



City Council – Meeting Agenda
June 6, 2023– 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 May 2, 2023.
 - Approve closure of downtown streets for Foley Fun Days.
 - Adopt Resolution #2023-07 Authorization to sign PSIG grant agreements.
 - Accept \$1,000 Central MN EMS equipment grant (police).
 - Accept resignation of Jason Norten, part-time police officer.
 - Approve payment of bills.
 - Officer Letter to Council – Approve Appointment.
 - Approve School Resource Officer Agreement.
5. Mayor's Comments and Open Forum
6. Wastewater Regionalization Project – Jared Voge
Consider and Approve Pay Application # 9
7. Jennifer Siemers – Request Road closure on 7th Avenue for Fun Days Car Show – June 20, 2023
8. Public Hearing – Liquor License Renewals
 - On Sale Liquor: Mr. Jim's, Foley American Legion, and Stone Creek.
 - Sunday On Sale Liquor: Mr. Jim's, Foley American Legion, and Stone Creek.
 - Off Sale Liquor: Coborn's Liquor, Foley American Legion, and Super Spirits.
 - 3.2 Off Sale – Coborn's Inc., Little Dukes
 - Non-enclosed Premises On Sale Liquor: Foley American Legion, Stone Creek and Mr. Jim's.
 - Temporary Liquor Licenses:
 - Foley Lion's Club –to be used for Foley Fun Days, June 19-21, 2023.
 - St. John's Church, 621 Dewey Street, to be used July 16, 2023.
 - Foley Chamber of Commerce, 329 Oak Drive, to be used for Oktoberfest on September 16, 2023.
9. Approve Tobacco Licenses
 - Brenny Oil
 - Casey's Retail Co #1813
 - Coborn's Liquor
 - Coborn's Grocery Store
 - Little Dukes
 - Speedway
 - Super Spirits



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10. Public Hearing - Consider Removal of Sprinkler Sewer Charges
 - Ordinance #475 – Sewer Rates
 - Updated sprinkler monthly usage (added 2022)
 - Other alternatives discussion?
11. Department Reports:
 - Police Department –Katie McMillin
 - City Engineer – Jarod Griffith
 - Public Works/Fire – Mark Pappenfus
 - Disposal of old 13th Avenue pedestrian bridge.
 - Administration – Sarah Brunn
 - Request approval to utilize city funds for employee picnic.
12. Old Business
 - Winter Fest -Dave Campbell or Louisa Thompson
13. New Business
14. Mayor's Comments and 2nd Open Forum
15. Adjourn

CITY OF FOLEY, MINNESOTA
CITY COUNCIL MEETING – May 2, 2023

The Foley City Council held their regular meeting on May 2, 2023, at 5:30 p.m. at Foley City Hall.

Members Present: Mayor Jack Brosh, Councilmembers Jeff Gondeck, Deb Mathiowetz, Gary Swanson, and Brandon Voit.

The pledge of allegiance was recited.

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

Motion carried, unanimous.

Motion by Gondeck, seconded by Voit, to approve the consent agenda:

- Approve minutes of April 4, 2023.
- Approve seasonal pay rates.
- Approve revised pool year-end performance review.
- Approve payment of bills.

Motion carried, unanimous.

Mayor's Comments and Open Forum

Gini Kalton addressed the council stating that while she doesn't live in town she is a member of the board of directors for CARE at 321 6th Avenue. She thanked the council for their support of CARE. The organization supports seniors in their home. When COVID hit, it shed a light on food insecurity in Benton County. CARE has distributed 146 tons of food to the community. Kalton also stated that she is looking forward to their Touching Tables event in October. There is also a pork chop dinner fundraiser on Thursday and she offered up two free tickets to the event for the council.

Wastewater Regionalization Project

Jared Voge from Bolton & Menk gave an overview to the council on the wastewater project. He also presented the Change Order #1 from Geislinger and Sons outlined in their packet. The change order reflects the equipment, labor, and materials required to comply with the City of St. Cloud's requirements associated with the connection to their collection system. He recommended approval of payment for the amount of \$546,569.88. Questions and discussion followed.

Motion by Gondeck, seconded by Mathiowetz, to approve the Change Order #1.

Motion carried, unanimous.

Voge also presented and recommended approval of Payment Estimate #8 for \$155,032.83. The estimate includes the work completed through April 21. The project is now 51% complete. Currently there are two crews in the area. Questions and discussion followed. Voge stated that supply chain issues continue to be a concern but the project is pushing forward.

Motion by Voit, seconded by Swanson, to approve Payment Estimate #8.

Motion carried, unanimous.

Winter Festival Update

Louisa Thompson and Bill Kalton gave an update to the council regarding plans for the Winter Festival. Thompson explained that the committee hasn't been able to secure a sponsor in time for Christmas this year, but they hope to have something organized in time for Christmas 2024. Thompson expressed they would like to move forward with a Christmas tree lighting for Christmas 2023. They would require some assistance including a structure for the tree to sit on, a power source, and possible security. They've already lined up a school choir to sing during the lighting. She also requested that the mayor do the honor of lighting the tree. She also proposed the lighting ceremony will be at 4th and Main Street in the city lot. There would be no need to block off streets or for garbage disposal.

Discussion and questions followed with councilmembers expressing support for the idea.

Consider Removal of Sprinkler Sewer Charges

Mayor Brosh addressed the room explaining that he asked that the sprinkler ordinance be brought back for discussion before the council. The current proposed ordinance outlined several requirements for property owners who wished to participate, including the purchase of a separate meter and applying for a plumbing permit. Discussion followed as the council debated the proposed ordinance and asked staff questions.

Gondeck stated he would like to hear more from the public before moving forward. Not opposed to an ordinance.

Brosh asked if anyone would like to speak out for or against the ordinance.

Bruce Thompson, 1133 Golf Court, thanked the council for considering the ordinance and stated that other cities have similar ordinances.

Larry Nadeau, 161 4th Ave S, also spoke in favor the ordinance. He stated he had advocated for a similar ordinance a few years ago. There's value in having well-kept commercial or residential properties.

Brosh agreed that the council should hold a public meeting before adopting a sprinkler ordinance.

Motion by Gondeck, seconded by Mathiowetz, to hold a public hearing at the next council meeting to discuss the proposed sprinkler ordinance.

Motion carried, unanimous.

Department Reports

Police Department

Chief Katie McMillin gave an overview to the council. The department responded to 370 calls in April. They also participated in TZD hours. The focus for the month was distracted driving. Gun permits and city violations are up. She also gave a reminder to residents to make sure properties are clear of nuisance items. May 13 is prom. Our SRO will attend. The last day for seniors and Tractor Day is May 26. The last day for everyone else is June 1. There are a lot of classes walking to the parks over the

next week so officers will assist with crossing Hwy 23. The Bike Rodeo is scheduled for June 17. Discussion and questions followed.

City Engineer

Jarod Griffith directed the council to their packets for the push button pedestrian system for the Hwy 23 project. There will be a solar system for the Broadway/Penn and 8th intersection. Due to the depth of the storm sewer, we needed a separate post for the push button system. Staff has approved. He asked for approval of the plans contingent upon approval from the state traffic engineer. Discussion and questions followed.

City Administrator Sarah Brunn clarified that the equipment is eligible for reimbursement.

Motion by Gondeck, seconded by Voit, to approve the plans.

Motion carried, unanimous.

Further discussion and questions regarding the roundabout and pedestrian crossings continued.

Public Works and Fire Department

Mark Pappenfus gave an overview to the council regarding spring projects. Public Works is flushing/jetting mains, sweeping streets, and prepping park shelters. Shelters will open for rentals in mid-May. He also said they would be hiring some summer seasonal help. The pool will open in early June. The compost site is open on Tuesdays, Thursdays, and Saturdays from 10 a.m. – 7 p.m. Discussion and questions followed. There were no updates from the Fire Department.

Administrative

Brunn presented the updated pool refund policy and asked for a motion from the council. Discussion and questions followed.

Motion by Swanson, seconded by Gondeck, to approve the updates to the pool refund policy.

Mathowetz asked if the change in policy could also allow substitutions.

Brunn explained that it could possibly work, but staff would be unable to add to classes. She still recommended charging an administrative fee.

Amendment by Swanson, seconded by Voit, to allow substitutions.

Motion carried, unanimous.

Brunn updated the council on pool applications for lifeguards and swim teachers. We currently need more swim teachers and staff is working on solutions. She stated she would keep the council informed. Staff has in previous years always found a way to get enough teachers and lifeguards for the pool. She also updated the council that the annual audit went well and the auditors would be presenting their report at the next council meeting. She reminded the council that if they were contacted by the auditors to please respond. She also mentioned that a commercial building in town was scheduled for an inspection tomorrow.

Brunn also stated that there's a lot going on with the legislature and the bonding bill. She encouraged the council stay aware of what's going on. She also asked the council to select two representatives for the joint county/city/township meeting on May 22. It's a great opportunity to collaborate with other local officials. Gondeck and Voit volunteered. Brunn also mentioned that she would be touring the county building along with Gondeck and Voit.

Old Business

No old business

New Business

No new business

Mayor's Open Forum

Laura Thielen, 705 13th Avenue, expressed concerns over traffic safety at 13th Avenue and Hwy 23. Road construction last year added a turn lane, which has helped, but she feels new speed signs should be added as well. The speed study showed traffic has slowed down near T.L.C. University but not by 13th Avenue. There is no shoulder, very narrow, and cars are not slowing down. She requested a flashing LED speed limit sign be placed east of 13th Avenue. She stated the neighborhood has more than 38 children. Discussion and questions followed. Pappenfus said he talked to the Hwy 23 project manager and MN Dot and they are open to adding a sign. The city is only responsible for the radar feedback sign. The rest is MN Dot. They are working on the issue.

Motion by Swanson, seconded by Gondeck, to adjourn.

Motion carried, unanimous.

Meeting adjourned at 6:26 p.m.

Sarah A. Brunn, Administrator
(Minutes By: Sara Judson Brown, Administrative Assistant)

CITY OF FOLEY
COUNTY OF BENTON
STATE OF MINNESOTA

RESOLUTION 2023-07

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR AND MAYOR TO ACT
ON BEHALF OF THE CITY REGARDING THE POINT SOURCE IMPLEMENTATION
GRANT AGREEMENT

WHEREAS, the City of Foley is currently in the second year of a two-year wastewater expansion project;

WHEREAS, the City of Foley had applied and is currently on the funding list for the state's Point Source Implementation Grant as it relates to the wastewater expansion project;

WHEREAS, the state recently passed a bonding bill and provided funding to this grant list;

WHEREAS, the City of Foley is intended to be funded with the state funding of the program;

WHEREAS, the City will need to execute agreements related to the PSIG program once the Public Facilities Authority is authorized to proceed;

WHEREAS, the City wants to make sure all grant agreements are executed as quickly as possible in order to access needed funds to pay for project improvements;

WHEREAS, the City Council has and continues to authorize the City Administrator and the Mayor to act on the City's behalf;

NOW THEREFORE IT BE RESOLVED, the City Administrator, Sarah Brunn, and Mayor, Jack Brosh, are authorized to act on the City's behalf regarding the signing and execution of all grant agreements related to the PSIG program.

Adopted the 6th day of June, 2023.

Jack M. Brosh, Mayor

ATTEST:

Sarah A. Brunn, City Administrator

From: [Katie McMillin](#)
To: [Sarah Brunn](#)
Subject: FW: CMEMS Equipment Grant Award
Date: Tuesday, May 30, 2023 11:46:34 AM
Attachments: [image001.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
Importance: High

Item for consent agenda.

We were awarded \$1,000 for EMS equipment grant.

From: Larson, Marion <Marion.Larson@stearnscountymn.gov>
Sent: Friday, May 26, 2023 12:25 PM
To: Katie McMillin <KMcMillin@ci.foley.mn.us>
Subject: CMEMS Equipment Grant Award
Importance: High

Hi Katie- I'm happy to let you know that Foley PD has been selected to receive an equipment grant from the Central Minnesota EMS Region! You have been **awarded \$1,000** towards the purchase of patient care equipment (I grabbed a screen shot of your application to remind you what you intended to purchase). Please make your purchase and submit the invoice or receipt by JUNE 2, 2023. It is very helpful if you can email it to CMEMS@co.stearns.mn.us. This will help as I process your reimbursement. Thank you so much for applying for our equipment grant program. We couldn't do our work without you! Have a wonderful Memorial Day Weekend!

8. EMS Equipment that would be purchased with this grant: *

Medical bags, non-rebreather air masks, medical gloves, band-aids, tourniquets

9. How much do you expect that equipment to cost? *

\$1,000

10. How will this item benefit your agency or community? *

It will provide better bags for officers to carry our equipment in so we are better prepared for any medical emergencies.

Marion Larson

Regional EMS Coordinator
Central MN EMS
807 Courthouse Square
St. Cloud, Mn 56303

office: 320.259.3948
cell: 320.267.4944

Chief Katie Mcmillin,

It saddens me to say, this is my letter of resignation. I have accepted a full-time police officer position with the Osseo Police Department. My final day with the Foley Police Department will be June 23rd 2023. I want to thank you for everything you have done for me, I would not have my dream come true if it were not for you. I did not intend to leave this department, but I had to do what was best for myself and my family. The Foley police department has been great experience and I am honored to have been a part of this team. I want to thank you Katie for giving me this opportunity and allowing me to fulfill my dream of becoming a police officer. If it were not for you, I would not be where I am today. It saddens me that it did not work out to work both departments, it has been an honor and privilege working with you and I am forever thankful for what you have given me.

It has been great getting to know you. I thank you for giving me all the knowledge and training that you know. This will carry with me for the rest of my police career. I know my time here was not as long as you had wanted, but I know this is the best decision for my family and I. I have had many great times with this department and I will miss it here. My last shift with the foley police department will be ~~Tuesday~~ June 21st. thank you for everything. ,

Jason Norten

 5-26-2023

Bills List - June 2023			
Gross Salaries	Payroll - 5/5/23	\$	34,925.67
EFTPS	Federal Withholding	\$	6,156.18
MN Dept of Revenue	State Withholding	\$	1,233.94
State Treas. PERA	PERA	\$	6,747.19
Nationwide	Deferred Comp	\$	1,062.36
Pacific Life Ins	Deferred Comp/Roth IRA	\$	80.00
Further	HSA Contribution	\$	1,055.00
Gross Salaries	Payroll - 5/19/23	\$	35,166.60
EFTPS	Federal Withholding	\$	6,115.04
MN Dept of Revenue	State Withholding	\$	1,217.78
State Treas. PERA	PERA	\$	6,818.29
Nationwide	Deferred Comp	\$	1,062.36
Pacific Life Ins	Deferred Comp/Roth IRA	\$	80.00
Further	HSA Contribution	\$	1,070.00
Law Enforcement Labor Services	Union Dues	\$	202.50
Gross Salaries	Payroll - 6/2/23	\$	37,256.28
EFTPS	Federal Withholding	\$	6,385.51
MN Dept of Revenue	State Withholding	\$	1,272.77
State Treas. PERA	PERA	\$	7,179.85
Nationwide	Deferred Comp	\$	1,062.36
Pacific Life Ins	Deferred Comp/Roth IRA	\$	80.00
Further	HSA Contribution	\$	1,070.00
Already Paid 6/6/2023			
Joshua Shelton	return overpayment	\$	66.81
John Wood	return overpayment	\$	131.62
		\$	157,498.11
To Be Paid - 6/6/2023			
AIP Management	Park Weed Spraying	\$	1,041.60
AllSpec Services, LLC	05/23 Building Inspection Fee's	\$	11,233.35
B&H Fabrication and Erection	Return Overpayment	\$	67.01
Benton County Attorney	04/23 Legal Fee's	\$	847.00
Benton County Highway Department	04/23 PD Fuel	\$	1,301.14
Bolton and Menk	WW Expansion	\$	130,039.72
Boy Scout Troop 10	2023 Foley Clean-up day	\$	5,000.00
Central McGowan	PD Medical Supplies	\$	99.53
Cintas	Uniforms	\$	368.41
CloudNet	05/23 Server Fee	\$	25.00
Delta Dental	06/23 Dental Premiums	\$	1,187.30
Diamond Vogel	Pool Paint	\$	2,866.84
East Central Energy	Utilities	\$	1,029.11
Emergency Automotive Technologies	Boom Truck Lights & LED Lights	\$	261.00
First National Bank of Omaha	05/23 CC Invoices	\$	584.84
Foley Floral	2023 Planter Boxes Garden Club	\$	318.90
Further	Employer HSA Contributions & Participation Fee	\$	380.35
Galls	PD Uniforms	\$	401.92
Gopher State One Call	05/23 Email tickets	\$	137.70
Hawkins	Water Chemicals	\$	5,590.71
Jay Howard	2022-2023 Snow Hauling	\$	572.75
Jerome Linn	2022-2023 Snow Hauling	\$	369.75
Jim Moshier	2022-2023 Snow Hauling	\$	1,240.00
K&K Tire and Auto	Park Mower Trailer	\$	102.50
KM Fire Pump Specialists	FD Vehicle Repair	\$	821.75
Koch's Hardware	Shop supplies	\$	201.89
League of Minnesota Cities	Workers Comp Insurance	\$	1,120.00
Locators & Supplies, Inc	PW Safety T-Shirts	\$	144.05
Marco	05/23 copier lease	\$	266.04
Midco Business	Phone and Internet Service	\$	960.39
MN Department of Health	3rd Qrt Water connection Fee	\$	2,311.00
MN Department of Revenue	04/23 Sales and Use Tax	\$	643.00
Municipal Emergency Services	FD Supplies	\$	200.04
PollardWater	PW supplies	\$	45.95
PostMaster	1 yr PO Box rental	\$	146.00
RecSupply	Pool supplies	\$	131.75
RevTrak, Inc	04/23 CC fee's	\$	1,479.62
Rinke Noonan	NHW billable, WW Odor Control, General Legal	\$	1,259.90
RMB Environmental Laboratories, Inc	Sewer and Water testing	\$	1,857.83
Schlenner Wenner	2022 Audit Services	\$	19,000.00
Security Lock Technologies	PD and City Hall Alarm	\$	484.00
Shift Technologies	Antispam , Anti Virus, IP address Issues, Banyon IssuesServer	\$	374.95
Short Elliott Hendrickson	Pouch Tec, Hwy 23 General	\$	4,030.25
Staples	Pool Supplies, PD and City Office Supplies	\$	142.77
Star Publications	Pool and Park Openings	\$	343.07
SunLife	06/23 Employee LTD	\$	559.21
Traut	PW Filters	\$	472.00
Tri-County Humane Society	Animal Surrender	\$	50.00
TriMark	Cleaning Supplies	\$	711.99
USA Blue Book	PW Sampler Tubes	\$	170.10
USABLE Life	06/23 Life Insurance	\$	282.00
Verizon	FD, PD, PW 05/23 Cell phone	\$	387.53
Wex Bank	FD and PW Fuel	\$	1,880.92
Williams Integracare Clinic	PD new officer Initial comprehensive elav-Isaacson & Ramler	\$	768.00
Xcel Energy	Utilities	\$	6,144.43
		\$	369,954.97
Additional To Be Paid - 6/6/2023			
Auto Value	PW Supplies	\$	41.35
Benton County Attorney	05/23 Legal Fee	\$	385.00
Central Hydraulic's	Boom Truck Fiting	\$	141.75
Central McGowan	PD Medical Supplies	\$	12.50
Cintas	Uniforms	\$	95.98
Cloudnet	06/23 Server Fee	\$	10.00
Core Professional Services	New Hire Evaluation	\$	300.00
Diamond Vogel	Street Paint	\$	3,056.16
Ferguson Waterworks	PW Water Supplies	\$	649.18
Foley Civic Group	2023 Foley Fun Days Support	\$	6,000.00
Foley Hardware	PW Supplies	\$	964.56
Foley Library	2023 Annual Contribution	\$	1,000.00
Galls	FD Uniforms	\$	249.85
Gelslinger and Sons, Inc	WW Expansion # 9	\$	1,974,260.40
Health Partners	06/2023 Insurance Premiums	\$	17,029.29
Kostreba Tuckpointing and Roofing	Pumphouse repair	\$	21,755.00
League of MN Cities Insurance Trust	Workers Comp Insurance	\$	1,120.00
Locators & Supplies, Inc.	PW Street Supplies	\$	17.99
M.R. Sign	2 signs 18x24 Rechly0801	\$	80.97
RevTrak, Inc.	05/23 CC Fee's	\$	2,770.68
		\$	2,399,895.63



Foley Fire Department

81 Norman Avenue South • P.O. Box 709 • Foley, MN 56329 • 320-968-7260

TO: FOLEY CITY COUNCIL
FROM: FOLEY FIRE CHIEF MARK PAPPENFUS
SUBJECT: ASSISTANT FIRE CHIEF AND CAPTAIN POSITIONS
DATE: 06/01/2023

With the recent retirement of Assistant Fire Chief Nadeau earlier this year, we posted the open Asst. Chief position to Members of the Foley Fire Department. After following the process outlined in our Foley Fire Department Personnel Policies, I would like to recommend the appointment of Captain Rick Herbrand to the position of Assistant Fire Chief.

With the pending vacancy of one of our Captain positions, we posted this open Captain position to Members of the Foley Fire Department. After following the process outlined in our Foley Fire Department Personnel Policies, I would like to recommend the appointment of Lieutenant Chris Harren to the position of Captain.

Both positions terms will be from the time of appointment through December 31, 2023 when all of our Officer position terms are up for reappointment.

Thank you,

A handwritten signature in cursive script that reads "Mark Pappenfus".

Mark Pappenfus
Foley Fire Chief

SCHOOL RESOURCE OFFICER AGREEMENT

This Agreement is made July 1, 2023, by and between FOLEY INDEPENDENT SCHOOL DISTRICT #51 ("DISTRICT") and the CITY OF FOLEY ("CITY") as follows:

WHEREAS, the DISTRICT agrees to purchase services from the CITY and the CITY agrees to provide and manage a School Resource Officer Program to and for the DISTRICT, consisting of not less than one full-time School Resource Officer (SRO), a vehicle, necessary supplies and equipment and DISTRICT agrees to reimburse the CITY for 50% of the officer's wages and benefits in providing said SRO Program; and

WHEREAS, the DISTRICT and the CITY desire to set forth in this Agreement the general terms and conditions of the services to be performed by the SRO in DISTRICT's facilities.

NOW, THEREFORE, the parties agree as follows:

1. Goals and Objectives

It is understood and agreed that DISTRICT and CITY officials share the following goals and objectives with regard to the SRO Program in the schools:

A. Education

- (1) Provide classroom support in the area of safety, distracted driving, chemical use, and law enforcement in the community.
- (2) Presentations to classrooms, faculty, administration, or other groups regarding criminal justice issues.
- (3) The SRO may collaborate with DARE program.

B. Information

- (1) Inform school personnel about community law enforcement trends.
- (2) Keep school officials informed about relevant changes in laws.
- (3) Provide school administrators with information on ongoing investigations that concern school issues or might affect decisions that administrators make.
- (4) Attend staff meetings as a support for school personnel when requested.
- (5) Collect relevant interaction data.

C. Prevention

- (1) Be present during non-structured student time: passing times, lunches, parking lots, assemblies, and student arrival and dismissal.
- (2) Support all buildings including Foley Elementary, Foley Intermediate, Foley High School, Alternative Learning Center, and Foley District Office. The SRO will also provide some services during summer school including patrol of grounds, assistance with students and attending meetings as needed.
- (3) The expectation is that the SRO will project a positive image of the law enforcement profession and build relationships with students and staff.

D. Intervention

- (1) Intervene violent behaviors by students.
- (2) Protect students and school staff from acts of violence.
- (3) Intervene with chemical use issues.
- (4) Provide support for weapons violations.
- (5) Provide support for intruder procedures.
- (6) Provide assistance with COVID-19 guidelines (from police/first responder perspective)
- (7) Provide assistance with lunches, materials and packets in a distance learning situation.
- (8) Provide assistance with SAT (Student Assessment Team).
- (9) Assist with welfare checks with those students not attending online.
- (10) Respond to anonymous tips located within the City Limits and contact and collaborate with agencies to respond outside city limits.

2. Employment and Assignment of the School Resource Officer

- A. The CITY agrees to employ a School Resource Officer (SRO) during the term of this Agreement subject to the following provisions:

- (1) Compensation from the DISTRICT to the CITY in accordance with the terms of this Agreement to cover 50% of the costs of the SRO as provided in Exhibit A, which shall be annually updated by the CITY. Compensation shall be prorated for the initial term and any future partial term. Compensation shall be paid by the DISTRICT to the CITY in four (4) quarterly installments. The CITY will bill the DISTRICT at the completion of each quarter.

- (2) The CITY has a police officer available for deployment to DISTRICT. In the event of a reduction or restructuring of the police department's workforce which results in the reassignment of the SRO or the loss of this program, this Agreement shall be considered null and void after thirty (30) days written notice to the DISTRICT. Any prepaid compensation extending beyond the expiration of the 30-day notice will be refunded to DISTRICT by the CITY.
 - (3) The SRO shall be an employee of the CITY's Police Department and shall be under the administration, supervision, and control of the CITY, subject to the terms and conditions of this Agreement. The SRO shall be subject to all other personnel policies and practices of the Foley Police Department except as such policies or practices may have to be modified to comply with the terms and conditions of this Agreement.
- B. The CITY, in its sole discretion, shall have the power and authority to appoint, remove and discipline SROs. The SRO shall be assigned by the CITY to the DISTRICT. Specifically assigned tasks will determine where the SRO will report to on any given day, however, the SRO will be prepared to serve in any of the schools in the district as demands arise.
 - C. In the event that the SRO is absent from work, the SRO shall notify both the supervisor in the Foley Police Department and the Superintendent or the Superintendent's designee. A substitute officer shall not be provided during the short term absence of the SRO.
 - D. During the summer months and other periods when school is not in session, the SRO will be required to perform work outside of the DISTRICT as assigned by the CITY. The SRO will provide some support during summer school hours. The SRO will be allowed such reasonable time in the beginning of June to complete unfinished tasks and, at the end of August to prepare for the following school year.

3. Duty Hours

- A. An SRO shall be assigned to the school on a full-time basis. Specific SRO duty hours shall be set by mutual agreement between the DISTRICT and the CITY.
- B. It is understood and agreed that the time spent by the SRO attending court for juvenile and criminal cases arising from or out of the SRO's assignment as an SRO is encompassed by this Agreement.
- C. The SRO will only be called away from duties for the school district under emergency conditions, training, and short term policing needs of the City of Foley.

4. Duties of School Resource Officers

- A. The SRO shall assist the school administration in developing plans and strategies to prevent and minimize dangerous situations that may occur on campus, and also address other issues determined important by the school administration.
- B. The SRO shall present programs on various topics to students. Subjects shall include a basic understanding of law, role of law enforcement, drug awareness, distracted driving, sexual assault, anger management, and the mission of law enforcement.
- C. The SRO is encouraged to interact with students on an individual basis and in small groups.
- D. The SRO shall be available for conferences involving teachers, parents and faculty.
- E. The SRO shall be familiar with agencies and resources that offer assistance to youth and their families, and make referrals to agencies when necessary.
- F. The SRO shall take law enforcement action when necessary.
- G. The SRO shall communicate with school administration to make them aware of arrest or crime.
- H. The SRO shall notify the principal or their designee before removing a student from school.
- I. The SRO can take law enforcement action against intruders and unwanted guests who appear on school property.
- J. The SRO shall conduct investigations of crimes which occur at school and use other resources, if needed, for follow-up investigations.
- K. The SRO shall not be used as a school disciplinarian. If school administration believes an incident is a violation of the law, they may contact the SRO to see if law enforcement action is needed.
- L. The SRO shall follow the Foley Police Department's Standard Operating Procedures when confiscating drugs from students on school property.
- M. The SRO shall follow the guidelines of the Minnesota Statutes, case law, School Board Policy and the Foley Police Department's Standard Operating Procedures in regards to investigations, interviews and searches relating to juveniles.

5. Dress Code

- A. The SRO shall wear either a Foley Police Department issued uniform or other attire as mutually approved by the school administration and Police Chief.

6. Supplies and Equipment

- A. The CITY agrees to provide all necessary equipment and supplies for the SRO to function as a licensed peace officer including; a police vehicle and related equipment.
- B. The DISTRICT agrees to provide the SRO with the usual and customary office supplies and forms required in the performance of administrative duties. In addition, the SRO will be provided a private office within the school that is accessible by the students. The SRO shall also be provided a desk, telephone, computer and access to a printer and fax machine. The SRO shall also be provided with a lockable cabinet of space for securing evidence or other controlled materials.

7. Firearms

- A. The SRO shall at all times carry a duty firearm. No firearms shall be stored in the school. A duty rifle may be stored in the SRO's police vehicle

8. Investigations, Interrogations, Search and Arrest Procedures

- A. The SRO shall act in a professional manner at all times and will follow practices and procedures established by applicable local, state and federal laws concerning the interrogation, search and arrest of students or others suspected of committing criminal offenses or participating in other misconduct. Upon arrest of a student, the SRO shall notify school administration before removing any student from campus.

9. Information Exchange

- A. The SRO and DISTRICT shall cooperate in ensuring the privacy of students pursuant to MSA § 260B.171, Subd. 5(e) and all other applicable laws and regulations.
- B. School officials shall allow the SRO to inspect and copy any public records maintained by the school, including student directory information such as yearbooks.
- C. If some information in a student's cumulative record is needed in an emergency to protect the health or safety of the student or other individuals, school officials may disclose to the SRO that information which is needed to respond to the emergency situation based on the seriousness of the threat to someone's health or safety.

10. Term of Agreement

- A. The initial term of this Agreement shall end on July 1, 2024. The Agreement may be renewed and extended annually for additional and successive one-year terms unless notice of non-renewal is given by either party, in writing, prior to June 1st of the initial or any succeeding term.

11. Insurance and Indemnification

- A. The CITY and DISTRICT shall each purchase and maintain in full force and effect during the term of this Agreement, a general comprehensive liability insurance policy with coverage in any amount of not less than One Million Dollars (\$1,000,000) for any acts or omissions that occur or claims that are made during the term of the Agreement.
- B. Except for claims arising out of the willful or negligent act of the other party or its representatives, each party shall indemnify and defend the other party against all claims, expenses, and liabilities incurred, including reasonable attorney fees, related to claims for loss of life, personal injury, and damage to property arising out of any occurrence in, upon or at the School District properties in accordance with the execution of the School Resource Officers' duties under this contract.

12. Evaluation

- A. It is mutually agreed that the DISTRICT shall regularly communicate with the CITY on the effectiveness of the SRO Program and the performance of the SRO. It is further understood that the DISTRICT evaluation of the SRO is advisory only and that the CITY retains the final authority to evaluate the performance of the SRO.

{Signatures on following pages}

IN WITNESS WHEREOF, the parties hereto have caused this School Resource Officer Agreement to be executed the day and year first written above.

MAYOR, CITY OF FOLEY

By: _____

CITY ADMINISTRATOR, CITY OF FOLEY

By: _____

DISTRICT 51 SUPERINTENDENT \

By: Paul Newman

DISTRICT 51 BOARD CHAIRPERSON

By: [Signature]

EXHIBIT A

(2024 Estimated SRO Cost)

2024 SRO Estimated Costs

Benefit	Rate	Annual Costs
Step	3	2080 Hrs
Annual Salary	\$28.88	\$60,070.40
Vacation, Sick, Holiday	328	\$9,472.64
Medicare	1.45%	\$871.02
PERA	11.80%	\$7,088.31
Health Ins	\$2,044.44	\$24,533.27
Dental Ins	\$120.44	\$1,445.25
Life Ins	\$12.65	\$151.80
LTD Ins	\$8.95	\$107.45
Training		\$1,200.00
SRO Training		\$1,000.00
Taser/Equipment		\$1,000.00
Cell Phone		\$1,000.00
Squad Computer/Verizon Service		\$2,000.00
Uniforms		\$1,300.00
Fuel		\$300.00
Squad Car		\$6,700.00
Misc		\$1,000.00
Total Annual Benefit		\$119,240.14



**BOLTON
& MENK**

Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

06/05/2023

Sarah Brunn
City Administrator
City of Foley
251 4th Ave. N
Foley, MN 56329

RE: Wastewater Regionalization Project
City of Foley, Minnesota
Project No.: R21.120226

Dear Sarah,

Please find enclosed Payment Estimate No. 9 for the above referenced project. The estimate includes work completed through May 26th. We have reviewed the estimate and recommend approval. If you agree, please sign and date three copies and return one with payment to Geislinger & Sons, Inc., one copy to me for our records, and retain one for yourself.

Please contact me if you have any questions.

Sincerely,

Bolton & Menk, Inc.

Jared Voge, P.E.
Principal Engineer

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Foley	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project	R21.120236
Contractor:	Gallinger and Sons, Inc.	Agency's Project No.:	
Project:	Wastewater Regionalization Project		
Contract:	Wastewater Regionalization Project		

Application No.:		9		Application Period:		From 04/22/23 to 05/26/23		Application Date: 06/02/22						
A	B	C	D	E	F	F1	F2	G	H	I	J	K	L	
Bid Item No.	Description	Item Quantity	Contract Information		Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + J) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)		
			Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work					Value of Work Completed to Date (E X G) (\$)	
Original Contract														
1	MOBILIZATION	1.00	LUMP SUM		570,000.00	570,000.00	0.60	342,000.00	0.64	364,800.00		364,800.00	64%	205,200.00
2	CLEARING AND GRUBBING	1.70	ACRE		31,000.00	52,700.00	2.83	87,730.00	2.83	87,730.00		87,730.00	166%	(35,030.00)
3	CLEARING AND GRUBBING	27.00	TREE		1,100.00	29,700.00	28.50	31,350.00	28.50	31,350.00		31,350.00	106%	(1,650.00)
4	DECOMMISSION BIRCH LIFT STATION	1.00	LUMP SUM		7,500.00	7,500.00								
5	SALVAGE AND REINSTALL SIGN	14.00	EACH		510.00	7,140.00	39.00	19,890.00	40.00	20,400.00		20,400.00	286%	(13,260.00)
6	SALVAGE AND REINSTALL PIPE CULVERT	252.00	LIN FT		20.00	5,040.00	479.00	9,580.00	500.00	10,000.00		10,000.00	198%	(4,960.00)
7	AGGREGATE SURFACING FROM STOCKPILE (CV)	4,164.00	CU YD		21.00	87,444.00								
8	DEWATERING	1.00	LUMP SUM		0.01	0.01	1.00	0.01	1.00	0.01		0.01	100%	87,444.00
9	GEOTEXTILE FABRIC, TYPE 5	8,053.00	SQ YD		2.00	16,106.00								
10	COMMON EXCAVATION (P)	4,082.00	CU YD		15.00	61,230.00	2,869.00	43,035.00	2,869.00	43,035.00		43,035.00	70%	18,195.00
11	AGGREGATE SURFACING, CLASS 2 (CV)	908.00	CU YD		50.00	45,400.00								45,400.00
12	AGGREGATE SURFACING, CLASS 5 (CV)	1,519.00	CU YD		40.00	60,760.00			490.00	19,600.00		19,600.00	32%	41,160.00
13	AGGREGATE BASE, CLASS 5 (CV)	2,747.00	CU YD		35.00	96,145.00	995.00	34,825.00	995.00	34,825.00		34,825.00	36%	61,320.00
14	BITUMINOUS PATCH - DRIVEWAY	450.00	SQ YD		90.00	40,500.00	185.00	16,650.00	185.00	16,650.00		16,650.00	41%	23,850.00
15	BITUMINOUS PATCH - STREET	796.00	SQ YD		85.00	67,660.00	104.00	8,840.00	104.00	8,840.00		8,840.00	13%	58,820.00
16	12" PIPE APRON	4.00	EACH		250.00	1,000.00								1,000.00
17	15" PIPE APRON	6.00	EACH		310.00	1,860.00			6.00	1,860.00		1,860.00	100%	
18	18" PIPE APRON	4.00	EACH		375.00	1,500.00								
19	24" PIPE APRON	4.00	EACH		525.00	2,100.00	4.00	2,100.00	4.00	2,100.00		2,100.00	100%	1,500.00
20	30" PIPE APRON	1.00	EACH		950.00	950.00								
21	12" PIPE CULVERT	80.00	LIN FT		30.00	2,400.00								950.00
22	15" PIPE CULVERT	76.00	LIN FT		32.00	2,432.00			130.00	4,160.00		4,160.00	171%	(1,728.00)
23	18" PIPE CULVERT	143.00	LIN FT		36.00	5,148.00						4,160.00	171%	(1,728.00)
24	24" PIPE CULVERT	282.00	LIN FT		45.00	12,690.00	284.00	12,780.00	284.00	12,780.00		12,780.00	101%	(90.00)
25	30" PIPE CULVERT	20.00	LIN FT		65.00	1,300.00								1,300.00
26	CONNECT TO EXISTING SANITARY MAIN	8.00	EACH		7,500.00	60,000.00								60,000.00
27	8" SANITARY SEWER PIPE	221.00	LIN FT		125.00	27,625.00								27,625.00
28	12" SANITARY SEWER PIPE	1,995.00	LIN FT		135.00	269,325.00	701.00	94,635.00	1,767.00	238,545.00		238,545.00	89%	30,780.00
29	15" SANITARY SEWER PIPE	285.00	LIN FT		140.00	39,900.00								39,900.00
30	18" SANITARY SEWER PIPE	40.00	LIN FT		165.00	6,600.00								6,600.00
31	27" SANITARY SEWER PIPE	38.00	LIN FT		250.00	9,500.00								9,500.00
32	FORCE MAIN (MIN. I.D. 11.65 INCHES)	70,839.00	LIN FT		100.00	7,083,900.00	47,428.00	4,742,800.00	60,307.00	6,030,700.00	99,397.86	6,130,097.86	87%	953,802.14
33	24" CASING (MIN. DIAM)	374.00	LIN FT		250.00	93,500.00	96.00	24,000.00	354.00	88,500.00		88,500.00	95%	5,000.00
34	TRENCHLESS FORCE MAIN - (MIN. I.D. 11.65 INCHES)	10,692.00	LIN FT		115.00	1,229,580.00	9,402.00	1,081,230.00	9,402.00	1,081,230.00		1,081,230.00	86%	148,350.00
35	TRENCHLESS FORCE MAIN & CASING-SIMULTANEOUS PULL	1,386.00	LIN FT		250.00	346,500.00	871.00	217,750.00	871.00	217,750.00	75,594.29	293,344.29	85%	53,155.71
36	TRENCHLESS 30" CASING (DIRECTIONAL DRILL)	110.00	LIN FT		850.00	93,500.00								93,500.00
37	GATE VALVE AND BOX	12.00	EACH		5,500.00	66,000.00	6.00	33,000.00	9.00	49,500.00		49,500.00	75%	16,500.00
38	METERING & OUTFALL MANHOLES - FOLEY	1.00	LUMP SUM		40,000.00	40,000.00								40,000.00
39	METERING MANHOLE - SAUK RAPIDS	1.00	LUMP SUM		45,000.00	45,000.00								45,000.00
40	CONSTRUCT 8" OUTSIDE DROP	4.30	LIN FT		650.00	2,795.00								
41	CONSTRUCT SANITARY SEWER MANHOLE - DESIGN 4007 48"	178.00	LIN FT		550.00	97,900.00	25.73	14,151.50	85.19	46,854.50		46,854.50	48%	51,045.50
42	CONSTRUCT SANITARY SEWER MANHOLE - 60" DESIGN	23.90	LIN FT		650.00	15,535.00								15,535.00
43	FIBERGLASS-REINFORCED MANHOLE	1.00	EACH		40,000.00	40,000.00								40,000.00
44	CASTING ASSEMBLY	14.00	EACH		1,000.00	14,000.00								14,000.00
45	AIR & VACUUM RELEASE MANHOLE	42.00	EACH		25,000.00	1,050,000.00	18.00	450,000.00	32.25	806,250.00		806,250.00	77%	243,750.00
46	LOCATE EXISTING UTILITY	468.00	EACH		125.00	58,500.00	111.00	13,875.00	130.00	16,250.00		16,250.00	28%	42,250.00
47	CONSTRUCT LIFT STATION - BROADWAY	1.00	LUMP SUM		350,000.00	350,000.00			0.50	175,000.00		175,000.00	50%	175,000.00
48	BROADWAY LIFT STATION ELECTRICAL, GENERATOR, &	1.00	LUMP SUM		125,000.00	125,000.00								125,000.00
49	CONSTRUCT LIFT STATION - GOLF	1.00	LUMP SUM		400,000.00	400,000.00	0.85	340,000.00	0.85	340,000.00		340,000.00	85%	60,000.00

Unit Price

EJCDC C-620 Contractor's Application for Payment
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Foley	Owner's Project No.:	R21.120226										
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:											
Contractor:	Gelsinger and Sons, Inc.	Agency's Project No.:											
Project:	Wastewater Regionalization Project												
Contract:	Wastewater Regionalization Project												
Application No.:	9	Application Period:	From 04/22/23 to 05/26/23										
		Application Date:	06/02/23										
A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bld Item No.	Description	Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / K) (%)	Balance to Finish (L - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bld Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
50	GOLF LIFT STATION ELECTRICAL, GENERATOR, & CONTROLS	1.00	LUMP SUM	140,000.00	140,000.00	-	-	-	-	-	-	-	140,000.00
51	CONSTRUCT LIFT STATION - MAIN	1.00	LUMP SUM	500,000.00	500,000.00	0.85	415,000.00	0.95	475,000.00	-	475,000.00	95%	25,000.00
52	MAIN LIFT STATION ELECTRICAL, GENERATOR, & CONTROLS	1.00	LUMP SUM	140,000.00	140,000.00	-	-	-	-	-	-	-	140,000.00
53	LIFT STATION ALTERATIONS - LANGE	1.00	LUMP SUM	200,000.00	200,000.00	-	-	-	-	-	-	-	200,000.00
54	LANGE LIFT STATION ELECTRICAL, GENERATOR, & CONTROLS	1.00	LUMP SUM	55,000.00	55,000.00	-	-	-	-	-	-	-	55,000.00
55	CONSTRUCT ODOR CONTROL BUILDING	1.00	LUMP SUM	600,000.00	600,000.00	0.24	114,000.00	0.24	144,000.00	-	144,000.00	24%	456,000.00
56	ODOR CONTROL BUILDING ELECTRICAL & CONTROLS	1.00	LUMP SUM	50,000.00	50,000.00	-	-	-	-	-	-	-	50,000.00
57	PUBLIC WORKS SCADA/ELECTRICAL & PROGRAMMING	1.00	LUMP SUM	51,000.00	51,000.00	-	-	-	-	-	-	-	51,000.00
58	CHAIN LINK FENCE	427.00	LIN FT	50.00	21,350.00	-	-	-	-	-	-	-	21,350.00
59	TRAFFIC CONTROL	1.00	LUMP SUM	50,000.00	50,000.00	0.56	18,000.00	0.64	32,000.00	-	32,000.00	64%	18,000.00
60	EROSION AND SEDIMENT CONTROL	1.00	LUMP SUM	60,000.00	60,000.00	0.60	16,000.00	0.64	38,400.00	-	38,400.00	64%	21,600.00
61	RIPRAP, CLASS III	178.00	CU YD	65.00	11,570.00	34.71	2,256.15	46.11	3,003.65	-	3,003.65	26%	8,566.35
62	SEED 25-141, FERTILIZER, HYDRAULIC MATRIX	305,376.00	SQ YD	0.50	152,688.00	164,415.80	82,207.90	185,455.90	92,727.95	-	92,727.95	61%	59,960.05
63	SEED 25-141, FERTILIZER, EROSION CONTROL BLANKET	54,312.00	SQ YD	2.50	135,780.00	30,928.10	77,320.25	35,353.30	88,383.25	-	88,383.25	65%	47,396.75
64	SEED 34-171	39,905.00	SQ YD	0.50	19,952.50	8,329.60	4,164.80	8,329.60	4,164.80	-	4,164.80	21%	15,787.70
65	GENERAL CONSTRUCTION ALLOWANCE	1.00	ALLOWANCE	120,000.00	120,000.00	-	-	-	-	-	-	-	120,000.00
66	COMPUTER ALLOWANCE	1.00	ALLOWANCE	10,000.00	10,000.00	-	-	-	-	-	-	-	10,000.00
67	ST. CLOUD FLOW METERING ALLOWANCE	1.00	ALLOWANCE	500,000.00	500,000.00	-	-	-	-	-	-	-	500,000.00
68	UTILITY SERVICE ALLOWANCE	1.00	ALLOWANCE	400,000.00	400,000.00	0.01	3,706.00	0.26	102,890.80	-	102,890.80	26%	297,109.20
A.1	JACK & AUGER 24" CASING (MIN DIAM) & FORCE MAIN	490.00	LIN FT	1,200.00	588,000.00	88.31	105,972.00	88.31	105,972.00	-	105,972.00	18%	482,028.00
Original Contract Totals					\$ 16,548,705.51		\$ 8,518,848.61		\$ 10,835,251.96	\$ 174,392.15	\$ 11,010,244.11	67%	\$ 5,538,461.40

Stored Materials Summary

Contractor's Application for Payment

Owner:	City of Foley	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	R21.120226
Contractor:	Gelsinger and Sons, Inc.	Agency's Project No.:	
Project:	Wastewater Regionalization Project		
Contract:	Wastewater Regionalization Project		

Application No.:		9		Application Period:		From		04/22/23		to		05/26/23		Application Date:		06/02/22	
A	B	C	D	E	F	G		H		I	J		K		L	M	
Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	Supplier Invoice No.	Submittal No. (With Specification Section No.)	Description of Materials or Equipment Stored	Storage Location	Application No. When Materials Placed In Storage	Materials Stored				Incorporated In Work		Total Amount Incorporated in the Work (J+K) (\$)	Materials Remaining in Storage (L-M) (\$)				
						Previous Amount Stored (\$)	Amount Stored this Period (\$)	Amount Stored to Date (G+H) (\$)	Amount Previously Incorporated in the Work (\$)	Amount Incorporated in the Work this Period (\$)							
32	Q955350	1 - 02535	Forcemain Pipe HDPE (9000 LF@36.5/FT)	Contractor secured site	1	328,500.00				328,500.00	328,500.00			328,500.00		-	
32	Q955352	1 - 02535	Forcemain Pipe HDPE (7200 LF@36.5/FT)	Contractor site	1	262,800.00				262,800.00	262,800.00			262,800.00		-	
35	Q899708	1 - 02535	Forcemain Trenchless (900 LF)	Contractor site	1	60,075.00				60,075.00	58,139.25			58,139.25		1,935.75	
32	Q700254	1 - 02535	Forcemain PVC	Contractor site	2	99,397.86				99,397.86						99,397.86	
35	Q700069	1 - 02535	Forcemain Trenchless - 16" FPVC	Contractor site	2	176,001.04				176,001.04	102,342.50			102,342.50		73,658.54	
32	Q700202	1 - 02535	Forcemain Pipe HDPE	Contractor site	2	352,726.88				352,726.88	352,726.88			352,726.88		-	
32	R108559	1 - 02535	Forcemain Pipe HDPE	Contractor site	2	352,726.88				352,726.88	352,726.88			352,726.88		-	
32	R100644	1 - 02535	Forcemain Pipe HDPE	Contractor site	2	211,636.13				211,636.13	211,636.13			211,636.13		-	
32	R100672	1 - 02535	Forcemain Pipe HDPE	Contractor site	2	211,636.13				211,636.13	211,636.13			211,636.13		-	
32	R096653	1 - 02535	Forcemain Pipe HDPE	Contractor site	2	141,090.75				141,090.75	53,947.00		87,143.75	141,090.75		-	
32	R115020	1 - 02535	Forcemain Pipe HDPE	Contractor site	2	141,090.75				141,090.75			141,090.75	141,090.75		-	
34	R108573	1 - 02535	Forcemain Pipe HDPE	Contractor site	2	211,636.13				211,636.13	211,636.13			211,636.13		-	
32	R320146	1 - 02535	Forcemain Components	Contractor Site	3	6,652.38				6,652.38	6,652.38			6,652.38		-	
32	R328247	1 - 02535	Forcemain Components	Contractor Site	3	2,746.37				2,746.37	2,746.37			2,746.37		-	
32	R382355	1 - 02535	Forcemain Components	Contractor Site	3	1,778.13				1,778.13	1,778.13			1,778.13		-	
32	R390082	1 - 02535	Forcemain Components	Contractor Site	3	1,717.17				1,717.17	1,717.17			1,717.17		-	
32	R392202	1 - 02535	Forcemain Components	Contractor Site	3	521.70				521.70	521.70			521.70		-	
32	R393786	1 - 02535	Forcemain Components	Contractor Site	3	1,496.55				1,496.55	1,496.55			1,496.55		-	
		33-02530	FRP Manhole	Manufacturers warehouse	6	25,419.00				25,419.00						25,419.00	
										-						-	
										-						-	
										-						-	
										-						-	
Totals						\$ 2,589,648.85	\$ -			\$ 2,589,648.85	\$ 2,161,003.20	\$ 228,234.50		\$ 2,389,237.70		\$ 200,411.15	

CITY OF FOLEY
COUNTY OF BENTON
STATE OF MINNESOTA

ORDINANCE NUMBER 475

AN ORDINANCE AMENDING THE FOLEY CITY ORDINANCES
CHAPTER VI, SECTION 610
SEWER RATES AND CHARGES FOR SPRINKLERS

The Foley City Council hereby ordains:

SECTION 1:

That Section 610:00, Subdivision 2 is hereby repealed in its entirety and replaced with the following:

Subd. 2. Rates, Fees and Charges. The City Council shall adopt by resolution schedules of water rates, fees and charges which schedules shall be known as the sewer rate schedule. All water usage is subject to sewer rate charges except properties which have a city approved sprinkler meter. All sprinkler meters are subject to the conditions of the current city sprinkler policy.

SECTION 2:

Upon approval by at least 4/5th of all of the members of the City Council, the Council determines that the following summary clearly informs the public of the intent and effect of this ordinance and authorizes the publication of the summary in place of the entire text thereof:

**AN ORDINANCE AMENDING WATER CHARGES AND RATES FOR
SPRINKLERS.**

The Water Charges and Rates were amended to allow the City Council to set the water rate schedule by resolution. A copy of the ordinance is available at City regular business hours

Red = provided by mayor

Blue= additional comments from legal/admin

- Each sprinkler system must be plumbed separately and will be required to install a separate meter in an interior location as approved by the city building official or public works department.
 - Estimated cost of approximately \$300 for the meter.
 - A separate shut-off valve must be provided for both meters.
 - Must apply for a plumbing permit.
 - Must be inspected by the building official or public works department prior to use.
 - Only hard plumbed sprinkler systems used for lawn irrigation are allowed this exception – does not apply to pools, gardens, car washing, etc.
- It is recommended that water rate charged to sprinklers be ~~20% higher than standard water rate due to it being treated water.~~
 - For 2023: .65/100 gallons is current water rate, ~~sprinklers would be charged .76/100 gallons.~~
 - Rate would increase accordingly to city approved rate increases.
- Each account will be billed the minimum water charge each month (currently 2500 gallons) and any applicable service charges – regardless if using water or not. All excess usage will be billed at the sprinkler water rate.
 - Disconnects would only be allowed by paying the disconnection/reconnection fee.
 - \$150 Disconnect, \$150 Reconnect Fees would apply.
- No sprinklers are allowed to operate between the hours of 11:00am-4:00pm.
 - The public works director reserves the right to issue watering bans and odd/even watering in the case of emergency – per city ordinance and water supply plan.
- If a property owner installs a lawn irrigation meter and decides to disconnect such irrigation meter permanently, they must follow a process determined by the Public Works Director to disable the ‘T’ in the line. Any irrigation meter that is turned off and remains off for over one year will also be subject to the same disabling requirements.
- If property owner sells, must disclose sprinkler agreement to buyer.

Additional Considerations (provided by legal):

- How do you define lawn irrigation – only city yards, larger areas of land, etc.?
- Recommends a public hearing (but not required) when making this type of change due to the impact on other rate payers.

Additional Considerations (Admin):

- Would need to develop an official sprinkler policy based on final ordinance recommendations.
- What is the justification of not including pools, garden watering, washing cars? Staff needs clear direction in order to adequately communicate with public.

Addresses with Sprinklers (21 Properties)		Monthly Summer Sprinkler Usage 2019	Monthly Summer Sprinkler Usage 2020	Monthly Summer Sprinkler Usage 2021	Average Monthly Summer Sprinkler Usage 2022
Broadway Ave. N. (Stoney Brook West Sprinkler)		657	1,184	1,894	430
Grand St. (Stoney Brook East Sprinkler)		13,413	22,375	22,375	3,780
4 th Ave. S. (Grand Tour Townhomes Sprinkler)		1,845	2,296	5,396	3,233
Poplar Pl. (Progressive Homes West Sprinkler)		692	20,111	7,669	966
Poplar Pl. (Progressive Homes East Sprinkler)		-	13,611	40,070	-
2 nd Ave.		6912	19,788	20,484	7,946
4 th Ave. S.		5,092	8,174	27,470	6,784
Oak Dr.		344	926	926	2,564
Maple Dr.		5,023	7,484	12,253	667
Norman Ave. N.		3,453	8,404	19,779	9,536
Norman Ave. N.		3,473	13,737	3,236	-
Kathryn Ln.		264	1,773	3,456	2,461
Kathryn Ln.		4,755	11,169	13,092	7,884
Norway Dr.		2,934	2,935	5,433	4,274
Morgan Dr.		3,650	7,334	3,553	(47)
Morgan Dr.		1,359	4,304	6,743	(85)
Golf Court		-	788	8,789	4,691
Golf Court		1,607	1,246	5,913	2,617
Golf Court		2,477	1,246	6,113	3,960
Golf Court		2,301	2,374	16,827	5,859
Golf Court		6,559	3,586	10,544	9,104
Monthly Summer Sprinkler Gallons		66,472	183,044	202,516	77,025 per month

Monica Shaw

From: Leah Walberg <cityhall@royaltonmn.com>
Sent: Tuesday, May 30, 2023 9:54 AM
To: Monica Shaw
Subject: RE: Summer Sewer
Attachments: Summer Sewer.pdf

Hello Monica,

Always a pleasure. I have attached the form that is filled out each year with whomever calls, emails, or stops in. I stopped requiring them fill it out, to save me with many walk ins and I can get their address and such. I inform the resident that they can start at any time but everyone comes off at the same time. Some people don't start watering until June. Some of the residents have thought in the past, that they were getting a discount on their water because the sewer is based off of water usage. No, that is not the case, of course. Some residents think this is a great idea and want to sign up, but I will check their water usage and let them know that based off of last years' amount, this program might not benefit them at all because they would have to double their amount of water used. Since we are smaller than Foley, I have a general idea of the residential water usage. It is kind of scary sometimes. I have put in graphs for people in our newsletter too. (See below).

As for the council, they should be looking at the numbers. How much revenue could be lost from this program? Will they have to raise rates next year to offset this and how many people do you think will sign up?

I have about the same each year.

I hope this helps and good luck. I am here if you need anything more. But start off small and it will catch on. Looking over my numbers and amounts, it will have to change soon again, because of our base fee of \$45.00 for 10k gallons and \$5 for each additional gallon. Doesn't give much wiggle room.

I put this in the city newsletter---*Fixed summer sewer rates will be offered again this year from May through August. The city is offering a fixed sewer rate of \$55.00 for residents and businesses who sign up for it. This program helps residents who fill up their pools or who water their lawns on a regular basis. If you sign up for this rate, your water cost will still fluctuate based on your usage but not your sewer. Feel free to stop by before the end of May to sign up for this offer. If you have any questions, please feel free to contact Leah at 320-584-5900.*

Your water cost will change based on usage.

Typical usage	Good, Water-saving Habits
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Showering	20-40 gallons (5 gal per min)	5 gallons (wet down, soap up, rinse off)
Tub Bathing	36 gallons (full)	10-15 gallons (low level)
Toilet Flushing	6 gallons	1.6 gallon with new standard toilet
Teeth Brushing	2 gallons (tap running)	1 pint (wet, brush, rinse briefly)
Hand Washing	2 gallons (tap running)	1 gallon (fill basin, rinse briefly)
Shaving	3-5 gallons (Tap running)	1 gallon (fill basin, rinse briefly)
Dish Washing	20 gallons (Tap running)	5 gallons (wash, rinse, in pan or sink)
Auto Dishwasher	15 gallons (full cycle)	Do only full loads
Clothes Washer	36-60 gallons (full cycle)	Do only full loads
Outdoor Watering	5-10 gallons per minute	Be sensible

Leah A. Walberg
 Royalton City Clerk/Treasurer
 P.O. Box 276
 Royalton, MN 56373
 320.584.5900
 cityhall@royaltonmn.com

From: Monica Shaw <mshaw@ci.foley.mn.us>
Sent: Friday, May 26, 2023 2:46 PM
To: 'cityhall@royaltonmn.com' <cityhall@royaltonmn.com>
Subject: Summer Sewer

Hi Leah!

I told you I would have to contact you again ☺ Wondering if you have any publications or a one-sheet that you used to present the summer sewer information to the council or to the public that I could take a look at. We will be discussing the sprinkler/summer program at our June 6th meeting and prepping the council packet next week. I'm planning on creating something to explain it, but it would be great to have an example of what's been successfully done before. If you don't have anything, that's totally fine.

Hope you have a fantastic Memorial Day weekend!



Property Address

Name

Phone Number

Mailing Address

Email Address

I, _____, would like to register my property at the above said address to be put on the Summer Sewer Rate of **\$55.00**.

I understand that this service is only available during the summer months of **May, June, July and August**.

I understand that I must apply each year to take part in the Summer Sewer Rate Program.

Property Owner Signature _____

Date _____

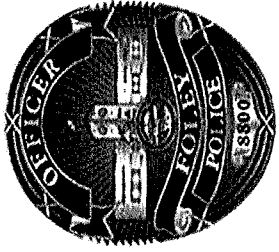
Office Use

Entered in computer

☐

Removed

☐



Foley Police Department

Calls for Service - 2023

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Driving Conduct	24	22	13	23	27								
Equipment Vio.	48	31	45	71	58								
Speed	20	34	23	48	76								
DWI/DUI	0	0	1	0	2								
DAR/S/C	2	2	1	2	3								
# Citations Issued	*6	*3	*3	*7	*11								
Accidents	1	1	3	3	5								
Hit and Run	0	0	0	2	1								
Gas Drive Offs	1	2	5	3	1								
Thefts	8	4	3	4	4								
Child	19	12	13	14	26								
Controlled Substance	1	5	3	0	4								
Suspicious Activity	33	35	29	22	29								
Burglaries/Robbery	1	1	1	0	1								
Medicals/Welfare	29	18	25	13	20								
Assaults/Domestics	8	10	8	7	7								
Harassment	0	4	3	0	1								
CDP/Vandalism	1	0	1	3	8								
Animal Complaints	7	5	11	10	12								
City Ordinance	3	1	3	12	5								
Parking Tickets	38	45	40	7	6								
Disturbing the Peace	8	2	4	5	8								
Gun Permits	2	4	2	6	1								
Warrant Arrests	1	0	1	5	1								
Civil	4	6	9	7	4								
Lockout	0	0	0	2	2								
Assist other Agencies	19	21	27	26	16								
Special Events	3	6	6	4	7								
Misc.	73	74	73	71	90								
TZD Hours	0 Hours	0 Hours	4 Hours	18 HRS	17 HRS								
Total:	354	345	353	370	425	0	0	0	0	0	0	0	1847

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

TO: FOLEY CITY COUNCIL
FROM: SARAH BRUNN, CITY ADMINISTRATOR
SUBJECT: 06-06-23 –COUNCIL MEETING
DATE: JUNE 1, 2023

Consent Agenda

Staff is requesting closure of the downtown streets for Foley Fun Days this year. The Foley Civic Group plans on running the activities and parade very similar to last year.

I have included a resolution authorizing the signature of all PSIG agreements. If the agreements come to us in between council meetings we can move quickly on them in order to access to available funds as soon as possible.

The consent agenda also accepts a grant received by the police department from Central MN EMS.

Wastewater Project

Mr. Voge will be at the meeting to present a project update and also a pay application. We are holding the pay application as long as possible in order to make it eligible

Request Road Closure for Car Show

Jennifer Seimers has requested the council consider the closing of 7th Avenue for the Fun Days car show on June 20th. Staff has no concerns with this request.

Liquor License Renewals

The list of liquor license renewals can be acted on by the city council after a public hearing is conducted. All licenses are subject to a background check and must be current on property taxes and utility bills. We are missing one renewal for Super Spirits who has yet to provide us with the needed information. We have reached out to the entity multiple times but no application has been submitted as of the date of this memo. I have them on the list and will update the council of the status at the meeting.

Tobacco License Renewals

The council simply needs to motion to approve the tobacco licenses. We are missing the renewal for Speedway/SuperSpirits who has yet to provide us with the needed information to conduct a background check. We have reached out to the entity multiple times but no application has been submitted. I have included them on the agenda and will update the council on the status at the meeting.

Public Hearing - Consider Removal of Sewer Sprinkling Charges

Staff posted the public hearing and has received some calls with questions on this item. I have again included the ordinance language, prior staff comments and an updated usage summary (added 2022) if the council wishes to utilize during their review. Staff also has looked into a different option of creating a fixed summer sewer charge after reaching out to a neighboring city, Royalton. I've included some information in the packet. Although I would not recommend a rate as low as Royalton's we could look into this as an alternative which would not require the expense of separate metering and plumbing. There is some risk with this type of program and we can discuss that at the council meeting.

Upcoming Reminders:

June 19th – City Offices Closed to public city business (Foley Fun Days only) – *this is result of a change to state statute effective 5/25/23.*

June 20th – City Council Meeting (Audit Report Presentation) – 2pm City Hall

July 3rd & 4th – City Offices Closed