



**City Council – Meeting Agenda  
October 6, 2020 – 5:30 P.M. – Foley City Hall**

1. Call the meeting to order.
2. Pledge of Allegiance.
3. Approve the agenda.
4. Consent Agenda:
  - Approve minutes of September 1, 2020.
  - Approve minutes of September 17, 2020.
  - Adopt Resolution #2020-23 Accepting Donation.
  - Adopt Resolution #2020-24 Accepting Donation.
  - Approve hiring of Bryan Moshier for Public Works Operator position.
  - Approve closure of City Hall Front Counter on November 3, 2020.
  - Approve payment of bills.
5. Public Hearing – Water/Sewer Delinquent Accounts & I/I Penalty Charges
  - Adopt Resolution #2020-26 Assessing I/I Penalties
  - Adopt Resolution #2020-27 Assessing Water/Sewer Delinquent Charges
6. Mayor’s Comments & Open Forum
7. Department Reports:
  - Police Department –Katie McMillin
  - City Engineer – Jon Halter
  - Public Works & Fire – Mark Pappenfus
    - Discuss and approve pool coping quote.
    - Discuss and approve Holdridge Park Playground quote (state bid) – 2021 Budget.
  - Administration – Sarah Brunn
    - Discussion on meeting room usage.
    - Update on CARES Act Funding & extra radio purchases.
8. Old Business
  - Update on parking & storage ordinance.
  - Update on Orderly Annexation/Joint Planning Agreement
  - Update on wastewater project.
9. New Business
10. Discussion on purchase of PID 020049300 & PID 020050000.
  - Close the meeting per Minn. Stat. 13D.05 Subd. 3(c) 13D.05 – discussion on potential land price of PID 020049300 & PID 020050000.
11. Adjourn

CITY OF FOLEY, MINNESOTA  
CITY COUNCIL MEETING – September 1, 2020

The Foley City Council held a regular meeting on September 1, 2020, at 5:30 p.m. at the Foley City Hall.

Members Present: Mayor Gerard Bettendorf, Councilmembers Jeff Gondeck, Rosalie Musachio, Gary Swanson and Jack Brosh.

Members Absent: None

The pledge of allegiance was recited.

Motion by Swanson, seconded by Gondeck, to approve the agenda. Motion carried, unanimous.

**Consent Agenda**

Motion by Gondeck, seconded by Brosh, to approve the consent agenda, which includes the following:

- Approve minutes of Aug. 4, 2020.
- Approve minutes of Aug. 18, 2020.
- Approve promotion of Adam Foss to Public Works Lead Operator.
- Adopt Proclamation Recognizing Pregnancy and Infant Loss Remembrance Day.
- Adopt Resolution #2020-18 Supporting Bonding Bill.
- Adopt Resolution #2020-21 Accepting Donations.
- Adopt Resolution #2020-22 Approve Gambling Premises Permit.
- Approve payment of bills.

Motion carried, unanimous.

**2021 Budget Discussion**

Motion by Gondeck, seconded by Musachio, to adopt Resolution #2020-19 Proposed 2021 Tax Levy. Motion carried, unanimous.

**Jim Moshier, - Parking & Storage Ordinance #1030**

Jim Moshier, 320 Birch Drive, spoke to the council regarding the history of the original Parking & Storage Ordinance and recent amendments made earlier this year. He expressed concerns that during the current pandemic people are at home more and may have fewer options for parking. He also asked why people couldn't be allowed to park vehicles, boats, and trailers in the grass as long as they kept the grass around and under them mowed. He also expressed environmental concerns that the ordinance could create with more hard surfaces and fewer green spaces where water could absorb into the soil. Discussion followed with Gondeck commenting that the Planning Commission discussed these issues at length when they reviewed and made recommendations for amending the original ordinance. The amendment to the ordinance gave homeowners more options while still requiring vehicles and trailers be parked on an approved surface. Additional questions and discussion followed. Discussion concluded with Mayor Bettendorf asking the Planning Commission to review the ordinance again.

**CARES Act Funding**

City Administrator Sarah Brunn asked the council to approve a list of items/services to be purchased using the CARES Act Funding. She explained that if the council wanted to use the funds, the items would need to be purchased and received by November in order to qualify for reimbursement.

Discussion followed with Brosh asking for clarification on what funds have already been spent and what currently remains. Brunn gave a quick overview of the items and remaining available funds. She also said that numbers presented at the meeting had been updated from earlier estimates. Brosh made a motion to approve the CARES items listed in one block, Gondeck approved. Motion carried unanimous.

The last item on the list, Discussion on Non-Profit Funding, was discussed separately. Discussion followed with questions on how the county would distribute funds. Brunn explained that the county allocated the funds to the Benton Economic Partnership (BEP) to be distributed. Non-profit organization would not be included until it could determine the need from businesses. Non-profit organizations are not eligible at this time.

## **Department Reports**

Chief Katie McMillin gave an overview of calls for service in August. Overall, calls were down but assaults, harassment complaints, and gun permit requests were up. McMillin shared with the council that school will begin classes using a hybrid model with 5<sup>th</sup> – 12<sup>th</sup> grade students beginning Sept. 8. Kindergarten – 4<sup>th</sup> grade would begin Sept. 10. The Benton County Sheriff's Department would assist Foley PD with school crossings in the early weeks as it is expected more kids will walk to school since school busses will run with limited capacity due to the pandemic. CARE is asking for volunteers for their food distribution on Sept. 21. McMillin is working with CARE to develop a new route for cars waiting in line for pickup to help with traffic congestion. A possible new location for the food distribution is also being discussed. McMillin also shared that several of the part-time Foley officers would be volunteering on their days off to help with CARE's food distribution. McMillin also gave an update on nuisance complaints. Staff has not moved forward with prosecution since the complaints have been resolved. McMillin said she continues to send out letters notifying property owners of violations to the Parking & Storage Ordinance. She asked the council for direction on how to proceed, and if the council wanted PD to continue to send letters to violators. The council asked McMillin to continue sending letters.

Mark Pappenfus Director of Public Works gave an overview of several items. The sewer smoke testing began Aug. 31 and would continue for the next couple days. The water tower paint touch-up would come in the next month. The trail on the south end was completed except for a few items on the punch list. The drainage issue on the trail would be corrected in the next couple weeks.

Brunn informed the council that one of the Planning Commission members had moved out of town, so the council would need to either appoint a new member or drop one councilmember from the Planning Commission. She also updated the council that 720 John Street still had not responded to the legal letter regarding to their building code violations. Staff was moving the matter forward to the next phase. Brunn also presented a quote to the council for Laserfiche filing system from OPG-3 and scanning and destruction of old records. This would allow staff to move forward with the paperless system and would use funds from the CIP 2020. Discussion followed. A motion was made by Brosh to move forward with the proposed items, seconded by Gondeck. Motion carried, unanimous.

Brunn also presented and asked for approval of HKgi Land Use Plan Proposal quote as outlined in the 2020 & 2021 Budget. Brunn explained how the plan would handle public engagement and identify growth areas. Brunn reminded the council that the city keeps getting pushback because we don't have a full comprehensive plan. While not a full comprehensive plan, this step would help move the city in the right direction while being mindful of the budgetary concerns of the council. The current plan is 26

years old. Discussion followed. A motion to approve the plan was made by Gondeck, seconded by Musachio. Motion carried with Gondeck, Musachio, Bettendorf, and Swanson voting Aye. Brosh voted Nay.

### **Old Business**

Brunn gave an update on the Orderly Annexation Agreement. The city was still waiting for Gilmanton Township to vote on the agreement.

Brunn gave an update on the wastewater project. The city has not heard anything new from our state representatives. Staff would be sending out copies to our representatives of the resolution passed by the council in support of the state bonding bill.

### **New Business**

No new business was presented.

### **Discussion on Purchase of PID 020049300 & PID 020050000**

Mayor Bettendorf closed the regular meeting at 6:44 p.m. for discussion on potential land price per Minn. Stat. 13D.05 Subd. 3(c) 13D.05.

Mayor Bettendorf reopened the regular meeting at 6:57 p.m. Staff was advised to continue the conversations with the landowners.

Motion by Swanson, seconded by Musachio, to adjourn. Motion carried, unanimous. Meeting adjourned at 6:58 p.m.

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Sarah A. Brunn, Administrator

CITY OF FOLEY, MINNESOTA  
CITY COUNCIL MEETING – September 17, 2020

The Foley City Council held a special meeting on September 1, 2020, at 12:00 p.m. via conference call and at the Foley City Hall.

Members Present: Mayor Gerard Bettendorf, Councilmembers Jeff Gondeck, Rosalie Musachio, Gary Swanson and Jack Brosh.

Members Absent: None

The pledge of allegiance was recited.

Motion by Swanson, seconded by Gondeck, to approve the agenda. Motion carried, unanimous.

**Gambling License – Clear Lake Lion's for raffle at Stone Creek – September 19, 2020**

The council was presented with a resolution to approve a raffle at Stone Creek for the coming Saturday. Motion by Swanson, seconded by Gondeck, to adopt Resolution #2020-23 Approving Gambling Permit. Motion carried, unanimous.

The council also discussed waiving the council salaries for this meeting due to the short period and being able to conference call in. Motion by Swanson, seconded by Gondeck, to waive council per meeting salary. Swanson, Gondeck, Musachio, Bettendorf – aye. Brosh – nay. Motion carried.

Motion by Gondeck, seconded by Musachio, to adjourn. Motion carried, unanimous.

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Sarah A. Brunn, Administrator

CITY OF FOLEY  
COUNTY OF BENTON  
STATE OF MINNESOTA

RESOLUTION 2020 - 23

A RESOLUTION ACCEPTING DONATION FOR POLICE DEPARTMENT

WHEREAS, the City of Foley encourages public donations to help defray the costs of the general public of providing services and improve the quality of life in Foley, and

WHEREAS, US Distilled Products in Princeton, Minnesota, has donated 12 cases of hand sanitizer for the Foley Police Department, and

WHEREAS, Minnesota Statutes 465.03 requires that all gifts and donations of real or personal property be accepted only with the adoption of a resolution approved by two-thirds of the members of the City Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Foley, Benton County, Minnesota, that this donation is hereby accepted for use by the City of Foley.

BE IT FURTHER RESOLVED that the City extends its sincere appreciation to US Distilled Products for their generous donation.

PASSED AND ADOPTED by the City Council of the City of Foley, Minnesota, this 6th day of October 2020.

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Gerard L. Bettendorf, Mayor

ATTEST:

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Sarah A. Brunn, City Administrator

CITY OF FOLEY  
COUNTY OF BENTON  
STATE OF MINNESOTA

RESOLUTION 2020 - 24

A RESOLUTION ACCEPTING DONATIONS FOR THE 2021 BIKE RODEO

WHEREAS, the City of Foley encourages public donations to help defray the costs of the general public of providing services and improve the quality of life in Foley, and

WHEREAS, Distinctive Cabinets, Benton Telecom, Rinke Noonan, and Benton County Abstract made donations to the 2020 Bike Rodeo, which was canceled due to COVID concerns, but will now be used for the 2021 Bike Rodeo, and

WHEREAS, Minnesota Statutes 465.03 requires that all gifts and donations of real or personal property be accepted only with the adoption of a resolution approved by two-thirds of the members of the City Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Foley, Benton County, Minnesota, that this donation is hereby accepted for use by the City of Foley.

BE IT FURTHER RESOLVED that the City extends its sincere appreciation to the following businesses for their generous donations.

- Distinctive Cabinets – 6 Bicycles
- Benton Telecom - \$300
- Rinke Noonan - \$150
- Benton County Abstract - \$75

PASSED AND ADOPTED by the City Council of the City of Foley, Minnesota, this 6th day of October 2020.

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Gerard L. Bettendorf, Mayor

ATTEST:

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Sarah A. Brunn, City Administrator

# Bills List - October 6, 2020

Gross Salaries	Payroll - 9/11/20	\$	26,678.07
EFTPS	Federal Withholding	\$	4,812.00
MN Dept of Revenue	State Withholding	\$	992.30
State Treas. PERA	PERA	\$	5,261.18
Nationwide	Deferred Comp	\$	770.00
Pacific Life Ins	Deferred Comp/Roth IRA	\$	40.00
Further	HSA Contribution	\$	460.00

Gross Salaries	Payroll - SUPPLEMENTAL - 9/11/20	\$	2,074.66
EFTPS	Federal Withholding	\$	441.31
MN Dept of Revenue	State Withholding	\$	61.60
State Treas. PERA	PERA	\$	290.45

Gross Salaries	Payroll - 9/25/20	\$	25,746.83
EFTPS	Federal Withholding	\$	4,691.03
MN Dept of Revenue	State Withholding	\$	957.16
State Treas. PERA	PERA	\$	5,040.83
Nationwide	Deferred Comp	\$	770.00
Pacific Life Ins	Deferred Comp/Roth IRA	\$	40.00
Further	HSA Contribution	\$	460.00

## To Be Paid - 10/6/20

Adam Foss	Mowing for Ordinance Violation	\$	90.00
Alert-All Corp	Fire Prevention Supplies	\$	454.00
AllSpec Services	September 2020 Building Inspection Services	\$	3,685.81
Andy's Towing	Fire Truck Towing	\$	235.07
Auto Value	Mower Trailer, Sewer Vac Truck Repair	\$	198.95
Batteries Plus Bulbs	Batteries	\$	89.38
Benton County Attorney	August 2020 Legal Fees	\$	418.00
Benton County Highway Department	PD Fuel	\$	717.15
Central McGowan	PD Medical Supplies	\$	98.08
Cintas	Uniforms	\$	210.24
Cloudnet	Server Fee	\$	10.00
Coborn's	City Hall & Election Supplies	\$	155.87
Complete Yard Care	Holdridge Park Seeding	\$	667.00
Delta Dental	Employee Dental Insurance	\$	1,026.20
Diamond Vogel	Street Maint - Painting	\$	674.30
Dyna Systems	Shop Supplies	\$	144.47
Emergency Response Solutions	FD Hose Maint	\$	90.16
F.I.R.E.	FD HAZMAT Training	\$	400.00
Ferguson Waterworks	Water Supplies	\$	659.45
First National Bank of Omaha	Credit Card Purchases	\$	1,526.61
Foley Fire Relief Association	FD Relief State Aid & 2020 City Contribution	\$	64,739.69
Foley Fuel & Lumber	Street Supplies	\$	12.99
Foley Hardware	Park & Shop Supplies, Jesse Roehl Boots	\$	391.43
Further	9/20 Admin Fee & Employee HSA Contribution	\$	332.30
Gopher State One Call	Email Tickets	\$	47.25
Granite Electronics	Radio Repair	\$	95.95
Hawkins	Water Chemicals	\$	1,137.79
HealthPartners	Employee Health Insurance	\$	8,882.20
Helmin Construction	Class 5 - Street Maint	\$	361.30
IamResponding.com	FD Subscriptions	\$	735.00
Ixom Watercare Inc	Water Tower Repair	\$	13,847.49
KM Fire Pump Specialists	FD Foam Sensor Repair	\$	784.29
League of MN Cities	City of Foley 2020 Membership Dues	\$	3,101.00
League of MN Cities - Mayor	Membership Dues - Bettendorf	\$	30.00
Marco	9/20 Copier Lease	\$	265.23
MarTeck	Shop Supplies	\$	78.00
Midco	Phone & Internet	\$	721.54



Mimbach Fleet Supply	Sewer Maint	\$	18.97
MN Dept of Labor	2020 Quarter 3 Building Permit Surcharge	\$	127.25
MN Dept of Revenue	8/20 Sales & Use Tax Return	\$	230.00
MN Fire Service Certification Board	FD Recertifications	\$	400.00
M-R Sign Co	Street Signs	\$	861.29
Murphy Chevrolet	PD Squad Repair	\$	57.18
Napa Auto Parts	Vehicle Maint	\$	15.35
RevTrak	August Credit Card Processing	\$	917.06
Rinke Noonan	Annexation, Code Enforcement, Option Agrmt	\$	1,742.50
RMB Environmental Laboratories, Inc	Water & Sewer Testing	\$	1,030.00
Rosenbauer Minnesota, LLC	FD Vehicle Purchase	\$	396,263.00
Shift Technologies	8/20 Antivirus & Antispam, IT Services	\$	2,763.25
Short Elliott & Hendrickson	Hwy 25 Trail, Water Tower, I&I Engineering	\$	6,018.89
Slow Measurement & Control	Sewer Maint	\$	510.00
Smith & Loveless, Inc	Sewer Maint	\$	249.32
Staples	Office Supplies	\$	623.75
Star Publications	Public Works Job Posting	\$	132.30
Sun Life Financial	Emplopyee LTD Insurance	\$	194.48
Swanson & Youngdale	Water Tower Repair	\$	11,985.00
Taft Stettinius & Hollister	Bond Refunding	\$	8,750.00
Tera Kasowski / ACLS	EMR & CPR Refresher	\$	2,210.00
USAbile Life	Employee Life Insurance	\$	188.50
Verizon Wireless	Cell Phones & Park Cameras	\$	331.58
WEX Bank	FD & PW Fuel Purchases	\$	1,025.62
Xcel Energy	Utilities	\$	4,408.20
		<b>\$</b>	<b>627,755.10</b>

CITY OF FOLEY  
COUNTY OF BENTON  
STATE OF MINNESOTA

RESOLUTION 2020-26

A RESOLUTION ASSESSING UNPAID I/I SURCHARGES

WHEREAS, the properties identified in Exhibit A have unpaid surcharges for compliance failure of the requirements set for in City of Foley Code of Ordinances Section 310 – Prohibiting Storm Water Disposal into The Sanitary Sewer System;

WHEREAS, notice of unpaid surcharges and invoice was provided to the owners of record for each of the properties;

WHEREAS, the City has invoiced the owners of record for each property and provided notice of the City's intent to certify the unpaid charges for services; and

WHEREAS, the invoiced charges remain unpaid for each property in Exhibit A.

NOW THEREFORE, BE IT RESOLVED, by the City Council of Foley:

1. Unpaid charges shall be assessed against the properties identified in Exhibit A for the balance of unpaid, delinquent charges including a certification fee of \$25.
2. The entire assessment shall be included with 2020 property taxes, payable in 2021.
3. The City Administrator shall transmit a certified duplicate of this assessment resolution to the Benton County Auditor. Such assessments shall be collected and paid over in the same manner as other property taxes.

PASSED AND ADOPTED by the City Council of the City of Foley this 6<sup>th</sup> day of October 2020.

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Gerard L. Bettendorf, Mayor

ATTEST:

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Sarah A. Brunn, City Administrator

### Exhibit A

PID	Serv Address	ChargeName	Charge*
130041900	601 4TH AVE N	I&I PENALTY	\$474.99
130045500	640 4TH AVE N	I&I PENALTY	\$697.34
130076700	264 BALSAM DRIVE	I&I PENALTY	\$700.00
130045100	601 BROADWAY AVE N	I&I PENALTY	\$700.00
130034200	211 COTTAGE GROVE AVE	I&I PENALTY	\$475.00
130061600	262 ELM DRIVE	I&I PENALTY	\$699.99
130027100	341 DEWEY ST	I&I PENALTY	\$240.43

\* Charge includes a \$25 administrative fee

CITY OF FOLEY  
COUNTY OF BENTON  
STATE OF MINNESOTA

RESOLUTION 2020-27

A RESOLUTION ASSESSING UNPAID WATER/SEWER CHARGES

WHEREAS, the properties identified in Exhibit A have unpaid surcharges for compliance failure of the requirements set for in City of Foley Code of Ordinances Section 610 – Sewer Rates and Charges and Section 615 Water Charges and Rates;

WHEREAS, notice of unpaid surcharges and invoice was provided to the owners of record for each of the properties;

WHEREAS, the City has invoiced the owners of record for each property and provided notice of the City's intent to certify the unpaid charges for services; and

WHEREAS, the invoiced charges remain unpaid for each property in Exhibit A.

NOW THEREFORE, BE IT RESOLVED, by the City Council of Foley:

1. Unpaid charges shall be assessed against the properties identified in Exhibit A for the balance of unpaid, delinquent charges including a certification fee of \$25.
2. The entire assessment shall be included with 2020 property taxes, payable in 2021.
3. The City Administrator shall transmit a certified duplicate of this assessment resolution to the Benton County Auditor. Such assessments shall be collected and paid over in the same manner as other property taxes.

PASSED AND ADOPTED by the City Council of the City of Foley this 6<sup>th</sup> day of October 2020.

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Gerard L. Bettendorf, Mayor

ATTEST:

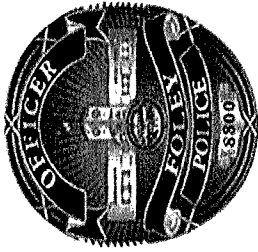
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Sarah A. Brunn, City Administrator

### Exhibit A

PID	Serv Address	ChargeName	Charge*
130012300	161 3RD AVE	Water/Sewer	\$491.01
130046700	530 4TH AVE N	Water/Sewer	\$513.59
130041900	601 4TH AVE N	Water/Sewer	\$278.61
130045500	640 4TH AVE N	Water/Sewer	\$501.85
130050000	311 7TH AVE	Water/Sewer	\$169.28
130051700	340 7-1/2 AVE	Water/Sewer	\$1,719.65
130048000	130 8TH AVE	Water/Sewer	\$612.16
130049100	310 8TH AVE	Water/Sewer	\$414.27
130076300	248 BALSAM DRIVE	Water/Sewer	\$522.93
130077000	276 BALSAM DRIVE	Water/Sewer	\$353.18
130022800	230 BROADWAY AVE N	Water/Sewer	\$262.40
130045100	601 BROADWAY AVE N	Water/Sewer	\$356.26
130034200	211 COTTAGE GROVE AVE	Water/Sewer	\$53.86
130035800	211 DALE AVE	Water/Sewer	\$384.56
	170 DEWEY ST	Water/Sewer	\$390.69
130037900	640 DEWEY ST	Water/Sewer	\$142.73
130040200	721 DEWEY ST	Water/Sewer	\$456.64
130040000	751 DEWEY ST	Water/Sewer	\$142.73
130061600	262 ELM DRIVE	Water/Sewer	\$113.17
130006900	119 NORMAN AVE S	Water/Sewer	\$125.55
130089100	625 BRITTANY BLVD	Water/Sewer	\$926.55
130094600	622 LANE E AVE	Water/Sewer	\$571.57
130099900	465 MORGAN DRIVE	Water/Sewer	\$368.58
130107800	57 GREEN MEADOW ST	Water/Sewer	\$185.14
130107400	117 GREEN MEADOW ST	Water/Sewer	\$443.75
130105400	89 LONE RIDGE LANE	Water/Sewer	\$55.77
130025800	230 4TH AVE N	Water/Sewer	\$190.34
130068700	216 GLEN ST	Water/Sewer	\$377.73
130021200	310 3rd Ave	Water/Sewer	\$4,044.04
130037600	130 4th Ave S	Water/Sewer	\$948.54
130017901	100 4th Ave N	Water/Sewer	\$1,416.67

\* Charge includes a \$25 administrative fee



# Foley Police Department

## Calls for Service - 2020

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Driving Conduct	21	16	16	7	17	25	29	20	15				
Equipment Vio.	28	34	19	8	7	16	17	13	17				
Speed	12	22	23	10	19	32	49	33	33				
DWI/DUI	0	0	1	1	0	0	2	2	0				
DAR/S/C	2	6	0	2	1	5	4	1	0				
# Citations Issued	*4	*14	*6	*11	*6	*23	*17	*9	*9				
Accidents	4	2	2	1	3	2	2	1	4				
Hit and Run	0	1	1	1	1	0	2	0	1				
Gas Drive Offs	3	2	0	1	2	2	4	0	0				
Thefts	7	6	2	7	6	5	7	5	13				
Controlled Substance	0	1	1	0	0	0	2	4	1				
Suspicious Activity	15	21	23	28	25	26	24	22	33				
Burglaries/Robbery	1	1	1	0	0	0	0	0	1				
Medicals/Welfare	26	21	18	29	19	18	20	18	20				
Assaults/Domestics	6	4	4	8	9	3	2	6	5				
Harassment	3	2	3	1	3	9	4	8	4				
CDP/Vandalism	3	0	0	3	4	1	5	2	1				
Animal Complaints	2	3	5	7	7	12	6	2	7				
City Ordinance	5	4	4	6	31	35	38	22	13				
Parking Tickets	23	18	1	0	0	0	0	0	0				
Disturbing the Peace	4	4	3	7	8	9	12	4	5				
Gun Permits	3	4	4	3	3	7	4	8	8				
Warrant Arrests	2	1	1	0	0	0	0	0	0				
Civil	5	4	4	5	5	4	4	2	6				
Lockout	2	3	4	3	5	4	4	3	2				
Assist other Agencies	18	27	14	17	12	16	21	21	25				
Special Events	2	5	7	12	16	9	12	6	2				
Misc.	58	65	71	56	64	63	68	63	81				
TZD Hours	0 Hours	6 Hours	6 Hours	0 Hours	0 Hours	5 Hours	17.5 HRS	7 Hours	5 Hours				
Total:	255	277	232	223	267	303	342	266	297				

Misc Includes: Alarms, Extra Patrols, House watches, Matter of Info, etc.

KM8801

**From:** [Mark Pappenfus](#)  
**To:** [Sarah Brunn](#)  
**Subject:** Pool Coping Replacement  
**Date:** Tuesday, September 15, 2020 8:18:22 AM  
**Attachments:** [Pool Horizon 20200302 FOL03.pdf](#)  
[Pool Concrete Science.pdf](#)

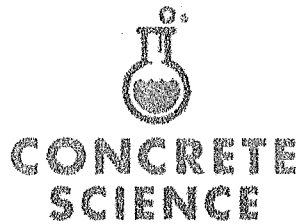
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Sarah,

Attached are 2 quotes for the replacement of the current brick coping at the Pool with a new poured in place concrete coping. Replacement of this coping will also require a bunch of bond beam repair (this is the area just below the coping on the top wall of the pool that the coping sits on) so that is why the price is higher than we had originally budgeted. I would recommend that Council approves the quote of Concrete Science in the amount of \$64,570.00. If Council approves this at our Oct. Meeting, we would look to schedule this work for early-mid May of 2021.

Thanks, Mark

Mark Pappenfus  
City of Foley Public Works Director  
320-290-9186



7545 Commerce Street • Corcoran, MN 55340 • Phone: 763-420-4073

City of Foley Public Works  
320-290-9186

321 4th Avenue North  
Foley, MN 56329

Job Address:  
110 8th Avenue  
Foley, MN 56329

Print-date: 9-10-2020

**We hereby propose to furnish all necessary labor and material to complete the following scope of work and specification:**

**Scope of Proposal:**

**Proposal based on 340 lineal feet of Natural Gray Brush Finished Poured in Place Main Pool Coping Replacement .**

**Proposal based on 100 lineal feet of Natural Gray Brush Finished Poured in Place Kiddie Pool Coping Replacement .**

**\*In addition to the coping replacement there will be extensive bond beam repair work. Demolition of the existing outside lip of the bond beam as well as repouring of the outside face.**

**Attached Files:**



photo courtesy of - Concrete



photo courtesy of - Concrete

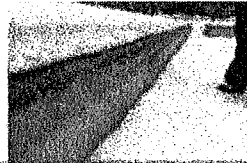


photo courtesy of - Concrete

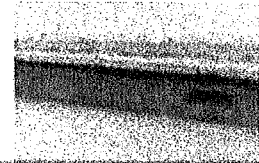


photo courtesy of - Concrete

**Price Breakdown**

**Coping - Horizon Pool Supply**

**Group Price: \$36,630.00**

Coping Options for Horizon Pool Supply:

Demo, Tear Out & Disposal of existing pool Coping.  
Bond Beam Repair done T & M per job requirements.  
Set-up, Rebar and Pour in Place New Cantilever Coping.

\* Please note that demo is based on existing concrete being 4" thick.



\*\* We are unable to be responsible items embedded in the concrete such as electrical, plumbing, drains, wall bracing/straps etc.

\*\*\* Concrete Science is not responsible for straightening pool walls/bond beams and the resulting coping pours that will follow existing wall/bond beam conditions.

\*\*\*\* Concrete Science should also mention that every effort is made to contain waste and debris from getting into the pool but it does happen. We cannot be responsible for the pool filters being clogged due to materials getting into the pool. We suggest they shut the pumps off while we are working.

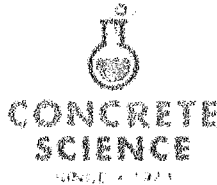
**Group Price: \$27,940.00**

Code	Title	Description	Qty / Unit	Unit Price	Price
2 Pool - Coping	Bond Beam Outside Face Demo		440 LF	13.50	\$5,940.00
2 Pool - Coping	Bond Beam Outside Face Re-Pour		440 LF	50.00	\$22,000.00

**Total Price: \$64,570.00**

Thank You,  
Lance Holk  
763.482.3869 Mobile

Lance Holk / Outside Sales Rep.



7545 Commerce Street  
Corcoran, MN 55340  
Office: 763.420.4073  
Cell: 763.482.3869  
[Lance@Concrete-Science.com](mailto:Lance@Concrete-Science.com)  
[www.concrete-science.com](http://www.concrete-science.com)

**Proposal good for 90 days**

**Terms: 50% down prior to scheduling, balance due upon completion of work.**

**8% interest per annum will be added to all unpaid balances.**

**WARRANTY NOTES:** All concrete paving carries a one (1) year warranty from surface defects including scaling, spalling, mortar flaking and peeling. Concrete does crack on occasion and this condition is completely out of any/ every installer's control. We use every method possible to avoid cracks and assist in crack control through the use of smaller panel sizing, concrete thickness and the use of commercially recognized reinforcing schedules. Even though we do our best to use the best quality concrete, rock pops cannot be avoided in some occasions. We reserve the right to use either saw cut or hand cut control joints on any concrete projects unless noted in contract.

Rock pop industry standards are set by the Aggregate provider in our area and are determined amount per sq. feet.

Any crack exceeding 1/8" repair or replacement is determined at our discretion.

**ATTORNEY'S FEES:** the customer must pay any legal fees or costs that Concrete Science incurs in pursuing payment or enforcing the agreement.

**PRE-LIEN NOTICE: THE FOLLOWING NOTICE IS PROVIDED TO YOU AS REQUIRED BY LAW:**

**(A) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.**

**(B) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.**

Signature

---

Print Name:

---

Date:

---

\*Only one proposal can be approved. Approving this will decline all other available proposals.



4444 ROUND LAKE RD W, ARDEN HILLS, MN 55112

[WWW.HORIZONPOOLSUPPLY.COM](http://WWW.HORIZONPOOLSUPPLY.COM)

1-800-969-0454

LOCAL 651-917-3075

FAX 651-917-3087



### Cover Sheet

To: **Mark**

From: **Jordan Pinney**

Pages: **4**  
(including cover)

Hello Mark,

Below is the updated estimate to replace the brick coping with pour in place concrete coping stone. After the initial site visit it was determined there would be substantial bond beam repair before even pouring the coping. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

Jordan Pinney

#### Additional Services Offered:

As an established commercial pool contractor & supplier we are here to provide additional services as needed including but not limited to:

- CPO training for your staff
- Training on local and state health codes
- Repair and maintenance of filter room equipment
- Repair and maintenance of pool vessel and plumbing
- Renovation services
- Online resources and purchasing
- Free ongoing consultation
- Water Quality Management Programs



4444 ROUND LAKE RD W, ARDEN HILLS, MN

55112

WWW.HORIZONPOOLSUPPLY.COM

1-800-969-0454



## Customer Proposal / Estimate

**Quoted to:**

Foley Municipal Pool  
110 8th Ave  
Foley, MN 56329

**Contact 1:** Mark**Contact 2:****Phone:** (320) 968-9908**Fax:****Date:** 3/2/2020**Good Through:** 4/30/2020**Quote #:** 20200302 FOL03**Description:**

FOL03

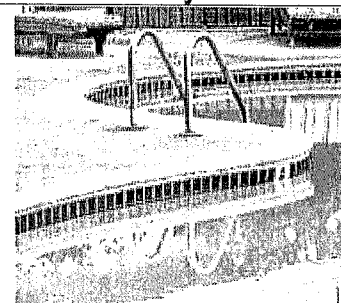
**Quoted by:** Jordan Pinney

*Leisure Pool: 80' x 85' (Overall) L-Shape; 3-11 ft depth; 350' perimeter. (Current Coping: Brick)*  
*Wading Pool: 25' x 33' Rectangle; 1ft Depth; 116' perimeter. (Current Coping: Brick)*

**Bond Beam Repair as Follows:**

- Demo and remove existing coping stone and dispose offsite.
- Demo existing "unique" face present on the bond beam and dispose offsite.
- Grind topside of the bond beam around perimeter of both pools to expose a solid substrate.
- After completion of demo, bond beam to be re-poured.
- Rebar to be installed for placement of coping.

\*\*\* This is a must in order to complete the pour for new coping \*\*\*

**Replace Coping Stone as follows:**

- Form and pour new cast in place, gray, broom finished concrete coping (coloring, stamping, and additional style selections available for additional charge). Saw cut expansion.
- Install a flexible rubber masonry caulk in the coping/deck expansion joint.

NOTES: • Please read & initial attached Proposal Notes.

- Additional charges may be incurred if bond beam is found to have damage from rotting or deterioration.
- Depth tiles/markings, drain covers, and other fittings are excluded unless otherwise specified.
- Horizon is not responsible for any damages to the pool walls when setting up the forms and removing the forms.
- Horizon is not responsible for straightening pool walls/bond beams and the resulting coping pours that will follow existing wall/bond beam conditions.
- Excludes any repairs and/or replacement of existing skimmer pots and resurfacing/painting of the newly poured bond beam.

**Pricing:**

Quantity	Item Number	Description	Unit Price	Total Price
1		Bond beam repair as specified. (Leisure and Wading Pool)	\$30,602.00	\$30,602.00
1		Replace coping stone as specified. (Leisure and Wading Pool)	\$41,899.00	\$41,899.00

ACCEPTANCE OF PROPOSAL – I am authorized to sign on behalf of the owner and I have read the attached **Terms & Conditions** and Proposal Notes and the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment(s) will be made as specified.

**Quote Accepted By:** \_\_\_\_\_**Date:** \_\_\_\_\_**Authorized Signature:** \_\_\_\_\_**Total:****\$72,501.00**

- Products and equipment used to complete job are subject to applicable state & city sales taxes.
- Quotes exceeding \$2,000 will require a payment of 50% upon quote acceptance and the remainder is due Net 10 Days.
- Please read all attached Terms & Conditions, Proposal Notes, and product information. This quote, once signed, is a contract between Horizon Commercial Pool Supply & the property owner.

## **TERMS AND CONDITIONS**

### **MECHANIC'S LIEN NOTICES (Minnesota & Wisconsin)**

**MINNESOTA:** Pursuant to MINN. STAT. § 514.011 (a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions. (b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

**WISCONSIN:** As required by the Wisconsin construction lien law, claimant hereby notifies owner that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specifications for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned claimant, are those who contract directly with the owner or those who give the owner notice within 60 days after they first perform, furnish, or procure labor, services, materials, plans or specifications for the construction. Accordingly, owner probably will receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specifications for the construction, and should give a copy of each notice received to the mortgage lender, if any. Claimant agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid.

**PAYMENT:** On contracts exceeding two-thousand dollars (\$2,000.00), unless otherwise agreed, in writing on the first page of this Contract, payment shall be made in two equal installments. The first installment shall be due as a deposit and paid at the time this contract is signed by the Customer. The second installment is due and payable upon completion of the Project. If, for any reason, any amount less than 50% of the Contract is paid in the first installment, the entire remaining balance shall be paid in the second installment even though such payment renders the installment unequal. All payments on account must be made within **10 days from the invoice date**, unless otherwise agreed to by Horizon Commercial Pool Supply and Customer in writing. Customer agrees that receipt of any invoice setting forth the amount owed to Horizon Commercial Pool Supply represents an account stated unless, within ten days (10) days of receipt of the invoice, Customer objects to the invoice in writing and said written objection is delivered to Horizon Commercial Pool Supply.

**INTEREST AND ATTORNEYS' FEES:** Horizon Commercial Pool Supply will charge, and Customer agrees to pay, a service charge of 1.5% per month (18.0% per annum) or the maximum rate allowed by law. The service charge will be assessed on the past due portion of the account. Customer agrees to pay on demand all costs and expenses including reasonable attorneys' fees incurred by Horizon Commercial Pool Supply in connection with this Contract, and any other document or agreement related thereto, including all costs, expenses and attorneys' fees incurred by Horizon Commercial Pool Supply in enforcing these Terms and Conditions.

**SCHEDULING AND ESTIMATES:** All time estimates, schedules, start dates, completion dates, etc., are subject to change at Horizon Commercial Pool Supply's sole discretion and Horizon shall not be liable for any changes thereof. Customer acknowledges that time estimates, schedules, start and completion dates can and will change due to weather, unforeseen changes to jobs, workforce variations, material availability, unforeseen delays due to other contractor's work, equipment breaking down and holidays, etc. Any quotes, estimates or representations as to pricing are subject to change at Horizon Commercial Pool Supply's sole discretion as well.

**LIMITED WARRANTY ON WORKMANSHIP:** Horizon Commercial Pool Supply provides a limited one year warranty on its workmanship. This Limited Warranty on Workmanship ("Warranty") covers labor provided by Horizon staff only. Any product or equipment warranties are limited to and provided by their respective manufacturer or supplier. This Warranty does not cover problems arising from normal wear and tear, chemical action, stains from pool water or pool water minerals, neglect, abuse, or acts of God. Failure to pay the full Contract price relieves Horizon Commercial Pool Supply of all of its responsibilities under this Warranty and shall render this Warranty void. Warranty claims can be made by contacting Horizon Commercial Pool Supply at (651) 917-3075 within 12 months of completion. Horizon Commercial Pool Supply shall not be responsible or held liable for damages resulting from causes beyond its control caused by fire, flood, accidents, delay in transit, labor difficulty, inability of our normal sources of supply, acts of god, any law, act or regulation of any governmental body. Customer acknowledges and agrees that Horizon Commercial Pool Supply's liability for any reason, including, without limitation, negligence, or strict liability, shall not include special, consequential or incidental damages.

Horizon Commercial Pool Supply, a division of Horizon Chemical Co., Inc.  
4444 Round Lake Rd W, Arden Hills, MN 55112  
651.917.3075 phone, 651.917.3087 fax  
www.horizonpoolsupply.com





4444 ROUND LAKE RD W, ARDEN HILLS, MN 55112

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1-800-969-0454

LOCAL 651-917-3075

FAX 651-917-3087

## Proposal Notes

### GENERAL NOTES:

1. Our region of the country has a relatively high water table. Owner to take full responsibility if in the unlikely event the pool should float up or pop out of the ground. Our quote does not include the cost of lowering the water table around pool if this becomes necessary.
2. Our work may create some dust. Owner to be responsible for any dust clean up if necessary.
3. Owner is responsible for filling the pool with water unless otherwise specified in the proposal.
4. Price does not include the repair of deteriorated cement under the coping, water line tile or under the existing plaster finish. If in the unlikely event there is deterioration, we can determine this during our work. We will not proceed with work involving extra costs without written approval of the owner.
5. Access to the pool area for our employees, supplies, and equipment must be provided by the owner.
6. Lodging for jobs outside of the St. Paul/Minneapolis Metro area is not included unless otherwise specified. Owner can provide suitable lodging for the duration of the project. If suitable lodging cannot be provided, expenses will be added to the final invoice.
7. Unless otherwise specified, modifications to gas, electrical, or venting are not included.
8. Unless otherwise specified, no permits, fees, or engineer drawings are included. If required all fees will be added to the final invoice.

### COPING & TILE

1. Owner to take necessary measures and full responsibility to prevent staining of new coping and tile due to water borne minerals and chemistry.
2. If waterline tile is not being replaced under this contract, and if any tile should be damaged due to our work, we will repair damaged tile with the closest matching locally available tile. In some cases, the tile may not be a close match.
3. Owner is responsible for any repairs to the deck surrounding the pool whether these repairs are needed as a result of preexisting conditions or as a result of our work.
4. If this quote is for replacing waterline tile, depth markings will be installed according to state code.
5. The coping/deck expansion joint must be sealed with a flexible caulking at all times to prevent water intrusion. Lack of caulking joint maintenance will void all guarantees on coping and water line tile.
6. Grout sealer is not necessary, but can add to the life of the grout. Grout seal is not included in this quote unless otherwise specified.

### PLASTER SURFACE

1. **It is the owner's responsibility to read and understand the enclosed "New Plaster Surface Notice & Directions." The quality and life of the plaster surface can depend on the care detailed in the Notice and Directions. Failure to follow the directions can result in termination of all Warranties and Guarantees associated with the new plaster surface.**
2. **Plaster Cures Under-Water:** Newly plastered pool **MUST** start filling no later than the following morning after the plastering is completed, unless otherwise instructed by the plastering crew. Failure to start filling by the instructed time will cause damage to the new plaster and voids all warranties and guarantees.
3. Owner to take necessary measures and full responsibility to prevent staining of new plaster finish with water borne minerals, or other contaminants.
4. Any structural cracks in the existing shell may surface through the new finish; however this will not affect its integrity.
5. There is no warranty against shrinkage checks, mottling (lighter and darker areas and streaks in the surface) and the caustic action at the surface of the plaster as explained in the Notice & Directions.
6. All plastered pools have shrinkage checks and mottling associated with them to varying degrees. This is considered normal and not covered by warranty.
7. If waterline tile is not being replaced under this contract, and if any tile should be damaged due to our work, we will repair damaged tile with the closest matching locally available tile. In some cases, the tile may not be a close match.
8. **GUARANTEE** – Diamond Brite comes with a Limited 5-Year Manufacturer's warranty for commercial applications. Manufacturer's guarantee provides for material only. Labor covered for 1-Year by Horizon's "Limited Warranty on Workmanship."

**From:** [Mark Pappenfus](#)  
**To:** [Sarah Brunn](#)  
**Subject:** FW: Holdridge Park Quote  
**Date:** Tuesday, September 15, 2020 8:44:41 AM  
**Attachments:** [Holdridge Park 082520.xls](#)

---

If City Council wishes to discuss the attached quote for replacement of a play structure in Holdridge Park in Spring of 2021. We will include the Supervised install for a total of \$29,273.00. We would need to order before December 2<sup>nd</sup> for this price and to get on the Spring/Summer 2021 install list. We would take delivery of the structure over Winter and store in the shed as we did with the Lion's Park structure.

I will send a couple drawings also.

Thanks, Mark

Mark Pappenfus  
City of Foley Public Works Director  
320-290-9186

**From:** Midwest Playscapes - Malli <[playscapes@earthlink.net](mailto:playscapes@earthlink.net)>  
**Sent:** Thursday, August 27, 2020 11:26 AM  
**To:** Mark Pappenfus <[mpappenfus@ci.foley.mn.us](mailto:mpappenfus@ci.foley.mn.us)>  
**Subject:** Holdridge Park Quote

Mark

Here is the pricing you requested for Holdridge Park.

Note that this is the same playstructure which was purchased for Lions Park in 2019. The price is \$4,133 less than 2019!!!

I would suggest you purchase this year and store it until it is installed the Spring of 2021. I should have drawings sent to you some time next week,

Thank you,  
Mike Korth  
Midwest Playscapes  
Phone: 952-895-8888

Please Note - New Address:  
8632 Eagle Creek Circle  
Savage, MN 55378



8632 Eagle Creek Circle, Savage, MN 55378  
[www.MIDWESTPLAYSCAPES.com](http://www.MIDWESTPLAYSCAPES.com)

direct: 952.895.8888  
fax: 952.895.8889  
toll free: 800.747.1452

[playscapes@earthlink.net](mailto:playscapes@earthlink.net)

## Quotation



**Project:** Holdridge Park / City of Foley

**Contact:** Mark Pappenfus

**Ship To:**

Foley, MN 56329

**Email:** [mpappenfus@ci.foley.mn.us](mailto:mpappenfus@ci.foley.mn.us)

**Phone:** 320-290-9186

**Fax:**

**Bill To:**

**Shipping Contact Name:**

**Date:** 8/25/2020

Qty	Design/Item #	Description	Total
1	350-1504	Playworld Playstructure "Penthouse" 350-1504 (MSRP \$29,451 / Save \$11,780)	Sale Price: \$ 17,671.00
1	Swing-Sp-Tod	8' Single Post Swing with (2) Belt and (1) Toddler Seat (MSRP \$2,028 / RTS Discount \$344)	\$ 1,684.00
54	ZZXX9430	4' Plastic Border Timbers (MSRP \$2,970 / RTS Discount \$504)	\$ 2,466.00
100 cu yds	EWf	Engineered Wood Fiber Safety Surfacing	\$ 1,950.00
Subtotal			\$ 23,771.00
Freight			\$ 3,302.00
Tax Exempt # _____ * Please provide certificate			Sales Tax \$ -
			Local Sales Tax \$ -
			<b>Total</b> \$ 27,073.00

### Option

☐ Add \$2,200 for a Supervised Install (Price includes a Factory Certified & Insured Supervisor, additional crew members, bobcat with auger attachment, laser level, cement mixer and tools.  
(The installation would take place in 2021).

**NOTE:** Customer is responsible for unloading, freight inventory, storage, site prep and disposal of packaging material.

**NOTE:** Customer to install border timbers and engineered wood fiber.

**NOTE:** Pricing is good until December 2nd, 2020.

**NOTE:** Any Insurance requirements above \$1,000,000 General Liability will be subject to a surcharge

**NOTE:** UNLESS OTHERWISE NOTED, prices shown are material only. They **DO NOT** include: assembly, installation, border, safety surfacing, drain tile, geotextile fabric, removal of existing equipment, site preparation, excavation or site restoration, unloading of equipment, disposal of packaging material, storage of equipment, additional insurance and bonding would be extra, unless otherwise stated above. If playground equipment or materials are stored off site, customer is responsible for transporting equipment to job site.

*Prices firm for 30 days, subject to review thereafter. Our terms are net 30. A finance charge of 1.5% will be imposed on the outstanding balance unpaid for more than 30 days after the shipment of materials. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted. Once customer has signed quotation, your order cannot be changed or canceled. Please allow 3 to 4 weeks for delivery after receipt of order. Standard manufacturing design, specification, and construction apply unless noted otherwise. Customer is responsible for the identification and marking of all underground utilities (public or private) to include drain tile and sprinkler systems. Area must be accessible to Bobcat and other equipment necessary for installation or additional fees will be charged. Freight quote is based on customer unloading equipment and checking in all equipment for any missing parts. If product is refused by customer upon delivery for any reason (unless damaged), without prior authorization from Midwest Playscapes, Inc., the customer agrees to pay 20% restocking fee plus freight charges. Price does not include prevailing wages, unless otherwise noted. If we can be of Other Assistance, please feel free to contact us.*

Signed: \_\_\_\_\_

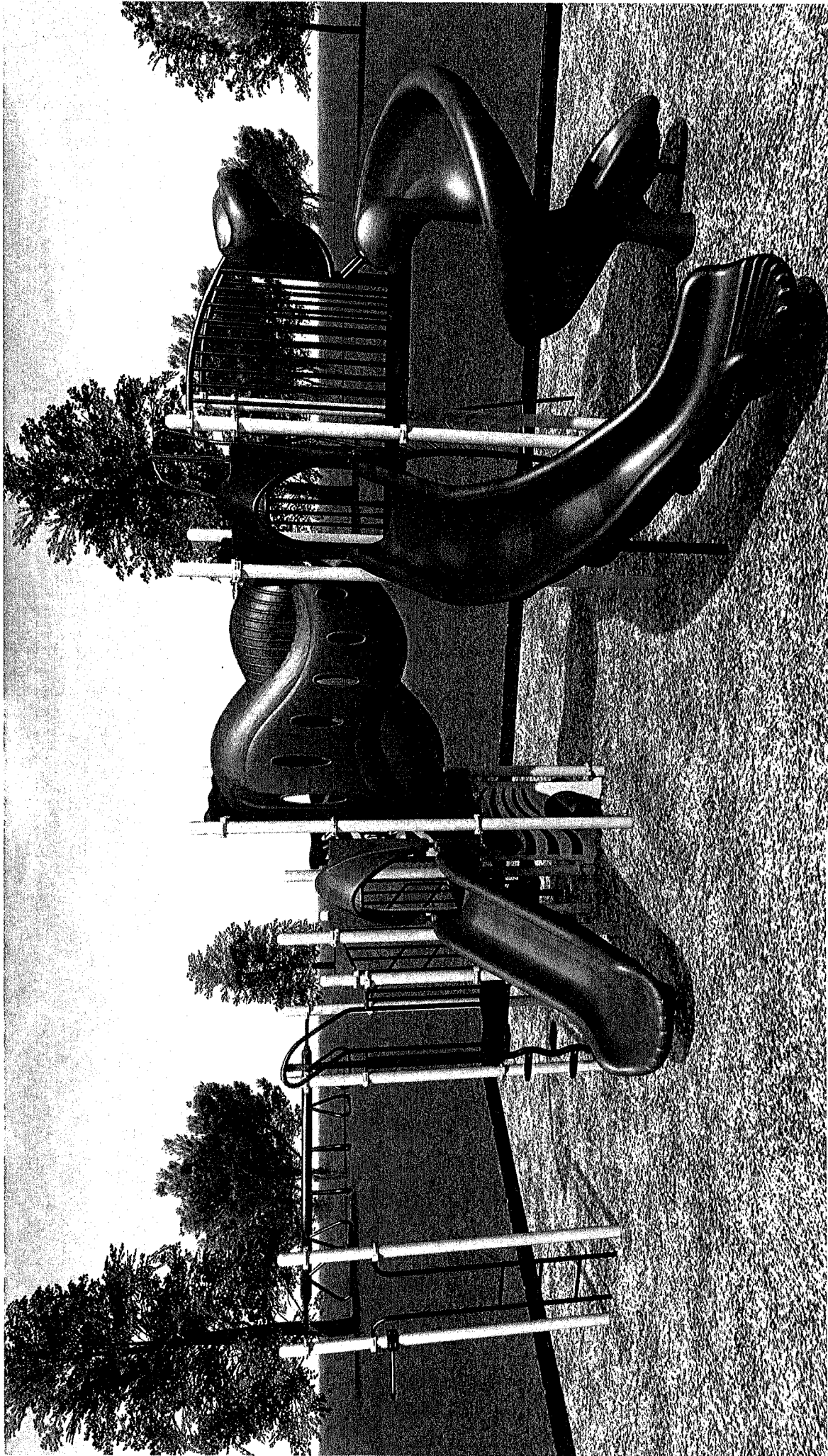
Mike Korth

Accepted \_\_\_\_\_

Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_





## Holdridge Park

Foley, MN

Sales Representative

**MIDWEST  
PLAYSCAPES**

9822 EAGLE CREEK CIRCLE  
PHOENIX, AZ 85024-1452  
EMAIL: play-scapes@earthlink.net

Equipment Manufacturer

**PLAYWORLD**  
The world needs play.

POST & COMPONENT  
Forest Green  
Beige

3-COLOR PLASTIC  
Blue  
Forest Green

2-COLOR PLASTIC  
Forest Green-Sand  
Beige-Forest Green

ECC-ARMOR  
Hunter Green

20-3322A



**Holdridge Park**

Foley, MN

20-5322A

Sales Representative

**MIDWEST  
PLAYSCAPES**

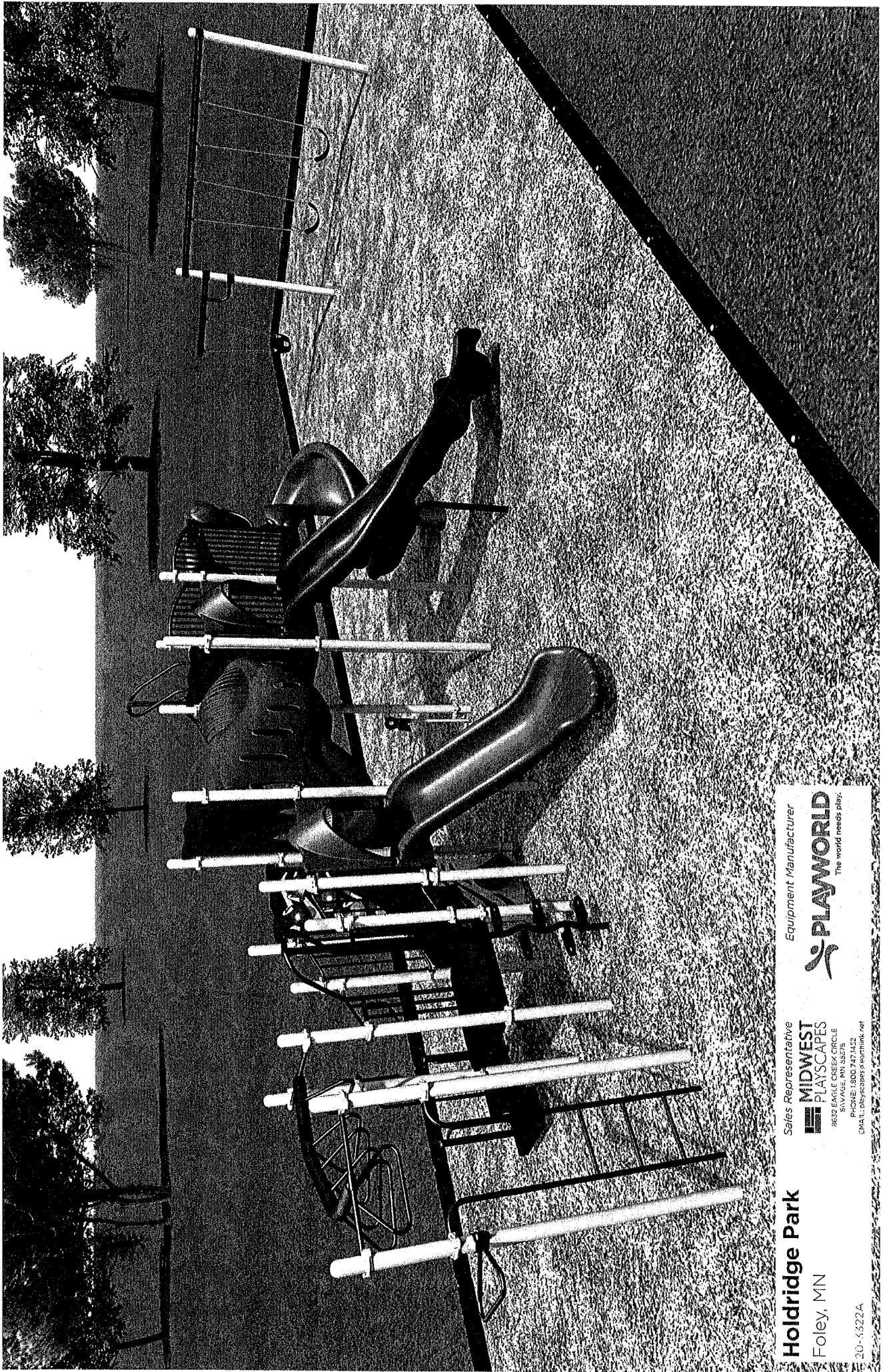
8602 EAGLE CREEK CIRCLE  
SAVAGE, MN 55376  
PHONE: 800.747.1452  
EMAIL: [playscapes@earthlink.net](mailto:playscapes@earthlink.net)

Equipment Manufacturer

**PLAYWORLD**

The world needs play.





**Holdridge Park**

Foley, MN

20-4322A

Sales Representative  
Equipment Manufacturer



**MIDWEST  
PLAYSCAPES**

8632 EAGLE CREEK CIRCLE  
SAVAGE, MN 55275  
PHONE: 1.800.747.1412  
EMAIL: [playscapes@northlink.net](mailto:playscapes@northlink.net)

The world needs play.



**Holdridge Park**

Foley, MN

20-3322A

Sales Representative  
**EQUIPMENT MANUFACTURER**



The world needs play.



**MIDWEST  
PLAYSCAPES**

8832 EAGLE CREEK CIRCLE  
SAVAGE, MN 55376  
PHONE: 1-800-747-1452  
EMAIL: [playscapes@earthlink.net](mailto:playscapes@earthlink.net)



**TO:** FOLEY CITY COUNCIL  
**FROM:** SARAH BRUNN, CITY ADMINISTRATOR  
**SUBJECT:** 10-06-2020 –COUNCIL MEETING  
**DATE:** OCTOBER 2, 2020

---

#### **Consent Agenda**

The personnel committee conducted interviews on 7 potential candidates for the public works operator position. The committee is recommending approval of Bryan Moshier for the position. If the council approves, Mr. Moshier will start in later October.

#### **Public Hearing – Water/Sewer Delinquent Accounts & I/I Penalty Charges**

The council will need to hold a public hearing in order to certify charges for delinquent water/sewer services and I/I penalties. We could not complete the shut off process due to the peacetime emergency so more certifications to taxes will take place this year. The resolutions and exhibits with totals are in your packet. Please note, we will remove any payments that are made following adoption at the council meeting but prior to the deadline to certify at the county. We will also have another public hearing in November for weeds/snow removal charges as well.

#### **Public Works – Pool Coping**

Public Works Director Mark Pappenfus will present and ask for approval on the pool coping. We have discussed this at prior meetings and it was already budgeted for.

#### **Public Works – Holdridge Park Playground**

Pappenfus has also provided a bid on playground equipment. This is being budgeted for 2021 but prices are much better if it is ordered in the fall and stored in our facilities until spring. The council can decide if they'd like to proceed with this purchase early.

#### **Discussion on Meeting Room**

I have had a few different requests for meeting room usage due to the changing weather. The council had closed down usage earlier in the year and over the summer we were able to utilize the park shelters and other outdoor spaces. The library is not allowing any groups to gather in their spaces due to the needed cleaning and monitoring. I also checked with a couple other cities and many are not allowing the city hall spaces but some have opened up their community center spaces with the additional cleaning being done by city staff and charged for. The council should discuss this item and provide staff with direction on how they wish to proceed.

#### **Update on CARES Funding**

All our CARES items have been ordered and are in process. Next month I will provide a final listing with a resolution for the council to approve with the summary of items and costs. We did have to work through some paperwork on the radio orders but have confirmed that the extra radios will be coming right away in order to utilize CARES money, and the replacements of new radios will come later as budgeted and are not eligible for CARES funding.

**Update on Parking & Storage Ordinance**

The planning commission did discuss the parking and storage ordinance at their last meeting and are recommending no change. Planning reps can update the council further at the meeting.

**Discussion on PID 020049300& PID 020050000**

At the time of this memo I have not received a response from the owners of the PID's identified above. I did submit the offer as directed by the council after our last meeting.

**Upcoming Elections**

The general election is coming up soon. I am requesting the council allow the closure of the front counter of City Hall. This will allow for us to set up for social distancing as required by election procedures. The library will also be closing for walk-in traffic that day as well. Staff will still answer phones and emails this day during normal business hours as much as possible. If we have issues or are in need of additional support for the election, we may pull office staff to provide that assistance as they are trained as election judges.

**November Meeting**

Please make a calendar note of the change in meeting date for next month. This was moved due to the general election being held. See reminders below!

**Upcoming Reminders:**

**October 10, 2020** – City Hall Closed – Columbus Day

**October 19, 2020** – Planning Commission Meeting (if needed)– moved due to holiday

**November 3, 2020** – General Election Day (City Hall Front Counter Closed)

**November 10, 2020** – Council Meeting (moved due to elections)