
Economic Development	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS		\$30.00
Economic Development Authority				\$2,441.44
				\$172,026.00

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

December 14, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
General Fund	Repair/Maint Office Equipment	METRO SALES	Monthly contract	\$72.70
General Fund	Contractual Services	HARMONY TOWNSHIP	Snowplowing	\$629.06
General Fund	Contractual Services	HARMONY TOWNSHIP	Blading	\$1,139.56
General Fund	Motor Vehicles	KELLY PRINTING & SIGNS	Lettering for new truck	\$206.25
General Fund	Repair/Maint Other Improve	CHUCK LARSON DUST CONTROL	Dust control	\$4,060.00
General Fund	Repair/Maint Other Improve	GENERATION X CONSTRUCTION, LLC	curb stand replacement x3	\$2,500.00
General Fund	Repair/Maint Other Improve	GENERATION X CONSTRUCTION, LLC	street patching x3	\$11,350.00
General Fund	Small Tools and Minor Equip	SHERWIN-WILLIAMS	scaffolding	\$182.00
General Fund				<u>\$20,139.57</u>
Fire Fund	General Operating Supplies	CLAREY S SAFETY EQUIPMENT, INC	Gauntlet gloves x2	\$630.00
Fire Fund				<u>\$630.00</u>
Ambulance Fund	Ambulance Accounts Receivable	AMBULANCE REFUNDS	Overpayment - P. Keck	\$149.30
Ambulance Fund	Medical Supplies	SE MINNESOTA EMS	gloves	\$126.50
Ambulance Fund				<u>\$275.80</u>
Dairyland TIF 1-7	Engineering Fees	STANTEC CONSULTING SERVICES, I	Pay request #3	\$30,469.35
Dairyland TIF 1-7				<u>\$30,469.35</u>
Electric Fund	Miscellaneous	ENERGY REBATE	Refrigerator - Domingo Kingsley	\$25.00
Electric Fund	Miscellaneous	ENERGY REBATE	Dishwasher - Domingo Kingsley	\$25.00
Electric Fund	Miscellaneous	MAIN STREET DESIGNS	3' diamond snowflakes, pole mount	\$3,920.00
Electric Fund	Miscellaneous	MAIN STREET DESIGNS	shipping	\$311.66
Electric Fund				<u>\$4,281.66</u>
Electric Fund				<u>\$55,796.38</u>

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

December 14, 2021

Fund Descr	Object of Expense	Vendor	Comments	Amount
General Fund	General Operating Supplies	MISSISSIPPI WELDERS SUPPLY CO	Carbon Dioxide	\$24.90
General Fund				<u>\$24.90</u>
Ambulance Fund	Financial Services Fees	EXPERT BILLING, LLC	Nov. Amb. Billing	\$232.00
Ambulance Fund	Medical Supplies	MISSISSIPPI WELDERS SUPPLY CO	Oxygen - Ambulance	<u>\$61.43</u>
Ambulance Fund				<u>\$293.43</u>
				<u>\$318.33</u>

CITY OF HARMONY

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**\*Check Summary Register©**

Batch: 21-11D01,21-11D02,21-11D03,21-11D04,21-11D05

Name	Check Date	Check Amt	
<b>10101 1st Southeast Bank-G</b>			
67086 Harmony Public Utilities	11/3/2021	\$151.70	refund deposit Tye Anderson
67087 Harmony Public Utilities	11/4/2021	\$153.06	Deposit refund Amy Grabau
67088 Harmony Public Utilities	11/4/2021	\$150.00	Deposit to utilities Joel Engen
67089 GENERATION X CONSTRUCTIO	11/10/2021	\$191,155.44	Pay request 2 Dairyland pj
67090 1 SOURCE	11/10/2021	\$165.63	Calculator
67091 AMAZON CAPITAL SERVICES	11/10/2021	\$2,116.92	DVDs
67092 BAKER & TAYLOR	11/10/2021	\$524.13	books
67093 CANON FINANCIAL SERVICES, I	11/10/2021	\$44.00	copier lease
67094 CCG CONSULTING	11/10/2021	\$613.60	RFP for Engineering Small Cities Block Grant -
67095 CENTRAL PENSION FUND	11/10/2021	\$252.00	Pension
67096 CLAREY'S SAFETY EQUIPMENT,	11/10/2021	\$137.50	Quic-Bar mounting bracket
67097 COMPASS MINERALS AMERICA	11/10/2021	\$2,018.99	Salt
67098 CORE & MAIN, LP	11/10/2021	\$753.32	1-1/4 CB repair lid
67099 CULLIGAN	11/10/2021	\$68.65	Water
67100 Custom Alarm	11/10/2021	\$780.00	Fire alarm inspection
67101 DALCO	11/10/2021	\$408.75	Towels, toilet paper, cleaner
67102 DDA HUMAN RESOURCES, INC.	11/10/2021	\$8,100.00	Comp. Study
67103 CARDMEMBER SERVICES	11/10/2021	\$1,151.05	Adobe Acrobat
67104 EMERGENCY MEDICAL PRODUC	11/10/2021	\$21.78	gauze
67105 ENVIRONMENTAL WATER SERVI	11/10/2021	\$1,500.00	WWTP monthly contract
67106 EXPERT BILLING, LLC	11/10/2021	\$1,015.00	Ambulance runs - September
67107 FILLMORE COUNTY AUDITOR O	11/10/2021	\$19,006.52	FCSO Contract - 3rd Qtr. Billing
67108 GOPHER STATE ONE CALL, INC	11/10/2021	\$48.60	Locates
67109 HAMMELL EQUIPMENT	11/10/2021	\$1,043.64	Skidloader repairs
67111 HARMONY CHAMBER OF COMM	11/10/2021	\$539.15	Lodging Tax - Asahi Loft
67112 HARMONY FOODS	11/10/2021	\$22.17	WWTP Toilet paper
67113 HARMONY PUBLIC UTILITIES	11/10/2021	\$8,278.25	Visitor Center electric
67114 HARMONY TELEPHONE COMPA	11/10/2021	\$610.47	Admin - Telephone chgs
67115 HAWKINS, Inc.	11/10/2021	\$1,024.34	Chlorine
67116 I.U.O.E. LOCAL 49 FRINGE BENE	11/10/2021	\$3,975.00	Health Ins - ER
67117 INGRAM LIBRARY SERVICES, IN	11/10/2021	\$65.48	audio book
67118 IRONSIDE TRAILER SALES	11/10/2021	\$116.36	Remote for leaf blower repair
67119 IUOE LOCAL #49	11/10/2021	\$105.00	Union dues
67120 JUNIOR LIBRARY GUILD	11/10/2021	\$695.40	subscription for 2022 Children's Books
67121 KINGSLEY MERCANTILE	11/10/2021	\$234.64	Trowel
67122 KWIK TRIP, INC	11/10/2021	\$1,059.99	Ambulance fuel
67123 LAWN PRO	11/10/2021	\$760.37	Fall weed & fertilizer
67124 LOFFLER Companies, Inc	11/10/2021	\$60.80	copier maintenance fee
67125 M. PETERS ENTERPRISES	11/10/2021	\$120.00	3 - FF Flags
67126 MAYO CLINIC AMBULANCE	11/10/2021	\$310.26	Intercept Charges (09/12/21)
67127 METRO Sales	11/10/2021	\$93.58	Contract B&W/color copies
67128 MIENERGY COOPERATIVE	11/10/2021	\$55,287.25	Power for Resale
67129 MINNESOTA ENERGY	11/10/2021	\$183.30	Visitor Ctr. Gas
67130 MISSISSIPPI WELDERS SUPPLY	11/10/2021	\$198.83	Oxygen (M & D cylinders)
67131 MOREM ELECTRIC, INC	11/10/2021	\$2,961.84	Street light repair - 5TH AVE NE
67132 NCPERS Group Life Ins.	11/10/2021	\$16.00	511800
67133 Nethercut Schieber Attorneys,	11/10/2021	\$600.00	Reicks Ind. Park Development
67134 Nolan Lumber Company	11/10/2021	\$96.15	Stakes for sewer application
67135 EILEEN SCHANSBERG	11/10/2021	\$59.36	Mileage (106 x0.56) to Director's meeting La Cr
67136 SOLBERG WELDING	11/10/2021	\$143.76	Safety Glasses (20)
67137 SOUTHEASTERN LIBRARIES CO	11/10/2021	\$757.72	Chrome Box license
67138 St Louis MRO, Inc	11/10/2021	\$50.00	FMCSA Clearinghouse fee
67139 Sutherland Fence	11/10/2021	\$610.00	Speed sign on Hwy 139
67140 TRI STATE AMBULANCE SERVIC	11/10/2021	\$250.00	Intercept Chgs - 10/07/21



CITY OF HARMONY

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**\*Check Summary Register©**

Batch: 21-11D01,21-11D02,21-11D03,21-11D04,21-11D05

Name	Check Date	Check Amt	
67141	USA BlueBook	11/10/2021	\$195.16 Marking whisksers
67142	USABLE LIFE	11/10/2021	\$59.65 101421301G
67143	UTILITY CONSULTANTS, INC	11/10/2021	\$1,991.40 WWTP samples
67144	Verizon Wireless	11/10/2021	\$48.03 Ambulance Hot spot and cell
67145	WESTRUM LEAK DETECTION, IN	11/10/2021	\$1,200.00 Leak detection contract
67146	WHALEN, COREY	11/10/2021	\$68.55 Pants
67148	Daniel Miller	11/17/2021	\$174.87 Refund over pmt Utilities Daniel Miller
	<b>Total Checks</b>		<b>\$314,403.41</b>

**CITY OF HARMONY**  
**Cash Balance Report for Council**

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November 2021

Fund Description	Balance
General Fund	\$1,499,103.58
DTED Revolving Loan Program	\$140,720.91
CDBG Rehab Loan Program	\$34,027.40
Library Fund	\$2,269.13
Fire Fund	\$4,950.46
Ambulance Fund	\$130,593.91
Park Fund	\$64,730.98
Arts Fund	\$9,687.80
G.O. Impr Bonds, 2010A-3rdStSW	\$51,814.64
G.O. Tax Abate Refund 2013A-CC	\$26,867.07
GO Tax Abatement Bonds 13B-HG	-\$86,967.72
GO Impr Bond-2014A-1st Ave SW	\$37,553.58
G.O. Bond 2020 (refi)	\$105,541.94
2020 Street GO BOND	\$165,187.49
Dairyland/Wickett Const.	-\$500.00
Capital Projects Fund	\$654,591.72
TIF District #1	\$208.67
Trailhead Project	\$137.35
TIF District #6 (HECO)	\$4,601.55
First Ave SW Project	\$1,368.90
2020 Street Project	\$309,193.57
Dairyland TIF 1-7	-\$146,756.39
TIF 1-8 Oconnor	-\$5,956.36
Water Fund	\$431,443.35
Sewer Fund	-\$24,339.92
Solid Waste Fund	\$46,852.03
Electric Fund	\$746,919.59
Storm Water Fund	\$57,783.08
Economic Development Authority	\$100,696.89
Long Term Debt Account Group	-\$8,060.63
	\$4,354,264.57

**CITY OF HARMONY  
CITY COUNCIL**

**AGENDA ITEM  
COVER SHEET**

Originating Staff: Devin Swanberg	Meeting Date:12/14/2021	Agenda Item No. <b>5e</b>
Agenda Section: Consent	Item: <b>Hiring Lisa Morken as Deputy Clerk</b>	
<b>BACKGROUND:</b> Lisa interviewed for the position on December 3 <sup>rd</sup> with the personnel committee and was offered the job on December 6 <sup>th</sup> the day she accepted.		
<b>ATTACHMENTS:</b>		
<b>COUNCIL ACTION REQUESTED:</b> Confirm the hiring of Lisa Morken as Deputy Clerk starting out 30 hours a week with a 6-month probationary period starting at grade two step 1 an hour and going to grade 2 step 2 after a positive 6 months performance review. Pending approval of new wage grid		

**CITY OF HARMONY  
CITY COUNCIL**

**AGENDA ITEM  
COVER SHEET**

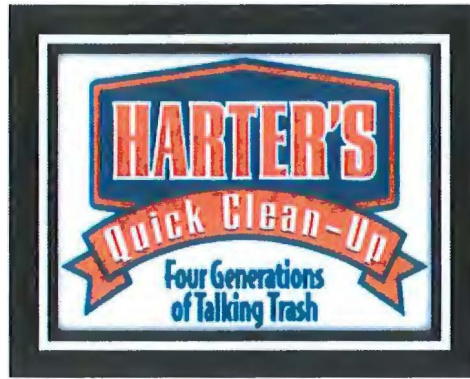
Originating Staff: Devin Swanberg	Meeting Date:12/14/2021	Agenda Item No. <b>5f</b>
Agenda Section: Consent	Item: <b>Hiring Sam Grabau as EMS Director/Finance Clerk</b>	
<p><b>BACKGROUND:</b> Eileen Schaansberg is retiring January 7<sup>th</sup> and the personnel committee convened to offer the EMS Director position to Sam Grabau after December 6<sup>th</sup> meeting. This will move Samantha Grabau full time with benefits.</p>		
<p><b>ATTACHMENTS:</b></p>		
<p><b>COUNCIL ACTION REQUESTED:</b> Confirm the hiring of Samantha Grabau as EMS Director/ Finance Clerk starting out 6-month probationary period for the EMS Director starting at \$19.01 on December 26 and moving to grade three step 2 (\$19.65) after a positive 6 months performance review. (Pending Approval of new wage grid)</p>		

**CITY OF HARMONY  
CITY COUNCIL**

**AGENDA ITEM  
COVER SHEET**

Originating Staff: Devin Swanberg	Meeting Date: 12/14/2021	Agenda Item No. <b>5G</b>
Agenda Section: Consent	Item: <b>Minnowa \$22,000 Wicket Drive Project</b>	
<p><b>BACKGROUND:</b> The utility committee met in October to discuss with Minnowa the pump that will need to be installed to allow their sewer line to work with the new sewer service the city installed in Wicket Drive. They committee agreed to pay half of the \$44,000 estimate the total of \$22,000. The project went over estimate but Minnowa is only asking for the \$22,000 the city agreed too.</p>		
<p><b>ATTACHMENTS:</b></p>		
<p><b>COUNCIL ACTION REQUESTED:</b> Pass the claim to Minnowa for \$22,000.</p>		

**Harter's Quick Clean-Up**  
2850 Larson St  
La Crosse, WI 54603



**Phone: (608) 782-2082**  
**Fax: (608) 782-5322**  
**www.harters.net**

To Devin Swanberg, City Administrator, City of Harmony:

I want to thank you for the opportunity to bid on the refuse and recycling services for the City of Harmony. The Harter family has been serving the La Crosse Area for over 50 years and continues to supply superior service. We take great pride in our company and want you to know that we are available night and day, 7 days a week to take any suggestions, comments or concerns in regards to our service. In addition, our office is staffed 54 hours per week for your service, from 7am-5pm Monday through Friday, and 8am to 12pm on Saturdays. We have many years of experience in city service, and can apply this to your needs. Among the cities in the area we service are the cities of La Crosse , Onalaska, Rushford, MN, Peterson, MN, Bangor and Rockland.

This proposal is based on a minimum of 350 households serviced. We are proposing automated pickups for residential trash and recycling customers, weekly for trash and every other week for recycling, as well as weekly trash service of the city sites. The attached pricing has 65 and 95 gallon tote options for residential service. The proposal also features a commercial pricing matrix.

This proposal would be for 5 years, with an extension option.

Please feel free to contact me anytime with questions you may have about our rates or service. We consider Harter's to be your one stop shop for serving your refuse and recycling needs. Thank you for your time and consideration. I look forward to hearing back from you!

Sincerely,

A handwritten signature in black ink that reads "Jeff Holmquist". The signature is written in a cursive style.

Jeff Holmquist  
Sales Manager

## **SANITATION (AND RECYCLING) CONTRACT**

The City of Harmony, Fillmore County, Minnesota, hereinafter called "Harmony", acting and through its duly authorized agent, and Harter's Trash & Recycling, LLC, duly organized under the laws of the State of Wisconsin, hereinafter called "Harter's", do hereby covenant and agree as follows:

- 1) **GRANT:** For and in consideration of compliance by Harter's with the covenants and conditions herein set forth, and the ordinances and regulations of Harmony and the laws of the State of Minnesota governing the collecting and disposal of refuse, and for the consideration hereinafter expressed, Harmony hereby grants to Harter's a permit to use the public roads, alleys, and thoroughfares within its corporate limits for the purposes of engaging in the business of collecting garbage, trash and other refuse.
- 2) **TERM:** The term of this agreement shall commence on April 1, 2022 and shall terminate on March 31, 2027; (5) years.
- 3) **EXTENSION OF AGREEMENT:** This agreement shall automatically continue for like term unless either party notifies the other in writing at least (180) one hundred eighty days before the end of the original or any extended term. All provisions of this agreement shall remain in force. At any time during the term of this contract, the parties may agree in writing, which may be by correspondence, to extend the term of this agreement.
- 4) **SCOPE AND NATURE OF OPERATION:** It is expressly understood and agreed that Harter's shall pick up and dispose of garbage and refuse from residential and business places in Harmony. Businesses requiring dumpster shall negotiate with Harter's for those services. All residential pick-ups are to be at the alley line or at curbside or mailbox location where alleys do not exist. Garbage pick-up will occur every Tuesday unless a holiday falls on a Tuesday, in which case garbage pick-up will occur on the next business day. Recycling will be picked up every other week. The day of the week for pickup is subject to change. The Contractor will provide Harmony with a holiday schedule so residents can be notified. Recycling will consist of tin, aluminum, glass, cardboard, newspaper, magazines, and plastic. The recycling can be co-mingled. Customers are responsible for placing their carts or

bags by the end of the driveway the night prior to pick up day. All waste must be bagged or fit property inside the cart with lid shut. Any refuse that is outside of the cart will not be collected. No tote should exceed 75 pounds Residents must call Harter's to schedule a pickup and for pricing if they need other individual pickups.

5) **UNACCEPTABLE WASTE:** Harter's will not accept:

- a. any liquid waste;
- b. building demo materials (lumber, metal, shingles, siding, etc);
- c. recycling materials mixed with other refuse;
- d. yard waste;
- e. asbestos, in any form;
- f. tires (these can be picked up on large item day for a fee);
- g. used motor oil;
- h. electronics & appliances & tires (these can be picked up on large item day for a fee)

Harter's reserves the right to expand the list of solid waste disposal policies as local, state and federal regulation change.

6) **VEHICLE MARKING AND INDEMNIFICATION:** All vehicles and equipment used by Harter's for the collection and transportation of garbage and recyclables shall be utilized in the manner specified by the manufacturer of such equipment to minimize or to prevent the blowing or scattering of refuse onto the public streets or properties adjacent thereto, and such vehicles shall be clearly marked with the Harter's name in letters not less than six inches in height.

7) **DISPOSAL OF REFUSE:** Harter's shall deliver all garbage, trash, and other refuse collected by it from premises sites to appropriate disposal facility. Harter's shall pay all disposal costs.

8) **NON-COLLECTION - NOTICE AND FOLLOW-UP:**

- a) Where the owner or occupant of any premises is maintaining improper or inadequate refuse containers according to Harmony's ordinance, or is otherwise in violation of Harmony's ordinance with respect to the location of refuse containers or the nature, volume or weight of refuse to be removed from the premises, Harter's shall refrain from collecting all or a portion of such refuse and



will notify Harmony and the owner or occupant thereof within (12) hours thereafter of the reason for such non-collection. If Harmony feels Harter's actions are not proper, Harmony may order Harter's to pick up the refuse by issuing a collection order. In such event, Harter's shall pick up subject refuse within ten business days.

- b) Where Harmony is notified by an owner or occupant that refuse has not been removed from a premises on the scheduled collection day, and where no notice of non-collection or a change in collection schedule has been received from Harter's, Harmony shall investigate the matter, and if the investigation discloses that Harter's has failed to collect refuse from the subject premises without cause as supported by notice as described herein, Harter's shall collect the same within (24) working hours after a collection order is issued by Harmony.
- 9) **COMPLAINT HANDLING BY HARTER'S:** Harter's shall, at its own expense, provide a manned telephone answering service from 7:00 a.m. until 5:00 p.m. central standard time, daily, Monday through Friday, excluding such holidays as may be approved by Harmony, for the purpose of handling complaints and other calls regarding refuse collection service provided by Harter's. Holidays to be taken are New Year's Day, Memorial Day, July 4<sup>th</sup>/Independence Day, Labor Day, Thanksgiving Day and Christmas Day. If collection falls on one of the aforesaid holidays, Harter's, at its option, will either collect the refuse on the holiday or on the day after the holiday so that residential customers, specifically, are not left without a refuse pickup for over one week.
- 10) **CONSIDERATION:** Harter's shall receive, in consideration of the performance of this agreement, the following fees for residential and commercial service under the monthly rates described in Exhibit C (attached).

Rates set forth herein are guaranteed for (1) one year and are subject to an annual CPI increase.

- 11) **UPDATING HOUSE COUNTS:** Harmony shall inform Harter's of all new construction, residential properties so they may be added to the weekly collection route. Harmony shall be responsible for updating collection house counts monthly

on the first day of month. Updated house counts are subject to verification from Harter's.

- 12) **Collection on Holidays:** Harter's is not required to provide service on the following days:
  - a) New Years Day
  - b) Memorial Day
  - c) Independence Day
  - d) Labor Day
  - e) Thanksgiving Day
  - f) Christmas Day
  - g) Days when the collection is canceled by Harmony.
- 13) **COMMERCIAL DUMPSTERS/ SERVICE PICKUPS :** Harter's will provide commercial dumpsters and service pickups for weekly service in Harmony -rates listed in Schedule C (attached). Harter's will also provide extra dumpsters for use for Harmony's 4<sup>th</sup> of July activities, subject to rates listed in Schedule C (attached). A pricing matrix for commercial customers is also included with Schedule C (attached).
- 14) **BILLING PAYMENTS:** Harter's shall issue Harmony a detailed monthly invoice for work satisfactorily performed by Harter's. Harmony shall pay Harter's within (20) days following the receipt of a detailed monthly invoice. If Harter's does a direct billing of households they would be billed three months in advance.
- 15) **MANDATORY SERVICE:** It is understood that an Ordinance of Harmony mandates subscription to refuse service as prescribed therein under terms, conditions and special provisions as contained therein.
- 16) **INDEMNIFICATION. INSURANCE:** Harter's assumes all risk of loss or injury to property or persons arising from any of its operations under this agreement, and agrees to hold Harmony harmless from all claims, demands, suits, judgments, costs or expenses arising from any such loss or injury, unless such injury or loss is caused by the municipality, its employees and agents. Harter's agrees to carry insurance as follows:

- a) Workman's compensation insurance covering all employees of Harter's engaged in any operation covered by this agreement to the extent required by the laws of the State of Minnesota;
  - b) Automobile and public liability insurance - \$5,000,000 for personal injuries to any one person and \$5,000,000 for personal injuries arising out of any one accident, casualty or event; and property damage insurance in the amount of \$1,000,000;
  - c) General liability insurance in the amount of \$2,000,000
  - d) Shall furnish a Certificate of Insurance issued to Harter's listing Harmony as also insured before this agreement is enforceable. Such policies of insurance shall be issued by companies authorized to conduct business in the State of Wisconsin and shall name Harmony as an additional insured and shall insure Harmony in the same general terms and the same general effect as the foregoing Harter's requirements. Such policies shall indemnify and hold harmless Harmony, and certificates evidencing such insurance contracts shall be deposited with Harmony.
- 17) **NOTICES**: All notices or other communication to be given hereunder shall be in writing and shall be deemed given when mailed by Certified United States Postal Mail, addressed to: Naomi Schaller, Office Manager, Harter's Trash & Recycling Inc.; 2850 Larson Street; La Crosse, WI 54603.
- 18) **INDEPENDENT CONTRACTOR**: The parties hereto recognize and acknowledge that Harter's is an independent contractor and shall never be construed to be an agent, servant, or employee of Harmony.
- 19) **GOVERNING LAW**: This contract shall be governed by the laws of the State of Minnesota.
- 20) **AGREEMENT**: The parties agree that this contract may not be assigned by Harter's in the whole or in part without prior written approval of Harmony. However, Harter's may assign or subcontract this agreement to:
- a) any corporation or entity which owns at least fifty-one percent (51%) of Harter's;

- b) any corporation or entity of which Harter's owns at least fifty-one percent (51%);  
or
- c) any corporation or entity that is under the common control of any corporation or  
entity that owns at least fifty-one percent (51%) of Harter's.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**HARTER'S:**

**Harter's Trash & Recycling Inc.**

**By:** \_\_\_\_\_  
Authorized Representative

**Municipality**

**MUNICIPALITY:**  
**City of Harmony**

**By:** \_\_\_\_\_

**Title:** \_\_\_\_\_

ATTEST:

Municipality Clerk:

\_\_\_\_\_

\_\_\_\_\_

**Harter's Quick Clean-Up**  
 2850 Larson St  
 La Crosse, WI 54603



**Phone:** (608) 782-2082  
**Fax:** (608) 782-5322  
**www.harters.net**

**Schedule C**  
**City of Harmony-automated pickups**

Service Description	Service Frequency	Cost for Service
Residential recycling automated service with 65 gallon tote	Every other week	\$8.25 per household per month+ FSC
Residential recycling automated service with 95 gallon tote	Every other week	\$8.50 per household per month + +FSC
Residential trash automated service with 65 gallon tote	Weekly	\$9.00 per household per month + tax + FSC
Residential trash automated service with 95 gallon tote	Weekly	\$10.00 per household per month +tax +FSC
2yd garbage dumpster-Community Center, Parks, Wastewater plant, shop, Visitor Center, Emergency Building	Weekly	\$80.00 per month +tax+ FSC
July 4 <sup>th</sup> – 20yd dumpster	On call as needed	\$305 delivery, \$370.00/per pull with \$64/ton weight charge + tax+ FSC

If Harter's does direct billing of residents, add .50/month per household to above costs. Billing would be three months in advance.

All recyclables are exempt from Minnesota Tax

All garbage pricing subject to Minnesota tax and PSI

Garbage CPI increase after year one on pricing

**Harter's Quick Clean-Up**  
2850 Larson St  
La Crosse, WI 54603



**Phone:** (608) 782-2082  
**Fax:** (608) 782-5322  
**www.harters.net**

**Schedule C-City of Harmony –Commercial Pricing Matrix**

<b>Size of Container</b>	<b>every 4 weeks</b>	<b>every 2 weeks</b>	<b>weekly</b>
2yd	\$36	\$48	\$80
4yd	\$52	\$74	\$129
6yd	\$67	\$96	\$168
8yd	\$83	\$119	\$207

All garbage pricing subject to Minnesota tax and FSC

## **City of Harmony Garbage/Recycling Collection RFP**

- S&S Sanitation, 105 Maple St SW Preston, MN 55965, 507-251-5444, Tony Severson
- Garbage and recycling services will be provided. Residents must provide own containers and bags for garbage. No more than two 32 gallon containers or 100 lbs. per week. Recycling containers can be any size with unlimited amounts as long as it is placed loosely in a container.
- There will be no bag or container options available through S&S Sanitation.
- Weekly garbage and recycling pickups. Monday - Recycling, Thursday - Garbage
- Tony Severson has ran/operated S&S Sanitation for 32 years, ability to provide services as needed to the customers.
- 5 year contract
- \$14 a month for recycling, \$28 a month for garbage. Subject to increase if more than amount allowed. 5% increase each year.
- City of Harmony will bill residential customers on their utility bill as the billing method. S&S Sanitation will then be paid monthly by the city of Harmony for residential pickup.

S&S Sanitation

## **Commercial**

- Commercial customers are billed once a month through S&S Sanitation. The billing is based on what the commercial customer generates for solid waste.
- Commercial dumpsters will be charged \$0.14 per pound of waste each pickup.
- Dumpsters are provided by S&S Sanitation, sizes will be determined by hauler and customer.
- Commercial customers are picked up every Friday of each month.

S&S Sanitation



Wm. Hanson Waste Removal and Recycling  
 31252 County 7  
 Chatfield, MN 55923

Date 12/2/2021  
 Estimate # 7

**Name / Address**

City of Harmony  
 P.O. Box 488  
 225 3rd Ave. SW  
 Harmony, MN 55939

P.O. #

Terms

Due Date 12/2/2021

Other

Description	Qty	Rate	Total
Proposal Bid for Waste removal & recycling service for the city of Harmony: (Volume Base Bag System) 5 year contract Residential Base Rate for weekly garbage service: \$6.50 Residential Base Rate for weekly recycling service: \$5.50 (customers provide own recycling containers) City of Harmony will be responsible for all invoice billing of residential garbage/recycling service including apartment complexes and remit to Wm. Hanson on a monthly basis Cost of 33 gallon bags: \$1.75 Cost of 15 gallon bags: \$1.25 (provided by Wm. Hanson) Appliances & large Electronics: must purchase \$25 sticker and call for special pickup Furniture & small electronics, misc. unbaggage items: must purchase \$10.88 sticker and call for special pickup (weight limit 50 lbs.) Commercial garbage service available on a volume base rate of 9 1/2 cents per pound with dumpsters available for business entities		0.00	0.00T

Subtotal

Sales Tax (17.0%)

Total

**Wm. Hanson Waste Removal and Recycling**

507-867-3527  
 Fax 507-867-4190

Wm. Hanson Waste Removal and Recycling  
31252 County 7  
Chatfield, MN 55923

*Estimate*

Date 12/2/2021  
Estimate # 7

**Name / Address**

City of Harmony  
P.O. Box 488  
225 3rd Ave. SW  
Harmony, MN 55939

P.O. #  
Terms

Due Date 12/2/2021  
Other

Description	Qty	Rate	Total
Demolition/construction roll-off boxes & dumpsters also available for new construction/remodels and/or household cleanout of MSW Fuel sur-charge rate of 1% for every 20 cents above a \$1.50 per gallon at pump, will be applied to the contracted base fee \$6.50 garbage and \$5.50 recycling, the same will also be applied to commercial accounts Wm Hanson Waste Removal & Recycling has been in business for over 30 years and is committed to offering excellent garbage & recycling service.			

Subtotal \$0.00  
Sales Tax (17.0%) \$0.00  
Total \$0.00

**Wm. Hanson Waste Removal and Recycling**

507-867-3527  
Fax 507-867-4190

## Appliance/Large Electronics

**Must Purchase A \$25.00 Sticker To Be  
Placed On Item To Be Picked Up.**

Stoves	Freezers	Dehumidifiers
Refrigerators	Hot Water Heaters	Fax Machines
Dishwashers	Computer Monitor	Copier/Printers
T.V.	Air Conditioners	Laptops
Washers/Dryers	Microwaves	Console Stereos

For Non-Baggable Items Without Stickers, You Must Call  
259-7124 or 867-3527 Prior To Pickup.

## Furniture/Small Electronics/Miscellaneous Items

**Must Purchase A \$10.88 Sticker To Be  
Placed On Item To Be Picked Up.**

Vacuum Cleaners	Carpet	Stereos
Furniture	Carpet Pads	VCR
Beds	Chairs	DVD/Bluray
Dressers	Couches	Game Console
Mattresses	Metal Cabinets	Tablet
Box Springs	Humidifiers	Keyboard + Mouse

50lb. Weight Limit

For Non-Baggable Items Without Stickers, You Must Call  
259-7124 or 867-3527 Prior To Pickup.

Richard's Sanitation LLC  
Greg Skauge, Owner  
P O Box 226  
Caledonia MN 55921  
Phone/fax: 507(724-2086)  
[info@richardssanitation.com](mailto:info@richardssanitation.com)

**City of Harmony Garbage/Recycling RFP**

Thank you for allowing Richards Sanitation the opportunity to bid on garbage/recycling service for your town.

Richards Sanitation has been in business for 33 years. We currently haul 8 total towns.

Monthly statements will be mailed at the beginning of each month.

Tote – 65 gallon (black) to be delivered to all residents for garbage which will be picked up weekly.  
Price for tote \$12.62 per month (residential tax included).

Tote – 95 gallon (black with yellow lid) to be delivered to all residents for recycling which will be picked up every other week. Price for tote \$ 3.85 per month.

1% to 3% annual increase.

(Fuel table is \$4.50 is a 1% increase, and a 1% increase for every .20 cents after \$4.50.)

Thank You



Greg Skauge  
Richards Sanitation LLC

## Commercial Dumpsters

2yd dumpster picked up weekly	\$82.21
2yd dumpster picked up every other week	\$57.01
2yd dumpster picked up once a month	\$46.00
4yd dumpster picked up weekly	\$130.37
4yd dumpster picked up every other week	\$82.77
4yd dumpster picked up once a month	\$56.00
6yd dumpster picked up weekly	\$188.16
6yd dumpster picked up every other week	\$100.80
6yd dumpster picked up once a month	\$69.44
8yd dumpster picked up weekly	\$226.70
8yd dumpster picked up every other week	\$128.89
8yd dumpster picked up once a month	\$94.08

Prices do not include commercial tax.

Fuel table to follow residential table.



Proposal for Residential Garbage and Recycling  
Collection For  
The City of Harmony, MN

November 23, 2021

**PREPARED BY:**

**Jay Nieson**

**WASTE MANAGEMENT OF WISCONSIN, INC.**

415 Island St, La Crosse, WI 54603

Mobile: (612) 430-4780

# SUMMARY

The following proposal is based on providing Residential and Commercial Garbage and Recycling collection services for a period of 5 years, as requested by the City Harmony, MN.

## GENERAL INFORMATION

Waste Management appreciates the opportunity to present this Garbage and Recycling Collection proposal to The City of Harmony. Waste Management is a locally operated company with highly trained, conscientious, and safety-focused local employees who have enjoyed an excellent working relationship with the City of Harmony for many years. Waste Management looks forward to the opportunity to enhance and expand that relationship for many years to come.

### **Capacity of Operation:**

Waste Management is the premier waste and recycling services provider in North America. As the leading provider of comprehensive waste management services, Waste Management serves municipal, commercial, industrial and residential customers throughout North America.

Waste Management of Wisconsin/Minnesota has operating locations spread throughout the state that work together sharing trucks and equipment to make certain that the trash is always picked up.

### **Service Schedule:**

All services shall be conducted on the same schedule that they are currently on to avoid any confusion that changes to the scheduling would create.

### **Special Accommodations:**

For those customers with physical limitations for whom it would be impractical or difficult to transport the container to the curbside shall be accommodated without additional charge, as agreed upon by the customer, Waste Management and the City of Harmony.

### **Insurance:**

Waste Management maintains insurance at all times that meets or exceeds the levels required by the City. A Certificate of Insurance has been included with this proposal.

### **Pricing for Residential Garbage and Recycling:**

Under this proposal Waste Management has provided the City of Harmony with a fully carted option for their residential garbage and recycling needs. All prices listed are monthly per unit. There will be no more need for residents to purchase bags, no drive by fee and the carts hold up to the wind and keep animals out of the trash and recycling and allows for a higher volume of trash and recycling for the residents of Harmony.

**Residential Trash and Recycling Fully Carted:**

Under this option, the garbage and recycling services are fully carted. Residents would be serviced weekly for garbage with their choice of carting options listed below, recycling would be serviced on an, every other week basis utilizing a 64-gallon cart with a yellow top lid. All carts provided would remain property of Waste Management.

**96-gallon refuse cart serviced once per week- \$16.00**

**64-gallon weekly residential recycling- \$5.45**

**Commercial customer Pricing:**

A full list of commercial customer pricing has been provided in Appendix A.

There will be a fuel surcharge added if diesel fuel reaches \$4.00 per gallon (see table below). Prices are calculated on the first Monday of each month using the Department of Energy (DOE) National Average for Weekly Retail on Highway Prices, Midwest Region.

<http://www.eia.gov/oog/info/wohdp/diesel.asp>

**FUEL SURCHARGE TABLE**

Diesel Fuel Price Per Gallon	Fuel Surcharge
<\$4.00	0 percent
\$4.00 to \$4.24	2 percent
\$4.25 to \$4.49	4 percent
\$4.50 and up	5 percent

**Price Adjustments:**

Pricing will remain fixed for the first 12 months of the agreement. On each anniversary date of the agreement thereafter there will be an annual rate adjustment of 3% on each succeeding year of the contract. The rate adjustment shall be for the residential as well as the commercial customers.

**Billing:**

Waste Management will invoice the City monthly for the services rendered based on a per unit basis.

Waste Management will invoice each commercial customer for services rendered pursuant to the pricing matrix attached in Appendix A.

**Special Services:**

Waste Management will provide service as necessary for the collection and disposal of garbage and recycling at no charge for the following City properties. Community Center, (2) City Parks, City Shop, Waste Water Treatment Plant, City Clerks Office, and the (2) service pickups at the Visitors Center and Emergency Building.



Waste Management will also continue to partner with the City by donating our equipment and services for the annual 4<sup>th</sup> of July Celebration.

If you have any questions or would like further information on any part of this proposal, please contact me at 612-430-4780.



Jay Nieson

Waste Management  
Public Sector Services  
739 Beaver Ave  
Mankato, MN 56001  
612-430-4780- Mobile  
jnieson@wm.com

Appendix - A

Commercial Trash Service Levels	Service Frequency		
	OPM	EOW	1
2-yard	\$20.50	\$41.00	\$74.00
4-yard	\$37.00	\$72.00	\$110.00
6-yard	\$49.00	\$90.00	\$145.00

Commercial Recycling Service Levels	Service Frequency		
	OPM	EOW	1
2-yard	\$20.00	\$38.00	\$65.00
4-yard	\$32.00	\$64.00	\$98.00
6-yard	\$41.00	\$82.00	\$130.00

OPM- once per month  
EOW-every other week  
1-Once per week

**CITY OF HARMONY  
Proposed Utility Rates  
2022 Rates**

	Current Rate	Proposed Rate	Change \$	Change %
<b>WATER</b>				
W-1 <u>General Water Service</u>				
Base Charge	12.00	12.25	0.25	2.08%
Usage/gallon	0.00550	0.00567	0.00017	3.00%
W-2 <u>Unmetered Water Service</u>				
All Customers	39.50	41.00	1.50	3.80%
W-3 Extra Connections (per connection)	6.00	6.25	0.25	4.17%
W-4 Disconnection/Turn On Fee	50.00	50.00	-	0.00%
W-4a Seasonal Turn On Fee	25.00	25.00	-	0.00%
W-5 Water Meter Testing Fee	75.00	100.00	25.00	33.33%
W-6 Water Meter (1st Meter Free)	250.00	250.00	-	0.00%
W-7 <u>Bulk Water</u>				
Base Charge	50.00	75.00	25.00	50.00%
Usage/gallon	0.00550	0.00567	0.00017	3.00%
Delivery \$25 per person				
<b>SEWER</b>				
S-1 <u>General Sanitary Sewer Service</u>				
Base Charge	19.00	20.00	1.00	5.26%
Usage/gallon	0.00835	0.00860	0.00025	3.00%
S-2 <u>Unmetered Sewer Service</u>				
All Customers	60.75	63.00	2.25	3.70%
S-3 Extra Connections (per connection)	9.50	9.75	0.25	2.63%
<b>SOLID WASTE</b>				
SW-2 <u>Recycling</u>	7.00	7.50	0.50	7.14%
SW-1 <u>Refuse</u>	7.00	7.50	0.50	7.14%
<b>STORM SEWER</b>				
SS-1 <u>Storm Sewer (started June 2009)</u>				
Residential Customers	3.50	3.75	0.25	7.14%
Commercial & Industrial Customers	7.50	7.75	0.25	3.33%
School, Church, & Large Customer	10.00	10.25	0.25	2.50%

	Prior Rate	Current Rate	Change \$	Change %
<b>ELECTRIC</b>				
E-1 <u>Residential Electric Service</u>				
Base Charge	8.50	8.75	0.25	2.94%
Usage/kWh (6/15/19-9/15/19)	0.12590	0.12900	0.00310	2.46%
Usage/kWh (11/1/19-6/15/19 & 9/15/19-12/31/19)	0.10480	0.10740	0.00260	2.48%
E-3 <u>Dual Fuel Service</u>				
Base Charge	5.00	5.25	0.25	5.00%
Summer/kWh	0.09520	0.09760	0.00240	2.52%
Winter/kWh	0.07300	0.07480	0.00180	2.47%
E-2 <u>Commercial Electric Service (1-Phase)</u>				
Base Charge	12.00	12.25	0.25	2.08%
Usage/kWh (6/15/19-9/15/19)	0.12060	0.12360	0.00300	2.49%
Usage/kWh (11/1/19-6/15/19 & 9/15/19-12/31/19)	0.09950	0.10200	0.00250	2.51%
E-12 <u>Commercial Electric Service (3-Phase)</u>				
Base Charge	14.50	14.75	0.25	1.72%
Usage/kWh (6/15/19-9/15/19)	0.12060	0.12360	0.00300	2.49%
Usage/kWh (11/1/19-6/15/19 & 9/15/19-12/31/19)	0.09950	0.10200	0.00250	2.51%
E-9 <u>Large Customer Service</u>				
Base Charge	67.00	68.00	1.00	1.49%
Demand/kWh	9.32	9.55	0.23	2.47%
Usage/kWh (6/15/19-9/15/19)	0.07940	0.08140	0.00200	2.52%
Usage/kWh (11/1/19-6/15/19 & 9/15/19-12/31/19)	0.06340	0.06500	0.00160	2.52%
E-5 <u>Private Outdoor Lighting</u>				
Monthly	7.50	7.75	0.25	3.33%
E-7 <u>Municipal Outdoor Lighting</u>				
Usage/kWh (6/15/19-9/15/19)	0.10350	0.10610	0.00260	2.51%
Usage/kWh (11/1/19-6/15/19 & 9/15/19-12/31/19)	0.08280	0.08490	0.00210	2.54%
E-8 <u>Municipal Pumping</u>				
Base Charge	12.50	12.75	0.25	2.00%
Usage/kWh (6/15/19-9/15/19)	0.10350	0.10610	0.00260	2.51%
Usage/kWh (11/1/19-6/15/19 & 9/15/19-12/31/19)	0.08280	0.08490	0.00210	2.54%
E-9 Disconnection/Turn On Fee	50.00	50.00	-	
E-9a Seasonal Turn On Fee	25.00	25.00	-	
E-11 Electric Meter (1st Meter Free)	75.00	75.00	-	

Assessment for delinquent bills will add a \$50 administrative cost.  
Late Fees are 1.5%/month of outstanding balance.

Devin's Bill

Charge	Usage	Old Amount	New Amount	Dif	% Change
Water	2100	\$ 23.55	\$ 24.41	\$ 0.86	3.64%
Sewar	2100	\$ 36.54	\$ 37.81	\$ 1.27	3.48%
Refuse		\$ 7.00	\$ 7.50	\$ 0.50	7.14%
Recycling		\$ 7.00	\$ 7.50	\$ 0.50	7.14%
Electricity	627	\$ 74.21	\$ 75.84	\$ 1.63	2.20%
Storm Water		\$ 3.50	\$ 3.75	\$ 0.25	7.14%
Total		\$ 151.80	\$ 156.81	\$ 5.01	3.30%

		2021								
YOS	1	2	3	4	5	7	9	11		
Steps										
3.4%										
	1	2	3	4	5	6	7	8	9	
	\$15.00	\$15.50	\$16.02	\$16.56	\$17.11	\$17.69	\$18.28	\$18.89	\$19.52	
115.000%	\$17.25	\$17.83	\$18.43	\$19.04	\$19.68	\$20.34	\$21.02	\$21.73	\$22.45	
107.000%	\$18.46	\$19.08	\$19.71	\$20.38	\$21.06	\$21.76	\$22.49	\$23.25	\$24.02	
107.000%	\$19.75	\$20.41	\$21.09	\$21.80	\$22.53	\$23.29	\$24.07	\$24.87	\$25.71	
	\$32.00	\$33.07	\$34.18	\$35.32	\$36.51	\$37.73	\$39.00	\$40.30	\$41.65	

		2022								
YOS	1	2	3	4	5	7	9	11	3%	
Steps										
3.4%										
	1	2	3	4	5	6	7	8	9	
	\$15.00	\$15.50	\$16.02	\$16.56	\$17.11	\$17.69	\$18.28	\$18.89	\$19.52	
	\$17.77	\$18.36	\$18.98	\$19.61	\$20.27	\$20.95	\$21.65	\$22.38	\$23.13	
	\$19.01	\$19.65	\$20.31	\$20.99	\$21.69	\$22.42	\$23.17	\$23.94	\$24.75	
	\$20.34	\$21.02	\$21.73	\$22.46	\$23.21	\$23.99	\$24.79	\$25.62	\$26.48	
	\$32.96	\$34.06	\$35.21	\$36.38	\$37.60	\$38.86	\$40.17	\$41.51	\$42.90	

		2023								
YOS	1	2	3	4	5	7	9	11	3%	
Steps										
3.4%										
	1	2	3	4	5	6	7	8	9	
	\$15.00	\$15.50	\$16.02	\$16.56	\$17.11	\$17.69	\$18.28	\$18.89	\$19.52	
	\$18.30	\$18.91	\$19.55	\$20.20	\$20.88	\$21.58	\$22.30	\$23.05	\$23.82	
	\$19.58	\$20.24	\$20.92	\$21.62	\$22.34	\$23.09	\$23.86	\$24.66	\$25.49	
	\$20.95	\$21.65	\$22.38	\$23.13	\$23.90	\$24.70	\$25.53	\$26.39	\$27.27	
	\$33.95	\$35.09	\$36.26	\$37.48	\$38.73	\$40.03	\$41.37	\$42.76	\$44.19	

Resolution 21-21

**A RESOLUTION CERTIFYING THE PROPOSED PROPERTY TAX LEVY TO THE COUNTY AUDITOR IN 2021 FOR TAXES PAYABLE IN 2022**

BE IT RESOLVED, by the council of the City of Harmony, Fillmore County, Minnesota that the following sums, be and hereby are, proposed to be levied upon the taxable property in the City of Harmony, County of Fillmore, State of Minnesota, in the year 2021, for taxes payable in 2022, for the following purposes:

LEVY PURPOSE	LEVY
General Fund	282,500
Library Fund	101,225
Fire Fund	45,000
Parks Fund	90,000
Arts Fund	6,000
Economic Development Authority Fund	110,000
General Obligation Improvement Bonds, Series 2017A-Various Streets	80,435
General Obligation Tax Abatement Bonds, Series 2013A-Community Center/General Tax Levy	17,910
General Obligation Improvement Bonds, Series 2020A	71,000
Total Tax Capacity Levies	804,070

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 14<sup>th</sup> day of December 2021.

\_\_\_\_\_  
Steve Donney, Mayor

ATTEST:

\_\_\_\_\_  
Devin Swanberg, Administrator



Fire & Water - Cleanup & Restoration™

of Austin & Albert Lea

212 W Front Street • Albert Lea, MN 56007 • 507-396-6644

Marcia Love  
Harmony Community Foundation  
225 3<sup>rd</sup> Ave SW, Harmony, MN 55939  
(507)951-4795  
marciaann@harmonytel.net

Thank you for the opportunity to provide an estimate to clean the gym floor, walls, and ceiling. As you requested, I did a scope for each part of the job and also included a “bundle” price if you decide to hire us for all three jobs.

For the floor cleaning portions we would be there two to three days. We would remove all dirt and debris that’s built up. As you mentioned you’re going to be repainting the floor, so this is very important to get the floor clean for that. The floor cleaning will be right around \$1,800+Tax. You did mention maybe getting the floor media blasted to take old paint off. I did some checking on this and it would work, but it will remove current basketball lines along with the floor paint too. If that’s an avenue you’d like to explore more let me know and I can price that too.

For the wall cleaning we will be cleaning the bottom 1/3 of the wall, which was the tan-gloss tiling and not the white above it (bottom 7ft of entire gym wall). I’m estimating this portion of the job to be 2 days as well, but I’ll be sending at least two techs. This process will clean the tiles and grout without harming them or the material around them. I estimate this to be right around \$2,500+Tax

Lastly the ceiling. For this we will be bring in scissor lifts and multiple technicians for cleaning. The ceiling is over 20ft up and ladders are not an option. We will do a thorough cleaning of the I-Beams, fans, 16 light fixtures and the basketball bracketry/backboard/hoop. This obviously will be the most expensive portion of the estimate but a good top-down cleaning of the gym will ensure longevity of the facility. The estimate for the ceiling cleaning is \$7,500.

So as mentioned above the prices are for that task alone. If you wish to hire us and get everything done simultaneously the job estimate is \$10,500+Tax.

Please let me know when you would like to schedule the work to be done.

Sincerely,

Vance Helgeland  
Business Development Representative  
SERVPRO of Mason City  
SERVPRO of Austin/Albert Lea  
vhelgeland@servpromasoncity.com  
C: 507-473-5118

**Like it never even happened.®**  
*Independently Owned and Operated*

# Environmental Water Services



City Of Harmony

Monthly Council Report

Reporting for the Month of September 2021

- 1.) Met with Steve Bushman in preparation for taking over Certification of Wastewater Treatment plant.
- 2.) Met with Corey, Brian, and Terry went over any concerns with day-to-day operations at the plant.
- 3.) Corey brought up concerns with the upcoming Biosolids land application with means and methods.
- 4.) Conducted sludge sampling for the biosolids sampling of cold storage tank and digester.
- 5.) Reviewed plans, specs and permit for the facility.
- 6.) Familiarized myself with rounds and checks at the plant.
- 7.) Reviewed and oversaw DMR submittal with Terry for the month of September the Harmony plant had no violations or exceedances for the month of September 2021.



# Environmental Water Services



Operations &  
Maintenance



Water & Wastewater  
Services

## City Of Harmony

### Monthly Council Report

Reporting for the Month of October 2021

- 1.) Marked boundaries, waterways, and sinkholes on fields for biosolids land application with Corey.
- 2.) Resampled fields to bring them into compliance with biosolids certification.
- 3.) Started Biosolids work sheet, farmers report and biosolids report.
- 4.) Supplied operators with study materials and weekly questions for studying and testing aids.
- 5.) Reviewed MLSS and Biological activity in the plant with Corey and Terry.
- 6.) Completed the October DMR and reviewed for completeness.
- 7.) Reviewed UV estimated cost for building new UV system from SEH.
- 8.) Corey oversaw mixing and field application of biosolids with K&R Equipment.
- 9.) No violations or limit exceedances for the month of October

# Environmental Water Services



Operations &  
Maintenance



Water & Wastewater  
Services

## City Of Harmony

### Monthly Council Report

Reporting for the Month of November 2021

Reviewed biosolids sampling, land application, and farmers worksheets with Corey.

Reviewed the MPCA annual compliance report.

1 violation noted on annual MPCA compliance report chlorine residual for Jan 2021.

Reviewed DMR for Jan 2021 corrected Chlorine residual due to incorrect entry.

Resubmitted DMR updated the MPCA on clerical error.

Completed DMR for November and submitted to MPCA.

Started the process of reviewing and correcting past biosolids reports due to improper land applications.

Ken from KR Equipment came in and repaired #2 intermediate Clarifier

Reviewed MLSS and biological activity with Terry and Corey.

Spoke with Corey regarding high Copper content in the sludge tank and the need to complete 2x sampling for 2022.

No violations or exceedances for the month of November

**MEMO**

**To: Harmony City Council**  
**Date: December 14, 2021**  
**From: Chris Giesen**  
**RE: On the Crunchy Side Downtown Revitalization Proposal**

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**Background**

Through our Experience Harmony II strategic goals and more recent 2021 project goals discussion, commercial building rehabilitation in the downtown area was identified as a priority. To that end, the EDA and city council approved the creation of a new downtown revitalization program.

**Program Goal:**

To protect and enhance the character of Harmony's historic downtown by strategically providing funding to renew and extend the life of core downtown buildings. Thereby supporting a core feature of the Harmony community which will retain and attract businesses and residents, improve tax base, and encouraging new growth throughout the community.

1. Provide major grant funding for major visible exterior renovations that will be long term "once in a lifetime" type repairs/improvements.
2. Provide funding for projects that would not otherwise happen.
3. Eliminate barriers for participation in the program.
4. Create high-impact results.

\$40,000 from the annual EDA project budget has been dedicated to fund this program. It's also been the program intention to fund one building at a time (with flexibility depending on what is submitted each year), in order to "fix" the building, check it off the list, and continue on to the next building in need so that over a period of 5-10 years most if not all major exterior issues are corrected downtown; preserving the unique character of the core business district and community. Although often referred to as a grant, funding is required to be structured as a forgivable loan to the recipient.

The funding for this program did not increase the city's annual tax levy.

**Proposal Review Summary**

Three proposals were submitted by the November 1 deadline. One was deemed not complete. The board thought all three proposals were good and needed projects and decided that the proposal submitted to fix the On the Crunchy Side building should be considered further for funding in 2022.

The original OTCS proposal submitted requested \$40,000 plus a \$15,000 EDA loan to cover a \$55,000 project. This would restore the front (east) brick façade fully and the side (south) brick façade from the top of the upper windows to the roof line.

An alternative project that was included in the OTCS proposal bids would fully restore the brick façade on both the front and side wall, totaling \$103,000. It was noted that in addition to the \$40,000 allotted in 2022 for this program, the same level of funding was still available and unutilized in the 2021 budget.

**The EDA agreed that because of the current potential availability of extra funding and the size, scope, and visibility of the OTCS building, additional funding should be considered provided the entire front and side walls were repaired and that the upper windows on the south wall were replaced. In order for consideration, the upper windows on the south wall need to be replaced with windows that fit the original openings.**

The EDA reviewed quotes provided by the applicants for the upper window replacement which would fit the original openings (89" high windows) and repair the decorative brick details around the window openings. Replacement would cost approximately \$7,300 in addition to the \$103,000 for the brick repairs, for a total project cost of about \$110,300.

The applicants noted that with these additional repairs they intend to also remodel the long-vacant upstairs of the OTCS building into an AirBnB rental unit.

### **Security Agreement**

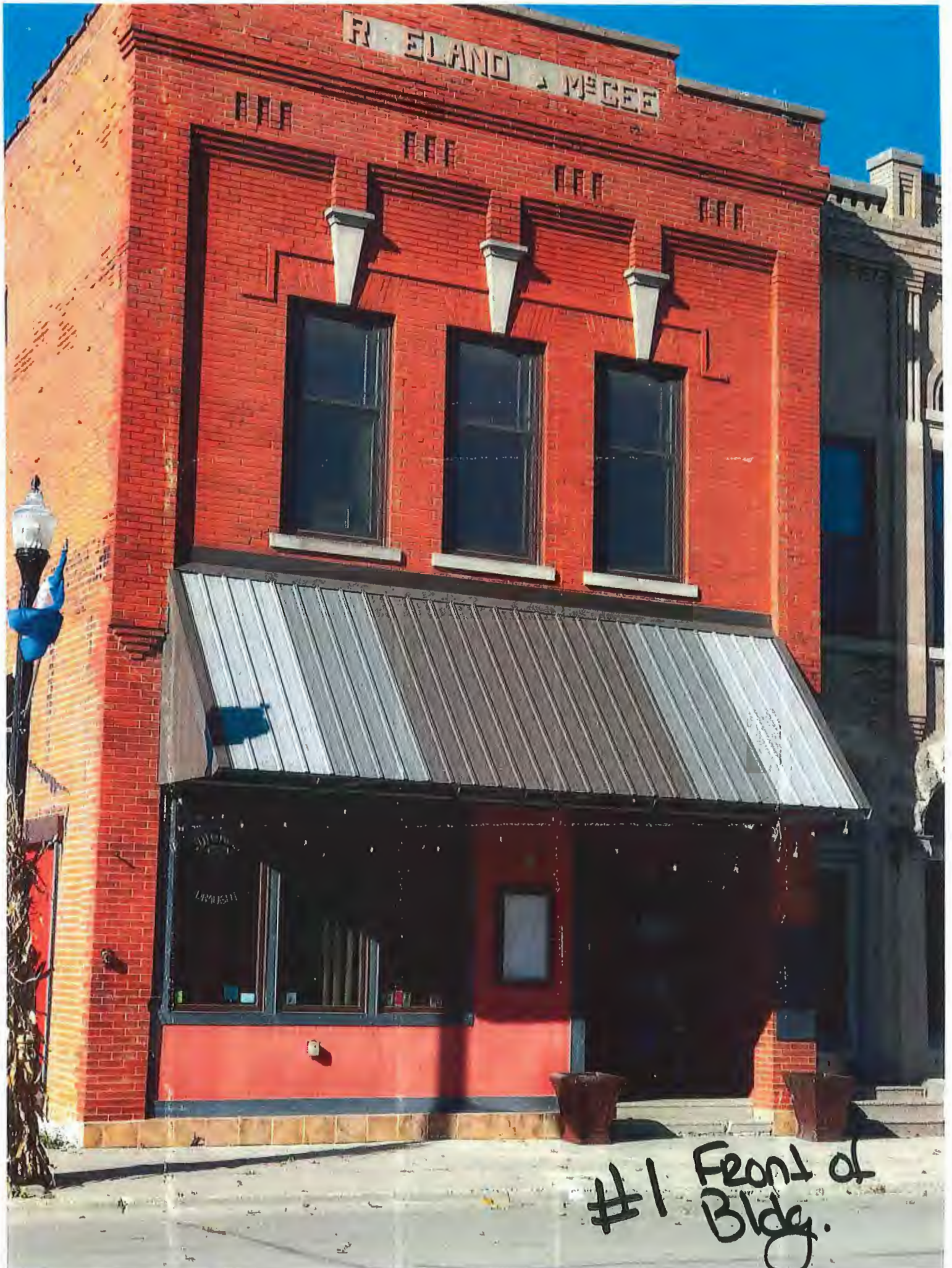
The EDA also recommends a security agreement for this and all future awards for the program. The outline of such agreement should cover at minimum:

1. Forgivable loan note granting forgiveness over a period of 10 years.
2. Payment of program funds directly to vendors or upon proof of payment.
3. Payment of funds only after verification by staff that project elements are completed as proposed.
4. Property taxes, compliance with city codes, and the like must remain current during the agreement period.
5. All reasonable efforts must be made to maintain the main level as an active business. No storage as a primary use is allowed.
6. Agreement secured by a mortgage on the benefiting property.

### **Action Requested**

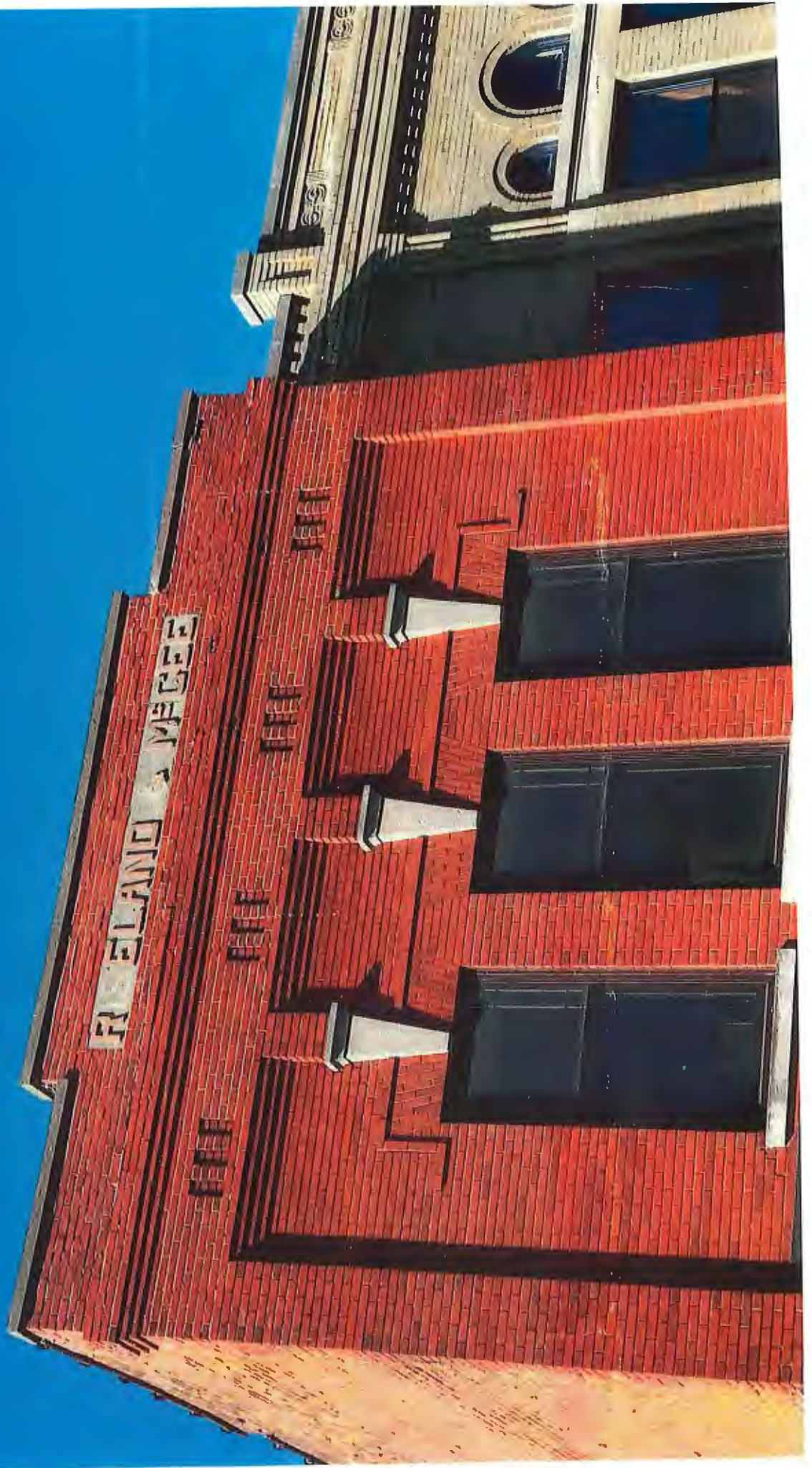
The EDA recommends that the city council:

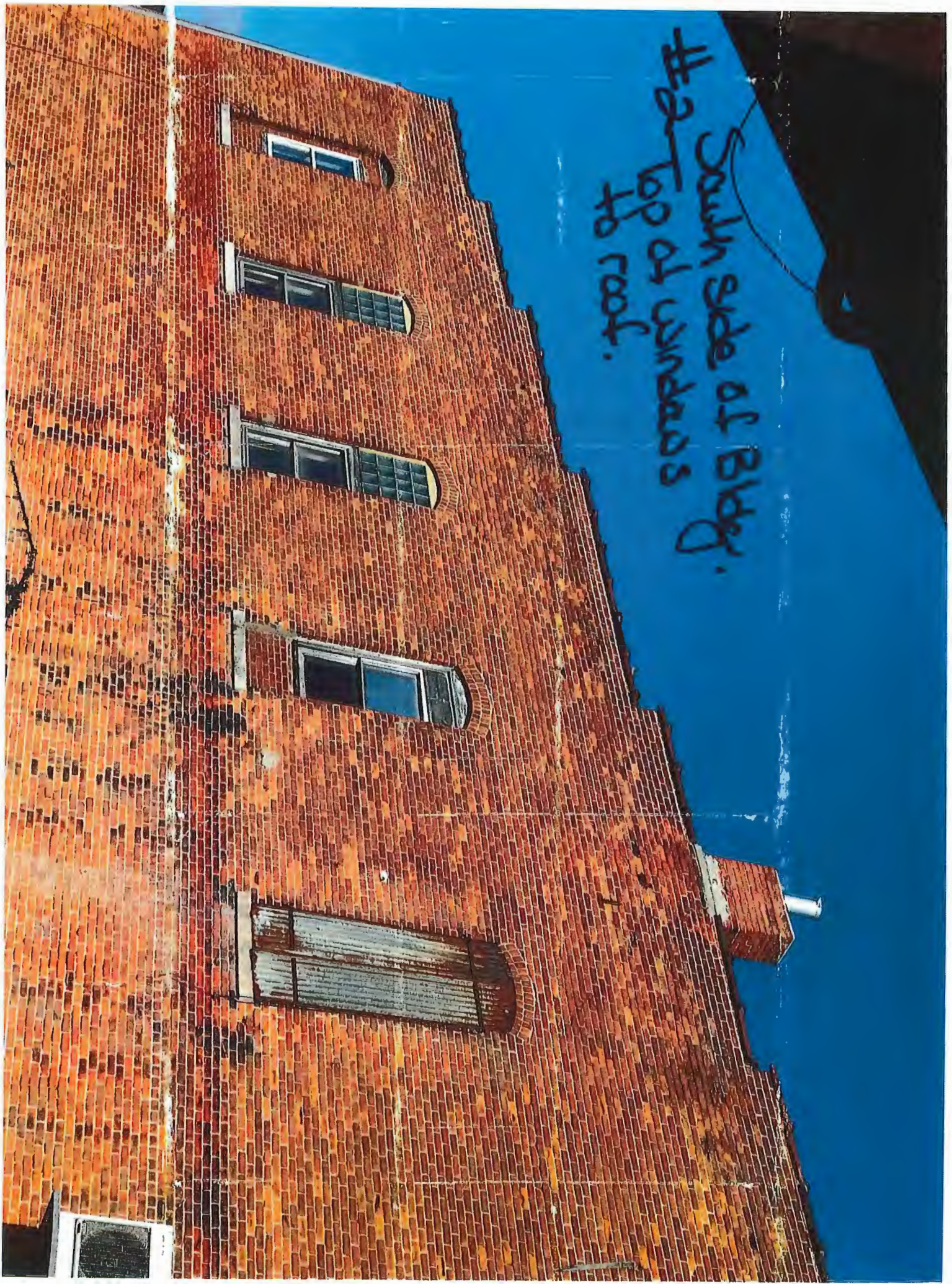
1. Approve an \$80,000 forgivable loan through the downtown revitalization program to Lisa Miller and Miles Petree to fully repair the brick on the east and south walls of the On the Crunchy Side building, including replacement of all upper windows on the south wall with windows that appropriately fit the original openings.
2. Allow consideration of a traditional \$35,000 EDA loan upon application by owners and recommendation of the EDA.



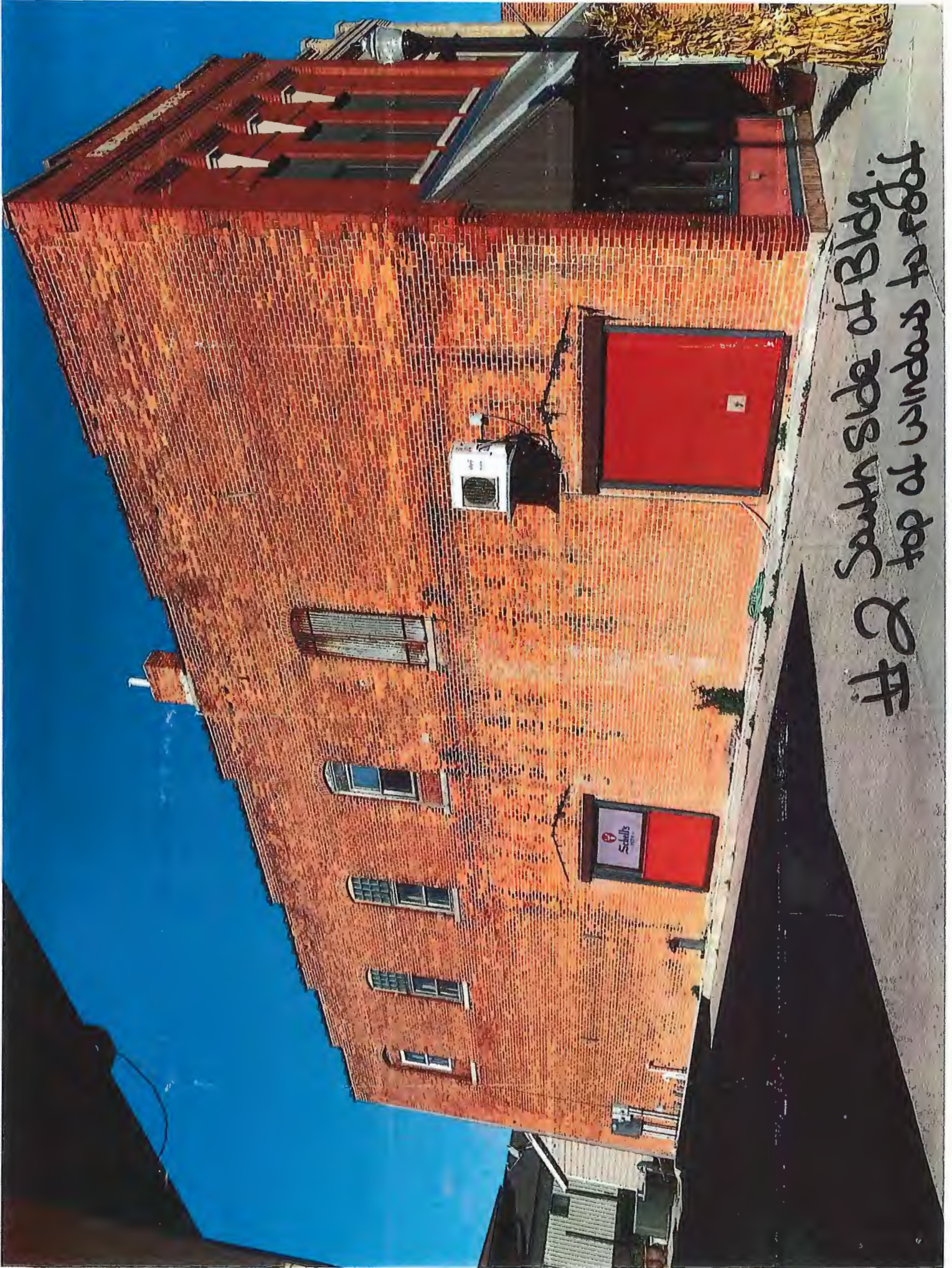
#1 Front of Bldg.

#1 Front of  
Bldg.





South side of Bldg.  
#2 Top of windows  
to roof.



#2 South Side of Bldg.  
top of windows to roof



# Harmony EDA Minutes

## Draft

December 2, 2021  
7:30 AM

Community Center  
Council Room

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

Also Present: Lisa Miller, Roxanne Johnson, Devin Swanberg, and Chris Giesen

The regular meeting was called to order at 7:31 AM by Kerry Kingsley.

### Minutes

The board reviewed the minutes of the November 4, 2021 meeting. Motion by Donney, second by Sagen to approve the minutes as presented. Motion carried unanimously.

### Financial Reports & Claims

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

The board reviewed the annual membership renewal of \$75 for the Harmony Area Chamber of Commerce and ad in the visitor guide for \$390.

Motion by Donney, second by Sagen to approve the financial report and payment claims. Motion carried unanimously.

### Downtown Revitalization Program Proposals

The board reviewed the status of the Downtown Revitalization Program applications and the discussion held at the previous meeting. The proposal from Lisa Miller and Miles Petree for their On the Crunchy Side building was the finalist selected at the last meeting. At that prior meeting, the board proposed additional funding be awarded based on the initial application's scope, provided additional improvements to the south wall and windows of the building were completed. Because of the project scope and impact, and the current availability of extra, unutilized project funds in the 2021 budget the board considered a total award of \$80,000 structured as a forgivable loan through the Downtown Revitalization Program. The board would also consider a traditional revolving loan application for up to \$35,000 as a part of the total award. Any remaining project costs would be on the building owners to provide. The project would fully restore the brick on the building's front and fully restore the brick and upper windows on the south side of the building. The brickwork was quoted to cost \$103,000 and the windows were quoted at \$7,300.

Lisa Miller was present to discuss their proposed project and answer questions. She thanked the board for their interest and said that she was humbled to have been selected as a finalist. She noted that they want to do something very special with this project and that these renovations will allow them to also open an AirBnB unit in their long vacant upstairs. She reviewed the quote for the windows, noting that they will completely fill the original space and will be 89" high. The original brick detail around the windows would be saved and restored too.

The board discussed the proposed project and award at length. Giesen noted that he had discussed the decisions made at the last meeting with each of the other applicants, noting that while disappointed they weren't selected this year they understood the program goals and were supportive. The board discussed the terms of a potential agreement to ensure the funds would be appropriately implemented and the interests of the city would be kept. Consensus of the board was that the general outline of the agreement should include a 10 year forgiveness period, payment of funds to vendors or upon proof of prior payment, that the quoted project elements be completed as quoted, and that the usual requirements of all development agreements including remaining current on property taxes, city ordinances, and the like be set as conditions. The agreement would be secured by a mortgage on the real estate. Batstone asked what options there were if the building was sold prior to the agreement term ending. It was agreed that any remaining unforgiven portion of the loan would be immediately due upon sale, with the option to transfer the agreement terms to a new buyer if agreeable to the city. All of the conditions set in the agreement are needed to be met each year in order to receive forgiveness. The event of the building becoming vacant was discussed. Consensus was that while vacancy is not always 100% avoidable, the agreement should require the recipients to make every reasonable effort to keep the storefront filled with an active business. Further consensus of the board was that at no time during the agreement period may the building be used for any kind of storage, other than incidental to the main operating business. Ms. Miller was agreeable to these terms. The board agreed that all subsequent awards in subsequent years to anyone should have similar terms.

Motion by Donney, second by Sagen to recommend that the city council approve a Downtown Revitalization Program award to Lisa Miller and Miles Petree for the On the Crunchy Side building totaling \$80,000 to be forgiven over a 10 year period provided that the building is not used for storage and the terms of the program agreement outline the usual development agreement terms as discussed.

It was noted that the board would also entertain an application for up to \$35,000 in a traditional revolving loan, provided the council approved this recommendation and that the application supported such a loan. Hearing no further discussion the question was called. Motion carried unanimously.

### **Potential Land Opportunity**

Roxanne Johnson was present to discuss a potential land purchase opportunity. A client of hers was willing to sell approximately 4.3 acres located on a highly visible corner, which is located in an industrial zone for \$160,000 provided they could have the ability to live in the house that is currently on a small portion of the property. City services are currently present in multiple locations of the property. The board discussed at length. No decisions were made but consensus was that an opportunity such as this warrants investigation. Staff noted that there may be avenues to find the funds necessary to purchase the property, but they have not identified a clear solution yet. Staff noted that they do not recommend requesting that the city levy for such a purchase and the board agreed. Staff is to investigate possible sources of funding and continue discussions with the seller.

### **Hammel House & Co. Development Agreement Annual Status Check**

The board conducted its annual status review of the development agreement between the city and Hammel House & Co. for the residential subdivision along 3<sup>rd</sup> Ave SE. It was noted that at this point of the year, it was unlikely that a qualified house for 2021 would be constructed and that a repayment of \$12,000 for the year would be required. As in a

prior year that did not have a qualified home constructed, Giesen asked the board if they would again consider refunding the \$12,000 repayment if two qualified homes were constructed in 2022. The board was agreeable to provide this refund again. Motion by Batstone, second by Sagen to refund the 2021 penalty repayment of \$12,000 to Hammel House & Co. on the condition that two otherwise qualified homes, under the development agreement, are constructed in 2022 and that the city continues the new home rebate program for the year. Motion carried unanimously.

### **Chamber of Commerce Report**

Melissa Vander Plas submitted the following written chamber activity report:

## **Harmony Area Chamber of Commerce Director's Report ~ December 2, 2021**

### **November Activities**

- ~ Hosted the Holiday Fest Art, Craft and Vendor show with the two high school gyms filled with vendors. Many reported "the best sales" they've had at a vendor show. Businesses in town also reported good sales day and lots of people in the stores.
- ~ Distributed "Small Business Saturday" items - bags, masks, Small Business and Shop Local promotional materials from American Express that is shared with the retail businesses.
- ~ Developed and implemented the "12 Days of Christmas" Drawing with the promotions committee that is running from Small Business Saturday through Dec. 10. Each day we select one business (by a picker wheel app) from a list of participating businesses. We call that business and they draw that day's winner. Each winner wins \$25 Harmony Dollars and a \$25 gift certificate to a Harmony business (also randomly selected.)
- ~ Coordinated Breakfast with Santa (this Saturday, Dec. 4) with help from the Harmony Lions, DianeH Photography, Fillmore Central ECFE, Harmony Girl Scouts, First Southeast Bank, Bluff Country Computer Works, Greenfield Youth.
- ~ Coordinated Community Tree Lighting with assistance from volunteer Sandy Strozyk. We will light 25 trees on Saturday night at 6 p.m. with the Remembrance Tree sponsored by Lane and Jessie Powell and the large Selvig Park tree.
- ~ Our membership drive began this past month and we have received a majority of those back already.
- ~ Perfect Glossy will be doing our 2022 visitor guide and we have started working with them on new design, ads and editorial copy. Response from advertisers is good with a few new ads coming in.
- ~ Received information and sat through webinar on the new Explore Minnesota Marketing Grant. We are eligible for \$10,000 this year and application is due Dec. 8, so began working on that.
- ~ Began working on Fourth of July schedule and booking entertainment for the weekend.
- ~ Sent out weekly newsletters and notes to members through the month – highlighting events and local news
- ~ Met with several potential new members and existing members

### **Visitor Center in November**

- ~ The visitor center is officially closed, but the door is unlocked when Annette or I are there. We've had 128 visitors come in through the month and have sent out 54 visitor guides on request.

### **Goals going forward**

- ~ Continue social media push
- ~ Update membership information on website
- ~ Create 2022 guidebook with new design and information
- ~ Recruit members for our Chamber board as well as marketing and guidebook committees
- ~ Continue to plan events and promotions with Promotions Committee
- ~ Visit Chamber members
- ~ Work on ways to make it easier for visitors to find information on website (QR codes in businesses) – More to come on that in January.

**Upcoming events**

Breakfast with Santa (8:30 to 11 a.m.) and Community Tree Lighting (6 p.m.) – Saturday, Dec. 4

12 Days of Christmas drawings – Now through Dec. 10

Annual Meeting at the golf course – Feb. 15 at 6 p.m. Format will be a cocktail hour with business updates and short business meeting. Looking for three Chamber board members if you might be interested or know of someone.

Easter Bunny on April 16

Fourth of July weekend: Friday, July 1 – Monday, July 4

**Contact me**

As always, feel free to contact me in the office Monday through Thursday. My office number is 507-886-2469 and my cell is 507-450-5971.

**Prospects/Community Update**

Donney gave an update on the veteran's memorial project and the success that the Harmony Area Community Foundation had on give to the max day. He reported that the foundation raised about \$42,000 from very generous community members.

Giesen gave a brief update on prospects. He noted that a purchase agreement was signed by Tonja and Kevin Reicks to purchase approximately 2.4 acres in the industrial park for their trucking business headquarters and that the board would review that proposed project at its next meeting. He also mentioned that there was currently one application in progress for a new revolving loan.

There was no other business.

Hearing no objections, Kingsley adjourned the meeting. The meeting adjourned at 9:41 AM.

The next regular meeting is scheduled for January 6, 2022 at 7:30 AM at the Community Center.

**MEMO**

**To: Harmony City Council**

**Date: December 14, 2021**

**From: Chris Giesen**

**RE: On the Crunchy Side Downtown Revitalization Proposal**

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**Background**

Through our Experience Harmony II strategic goals and more recent 2021 project goals discussion, commercial building rehabilitation in the downtown area was identified as a priority. To that end, the EDA and city council approved the creation of a new downtown revitalization program.

**Program Goal:**

To protect and enhance the character of Harmony's historic downtown by strategically providing funding to renew and extend the life of core downtown buildings. Thereby supporting a core feature of the Harmony community which will retain and attract businesses and residents, improve tax base, and encouraging new growth throughout the community.

1. Provide major grant funding for major visible exterior renovations that will be long term "once in a lifetime" type repairs/improvements.
2. Provide funding for projects that would not otherwise happen.
3. Eliminate barriers for participation in the program.
4. Create high-impact results.

\$40,000 from the annual EDA project budget has been dedicated to fund this program. It's also been the program intention to fund one building at a time (with flexibility depending on what is submitted each year), in order to "fix" the building, check it off the list, and continue on to the next building in need so that over a period of 5-10 years most if not all major exterior issues are corrected downtown; preserving the unique character of the core business district and community. Although often referred to as a grant, funding is required to be structured as a forgivable loan to the recipient.

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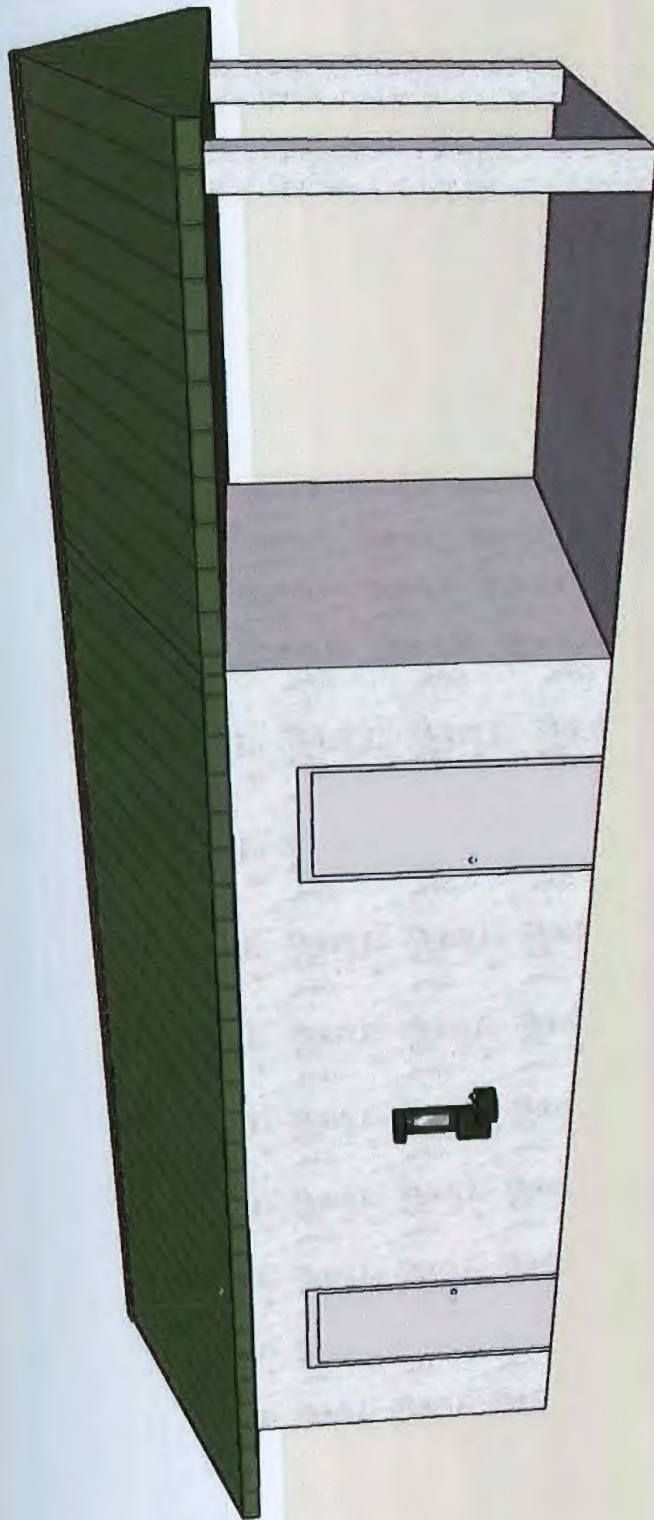
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### **Action Requested**

The EDA recommends that the city council:

1. Approve an \$80,000 forgivable loan through the downtown revitalization program to Lisa Miller and Miles Petree to fully repair the brick on the east and south walls of the On the Crunchy Side building, including replacement of all upper windows on the south wall with windows that appropriately fit the original openings.
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PICNIC-RESTROOM SHELTER
FREENOTES HARMONY PARK
HARMONY, MN

PAUL J. ARMON
AIA

Commercial • Residential • Code Consulting

E-mail: paul@armonarch.com

Web: www.armonarch.com

DATE: November 29, 2021

CLIENT NAME: City of Harmony, Devin Swanberg, City Administrator

PROJECT ADDRESS: 321 2nd Ave SE, Harmony, MN 55939

Office: 507.289.6063

Cell: 507.261.6140

PROJECT DESCRIPTION: The project will be a 30' X 15' shelter covering two single fixture restrooms, a utility room, and an open area for picnic tables constructed in Freenotes Harmony Park (see attached Site Plan). The restrooms and utility room will be constructed with full footing and foundation, with rock face CMU walls, poured concrete slab floor, wood truss roof framing, and asphalt shingles. On the picnic side of the shelter, there will be steel columns with a CMU base on CMU piers, poured concrete pad footings, and a floating concrete slab with a thickened edge. Restrooms will contain a toilet, sink, and electric hand dryer, while the utility room will contain equipment for a splash pad that will be adjacent to the shelter. There will also be a drinking fountain on the exterior of the restroom portion of shelter.

11 Fourth Street SW
Rochester, MN 55902

SCOPE OF SERVICES: Armon Architecture will provide the following Architectural Design Services:

- Create CAD background of the Shelter Design
Create a 3D model to be used to present the final design (see attached example of similar project)
Prepare final Permit Set for Construction including:
Floor Plan
Roof Plan
Reflected Ceiling Plan
Exterior Elevations & Interior Elevations
Building Section
Review Shop Drawings, answer questions, and visit the site one time during construction

SEH will provide the following Structural Design Services, which will include:

- Determine design loads per MN building code and IBC
Coordinate details of construction with architect
Design building for gravity loads and lateral wind loads
Provide signed drawings including Foundation plan, roof framing plan, and structural details
Review shop drawings, submittals, answer contractor questions, and answer RFIs
One site visit during construction to confirm general conformance with construction documents

FEE PROPOSAL: The above architectural and structural design services will be provided for the lump sum fees of \$9,500.00. The first Invoice for 90% (\$8,550.00) will be issued upon completion of the Construction Documents, with the remaining 10% (\$950.00) issued upon completion of construction.

OTHER TRADES: Interior Design, Civil, Mechanical, Electrical, and Plumbing design will not be provided.

HOURLY RATES: Principal Architect: \$120.00/hour Project Architect: \$108.00/hour Drafter: \$84.00/hour

POSTAGE/PRINTING/MILEAGE: Express & standard mail and requested plots are reimbursable expenses. The expenses will be passed on to the owner without mark up. No mileage will be charged for trips within the city limits of Rochester, Minnesota and to the job site. If travel outside of this area is required, mileage will be billed at the current IRS rate.

ADDITIONAL TERMS: Authorized additional work or sub-consultant services above and beyond the agreed upon scope of services will be billed at hourly rates listed above. This proposal is based upon the scope of services as outlined above; any changes in scope may result in an adjustment of the fee proposal. A late payment fee will be applied 30 days after payment is due at the rate of 1.5% monthly (18% per annum) on the outstanding balance due.

AUTHORIZATION: By signing below, the Owner and Architect agree with the terms and conditions as outlined above in the fee proposal. Return 1 signed copy to Armon Architecture, keep 1 signed copy for your records.

Handwritten signature of Paul Armon

Paul Armon 11/29/2021

Authorized Signature Printed Name Date Authorized Signature Printed Name Date
Armon Architecture



# CITY OF HARMONY

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Campground Revenue-

Revenue in 2020 - \$2,628.26

Revenue in 2021 – \$1,927.90

Current Rates- \$15 a night - camper

\$10 tent

Proposed Rates

\$20 a night Camper

\$10 Tent

Camper

\$100 /week

\$300/ Month

\$600/ Summer (May-August)

Tent

\$50

\$150

\$300



Owner: City of Harmony, 225 3rd Ave. SW, Harmony, MN 55939	Date: December 9, 2021
For Period: 11/05/2021 to 12/09/2021	Request No: 3
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>492,919.25</u>
6	Material on Hand		\$	<u>0.00</u>
7	Amount Earned		\$	<u>492,919.25</u>
8	Less Retainage 5%		\$	<u>24,645.96</u>
9	Subtotal		\$	<u>468,273.29</u>
10	Less Amount Paid Previously		\$	<u>437,803.94</u>
11	Liquidated damages -		\$	<u>0.00</u>
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	<u>3</u>	\$	<u><u>30,469.35</u></u>

Recommended for Approval by:  
**STANTEC**

*BA A. G. L.*

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

Approved by Owner:  
**CITY OF HARMONY**

Specified Contract Completion Date:

Date:

No.	Item	Contract Unit	Quantity	Unit Price	Quantity to Date	Amount to Date
<b>PART 1: ROADWAY IMPROVEMENTS</b>						
1	MOBILIZATION	LS	1	\$20,000.00	0.85	\$17,000.00
2	TRAFFIC CONTROL	LS	1	\$1,800.00	0.85	\$1,530.00
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	1,265	\$12,650.00
13	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330B) (2" THICK)	SY	1265	\$12.00	1,265	\$15,180.00
14	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340B) (1.5" THICK)	SY	1265	\$10.00	200	\$2,000.00
15	BITUMINOUS MATERIAL FOR TACK COAT (P)	GAL	125	\$1.00	63	\$63.00
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>						<b>\$89,879.25</b>
<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>						<b>\$64,615.00</b>
<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>						<b>\$254,525.00</b>

No.	Item	Contract		Unit	Quantity	Amount
		Unit	Quantity	Price	to Date	to Date
<b>BASE BID SUMMARY</b>						
	TOTAL PART 1 - SANITARY SEWER					\$89,879.25
	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>\$409,019.25</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>\$409,019.25</b>
	<b>TOTAL CHANGE ORDER NO. 1</b>					<b>\$83,900.00</b>
	<b>TOTAL BASE BID + CHANGE ORDER NO. 1</b>					<b>\$492,919.25</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>			<b>(\$50,600.00)</b>

**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
3	11/05/2021	12/09/2021	\$30,469.35	\$24,645.96	\$492,919.25

**Material on Hand**

Total Payment to Date		\$468,273.29	Original Contract	\$563,323.75
Retainage Pay No 3		\$24,645.96	Change Orders	-\$50,600.00
Total Amount Earned		\$492,919.25	Revised Contract	\$512,723.75

Resolution 21-22

**A RESOLUTION VACATING A PORTION OF CENTER ST W.**

**THE CITY COUNCIL OF THE CITY OF HARMONY, MINNESOTA DOES HEREBY  
RESOLVE AS FOLLOWS:**

WHEREAS, the City Council received a petition by the requisite number of landowners requesting vacation of a portion of Center St W, and at the 11/9/21 city council meeting the council approved advertising for and holding a public hearing at the 12/14/21 city council meeting to consider the vacation of such alley; and

WHEREAS, the public hearing to consider the vacation of such alley was held on the 14<sup>th</sup> day of December 2021 before the City Council in the Community Center located at 225 3<sup>rd</sup> Ave SW at 7 pm after duly published and posted notice had been given, as well as personally mailed notice to all affected property owners by the City Administrator on the \_\_\_\_ day of November 2021 and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, the Council in its discretion has determined that the vacation will benefit the public interest because the street is presently undeveloped, development of additional housing units that would require development of this street is unanticipated in the foreseeable future, a return of the undeveloped street to private ownership will allow further development of the adjacent properties and growth in the City tax base; and

WHEREAS, a majority of all members of the City Council concur in this resolution;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Harmony, Fillmore County, Minnesota that such petition for vacation is hereby granted and the street described as follows is hereby vacated while retaining a utility easement where the street currently exists:

That portion of Center St W lying West of the Southerly extension of the East line of Lot 6 and lying East of the Southerly extension of the West line of Lot 6 in Anna E. Ellis & Husband Second Addition to the City of Harmony, specifically reserving unto the City of Harmony a utility easement over, under and above the described street being hereby vacated.

BE IT FURTHER RESOLVED that the Mayor and City Administrator are hereby authorized to sign all documents necessary to effectuate the intent of this resolution.

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 14<sup>th</sup> day of December 2021.

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Steve Donney, Mayor

ATTEST:

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Devin Swanberg, City Administrator