



City Council – Meeting Agenda
January 2, 2024 – 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 December 5, 2023.
 - Approve MOU for building code enforcement in OAA.
 - Adopt Resolution #2024-01 Approving Election Judges.
 - Approve City of Foley Audit Proposal – Schlenner & Wenner.
 - Adopt Resolution #2024-02 Authorizing Putnam Investments.
 - Adopt Resolution #2024-03 Authorizing Cetera Advisor networks
 - Approve payment of bills.
5. Mayor's Comments & Open Forum
6. Amanda Othoudt – Benton Economic Partnership
 - MCPP Agreement – Consider & Approve.
 - Housing Study Results and Presentation.
7. Update on Wastewater Regionalization Project
 - Consider & Approve Pay Application #15
8. 2024 Annual Appointments – Discuss and Approve.
9. Mayor's Comments & Open Forum
10. Department Reports:
 - Police Department –Katie McMillin
 - City Engineer – Jarod Griffith
 - Discuss updated water capital project estimates.
 - Public Works/Fire – Mark Pappenfus
 - Consider ordering of new fire tanker.
 - Administration – Sarah Brunn
11. Old Business
12. New Business
13. 2nd Open Forum
14. Adjourn

CITY OF FOLEY, MINNESOTA
CITY COUNCIL MEETING – December 5, 2023

The Foley City Council held their regular meeting on Dec. 5, 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.

**Councilmember Voit attended the meeting from a remote location due to illness.
All votes were taken by roll call.**

The pledge of allegiance was recited.

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

Motion carried, unanimous.

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

- Approve minutes of November 7, 2023.
- Approve fire mutual aid agreement with St. Cloud Airport.
- Approve payment of bills.

Brosh asked what the payment for \$30,000 for the wastewater in the bill list.

Sarah Brunn, City Administrator, explained that the city has an obligation to pay their share along with the other cities in the wastewater partnership for the design costs for St. Cloud's wastewater capital improvement projects. Normally, this expense would have been rolled into our monthly payment to St. Cloud, but we aren't paying those expenses yet.

Motion carried, unanimous.

Wastewater Regionalization Project Update

Jared Voge from Bolton & Menk gave an overview on the wastewater project. Geislinger and Sons requested a project extension due to material delays with the transformers for the main lift station and the generators. Voge directed the council to their packet for the list of outstanding items and when they are expected to arrive. Voge also presented and recommended for approval Payment Estimate #14 for \$842,696.44 which included work completed through Nov. 24.

Gondeck asked if the seeding that was done in the fall doesn't take if the contractor would come back and do it again. Voge confirmed that they would.

Motion by Gondeck, seconded by Swanson, to approve the change order.

Motion carried, unanimous.

Motion by Swanson, seconded by Gondeck to approve Payment Estimate #14.

Motion carried, unanimous.

MN Housing Program Presentation

Amanda Othoudt from Benton Economic Partnership gave an overview of the Minnesota City Participation Program (MCPPE) to the council. The MCPPE is a state funded program that provides first-time homebuyer loans to your community. It helps promote first-time homeownership in the community; gives access to down payment and closing cost loans; is dedicated funding for the community with minimal administrative burden...etc... Questions and discussion followed with the council expressing interest in the program.

Winter Sewer Rate Ordinance

The council discussed the adoption of Ordinance #475 – Sewer Rates (Winter Use).

Motion by Gondeck, seconded by Swanson, to approve the Winter Sewer Rate Ordinance #475.

Gondeck stated the ordinance would be up for review every year and adjustments can be made.

Motion carried, unanimous.

Mayor's Comments & Open Forum

No one spoke.

Department Reports

Police Department

Chief Katie McMillin gave an overview to the council. The department handled 376 calls in November. Child calls were up (at the school); winter parking tickets were up (reminder of winter parking enforcement). Suspicious activity and medicals stayed about the same. Cocoa with a Cop is scheduled for Dec. 14 for kids pre-school to 3rd grade. Sign up is through community education. Squad car maintenance is ongoing. McMillin also informed the council that Officer Vickstrom is leaving the department sooner than expected. She asked the council to promote Officer Pausch to full time beginning Dec. 11.

Motion by Gondeck, seconded by Mathiowetz, to approve promotion of Officer Pausch.

Motion carried, unanimous.

McMillin also shared with the council that the department had not yet received any applications for the part-time position. Mathiowetz commented that she thought the article in the Benton County News about the open position was excellent.

City Engineer

Jarod Griffith gave an overview regarding the Hwy 23 project. There will be no further action until spring. The completion date was extended to June 15. Griffith also gave an update on the scores for the IEP water improvements. Recent staff meetings discussed the scores and next steps. He told the council he would bring options and more details to the next meeting.

Public Works and Fire Department

Mark Pappenfus, Director of Public Works, gave an overview of current projects. The crew is staying busy trimming trees and with truck maintenance. He also directed the council to their packet for details

on the price quote for a new paint sprayer for \$8,320.00 to replace the one that stopped working. The old sprayer is 23 years old. Questions and discussion followed.

Motion by Swanson, seconded by Mathiowetz, to approve purchase of the new paint sprayer.

Motion carried, unanimous.

Fire Department

Pappenfus updated the council on the tanker committee progress. They are close to sending out specifications to the membership to discuss tomorrow night. Estimated delivery would be in late 2025. The Santa Parade is scheduled for Dec. 20. Candy canes were donated for the kids. Parade will start at 6 p.m. The new fire squad has arrived. Hope to have it in service this month. Questions and discussion followed.

Gondeck asked with the new bigger trucks if they will still fit into the fire hall. Pappenfus said that so far it hasn't been a problem.

Administrative

Brunn asked the council to schedule her yearly review prior to the Jan. 2 meeting at 5 p.m. She also shared that staff had compiled some information on the winter sewer rates and the wastewater project. If there are no concerns, staff would like to share the information with the public to help answer questions. Discussion and questions followed with the council agreeing to share the information with the public. Brunn also shared that staff is preparing for 2024 elections. The first one will be in March. Staff is also prepping for year end.

Old Business

No old business.

New Business

No new business.

Public Hearing - Truth in Taxation Hearing

Brosh recessed the regular council meeting at 6:18 p.m. to conduct the Public Hearing – Truth in Taxation Hearing. Brunn presented the proposed 2024 Tax Levy increase at 9%. Notices were sent from the county.

Brosh asked those in attendance if anyone would care to speak for or against the matter. No one spoke. Brosh reconvened the regular council meeting at 6:21 p.m.

Motion by Gondeck, seconded by Swanson, to adopt Resolution #2023-18 Approving 2024 Tax Levy.

Motion carried, unanimous.

Brosh thanked the Boy Scouts for attending the meeting.

Motion by Gondeck, seconded by Mathiowetz, to adjourn the meeting.

Motion carried, unanimous.

Meeting adjourned at 6:21 p.m.

(Minutes By: Sara Judson Brown, Administrative Assistant)

Sarah A. Brunn, Administrator

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is made by the **Town of Gilmanton** ("Town") and the **City of Foley** ("City").

WHEREAS, the Town and City entered into an Orderly Annexation Joint Panning Agreement dated March 19, 2021 ("Agreement");

WHEREAS, the Town and City intended wholly remove Benton County from having any regulatory control over the orderly annexation area identified in the Agreement as may be amended ("OAA") except for subsurface sewage treatment systems and wetlands as provided in Section 2 of the Agreement; and

WHEREAS, the Town and City intend that the City shall perform all responsibilities for the issuance of building permits and the enforcement of building code issues.

NOW, THEREFORE, the Town and City agree as follows:

1. The City shall, at no cost to the Town, be responsible for the issuance of all building permits in the OAA in accordance with Section 4 of the Agreement.
2. The City shall, at no cost to the Town, be responsible for all enforcement of the Minnesota Building code as adopted by the City, within the OAA in accordance with Section 4 of the Agreement.
3. The building official contracted by the City shall be the building official within the OAA.

Adopted by Town Board of Supervisors for the Town of Gilmanton this 2nd day of January, 2024.

By: _____
Town Board Chair

ATTEST:

By: _____
Town Clerk

Adopted by City Council for the City of Foley this 2nd day of January, 2024.

By: _____
Mayor

ATTEST:

By: _____
City Administrator

CITY OF FOLEY
COUNTY OF BENTON
STATE OF MINNESOTA

RESOLUTION 2024-01

A RESOLUTION APPOINTING ELECTION JUDGES FOR THE PRESIDENTIAL
PRIMARY, PRIMARY AND GENERAL ELECTION

WHEREAS, Election Judges are needed for the upcoming Presidential Primary Election on March 5th, 2024;

WHEREAS, Election Judges are needed for the upcoming Primary Election on August 13th, 2024;

WHEREAS, Election Judges are needed for the upcoming General Election on November 5th, 2024;

WHEREAS, in accordance with State Law, council appointment of election judges is necessary for training and conducting local elections; and

NOW, THEREFORE, BE IT RESOLVED that the following people are hereby designated as Election Administrator and Judges for the Presidential Primary, Primary and General Elections in 2024:

Election Administrator/Judge:	Sarah Brunn
Judges:	Heidi Wanty
	Richard Wanty
	Jan Nathe
	Karen Kampa
	Lou DeMarais
	Stephen Bartell
	Evelyn Kirby
	Monica Shaw
	Stacy Graham
	Sara Judson-Brown
	Sandy Latterell
	Bill Bronder
	Rebecca McDowell

Adopted by the council, this 2nd day of January, 2024.

Jack M Brosh, Mayor

ATTEST:

Sarah A. Brunn, Administrator

SCHLENNER WENNER & Co.

CERTIFIED PUBLIC ACCOUNTANTS
& BUSINESS CONSULTANTS

Professional Association

December 22, 2023

Sarah Brunn
City Administrator
City of Foley, MN

Dear Sarah,

We would like to submit the following fee proposal for audit services for the City of Foley for the year ended December 31, 2023. Our proposed fees are based on the expected time commitment for each of the services outlined below.

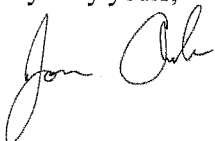
FY 2023 financial audit

\$26,400

Please note that if federal expenditures in a single year exceed \$750,000, there will be an additional single audit charge of \$4,000 - \$5,500 per major program tested.

Please feel free to contact me with any questions you have on our proposed fees. We are pleased to have the opportunity to continue to work with you.

Very truly yours,



Jonathan S. Archer, CPA, Partner

SCHLENNER WENNER & CO.
St. Cloud, Minnesota

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CITY OF FOLEY
COUNTY OF BENTON
STATE OF MINNESOTA

RESOLUTION 2024-02

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR AND MAYOR TO ACT
ON BEHALF OF THE CITY REGARDING PUTNAM INVESTMENTS

WHEREAS, Minnesota Statute § 118A authorizes the City of Foley (the “City”) to invest public funds not presently needed for other purposes or restricted for other purposes;

WHEREAS, investments are made on behalf of the City pursuant to Minnesota Statute § 118A;

WHEREAS, the City has established an account Putnam Investments, (“Putnam”) to handle the investments on behalf of the City;

WHEREAS, Putnam has requested this Resolution, affirming who is authorized to act on the City’s behalf;

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

WHEREAS, the City Administrator, Sarah A. Brunn, and Mayor, Jack M. Brosh, are authorized to act on the City’s behalf regarding investment accounts and other contracts entered into by the City.

NOW, THEREFORE, the Foley City Council resolves as follows:

1. Pursuant to Minnesota Statute § 118A, the City agrees to contract with Putnam to assist in handling investments of public funds on behalf of the City.

2. City Administrator, Sarah Brunn, and Mayor, Jack Brosh, are authorized to act on the City’s behalf, sign and execute any documents on behalf of the City, and take any and all actions which are deemed necessary and in the City’s best interest related to the investments held with Putnam.

Adopted the 2nd day of January, 2024.

ATTEST:

Jack M. Brosh, Mayor

Sarah A. Brunn, City Administrator

[illegible]

The foregoing was acknowledged before me this 2nd day of January, 2024, by Jack M. Brosh as the Mayor of the City of Foley, Minnesota, a municipal corporation under the laws of the State of Minnesota.

Notary Public

[illegible]

The foregoing was acknowledged before me this 2nd day of January, 2024, by Sarah A. Brunn, as the City Administrator of the City of Foley, Minnesota, a municipal corporation under the laws of the State of Minnesota.

Notary Public

THIS INSTRUMENT DRAFTED BY:

City of Foley
251 4th Avenue N
P.O. Box 709
(320) 968-7260

STATE OF MINNESOTA
COUNTY OF BENTON
CITY OF FOLEY

I, the undersigned, being the duly qualified and acting City Administrator of the City of Foley, Minnesota, DO HEREBY CERTIFY that the attached resolution is a true and correct copy of an extract of minutes of a meeting of the City Council of the City of Foley, Minnesota, duly called and held, as such minutes relate to establishing who is authorized to act on behalf of the City of Foley account with Putnam Investments.

WITNESS my hand this 2nd day of January, 2024.

City Administrator

CITY OF FOLEY
COUNTY OF BENTON
STATE OF MINNESOTA

RESOLUTION 2024-03

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR AND MAYOR TO ACT
ON BEHALF OF THE CITY REGARDING CETERA ADVISOR NETWORKS

WHEREAS, Minnesota Statute § 118A authorizes the City of Foley (the “City”) to invest public funds not presently needed for other purposes or restricted for other purposes;

WHEREAS, investments are made on behalf of the City pursuant to Minnesota Statute § 118A;

WHEREAS, the City has established an account Cetera Advisor Network, (“Cetera”) to handle the investments on behalf of the City;

WHEREAS, Cetera has requested this Resolution, affirming who is authorized to act on the City’s behalf;

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

WHEREAS, the City Administrator, Sarah A. Brunn, and Mayor, Jack M. Brosh, are authorized to act on the City’s behalf regarding investment accounts and other contracts entered into by the City.

NOW, THEREFORE, the Foley City Council resolves as follows:

1. Pursuant to Minnesota Statute § 118A, the City agrees to contract with Cetera to assist in handling investments of public funds on behalf of the City.
2. City Administrator, Sarah Brunn, and Mayor, Jack Brosh, are authorized to act on the City’s behalf, sign and execute any documents on behalf of the City, and take any and all actions which are deemed necessary and in the City’s best interest related to the investments held with Cetera.

Adopted the 2nd day of January, 2024.

ATTEST:

Jack M. Brosh, Mayor

Sarah A. Brunn, City Administrator

[illegible]

The foregoing was acknowledged before me this 2nd day of January, 2024, by Jack M. Brosh as the Mayor of the City of Foley, Minnesota, a municipal corporation under the laws of the State of Minnesota.

Notary Public

[illegible]

The foregoing was acknowledged before me this 2nd day of January, 2024, by Sarah A. Brunn, as the City Administrator of the City of Foley, Minnesota, a municipal corporation under the laws of the State of Minnesota.

Notary Public

THIS INSTRUMENT DRAFTED BY:

City of Foley
251 4th Avenue N
P.O. Box 709
(320) 968-7260

STATE OF MINNESOTA
COUNTY OF BENTON
CITY OF FOLEY

I, the undersigned, being the duly qualified and acting City Administrator of the City of Foley, Minnesota, DO HEREBY CERTIFY that the attached resolution is a true and correct copy of an extract of minutes of a meeting of the City Council of the City of Foley, Minnesota, duly called and held, as such minutes relate to establishing who is authorized to act on behalf of the City of Foley account with Cetera Advisor Networks.

WITNESS my hand this 2nd day of January, 2024.

City Administrator

Bills List -January 2024			
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Gross Salaries	Payroll - 12/15/23	\$	34,086.74
EFTPS	Federal Withholding	\$	6,019.89
MN Dept of Revenue	State Withholding	\$	1,187.72
State Treas. PERA	PERA	\$	6,476.49
Nationwide	Deferred Comp	\$	1,087.36
Pacific Life Ins	Deferred Comp/Roth IRA	\$	80.00
Further	HSA Contribution	\$	1,120.00
MN Dept of Human Services	Child Support Garnishments	\$	395.38
Gross Salaries	Payroll - 12/1/23	\$	36,814.45
EFTPS	Federal Withholding	\$	7,298.19
MN Dept of Revenue	State Withholding	\$	1,473.82
State Treas. PERA	PERA	\$	6,517.31
Nationwide	Deferred Comp	\$	1,087.36
Pacific Life Ins	Deferred Comp/Roth IRA	\$	80.00
Further	HSA Contribution	\$	570.00
MN Dept of Human Services	Child Support Garnishments	\$	395.38

Already Paid 1/2/2024

Allspec Services	12/23 Inspection fees	\$	8,989.80
Audio Video Extremes	Public Imp Projects - Electronic Bulletin Board	\$	1,358.93
Auto Value	FD and Street maint	\$	663.11
Axon Enterprise Inc	PD Supplies	\$	510.30
Benton County Attorney	11/23 Legal Fee's	\$	806.30
Benton County Highway Department	11/23 PD Fuel	\$	1,234.74
Benton County Recorder	Herbst - DDA Final Deeds	\$	368.00
Bill Bronder	2023 PC Member	\$	60.00
Bolton & Menk	Wastewater Expansion	\$	35,403.00
Central McGowan	FD and PD supplies	\$	59.04
Cintas	Uniforms	\$	370.05
City of Waite Park	PD supplies	\$	29.94
Coborns	Office Supplies	\$	57.33
Debbie Lysher	2023 Christmas Lights Winner	\$	100.00
Diamond Vogel	Equipment	\$	8,320.00
DTM Fleet Service	FD Vehicle Maint	\$	850.00
Emergenry Automotive Technology	PW Street maint	\$	16.80
Ferguson Enterprises	Well Chemical Pumps & Misc Hyd Parts	\$	777.23
Field Training Solutions	PD FTO Basic Online Training Alex	\$	295.00
First National Bank of Omaha	12/23 CC Invoices	\$	1,374.76
Foley Floral	Sympathy	\$	42.95
Foley Hardware	PD Community Action Bike Rodeo/ street supplies	\$	893.23
Galls	PD Uniforms	\$	98.57
Gapinski Construction	Storage Shed Maint	\$	600.00
Geislinger & Sons	Wastewater Expansion Pay App # 15	\$	76,110.85
Grand Champion Meats	Misc	\$	720.00
Granite Electronics	PD Batteries, FD Pager & PW Antenna& Batteries	\$	811.50
Hawkins	Water Supplies	\$	798.15
Henry Esp	FD misc	\$	424.00
Henry's Embroidry	Uniforms	\$	657.00
Jeff Gondeck	2023 PC Member	\$	60.00
Jonathan Brenny	2023 PC Member	\$	60.00
K M Fire Pump Spec	Engine 2 Maint and Engine 5 drainvalve leaking	\$	7,581.07
K&K Tire and Auto	2019 chev tahoe	\$	1,462.78
Lexie Sorensen	Overpayment of Water-Sewer invoice	\$	34.19
Locators and Supplies, Inc.	Street Supplies	\$	314.30
Marco	12/23 Copies lease	\$	382.64
Midco Communications	12/23 Phone and Internet Service	\$	954.88
MN Department of Revenue	11/23 Sales and Use Tax	\$	525.00
Motorola Solutions	Supplies	\$	290.00
Noel Lewandowski	2023 PC Member	\$	60.00
Rinke Noonan	11/23 General Legal	\$	592.50
Riteway Business Solutions	Office forms 1099's and W2's	\$	303.96
RMB Environmental Labs	Water & Sewer Analysis	\$	474.80
Rosalie Musachio	2023 PC Member	\$	60.00
Sean Peden	2023 Christmas Lights Winner	\$	100.00
Shana Nelson	2023 Health Officer	\$	100.00
Shift Technologies	IT - PW wifi not working, Renew Sonicwall, PD email set up, 11	\$	2,883.11
Short Elliott Hendricson	Pouchtec WW	\$	779.50
SOS Chamberlain Oil	Street maint	\$	483.27
Staples	PD Computer toner & Office supplies	\$	206.96
Sun Life Assurance	12/23 Employee LTD	\$	292.84
USable Life	12/23 Life Insurance	\$	282.00
Verizon	FD,PD,PW 12/23 Cell phone	\$	317.99
Xcel energy	12/23 Utilities	\$	7,390.52
		\$	273,482.98

To Be Paid -1/2/2024

Benton Economic Partnership	2024 Annual Dues	\$	2,650.00
Bond Trust Services	General Obligation Bonds, Series 2015A	\$	74,000.00
C N A	2024 MN Administrator City of Foley	\$	100.00
Central MN Mutual Aid Assoc	2024 Foley Fire Department Dues	\$	50.00
CGMA	2024 General Dues Assessment	\$	5,414.00
DVS	Public Works Vehicle Tabs 2024	\$	359.75
Falcon National Bank	2020 A Bond Principal and Interest	\$	404,869.75
Foley Area Chamber	2024 Dues	\$	200.00
Health Partners	01/24 Employee Health Insurance	\$	18,865.67
Lake Region Firefighters Assoc	2024 Lake Region Dues	\$	40.00
Mid-MN Development Commission	2024 Advocate Membership in Hwy 23 Coalition	\$	1,500.00
MN State Fire Department Assoc	2024 MSFDA Membership Dues	\$	290.00
NASASP	2024 Annual Dues NASASP Assoc membership	\$	39.00
Northland Trust Services	General Obligation Bonds, Series 2018A	\$	59,675.00
Resource Training and Solutions	2024 Membership Renewal	\$	75.00
Volunters Firefighters Benefit Assoc of MN	2024 Annual FD renewal	\$	200.00

Additional To Be Paid - 1/2/2024

\$ 841,811.15

\$ 841,811.15

**MINNESOTA HOUSING FINANCE AGENCY
MINNESOTA CITY PARTICIPATION PROGRAM**

**PROGRAM APPLICATION
COMMITMENT AGREEMENT**

THIS APPLICATION AND AGREEMENT (this "Agreement") is between City of Foley with its office at 251 4th Avenue North, P.O. Box 709, Foley, MN 56329 and Minnesota Housing Finance Agency ("Minnesota Housing"), with its office at 400 Wabasha Street North, Suite 400, St. Paul, MN 55102.

RECITALS:

A. Minnesota Housing, under the provisions of Minn. Stat. §474A.061, Subd. 2a is authorized to issue qualified mortgage bonds, as that term is used in the Internal Revenue Code of 1986, as amended (the "Code"), on behalf of the City, and it will issue bonds for that purpose (the "Bonds").

B. The City applying to participate is a Minnesota city, county, city or county housing and redevelopment authority, economic development authority, port authority or a consortium of local government units, as defined by Minnesota Statutes §474A.061, Subd. 2a(c).

C. Minnesota Housing has implemented Minnesota Housing Finance Agency Minnesota City Participation Program (the "Program") and will use the proceeds from the issuance of the Bonds to fund the Program.

D. The City has requested and received a set-aside of funds from the Program.

E. The City wishes to obtain a commitment by Minnesota Housing to direct Minnesota Housing's designated Master Servicer (the "Master Servicer") to purchase mortgage notes ("Mortgages") that will be originated by a lender or lenders that meet Minnesota Housing requirements for participation in programs funded by qualified mortgage bonds (collectively, the "Lender").

F. Mortgages that the Master Servicer purchases pursuant to the commitment requested by the City must only be for residences located within a geographic area to be established and designated by the City.

G. Minnesota Housing is willing to issue a commitment agreeing to purchase Mortgage-Backed Securities backed by Mortgages that are (i) originated by the Lender; (ii) purchased by the Master Servicer; (iii) in accordance with the terms and conditions of this Agreement, the Program, and the Start Up Procedural Manual to be supplied by Minnesota Housing (the "Procedural Manual"), the provisions of which are hereby incorporated by reference into this Agreement as if set forth in full herein; and (iv) made to borrowers with adjusted incomes not exceeding the greater of 80 percent of statewide or area median income as calculated by Minnesota Housing.

NOW, THEREFORE, in consideration of the covenants contained in this Agreement, Minnesota Housing and the City agree as follows:

1. **City Requirements.** All Mortgages submitted to Minnesota Housing for purchase under the Program must comply with all of the requirements of the Program, the Start Up Procedural Manual and this Agreement.

2. **Commitment and Commitment Amount.** The City, which applied in January 2024 for a commitment, hereby requests that Minnesota Housing cause its Master Servicer to purchase Mortgages that have been originated by the Lender and meet the requirements of, and are made in accordance with the provisions of, this Agreement, the Program, and the Procedural Manual. Minnesota Housing, by accepting this Agreement, commits to the purchase of those Mortgages in the aggregate principal amount (the "Commitment Amount") to be determined and allocated

by Minnesota Housing in accordance with Minnesota Statutes §474A.061, Subd. 2a(d), and provided to the City.

The Master Servicer will only purchase Mortgages pursuant to this Agreement securing property that, and borrowers who, satisfy the requirements and provisions of this Agreement, the Program, and the Procedural Manual. The City acknowledges that the commitment is effective upon the approval thereof by Minnesota Housing and the delivery of a copy of this Agreement by Minnesota Housing to the City.

3. **Lender Qualifications.** Lenders must meet Minnesota Housing requirements for participation in programs funded by qualified mortgage bonds.

4. **Commitment Term.** The term of this Agreement and the City's participation in the Program (the "Commitment Term") will commence on January 16, 2024 and shall continue through November 30, 2024. This Agreement, and the City's participation in the Program, will automatically terminate, without the need for any action by either party hereto, at the end of the Commitment Term.

5. **Set-Aside Term.** The Commitment Amount will be set-aside and held by Minnesota Housing for the sole use by the City for a period of time to be established by Minnesota Housing, in its sole option and discretion, provided, however, that time period will not be less than six months (the "Set-Aside Term") commencing on a date to be selected and specified by Minnesota Housing. Minnesota Housing will notify the City in writing of the date on which the Set-Aside Term commences.

Any portion of the Commitment Amount not reserved for the purchase of qualifying Mortgages as of the end of the Set-Aside Term shall be canceled and returned to Minnesota Housing for redistribution under the Program. In addition, any portion of the Commitment Amount reserved for Mortgages that are not delivered to the Master Servicer for purchase within the time period delineated in the Procedural Manual for that purchase, will be canceled and Minnesota Housing will redistribute that amount under the Program. Minnesota Housing may make any funds available to the Program at the end of the Commitment Term for mortgage loans that are eligible to be financed with proceeds of the Bonds.

6. **Commitment Fees.** There is no commitment fee payable by the City for the commitment by Minnesota Housing to the purchase by the Master Servicer of qualifying Mortgages.

7. **Purchase Price.** The purchase price of each Mortgage to be purchased by the Master Servicer pursuant to this Agreement will be as set forth in the requirements of the Procedural Manual and posted on Minnesota Housing's website.

8. **Mortgage Terms.** The terms and conditions for all Mortgages, including but not limited to the interest rate, will be set from time to time by Minnesota Housing, at its sole option and discretion, and communicated to the Lender in accordance with the procedures set forth in the Procedural Manual.

9. **Area Limitation.** Minnesota Housing, pursuant to this Agreement, is required to purchase only those Mortgages that are for residences located within a geographic area to be established and designated by the City.

10. **Servicing.** The servicing of Mortgages shall be the sole responsibility of the Master Servicer or one or more other entities that Minnesota Housing may designate in its sole discretion.

11. **Contract Documents.** The purchase by the Master Servicer of each Mortgage pursuant to Minnesota Housing's commitment is a contract consisting of this Agreement and the provisions and requirements contained in the Procedural Manual, with all amendments and supplements thereto in effect as of the date of Minnesota Housing's acceptance of this Agreement.

12. **Paragraph Captions and Program Headings.** The captions and headings of the paragraphs of this Agreement are for convenience only and will not be used to interpret or define the provisions thereof.

13. **Applicable Law.** This Agreement is made and entered into in the State of Minnesota, and all questions relating to the validity, construction, performance and enforcement hereof will be governed by the laws of the State of Minnesota.

14. **Agreement Conditional Upon Minnesota Housing Approval.** This Agreement will be a binding obligation of Minnesota Housing upon its execution by Minnesota Housing and delivery of a copy of the same to the City; provided, however, Minnesota Housing may, in its sole option and discretion, any time on or after January 16, 2024 revoke such obligation and terminate this Agreement if the City has not fully executed and returned a fully executed original hereof to Minnesota Housing. That revocation and termination will be accomplished and evidenced by Minnesota Housing notifying the City thereof by way of a "Certified Letter - Return Receipt Requested" addressed and delivered to the City. Upon revocation and termination this Agreement will be null and void and of no force or effect.

15. **Issuance of Bonds.** The City hereby authorizes Minnesota Housing to issue, on behalf of the City, qualified mortgage bonds, as that term is used in the Code, in an amount equal to the Commitment Amount, and Minnesota Housing agrees to issue those bonds if and when federal law authorizes and Minnesota Housing deems it is economically feasible to do so.

(THE REMAINING PORTION OF THIS PAGE IS INTENTIONALLY LEFT BLANK)

IN WITNESS WHEREOF, the City has executed this Agreement this _____ day of
(Day)

_____, _____
(Month) (Year)

City of Foley

By: _____
(Signature of Authorized Officer)

(Name of Authorized Officer)

Minnesota Housing APPROVAL

Minnesota Housing hereby accepts the above Program Application-Commitment Agreement and approves and grants participation in the program.

MINNESOTA HOUSING FINANCE AGENCY

By: _____
Kayla Schuchman

Its: Assistant Commissioner, Single-Family Division

Signed this ____ day of _____, 2024.

Minnesota Housing 2024 Minnesota City Participation Program (MCP) Application

Minnesota Housing must receive your application by email between January 2-15, 2024 at 5:00

Please provide all the information below.

Agency Contact Information

Agency Name: City of Foley

Contact Person: Sarah A. Brunn, City Administrator

Mailing Address: P.O. Box 709

Physical Address: 251 4th Avenue N

City: Foley

State: MN

Zip: 56329

Website: www.ci.foley.mn.us

Phone #: 320-968-7260

E-Mail: sbrunn@ci.foley.mn.us

Administrative Information

- Check agency type: ☒ City ☐ City HRA/CDA/EDA ☐ County HRA/ ☐ Port Authority
☐ Multi-County HRA: Receive single allocation for all counties within your jurisdiction
☐ Consortium of local government units applying jointly by agreement (please submit evidence of agreement with this application, even if you provided one in previous years).
- List the legal name(s) of all cities and counties where the funds will be utilized. For county and multicounty applications, only list the counties.
City of Foley
- Check the box below to confirm this statement:
☒ MCP helps the community meet an identified housing need and the program is economically viable.
- Does your City (or County) offer a down payment program or other homeownership assistance?
☐ Yes ☒ No
If yes, list program names (For informational purposes only; does not impact your application status):

Signature

Provide authorized signature(s) from the organization submitting this application, including printed or typewritten name, title and phone number. Scan original and email application to mn.housing@state.mn.us (Original not needed).

Signature

Jack M. Brosh

Mayor

Name (Print)

Title

jackmbrosh@hotmail.com

Phone number or check here if same as above. ☒

E-mail or check here if same as above. ☐

Program and Contact Information

Minnesota Statute sets Borrower Income Limits and House Purchase Price Limits. Minnesota Housing makes final determinations of the total amount of program funds available and individual allotments (in compliance with a per capita distribution method specified in statute).

Questions about MCP or this application? Contact Greg Krenz at (651)297-3623 or greg.krenz@state.mn.us

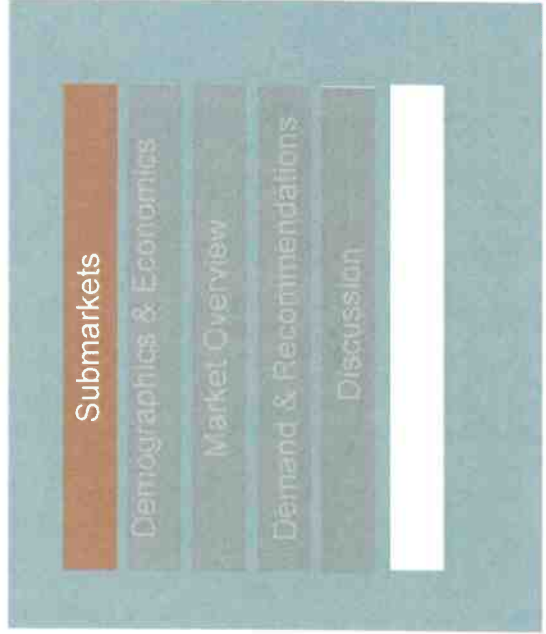
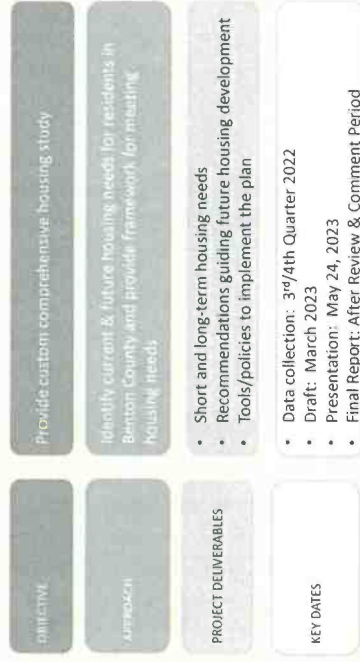


Benton County Housing Study Presentation

December 11, 2023

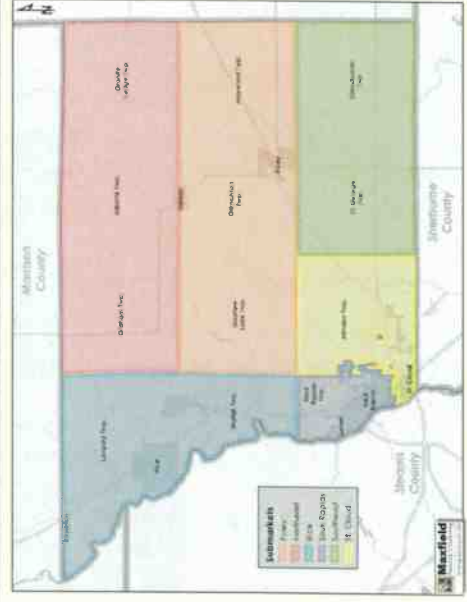


Project Scope



Maxfield Research & Consulting
Maxfield Research & Consulting
Maxfield Research & Consulting

Benton County Submarkets



6 Submarkets

- Foley
- Northeast
- Rice
- Sauk Rapids
- Southeast
- St. Cloud

19 Geographies

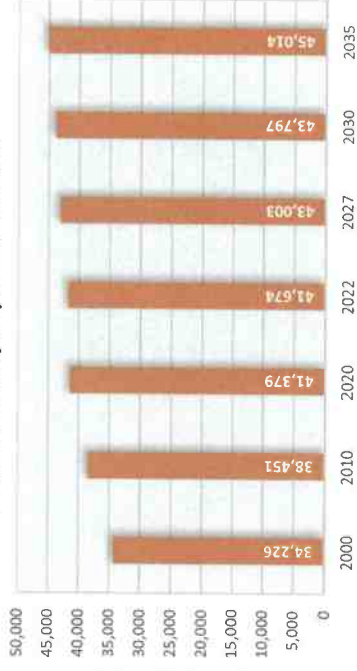
- 7 cities
- 12 townships



Submarkets
Demographics & Economics
Market Overview
Demand & Recommendations
Discussion

Growing, but deaccelerating...

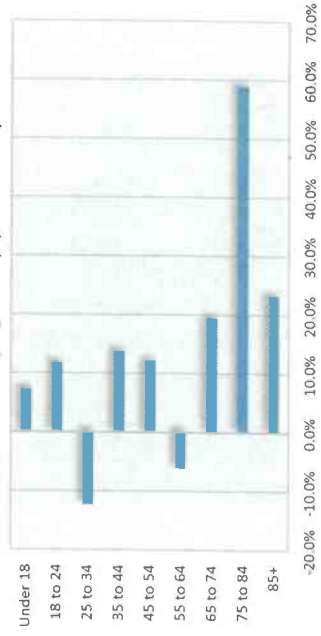
Benton County Population Trends



Highest growth pct. overwhelmingly the 65+ population

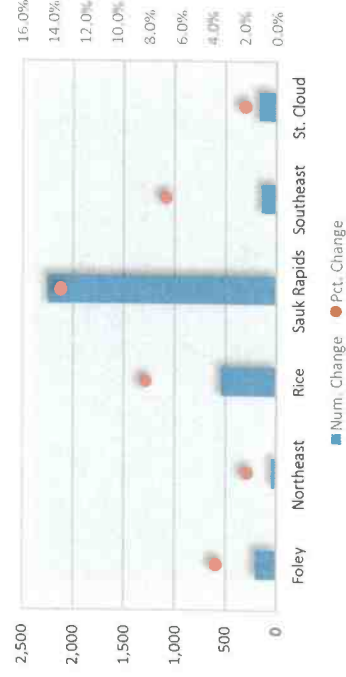
Benton County

Proj. Growth by Age Group (2022 - 2035)



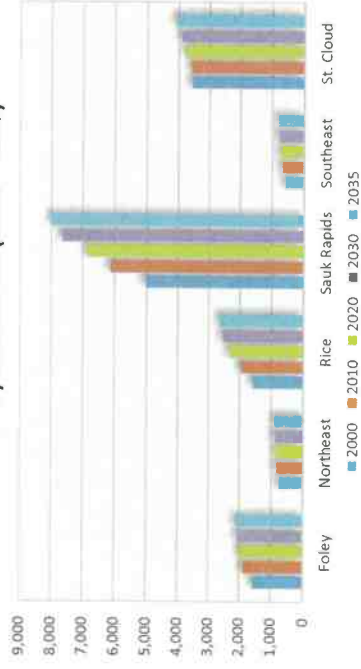
About 2/3s of Growth Slated for Sauk Rapids Submarket...

Population Change by Submarket (2022 - 2035)



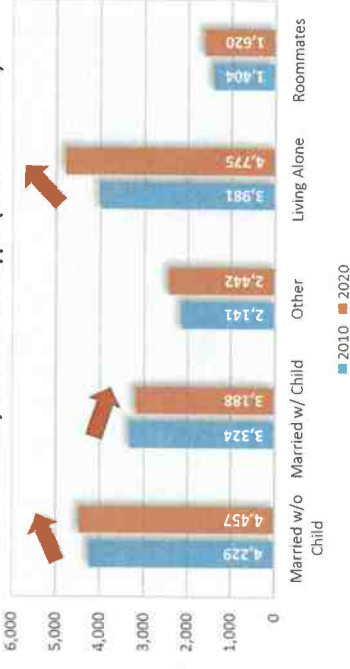
Household growth by submarket

Households by Submarket (2000 - 2035)

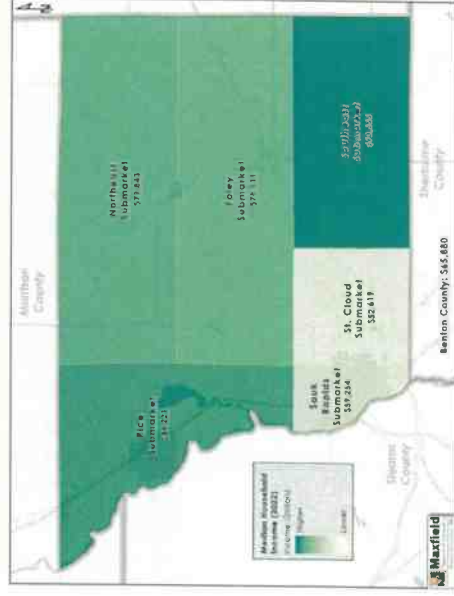


Household growth highest among those Living Alone

Benton County Household Type (2010 & 2020)



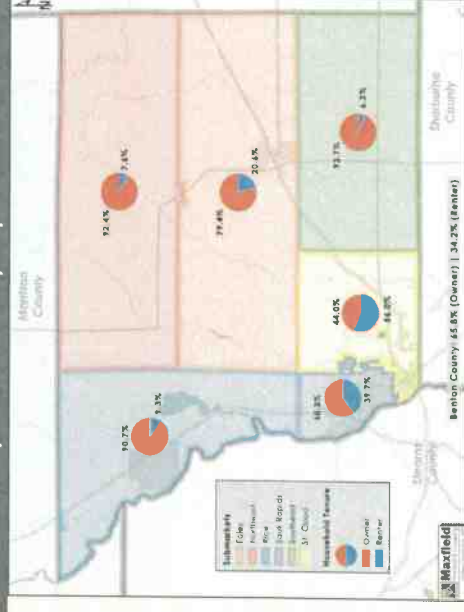
Median incomes various by Submarket...



Median Income Comparison (2022):

- Benton: \$65,880
- Stearns: \$71,510
- Sherburne: \$102,154
- St. Cloud MSA: \$70,343
- MIN: \$81,851

Homeownership rates vary by Submarket



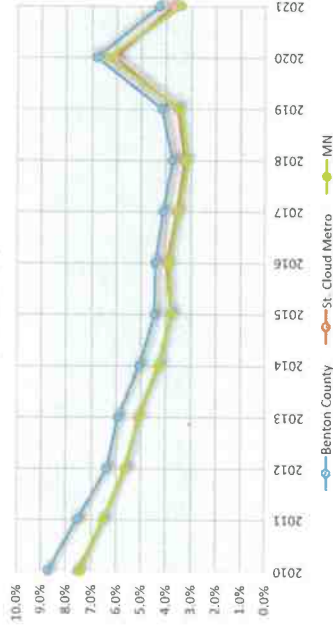
Benton County is both a job exporter & importer

- 16,680 jobs (covered employment) Q1 2022
- Key Industry Sector Jobs:
 - Trade, Transp., & Utilities: 22%
 - Manufacturing: 21%
 - Edu. & Health Services: 20%
- Avg. weekly/annual wage:
 - \$945 | \$49,140 (Benton County)
 - \$989 | \$51,428 (Central MN Region)
 - \$1,376 | \$71,552 (MN)
- 46% residents leave County for employment
- 38% of Benton County workers employed in St. Cloud. 24% of County workers commute from 25 miles or greater



Unemployment mirrors MN

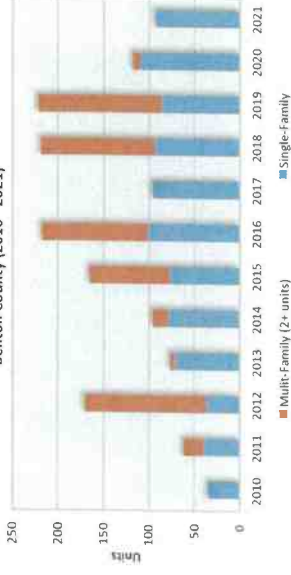
Unemployment Rate
Benton County



Housing Construction Activity

- Averaging 130 units per year
 - 76 units of SF per year
 - 49 units of MF per year
- 59% of development is SF
- Uptick in development from 2016-2019
- 30% of permit activity in Sauk Rapids

Residential New Construction (Units)
Benton County (2010 - 2021)



Extremely low rental housing vacancies

Overall

- 3,626 units
- 1.5% vacancy rate
- 48% on rental inventory located in Sauk Rapids Submarket

Market Rate

- 3,375 units
- 1.6% vacancy rate
- Avg. monthly rent \$858 | \$0.99 PSF
 - \$723 1BR (\$1.02 PSF)
 - \$875 2BR (\$0.97 PSF)
 - \$1,038 3BR (\$1.01 PSF)

Affordable/Subsidized

- 251 units
- 0% vacancy rate

5% Vacancy = Market Equilibrium



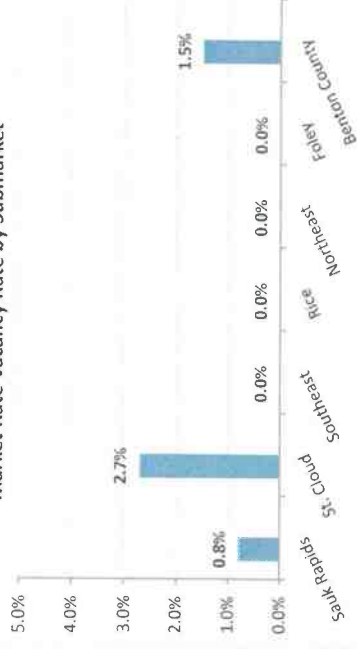
Catherine Square Apts (Foley)



Hidden Hollow Townhomes (Rice)

Low Vacancy Rates Across the County...

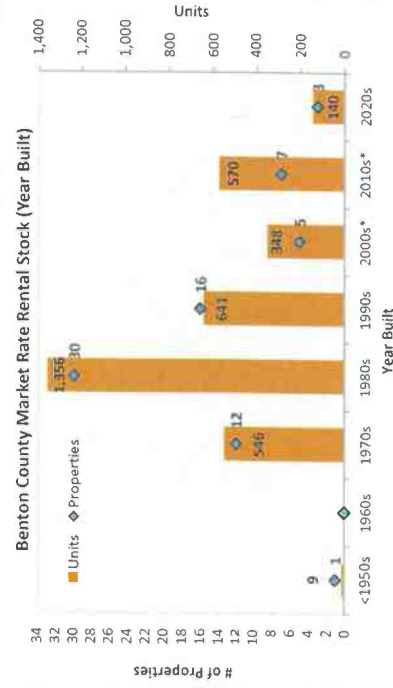
Market Rate Vacancy Rate by Submarket



Avg. Market Rate Rents:

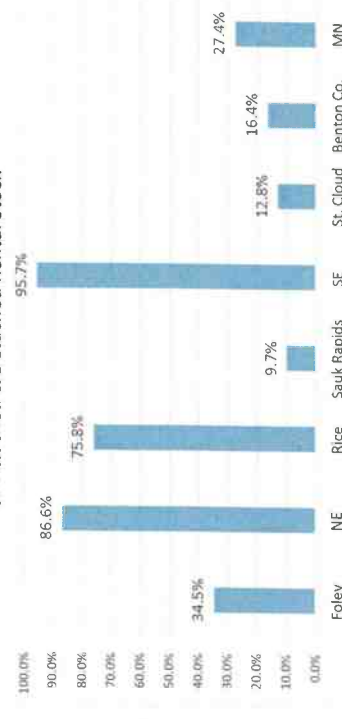
Sauk Rapids: \$945 | \$1.00 PSF
 St. Cloud: \$846 | \$0.98 PSF
 Rice: \$862 | \$1.01 PSF
 Foley: \$826 | \$0.97 PSF

Older Rental Housing Stock...



SF Rentals dominate smaller submarkets

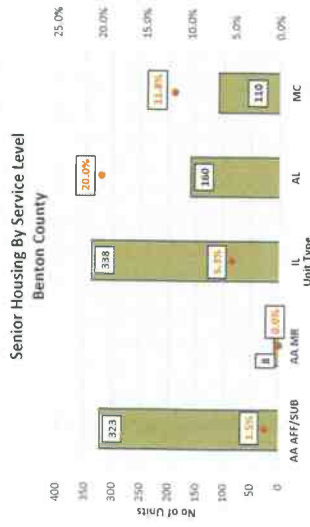
SF Attached & Detached Rental Stock



Senior housing inventory

Senior Inventory

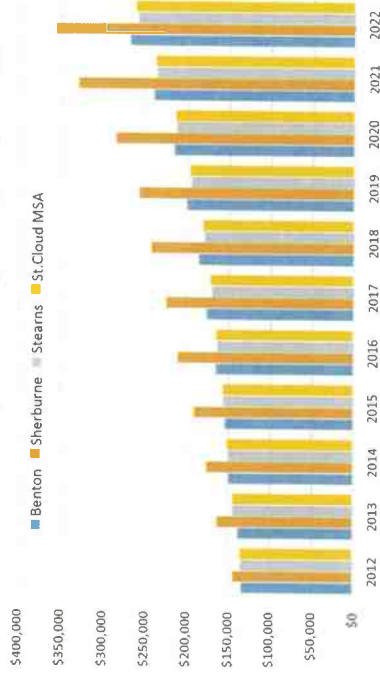
- 939 units | 14 properties
- 6.2% Overall vacancy rate
- 77% located in Sauk Rapids Submarket



5% - 7% Vacancy = Market Equilibrium

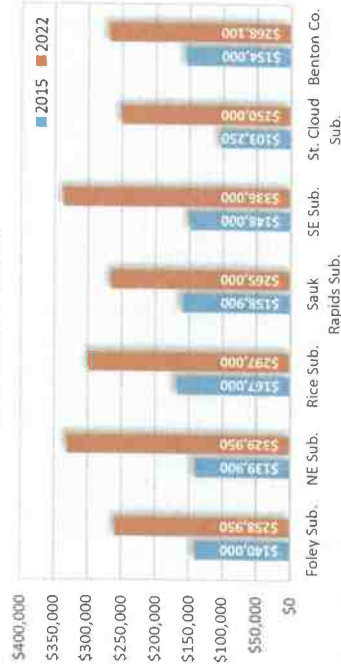
St. Cloud MSA Pricing Comparison

Median Resale Price, Benton County and Comparison, 2012-2022



Home Prices up 11% annually since 2020

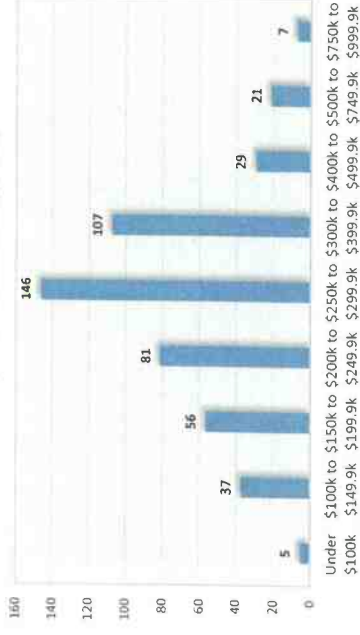
Median Resale Price



Note: No data available for the SE Sub. in 2022. Data presented for 2021.

2022: 46% of Resales between \$200k to \$300k

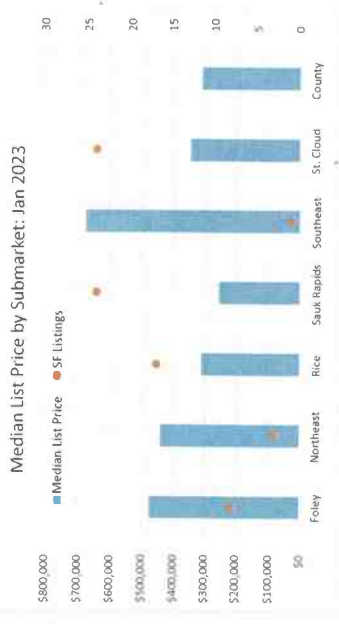
Resales by Price - Benton County (2022)



Limited For-Sale Inventory | Homes sell quickly

Active Listings (Jan. 2023)

- 77 active listings
- No multifamily listings
- Avg. price: | \$320k
- Median price | \$310k
- 62% in St. Cloud & Sauk Rapids
- Average PSF = \$144



Maxfield

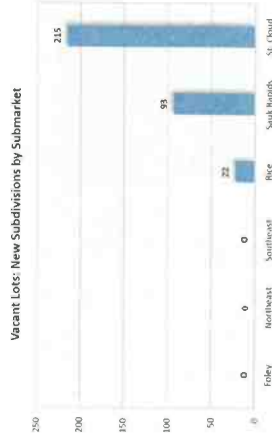
Lot Inventory | Lots Needed

Lot Inventory/Supply

- 330 vacant lots | 22 active subdivisions
- Nearly 65% in St. Cloud submarket (six subdivisions)
- No newer platted lots in Foley, Northeast, & Southeast submarkets

New Construction Market

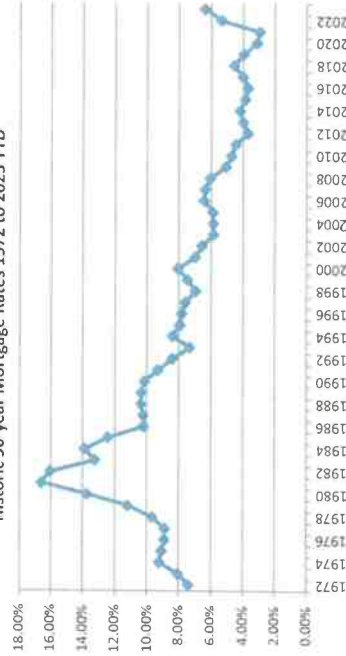
- Build-to-suit
- No production builders | Local builders
- Few builders will construct spec homes
- New product targets entry-level to move-up or executive buyers
- All detached single-family housing | Split level dominated
- Avg. Price: \$343k | \$180 PSF



Maxfield

Interest Rates Rising...still historically low

Historic 30-year Mortgage Rates 1972 to 2023 YTD



Maxfield

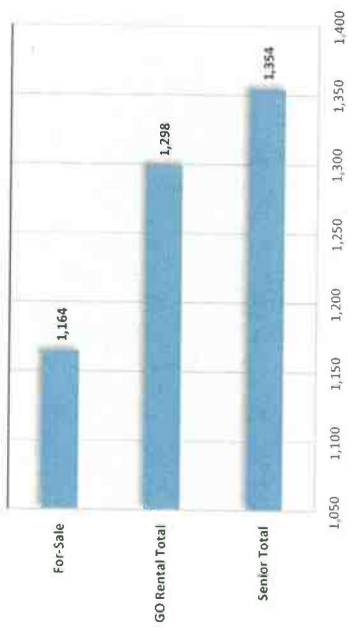
Maxfield
Housing & Community

How Can We Help?
Providing comprehensive
information and
physically accurate

Submarkets
Demographics & Economics
Market Overview
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Discussion

Demand for 3,800 housing units through 2035

Benton County By Type
2022 - 2035

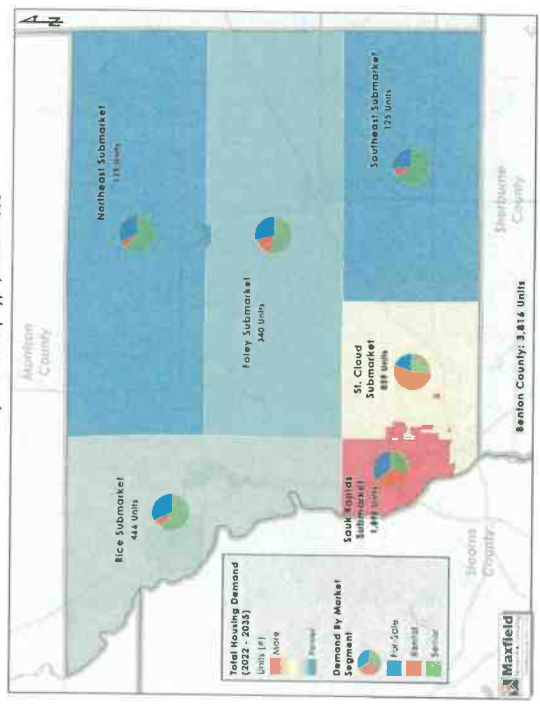


EXECUTIVE SUMMARY

Housing Demand Analysis

- Based on our calculations, demand exists in Benton County for the following general occupancy types through 2035:
 - Market rate rental: 738 units
 - Affordable rental: 340 units
 - Subsidized rental: 230 units
 - For sale single-family: 814 units
 - For sale multifamily: 350 units
 - In addition, we find demand for multiple senior housing product types. By 2035, demand in Benton County for senior housing is forecast for the following:
 - Active-adult ownership: 109 units
 - Active-adult market rate rental: 385 units
 - Active-adult affordable: 308 units
 - Active-adult subsidized: 146 units
 - Assisted living: 175 units
 - Memory care: 86 units
- Detailed demand calculations and recommendations by submarket are provided in more detail in the recommendations and conclusions section of the report.

Benton County Demand by Type, 2022 - 2035



Tools to alleviate costs | New production not keeping pace

Multiple Strategies needed to address supply & demand challenges...

Public Sector (sample)

- Relax zoning requirements (density, lot size, parking, etc.)
- Regulatory fees (passed to end consumer)
- Fee reductions (Entitlement, permit, impact)
- Fast tracking (time is money)
- Tax abatement/TIF, etc.
- Housing Trust Funds & other housing programs
- Land acquisition contribution, infill sites, etc.
- Opportunity zone tax breaks
- Accessory Dwelling Units (ADU), Multi-gen, tiny homes, etc.
- Financing instruments
- Private-public partnerships

Improving Productivity

- Modular housing or Prefab
- Emerging construction (AI, 3D printing, automatize, etc.)
- Alternative construction materials
- Design innovations
- Promotion of the trades (schools)
- Builders in interim:
 - Reduce lot size
 - Reduce square footage
 - Less expensive finishes



Recommendations on Housing Resources & Programs

- Many communities and local Housing and Redevelopment Authorities (HRAs) offer programs to promote and preserve the existing housing stock.
- In addition, there are various regional and state organizations that assist local communities enhance their housing stock.
- There are few cities that offer any housing programs across the county; although the City of St. Cloud administered housing programs across the entire City of St. Cloud which encompasses three counties.
- Generally, we find very few housing programs available across the county.
- We recommend implementing even a few housing programs to assist new development or enhance the existing housing stock. The following is a sampling of potential programs that could be explored:

Recommendations

Architectural Design Services –

- The local government authority (City, HRA, etc.) partners with local architects to provide design consultation with homeowners.
- Homeowner pays a small fee for service, while the City/public entity absorbs the majority of the cost.
- No income restriction

Construction Management Services –

- Assist homeowners regarding local building codes, reviewing contractor bids, etc.
- Typically provided as a service by the building department.
- This type of service could also be rolled into various remodeling related programs.
- Central MN Housing Partnership offers this service

Density Bonuses –

- Since the cost of land is a significant barrier to housing affordability, increasing densities can result in lower housing costs by reducing the land costs per unit.
- Municipalities can offer density bonuses as a way to encourage higher-density residential development while also promoting an affordable housing component.

Recommendations

Fast Track Permitting –

- Program designed to reduce delays during the development process that ultimately add to the total costs of housing development.
- By expediting the permitting process costs can be reduced to developers while providing certainty into the development process.
- Typically, no-cost to the local government jurisdiction.

Heritage/Historic Preservation –

- Encourage residents to preserve historic housing stock in neighborhoods with homes with character through restoring and preserving architectural and building characteristics.
- Typically funded with low interest rates on loans for preservation construction costs.

Recommendations

Home Improvement Area (HIA) –

- HIAs allow a townhome or condo association low interest loans to finance improvements to communal areas.
- Unit owners repay the loan through fees imposed on the property, usually through property taxes.
- Typically, a "last resort" financing tool when associations are unable to obtain traditional financing due to the loss of equity from the real estate market or deferred maintenance on older properties.

Home-Building Trades Partnerships –

- Partnership between local Technical Colleges or High Schools that offer building trades programs.
- Affordability is gained through reduced labor costs provided by the school.
- New housing production serves as the "classroom" for future trades people to gain experience in the construction industry.

Recommendations

Home Sale Point of Sale –

- City ordinance requiring an inspection prior to the sale or transfer of residential real estate.
- The inspection is intended to prevent adverse conditions and meet minimum building codes.
- Sellers are responsible for incurring any costs for the inspection.
- **Depending on the community, evaluations are completed by either city inspectors or third-party licensed inspectors.**

Housing Fair –

- Free seminars and advice for homeowners related to remodeling and home improvements.
- Most housing fairs offer educational seminars and "ask the expert" consulting services.
- Exhibitors include architects, landscapers, building contractors, home products, city inspectors, financial services, among others.

Home Energy Loans –

- Offer low interest home energy loans to make energy improvements in their homes.

Recommendations

Household and Outside Maintenance for the Elderly (H.O.M.E.) –

- Persons 60 and over receive homemaker and maintenance services.
- Typical services include house cleaning, grocery shopping, yard work/lawn care, and other miscellaneous maintenance requests.

Infill Lots –

- The City or HRA purchase blighted or substandard housing units from willing sellers.
- After the home has been removed, the vacant land is placed into the program for future housing redevelopment.
- Future purchasers can be builders or the future owner-occupant who has a contract with a builder.
- Typically, all construction must be completed within an allocated time period (one year in most cases).

Land Banking –

- Land Banking is a program of acquiring land with the purpose of developing at a later date.
- After a holding period, the land can be sold to a developer (often at a price lower than market) with the purpose of developing affordable housing.

Recommendations

Land Trust –

- Utilizing a long-term 99-year ground lease, housing is affordable as the land is owned by a non-profit organization.
- Subject to income limits and targeted to work-force families with low-to-moderate incomes.
- If the family chooses to sell their home, the selling price is lower as land is excluded.

Live Where You Work –

- Program designed to promote homeownership in the same community where employees work.
- City provides a grant to eligible employees to purchase a home near their workplace.
- Employers can also contribute or match the city's contribution.
- Participants must obtain a first mortgage through participating lenders.
- The grant can be allocated towards down payment assistance, closing costs, and gap financing. Some restrictions apply (i.e. length of employment, income, home buyer education, etc.)

Recommendations

Realtor Forum –

- Typically administered by City with partnership by local school board.
- Inform local Realtors about school district news, current development projects, and other marketing factors related to real estate in the community.
- In addition, Realtors usually receive CE credits.

Remodeling Tours –

- City-driven home remodeling tour intended to promote the enhancement of the housing stock through home renovations/additions.
- Homeowners open their homes to the public to highlight home improvements.

Rental Collaboration –

- City organizes regular meetings with owners, property managers, and other stakeholders operating in the rental housing industry.
- Collaborative, informational meetings that includes city staff, updates on economic development and real estate development, and updates from the local police, fire department, and building inspection departments.

Recommendations

Rent to Own –

- Income-eligible families rent for a specified length of time with the end-goal of buying a home.
- The HRA saves a portion of the monthly rent that will be allocated for a down payment on a future house.

Shallow Rent Subsidy-

- The HRA funds a shallow rent subsidy program to provide pro-program participants living in market rate rentals a rent subsidy (typically about \$100 to \$300 per month).

Tax Abatement -

- A temporary reduction in property taxes over a specific time period on new construction homes or home remodeling projects. Encourages new construction or rehabilitation through property tax incentives.

Tax Increment Financing (TIF)

- Program that offers communities a flexible financing tool to assist housing projects and related infrastructure.
- TIF enables communities to dedicate the incremental tax revenues from new housing development to help make the housing more affordable or pay for related costs.

Recommendations

Transfer of Development Rights –

- Transfer of Development Rights (TDR) is a program that shifts the development potential of one site to another site or different location, even a different community.
- TDR programs allow landowners to sever development rights from properties in government-designated low-density areas and sell them to purchasers who want to increase the density of development in areas that local governments have selected as higher density areas.

Waiver or Reduction of Development Fees –

- There are several fees' developers must pay including impact fees, utility and connection fees, park land dedication fees, etc.
- To help facilitate affordable housing, some fees could be waived or reduced to pass the cost savings onto the housing consumer.



HOUSING & COMMUNITY
DEVELOPMENT
1000 UNIVERSITY AVENUE
SUITE 1000
BENTON, MN 55005

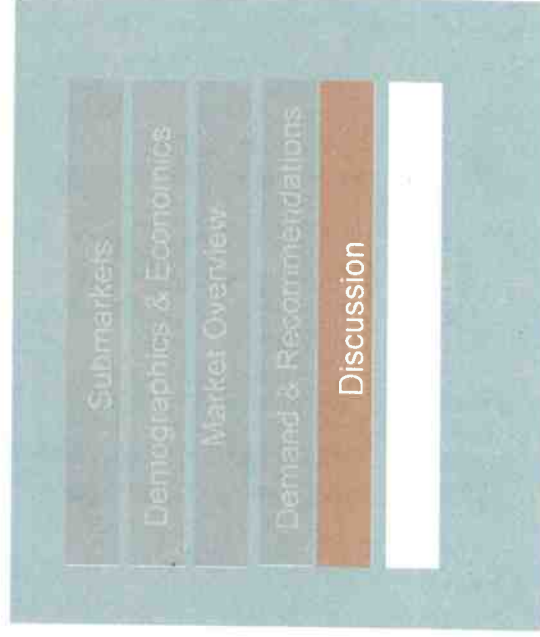
Contact Information:

Amanda Othoudt, EDFP
Executive Director

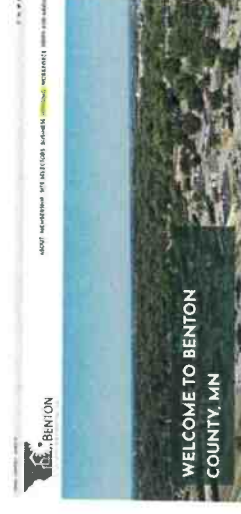
Benton Economic Partnership, Inc.
183 Cedar Drive
Foley, MN 56329

Phone: 320-968-6197
Cell: 320-333-0507

Email: aothoudt@bentonpartnership.org



Access the full Housing Study at www.bentonpartnership.org





**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

12/22/2023

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. 15 for the above referenced project. The estimate includes work completed through December 22th. 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

Contractor's Application for Payment

Owner: <u>City of Foley</u> Engineer: <u>Bolton & Menk, Inc.</u> Contractor: <u>Geislinger and Sons, Inc.</u> Project: <u>Wastewater Regionalization Project</u> Contract: <u>Wastewater Regionalization Project</u>	Owner's Project No.: _____ Engineer's Project No.: <u>R21.120226</u> Agency's Project No.: _____																																				
Application No.: <u>15</u> Application Date: <u>12/27/2023</u> Application Period: From <u>11/25/2023</u> to <u>12/22/2023</u>																																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">1. Original Contract Price</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;">16,548,705.51</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">546,569.88</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">17,095,275.39</td> </tr> <tr> <td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">14,730,456.87</td> </tr> <tr> <td colspan="3">5. Retainage</td> </tr> <tr> <td> a. 5% X \$14,730,456.87 Work Completed</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">736,522.84</td> </tr> <tr> <td> b. 5% X \$ Stored Materials</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"> </td> </tr> <tr> <td> c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">736,522.84</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">13,993,934.03</td> </tr> <tr> <td>7. Less previous payments</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">13,917,823.18</td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">76,110.85</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">2,364,818.52</td> </tr> </table>		1. Original Contract Price	\$	16,548,705.51	2. Net change by Change Orders	\$	546,569.88	3. Current Contract Price (Line 1 + Line 2)	\$	17,095,275.39	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	14,730,456.87	5. Retainage			a. 5% X \$14,730,456.87 Work Completed	\$	736,522.84	b. 5% X \$ Stored Materials	\$		c. Total Retainage (Line 5.a + Line 5.b)	\$	736,522.84	6. Amount eligible to date (Line 4 - Line 5.c)	\$	13,993,934.03	7. Less previous payments	\$	13,917,823.18	8. Amount due this application	\$	76,110.85	9. Balance to finish, including retainage (Line 3 - Line 4)	\$	2,364,818.52
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Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																																					
Contractor: <u>Geislinger and Sons, Inc.</u>																																					
Signature: <u>Matt Geislinger</u> Name: <u>Matt Geislinger</u>	Date: <u>12-22-23</u> Title: <u>Project Manager</u>																																				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> Recommended by Engineer By: <u>JV</u> Name: <u>Jared Voge, P.E.</u> Title: <u>Principal Engineer</u> Date: <u>12/22/2023</u> </td> <td style="width: 50%; vertical-align: top;"> Approved by Owner By: _____ Name: _____ Title: _____ Date: _____ </td> </tr> </table>		Recommended by Engineer By: <u>JV</u> Name: <u>Jared Voge, P.E.</u> Title: <u>Principal Engineer</u> Date: <u>12/22/2023</u>	Approved by Owner By: _____ Name: _____ Title: _____ Date: _____																																		
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

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

Application No.:		15		Application Period: From		11/25/23		to		12/22/23		Application Date:		12/27/23	
A	B	C	D	E	F	F1	F2	G	H	I	J	K	L		
Bid 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 (I / J)	Balance to Finish (J - I)		
		Item Quantity	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	\$70,000.00	\$70,000.00										
2	CLEARING AND GRUBBING	1.70	ACRE	\$1,000.00	\$1,700.00	0.88	\$01,600.00	0.88	\$01,600.00		\$01,600.00	88%	\$68,400.00		
3	CLEARING AND GRUBBING	27.00	TREE	1,100.00	\$29,700.00	48.00	\$52,800.00	48.00	\$52,800.00		\$52,800.00	166%	(\$5,030.00)		
4	DECOMMISSION BIRCH LIFT STATION	1.00	LUMP SUM	7,500.00	7,500.00							178%	(\$23,100.00)		
5	SALVAGE AND REINSTALL SIGN	14.00	EACH	\$10.00	\$140.00	45.00	\$22,950.00	45.00	\$22,950.00		\$22,950.00	321%	(\$15,810.00)		
6	SALVAGE AND REINSTALL PIPE CULVERT	252.00	LIN FT	20.00	\$5,040.00	523.00	\$10,460.00	523.00	\$10,460.00		\$10,460.00	208%	(\$5,420.00)		
7	AGGREGATE SURFACING FROM STOCKPILE (CV)	4,164.00	CU YD	21.00	\$87,444.00	225.00	\$4,725.00	225.00	\$4,725.00		\$4,725.00	5%	\$82,719.00		
8	DEWATERING	1.00	LUMP SUM	0.01	\$0.01	1.00	\$0.01	1.00	\$0.01		\$0.01	100%			
9	GEOTEXTILE FABRIC, TYPE 5	8,053.00	SQ YD	2.00	\$16,106.00	14,149.00	\$28,298.00	14,149.00	\$28,298.00		\$28,298.00	176%	(\$12,192.00)		
10	COMMON EXCAVATION (P)	4,082.00	CU YD	15.00	\$61,230.00	4,082.00	\$61,230.00	4,082.00	\$61,230.00		\$61,230.00	100%			
11	AGGREGATE SURFACING, CLASS 2 (CV)	908.00	CU YD	50.00	\$45,400.00	827.00	\$41,350.00	827.00	\$41,350.00		\$41,350.00	91%	\$4,050.00		
12	AGGREGATE SURFACING, CLASS 3 (CV)	1,519.00	CU YD	40.00	\$60,760.00	1,257.30	\$50,292.00	1,257.30	\$50,292.00		\$50,292.00	83%	\$10,468.00		
13	AGGREGATE BASE, CLASS 5 (CV)	2,747.00	CU YD	35.00	\$96,145.00	3,068.56	\$107,399.60	3,068.56	\$107,399.60		\$107,399.60	112%	(\$11,254.60)		
14	BITUMINOUS PATCH - DRIVEWAY	450.00	SQ YD	90.00	\$40,500.00	470.50	\$42,345.00	470.50	\$42,345.00		\$42,345.00	105%	(\$1,845.00)		
15	BITUMINOUS PATCH - STREET	796.00	SQ YD	85.00	\$67,660.00	310.50	\$26,392.50	310.50	\$26,392.50		\$26,392.50	39%	\$41,267.50		
16	12" PIPE APRON	4.00	EACH	\$25.00	\$100.00	4.00	\$100.00	4.00	\$100.00		\$100.00	100%			
17	15" PIPE APRON	6.00	EACH	\$310.00	\$1,860.00	10.00	\$3,100.00	10.00	\$3,100.00		\$3,100.00	167%	(\$1,240.00)		
18	18" PIPE APRON	4.00	EACH	\$375.00	\$1,500.00										
19	24" PIPE APRON	4.00	EACH	\$25.00	\$100.00	4.00	\$100.00	4.00	\$100.00		\$100.00	100%			
20	30" PIPE APRON	1.00	EACH	\$950.00	\$950.00										
21	12" PIPE CULVERT	80.00	LIN FT	30.00	\$2,400.00	76.00	\$2,280.00	76.00	\$2,280.00		\$2,280.00	95%	\$90.00		
22	15" PIPE CULVERT	76.00	LIN FT	32.00	\$2,432.00	180.00	\$5,760.00	180.00	\$5,760.00		\$5,760.00	237%	(\$3,328.00)		
23	18" PIPE CULVERT	143.00	LIN FT	36.00	\$5,148.00										
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										
26	CONNECT TO EXISTING SANITARY MAIN	8.00	EACH	7,500.00	\$60,000.00	3.00	\$22,500.00	3.00	\$22,500.00		\$22,500.00	38%	\$37,500.00		
27	8" SANITARY SEWER PIPE	221.00	LIN FT	125.00	\$27,625.00										
28	12" SANITARY SEWER PIPE	1,995.00	LIN FT	135.00	\$269,325.00	1,767.00	\$238,545.00	1,767.00	\$238,545.00		\$238,545.00	89%	\$70,780.00		
29	15" SANITARY SEWER PIPE	285.00	LIN FT	140.00	\$39,900.00	289.00	\$40,460.00	289.00	\$40,460.00		\$40,460.00	101%	(\$50.00)		
30	18" SANITARY SEWER PIPE	40.00	LIN FT	165.00	\$6,600.00	15.00	\$2,475.00	15.00	\$2,475.00		\$2,475.00	38%	\$4,125.00		
31	27" SANITARY SEWER PIPE	38.00	LIN FT	250.00	\$9,500.00	47.00	\$11,750.00	47.00	\$11,750.00		\$11,750.00	124%	(\$2,500.00)		
32	FORCE MAIN (MIN. I.D. 11.65 INCHES)	70,839.00	LIN FT	100.00	\$7,083,900.00	71,024.00	\$7,102,400.00	71,024.00	\$7,102,400.00		\$7,102,400.00	100%	(\$18,500.00)		
33	24" CASING (MIN. DIAM)	374.00	LIN FT	250.00	\$93,500.00	354.00	\$88,500.00	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	10,129.00	\$1,164,835.00	10,129.00	\$1,164,835.00		\$1,164,835.00	95%	\$64,745.00		
35	TRENCHLESS FORCE MAIN & CASING-SIMULTANEOUS PULL	1,386.00	LIN FT	250.00	\$346,500.00	971.00	\$242,750.00	971.00	\$242,750.00		\$242,750.00	70%	\$103,750.00		
36	TRENCHLESS 30" CASING (DIRECTIONAL DRILL)	110.00	LIN FT	850.00	\$93,500.00	95.10	\$80,833.30	95.10	\$80,833.30		\$80,833.30	86%	\$12,666.70		
37	GATE VALVE AND BOX	12.00	EACH	5,500.00	\$66,000.00	9.00	\$49,500.00	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	1.00	\$40,000.00	1.00	\$40,000.00		\$40,000.00	100%			
39	METERING MANHOLE - SAUK RAPIDS	1.00	LUMP SUM	45,000.00	\$45,000.00	1.00	\$45,000.00	1.00	\$45,000.00		\$45,000.00	100%			
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	110.35	\$60,892.50	110.35	\$60,892.50		\$60,892.50	62%	\$37,007.50		
42	CONSTRUCT SANITARY SEWER MANHOLE - 60" DESIGN	23.90	LIN FT	650.00	\$15,535.00	25.90	\$16,835.00	25.90	\$16,835.00		\$16,835.00	108%	(\$1,300.00)		
43	FIBERGLASS-REINFORCED MANHOLE	1.00	EACH	40,000.00	\$40,000.00	1.00	\$40,000.00	1.00	\$40,000.00		\$40,000.00	100%			
44	CASTING ASSEMBLY	14.00	EACH	1,000.00	\$14,000.00	7.00	\$7,000.00	7.00	\$7,000.00		\$7,000.00	50%	\$7,000.00		
45	AIR & VACUUM RELEASE MANHOLE	42.00	EACH	25,000.00	\$1,050,000.00	42.00	\$1,050,000.00	42.00	\$1,050,000.00		\$1,050,000.00	100%			
46	LOCATE EXISTING UTILITY	468.00	EACH	125.00	\$58,500.00	180.00	\$22,500.00	180.00	\$22,500.00		\$22,500.00	38%	\$36,000.00		
47	CONSTRUCT LIFT STATION - BROADWAY	1.00	LUMP SUM	350,000.00	\$350,000.00	0.90	\$315,000.00	0.90	\$315,000.00		\$315,000.00	90%	\$35,000.00		
48	BROADWAY LIFT STATION ELECTRICAL, GENERATOR, &	1.00	LUMP SUM	125,000.00	\$125,000.00	0.25	\$31,250.00	0.25	\$31,250.00		\$31,250.00	25%	\$93,750.00		
49	CONSTRUCT LIFT STATION - GOLF	1.00	LUMP SUM	400,000.00	\$400,000.00	0.99	\$396,000.00	1.00	\$400,000.00		\$400,000.00	100%			

Unit Price

EICDC 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.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project	R21.120226
Contractor:	Geldinger and Sons, Inc.	Agency's Project No.:	
Project:	Wastewater Regionalization Project		
Contract:	Wastewater Regionalization Project		

Application No.:		15	Application Period:		From	11/25/23	to	12/22/23	Application Date:					12/27/23
A	B	C	D	E	F	F1	F2	G	H	I	J	K	L	
		Contract Information				Previous Estimate		Work Completed						
Bid Item No.	Description	Item Quantity	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) (\$)	Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)	
50	GOLF LIFT STATION ELECTRICAL, GENERATOR, & CONTROLS	1.00	LUMP SUM	140,000.00	140,000.00	0.25	35,000.00	0.35	49,000.00		49,000.00	35%	91,000.00	
51	CONSTRUCT LIFT STATION - MAIN	1.00	LUMP SUM	500,000.00	500,000.00	0.99	495,000.00	1.00	500,000.00		500,000.00	100%		
52	MAIN LIFT STATION ELECTRICAL, GENERATOR, & CONTROLS	1.00	LUMP SUM	140,000.00	140,000.00	0.25	35,000.00	0.25	35,000.00		35,000.00	25%	105,000.00	
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	0.92	552,000.00	0.97	582,000.00		582,000.00	97%	18,000.00	
56	ODOR CONTROL BUILDING ELECTRICAL & CONTROLS	1.00	LUMP SUM	50,000.00	50,000.00	0.25	12,500.00	0.35	17,500.00		17,500.00	35%	32,500.00	
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	-	-	427.00	21,350.00		21,350.00	100%		
59	TRAFFIC CONTROL	1.00	LUMP SUM	50,000.00	50,000.00	0.90	45,000.00	0.90	45,000.00		45,000.00	90%	5,000.00	
60	EROSION AND SEDIMENT CONTROL	1.00	LUMP SUM	60,000.00	60,000.00	0.78	46,800.00	0.78	46,800.00		46,800.00	78%	13,200.00	
61	RIPRAP, CLASS III	178.00	CU YD	65.00	11,570.00	46.21	3,003.65	46.21	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	313,704.19	156,852.10	313,704.19	156,852.10		156,852.10	103%	(4,164.10)	
63	SEED 25-141, FERTILIZER, EROSION CONTROL BLANKET	54,812.00	SQ YD	2.50	135,780.00	24,343.04	60,857.60	24,343.04	60,857.60		60,857.60	45%	74,922.40	
64	SEED 34-171	39,905.00	SQ YD	0.50	19,952.50	9,472.50	4,736.25	9,472.50	4,736.25		4,736.25	24%	15,216.25	
65	GENERAL CONSTRUCTION ALLOWANCE	1.00	ALLOWANCE	120,000.00	120,000.00	0.50	59,592.12	0.50	60,358.80		60,358.80	50%	59,641.20	
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	1.00	500,000.00	1.00	500,000.00		500,000.00	100%		
68	UTILITY SERVICE ALLOWANCE	1.00	ALLOWANCE	400,000.00	400,000.00	0.46	182,408.00	0.46	182,408.00		182,408.00	46%	217,592.00	
A.1	JACK & AUGER 24" CASING (MIN DIAM) & FORCE MAIN	490.00	LIN FT	1,200.00	588,000.00	243.41	292,095.60	243.41	292,095.60		292,095.60	50%	295,904.40	
Original Contract Totals					\$ 16,348,705.51		\$ 14,614,263.23		\$ 14,694,379.91	\$ -	\$ 14,694,379.91	89%	\$ 1,654,325.60	

[illegible]

Contractor's Application for Payment

Owner's Project No.: _____
 Engineer's Project No.: **R21.120226**
 Agency's Project No.: _____

[illegible]

Boards and Committees – Current Annual Appointments

Official Newspaper: *Benton County News*

Official Process Server: *Benton County Sheriff*

Health Officer: *Integracare Clinic, Foley – Shana Nelson, NP*

Health Board Members: *Charlotte Monroe, Jeannie Rajkowski*

City Engineering Firm: *Short Elliott Hendrickson, Inc.*

City Attorney: *Rinke-Noonan*

City Building Inspector: *AllSpec Services*

City Auditor: *Schlenner & Wenner*

Benton Economic Partnership – City Administrator & **Council Representative (if needed)**

Board of Equalization: Authority directed to Benton County.

Acting Mayor: *Jeff Gondeck (2023)*

Official Depository: *City Administrator* - approve the depositories for City Funds (locally both Frandsen Bank & Falcon Bank)

Approve Collateral & City Investments: *City Administrator* - approve the collateral and authorize investment of City funds per state statute.

Approve bonding of the City Administrator – annual renewal

Emergency Manager: *Foley Police Chief*

Gilmanton Joint Planning Board: Jeff Gondeck, Gary Swanson

Library Board (5 Members, 3 Year Term)

2024 – 2026: Dawn Magnuson (if eligible – no other interest)

Planning Commission (7 – 10 Members, 3-year terms, staggered, no majority of council)

2024- 2026: Jeff Gondeck

2024 - 2026: Deb Mathiowetz

Economic Development Authority (5 Members, 4 year term) – 2 council, 3 at large

2024-2027: Jeremy Johnson, Deb Mathiowetz (council rep)

Personnel Committee (2)

2024: Jeff Gondeck, Jack Brosh

Staff authorized to initiate EFT receipts/payments – Sarah Brunn, Monica Shaw, Sara Judson-Brown, Stacy Graham

Adopted, this 2nd day of January, 2024.

Attest:

Jack M. Brosh, Mayor

Sarah A. Brunn, City Administrator



RINKE NOONAN
attorneys at law

November 30, 2023

Direct Dial: 320-257-3868
Aripple@RinkeNoonan.com

City of Foley
Attn: Sarah Brunn
251 Fourth Avenue North
P.O. Box 709
Foley, MN 56329

**Re: 2024 Legal Representation and Rates
Our File No. 00004-0621**

Dear Sarah:

Once again, we want to thank you for allowing us the opportunity to serve you. As we look to a new year, we continue to enjoy representing our municipal clients, like the City of Foley, and assisting you in providing quality service to your constituents.

As you know, our firm remains a leader in providing municipal services to Central Minnesota communities, and the services that we provide to city clients continue to grow. Our structure allows us to focus our practice and provide to you an entire department of attorneys with special expertise representing local governments, and even more specialized expertise in specific areas of municipal law, including labor and employment, wetlands and drainage, land use, economic development, eminent domain, annexations, litigation and appeals. This diversity gives each of our governmental clients the strength of an army of legal professionals.

As we look forward to serving you, I have attached our rates for Foley in 2024. While market demands have caused us to discontinue our reduced municipal rates for general government clients, we highly value our long-standing relationship with the City of Foley and will continue to offer a rate that is significantly discounted from our ordinary rate. For our most senior attorneys, this is a \$100 per hour reduction from their ordinary rate. These rates will be applied to work beginning January 1st. The City should be rest assured that Rinke Noonan provides significant oversight and mentoring of all new attorneys, and we heavily scrutinize and edit billings to ensure that the City is not 'paying to teach a new lawyer.'

We understand the financial realities of government and we remain vigilant to keep the total costs of services in line with your expectations. We have worked with Foley over the past few years to increase the ability of City staff to perform work that may have previously been done by our office and will continue to look for those opportunities. Of course, as you are well aware,

Suite 300 US Bank Plaza
1015 W. St. Germain St.
P.O. Box 1497
St. Cloud, MN 56302
320.251.6700

www.rinkenoonan.com

November 30, 2023

Page 2

rates represent only part of the story. Our firm does not charge for the garden variety reimbursements such as postage, copies, secretary typing time, etc.

Our success and growth have been built on strong client relationships and our focus on the total cost to our clients has been at the very foundation of those relationships. Thank you, again, for your business and confidence, and we look forward to serving you another year.

Sincerely,

/s/ Adam A. Ripple

Adam A. Ripple

AAR/slt

Attachment

Municipal Rate Fee Schedule 2024

Attorney 0-3 years' experience		\$235.00 per hour
Attorney 4-6 years' experience		\$295.00 per hour
Attorney 7 plus years' experience		\$415.00 per hour
Paralegal		\$215.00 per hour
Legal Tech.		\$95.00 per hour
Word Processor		No Charge

There is NO CHARGE for typist work, internal copies, faxes, long distance phone calls, or mileage. Actual out of pocket costs shall be passed through to the client.



Building a Better World
for All of Us®

January 2, 2024

RE: Foley, Minnesota
Engineering Services
SEH No. FOLEY GEN 14.00

Honorable Mayor and Council Members
c/o Sarah Brunn, City Administrator
City of Foley
251 4th Avenue North
PO Box 709
Foley, MN 56329-0709

Dear Mayor and Council Members:

Enclosed is our Proposed Hourly Rate Schedule for Engineering Services, effective January 1, 2024. The proposed rates represent an average 8 percent increase over the 2023 rates.

Thank you for the work, confidence, and trust you have given our firm over this last year. We sincerely appreciate the longstanding relationship we have with Foley, and hope you find the enclosed rates acceptable.

I am available to discuss the rate schedule or any other issue at your convenience. You can reach me at 218.849.0539.

Sincerely,

Jarod Griffith, PE
City Engineer
(Lic. MN)

mrh

Enclosure

c: Mark Pappenfus, City of Foley
Scott Hedlund, SEH
Karen Thull, SEH

x:\f\foley\common\agreement\rate table\2024\2024.01.02 | city 2024 rates.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 2351 Connecticut Avenue, Suite 300, Sartell, MN 56377-2485

320.229.4300 | 800.572.0617 | 888.908.8166 fax

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SHORT ELLIOTT HENDRICKSON, INC.

St. Cloud Office Hourly Rate Schedule for Engineering Services City of Foley

Effective January 1, 2024 – December 31, 2024

Senior Project Manager	\$180	-	\$220
Project Manager, Sr Engineer, Sr Scientist, Sr Land Surveyor, Sr GIS Specialist	\$131	-	\$190
Project Engineer, Architect, Scientist, Land Surveyor, Planner	\$100	-	\$150
Staff (Graduate), Engineer, Architect, Surveyor	\$96	-	\$135
Lead Technician, Lead Resident Project Representative	\$99	-	\$152
Sr Technician, GIS Technician, Sr Resident Project Representative	\$110	-	\$145
Technician, GIS Technician, Resident Project Representative, Survey Technician	\$80	-	\$125
Survey Crew Chief	\$87	-	\$142
Senior Administrative Assistant	\$74	-	\$110
Administrative Assistant	\$66	-	\$92
Intern	\$65	-	\$70
Specialist		Variable	

Reimbursable Expenses:

Printing and Postage Costs	Actual Cost
Subconsultants	1.1 x Actual Cost
Mileage	IRS Rate
Survey Vehicle and Equipment (Including Hubs, Lath, Irons, etc.)	\$ 4.90 / Hour
GPS Equipment	\$35.00 / Hour
Total Station	\$35.00 / Hour
RPR Vehicle	\$16.00 / Day
Regular City Council Meetings	No Cost

2024 Foley City Council Meeting Schedule

All Council Meetings held @ 5:30 P.M. unless noted.

*Second meetings of the month held when needed as determined by Mayor/ Administrator.

January 2

*January 16

February 6

*February 20

March 12 – City Council Meeting (must be moved due to presidential primary on 3/5)

April 2

*April 16

May 7

*May 21

June 4

*June 18 (Foley Fun Days)

July 9

August 6

August 20 - **Budget Workshop**

September 3- **Preliminary Levy Adoption**

*September 17

October 1

*October 15

November 12 – City Council Meeting (must be moved due to General Election on 11/5)

*November 15 – Continuation of City Council Meeting – if needed to canvass election results.

December 3 – Public Hearing for Final Budget @ 6pm

*December 17

CITY OF FOLEY

EMPLOYEE OBJECTIVES



Employee Name: _____

Evaluation Completed By: _____

Evaluation Period/Year: _____

Rating Points

5 Excellent
4 Above Average
3 Average
2 Below Average
1 Poor

Performance Observation & Measurement

1. Productivity: contributed to growth of Dept/City	5	4	3	2	1
2. Consistency: above & beyond job requirement	5	4	3	2	1
3. Quality: consistently high, exceeded standards	5	4	3	2	1
4. Quantity: high, production exceeded standards	5	4	3	2	1
5. Initiative: high contribution to solutions	5	4	3	2	1
6. Cost Management: served interests of City	5	4	3	2	1
7. Time Management: efficient use of resources	5	4	3	2	1

Total Score: _____

Comment on point(s) of strength:

Comment on how can these strength(s) can be better utilized:

Comment on point(s) of weakness:

How can these weaknesses be strengthened or improved?

Professional goals for upcoming year: (including time frame & measurement if applicable)

1.

2.

To be completed by the Supervisor

I have discussed both of the Performance Evaluations, as prepared by the Supervisor (myself) as well as that prepared by the Employee, with the employee.

Supervisor Name: _____

Supervisor Signature: _____ Date: _____

To be completed by the Employee

I have discussed both of the Performance Evaluations, as prepared by the Supervisor as well as that prepared by the Employee (myself), with my Supervisor.

Employee Name: _____

Employee Signature: _____ Date: _____

Other Comments:



Building a Better World
for All of Us®

December 27, 2023

RE: Foley, Minnesota
Water Treatment Plant Feasibility Study
SEH No. FOLEY P-175814 14.00

Honorable Mayor and City Council
c/o Sarah Brunn, City Administrator
City of Foley
251 4th Avenue North
PO Box 709
Foley, MN 56329-0709

Dear Mayor and Council Members:

Short Elliott Hendrickson, Inc. (SEH®) appreciates our continued opportunity to assist the City of Foley (City, Client, or Owner) with professional engineering services associated with a feasibility study for water system improvements which have the purpose of providing high quality water to the citizens of Foley into the future. Opinions of probable project cost will be completed as part of the feasibility study in order to submit more accurate funding applications and ensure the City is able to maximum available grant funding for the project, as well as to help secure additional funding sources. To that end, this letter serves as SEH's proposal for professional engineering services proposal to assist the City in this endeavor.

BACKGROUND

In 2016, SEH was contacted by the City to conduct a pilot study to consider the removal of iron and manganese from the water supplied by Wells 3 and 5. The raw water quality varies between the City's wells, with Well 3 exceeding the United States Environmental Protection Agency (US EPA) Secondary Standard for manganese (0.05 mg/L) and Well 5 exceeding the US EPA secondary standard (0.30 mg/L) for both iron and manganese (based on results of the study).

During the pilot study, the SEH operator noted that iron in the water was difficult to remove and was believed to be organically-bound. Organically-bound iron is more difficult to oxidize into a filterable particle because the oxidant used needs to break the bond between the organic compound and iron in addition to converting the dissolved iron into a filterable iron particle. SEH believes that using a stronger oxidant like ozone will improve the performance of the treatment process when compared typical oxidants like chlorine or permanganate.

The water system study conducted in 2016 also determined that the City is lacking treated water storage and recommended constructing a water storage tank in addition to a new well and water treatment plant. Since the study was completed, SEH has been assisting the City with submitting and updating funding applications for the water system improvements.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 2351 Connecticut Avenue, Suite 300, Sartell, MN 56377-2485

320.229.4300 | 800.572.0617 | 888.908.8166 fax

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In 2021, the City received a Health Risk Advisory (HRA) from MDH for manganese in the water at Wells 3, 4, and 5. The HRA recommended that the City take action to reduce exposure to manganese below the Health-Based Value (HBV) of 100 ug/L. **MDH-recommended actions include reducing the use of well with manganese above the HBV (not possible in Foley) or adding treatment to remove manganese.**

In 2023, the water treatment plant project scored in the fundable range on the Minnesota Public Facilities Authority (PFA) Drinking Water Revolving Fund (DWRF) 2024 Intended Use Plan (IUP) because the concentration of manganese in the well water is above the manganese HBV. In addition to scoring in the fundable range, **the project has been assigned \$2.6 million in Emerging Contaminant Grant funds.** The maximum DWRF Emerging Contaminant Grant is \$3 million. The current grant allocation is based on a ballpark project cost estimate from the original 2016 water study, which were based solely on historical facility costs for similarly sized cities. Water treatment plant construction costs have increased significantly since 2016 due to the COVID-19 pandemic and continued supply-chain issues so it is important that the opinions of probable cost for the City's projects are updated to reflect this price escalation.

SCOPE

The following tasks describe SEH's scope of services for this project:

Task 1 – Feasibility Study

SEH proposes to utilize the feasibility study-level of our uniform approach for completing the design of water pumping and treatment facilities and other complex projects for this project. Successful completion of these types of projects requires a coordinated effort between disciplines, offices, and project stakeholders. The purpose of using our approach is to coordinate the activities of the various disciplines with the result being a well-coordinated and quality-controlled set of construction documents. When this happens, the client and SEH design team is satisfied. The approach identifies the responsibility for completing key activities during specific phases of a design project and the entire design team works together to complete these activities.

Typically, the design of water pumping and treatment projects should follow a consistent sequence for completion of activities progressing from owner authorization to begin work through completion of drawings and specifications.

At this time, SEH proposes to complete the preliminary phases of our design approach to prepare the feasibility study. Achieving this level of design will allow the design team to complete an opinion of probable project cost that can be used in funding applications. Specific subtasks, which are included within the scope of this proposal, include:

1. Project Initiation and Management of Design Team
2. **Water Treatment Plant Tours.** SEH will coordinate and attend tours of existing water treatment plants with City staff and decision makers to determine the type of the facility the City would like to construct (packaged treatment equipment or constructed in place).
3. **City Project Meetings:**
 - a. Kickoff meeting with City.
 - b. Progress update meetings (monthly). SEH design team members in attendance will be the most appropriate for the specific agenda of each meeting.
 - c. Preliminary layout review meeting.
4. **Preparation of Conceptual Layout drawings** for the proposed WTP and site plan that will form the basis of the Preliminary Layout. The Conceptual Layout will be provided to the City for review and comment during one of the scheduled progress update meetings.

5. **Preparation of Preliminary Layout drawings** for the proposed WTP and site plan. The drawings will primarily focus on the selected site plan and the process and architectural design features of the facility, but will also include limited information from SEH structural, mechanical, and electrical engineering disciplines.
6. Preliminary design **meeting with MDH** the proposed project.
7. Completion of SEH's internal **Preliminary Layout Quality Control (QC) review**.
8. Preparation of **Feasibility Study Report**. The report will include:
 - a. **Analysis of source water** and recommendation of which well should be sealed/abandoned in order to ensure funding can be secured.
 - b. **Identification of available treatment processes** for contaminants needing treatment as well as the recommended treatment process for each contaminant.
 - c. **Recommendation for the treatment process selection**.
 - d. Preliminary design decisions and recommendations for the required size and preferred location of the WTP.
9. **Preparation of opinion of probable cost (OPC)** for construction as well as future operations and maintenance costs to be included in the Feasibility Study. Cost estimates will be completed for:
 - a. New Well
 - b. Existing well abandonment / wellhouse demolition
 - c. Water Treatment Plant
 - d. Water Storage Facility (clearwell and water tower for comparison)
10. Deliver final Feasibility Study to City and present to City Council.

Task 2 – Funding Applications

SEH will work with City staff in assembling an updated application for the Public Facility Authority's (PFA) Project Priority List (PPL). The application will update the previously submitted applications to document the findings of the Feasibility Study report. The document describes the water system, improvements needed, alternatives explored, recommended alternative(s) and the cost of and schedule for the project.

SEH funding specialists will continue to pursue additional funding sources for the project at no cost to the City.

Task 3 – Pilot Testing

This task involves testing the proposed water treatment plant process on a small scale prior to getting too deep into the design phase. The purpose of the pilot testing is to vet the ozonation process, which was not tested during the 2016 pilot study. Ozonation is being offered as an improved technology to the chemical oxidation processes that were used during the original pilot study because it is a stronger oxidant that is more capable of oxidizing the organically bound iron (making the iron able to be filtered out of the water better) present in the water from Well 5. SEH will perform the following as part of Task 3.

1. Collect water samples from Well 5 to be tested for total organic carbon, dissolved organic carbon, UV254, and bromide and send them to a laboratory for testing. This proposal does not include lab testing costs.
2. Prepare and submit pre-pilot study plan for review by the Minnesota Department of Health (MDH).
3. Meet with City staff and MDH to review pilot plan.
4. Provide ozone generator, ozone contactor, and mobile water treatment laboratory to confirm the following treatment processes and components:
 - a. Pre-ozonation: provide ozonation for oxidation of organics, iron, and manganese.
 - b. Detention: provide up to 30 minutes of detention time to allow the oxidation/ozonation process to occur.

- c. Chemical feed: provide chemical feed (chlorine, permanganate, peroxide) as needed for further oxidation of iron and manganese, if needed.
- d. Filtration: confirm the most effective filter media (Greensand Plus/antracite, or silica sand/antracite) and filter loading rates for treatment.
5. Pilot Operation and Water Quality Testing:
 - a. Set up and run one (1) pilot study at Well 5. SEH staff will set-up, operation, and removal of pilot equipment with assistance from City staff. An electrician may be required to obtain power for the equipment.
 - b. Collect and maintain records of the operation and performance of the pilot equipment. The data from the pilot study will aid in identifying the most efficient treatment process and filter media based on the City's actual well water quality.
 - c. SEH staff will perform iron and manganese testing in the pilot laboratory. Tests for bromide, bromate, and organics will need to be sent to a lab. This proposal does not include lab testing costs.
6. Prepare written report of the pilot results, findings, recommendations, and system costs.
7. Submit pilot study report to City staff for review and comment.
8. Meet with City staff to discuss and finalize pilot study report.
9. Submit pilot study report to MDH for review.

SCHEDULE

SEH proposes to complete the work outlined in this proposal according to the following schedule. Work associated with opinions of probable project cost will be completed by the beginning of May 2024 to include updated project costs in funding applications.

	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024	July 2024
Feasibility Study	x	x	x	x	x		
Funding Applications				x	x	x	
Pilot Testing			x	x			

PAYMENT

We propose to complete the three (3) identified tasks for a total-project lump sum amount of \$33,000 as summarized in the table below, which includes reimbursable expenses including mileage and printing. We understand this total amount cannot increase without further authorization from the City.

Task	Description	Lump Sum Fee
1	Feasibility Study	\$30,000
2	Funding Applications	\$3,000
3	Pilot Testing	No charge
Total		\$33,000

EXCLUSIONS

This proposal does not include:

1. Lab testing costs for bromide, bromate, or organics. SEH will coordinate laboratory services for payment by the City.
2. Electrical connections to pilot equipment. City staff or a City-paid electrician will assist with obtaining power for the equipment via the wellhouse.

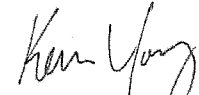
CLOSING

Thank you for the opportunity to provide the City of Foley with this proposal. As always, it is very important to us that our services surpass your needs and expectations. After you have had an opportunity to review this proposal, we would like to hear any comments, concerns or questions you may have. If this proposal is acceptable, we will prepare a Supplemental Letter Agreement for signatures.

If you have any questions or would like to discuss this proposal in greater detail, please contact me at your convenience at 320.229.4306 or kbyoung@sehinc.com. We look forward to working with you.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Kevin Young, PE
Associate | Sr. Water Engineer
(Lic. MN, VA)

kby/mrb

Enclosure

c: Jarod Griffith, SEH
Jeff Ledin, SEH

https://sehincazure-my.sharepoint.com/personal/kbyoung_sehinc_com/documents/desktop/projects/foley, mn/wtp design proposal/wtp feasibility study proposal.docx

Stacy Graham

From: Sarah Brunn
Sent: Thursday, December 28, 2023 8:22 AM
To: Stacy Graham
Subject: Fwd: WTP Feasibility Study Proposal
Attachments: 2023.12.27 L City WTP Feasibility Study Proposal.pdf

Get [Outlook for iOS](#)

From: Kevin Young <kbyoung@sehinc.com>
Sent: Wednesday, December 27, 2023 9:54:28 PM
To: Sarah Brunn <sbrunn@ci.foley.mn.us>
Cc: Jeff Ledin <jledin@sehinc.com>; Jarod Griffith <jgriffith@sehinc.com>; Mark Pappenfus <mpappenfus@ci.foley.mn.us>
Subject: WTP Feasibility Study Proposal

Hi Sarah,

Please see our proposal for completing the water treatment plant feasibility study that we have discussed recently.

We made the decision internally to do the pilot testing at no charge to the City since one round of pilot testing was already completed in the past. It is also mentioned in the proposal, but I want to be transparent in that there are lab testing costs associated with the piloting that we are looking for the City to cover. We can provide an estimate of what the testing will cost as well.

If you have any questions or comments, please let me know. We will follow up this letter with our typical supplemental letter agreement, but I am heading out on vacation in the morning and needed to get this letter proposal over to you before leaving.

Thank you,

Kevin Young, PE (MN, VA)
Associate, Sr. Water Engineer
Short Elliott Hendrickson Inc. (SEH®)
320.229.4306 direct | 320.293.2546 mobile

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Stacy Graham

From: Sarah Brunn
Sent: Wednesday, December 27, 2023 3:26 PM
To: Stacy Graham
Subject: FW: Fire Dept. - Midwest Fire Tanker Specs & Pricing
Attachments: 12.19.23 Quote.pdf; 12.19.23, Specs, AP 3000 Tanker, Waterous PB18 3030C, 114SD Cummins L9 450hp 18k-46k 130CA.docx

Add these attachments and email to the council packet for Tuesday.

Thanks.

Sarah A. Brunn
City Administrator
sbrunn@ci.foley.mn.us



City of Foley
251 4th Avenue North
P.O. Box 709
Foley, MN 56329
www.ci.foley.mn.us
320-968-7260 Office
320-968-6325 Fax

From: Mark Pappenfus <mpappenfus@gmail.com>
Sent: Wednesday, December 27, 2023 3:14 PM
To: Sarah Brunn <sbrunn@ci.foley.mn.us>
Subject: Fire Dept. - Midwest Fire Tanker Specs & Pricing

Sarah,

Attached are the Specs and Quote for the replacement/purchase of new Tanker #3 for the Fire Department that our FD Truck Committee has put together and is being recommended by the FD Membership. The final quote price from Midwest Fire is \$396,746.00 for a 3,000-gallon Tanker. This will be replacing a 1999 Freightliner 2,000-gallon Tanker.

Current lead time on this truck is an approximate October 2025 delivery date. Funds for the purchase of this will come out of the Fire Department Fund as our current Rescue Truck yearly payment will be completed by then.

If any Council Member has any questions, I encourage them to contact me ahead of the Council Meeting.

Thanks, Mark

Mark Pappenfus

Foley Fire Chief
320-250-6415



Quote Number 00007033
Created Date 12/19/2023

Company Address 901 Commerce Road
P.O. Box 524
Luverne, MN 56156-0524
US

Account Name Foley Fire Dept - MN
Contact Name Mark Pappenfus
Phone 320-250-6415
Email mpappenfus@gmail.com

Prepared By Newt Johnson
Email newt@midwestfire.com
Phone (507) 690-2990

Apparatus

Product	Quote Description	Quantity
A) 1.01.05	All-Poly Series 3000 Gallon, "T" Style	1.00
A) 1.02.00	Rear Fill Tower, Center	1.00
B) 2.00.07	Direct Fill, Rear, Street Side 4" w/5" Storz Adapter	1.00
B) 2.01.01	Direct Fill, Rear, Curb Side 2 1/2" NST	1.00
B) 2.02.00.01	Tank Level Gauges, Automatic Off, at 10mph	1.00
B) 2.02.08.02	IC, Soft Glo Series Tank Level Gauge, Outside Pump Compartment - Master	1.00
B) 2.02.08.06	IC, Soft Glo Series, "Mini-Monster", Rear Street Side on Rear of the Tank	1.00
B) 2.03.02	Hydrant (1) One & (2) Two Spanner Wrenches, Curb Side Rear Panel	1.00
B) 2.04.01	Storz Spanner Wrenches, (4) Four, Street Side Rear Panel	1.00
C) 3.02.01	Rear Dump, Center, SST, Elec, w/18" Tele Chute	1.00
C) 3.02.02	Rear Dump, Street Side, SST, Elec, w/18" Tele Chute	1.00
C) 3.03.02	Switches and Indicator Light (2 Dump Valve)	1.00
D) 4.02.08	ZICO Tank Carrier, 3000 Gallons, Curb Side	1.00
D) 4.05.02	ZICO Tank Carrier Enclosed in Smooth Aluminum Painted to Match	1.00
D) 4.06.08	Portable Tank, 3000 Gallon, Alum Frame, (See Spec for Color), 159" x 29"	1.00
F) 6.00.01	Street Side, Front Low Compartment	1.00
F) 6.00.08.03	Street Side, Compartment Behind Rear Wheels, Poly Slam Door Painted to Match	1.00
F) 6.01.01	Curb Side, Front Low Compartment	1.00
F) 6.02.07.06	Vertical Slide-Out Rack, Curb Side, Front, Lower Only	1.00
F) 6.960	60" Roll-Up Door	2.00
G) 7.02.01	Rear Step, 12" Deep	1.00
H) 8.00.01.01	Rear Grab Rails, Two (2), (1) Each Street Side & Curb Side	1.00
H) 8.00.10.01	Fill Tower Grab Rail, (1) One	1.00
H) 8.01.04.03	Lower Level Rear Folding Steps (2) Two, Chrome Plated, (1) One Curb & Street Side	1.00
I) 9.02.01.02	Quad-Cluster Tail Light Package, Whelen M6 Series	1.00
I) 9.02.03	Side Mount Turn Signals	1.00
I) 9.03.02	Customer Supplied Antenna, Installed on Cab Roof Behind the Lightbar	1.00



I) 9.03.03.01	Customer Supplied Radio, Surface Mounted, Center Console, Behind Siren Controls	1.00
I) 9.04.01.02	Camera, Rear View, RearViewSafety, w/out GPS	1.00
I) 9.06.06.09	12V Power Strip, Inside Center Console, Wired to Chassis Battery	1.00
I) 9.06.06.10	12V Power Strip, Inside Center Console, Wired to Master Switch	1.00
J) 10.00.01	Center Console for Freightliner Chassis	1.00
J) 10.00.10.02	Map Light for Center Console	1.00
J) 10.00.10.06	USB Port	1.00
J) 10.01.04	Whelen Opticom Emitter, (ONLY Freedom or Liberty)	1.00
J) 10.02.01.03	Whelen 295SLSA1 Siren w/ Speaker Mounted flush mounted, Curb Side	1.00
J) 10.04.04.02	Lower Level Lights, Front/Rear Flashers, Red, Mounted on (2) Grill of Chassis, (2) Rear of Body, (4) Total, Chrome Bezel	1.00
J) 10.05.04	Intersection Lights, M6 Series LED, Red Light, (6) Six, (3) Three Each Side, Chrome Bezel	1.00
J) 10.07.05	Automatic Reverse Scene Lighting	1.00
J) 10.09.02	Ground Lights, LED, (6) Six	1.00
J) 10.10.01.01	Wigwag Headlights - OEM Installed	1.00
J) 10.10.05.02	Brow Light, Whelen, Dual Head Pioneer Plus Floodlight, PFH2, White Housing	1.00
J) 10.10.06.01	Step Lights, LED, (4) Four, Illuminate Chassis Steps	1.00
K) 11.00.01.04	Paint, Color Matched, Single Tone, 2600 - 3000 Gallon	1.00
K) 11.03.01	Vinyl Lettering, Chassis Doors, (See Spec for Details)	1.00
K) 11.03.03	Vinyl Lettering, Customer Unit Number on the Street and Curb Side Chassis Fenders, (See Spec for Details)	1.00
K) 11.03.04	Vinyl Lettering, Street & Curb Side, (See Spec for Details)	1.00
K) 11.03.09	Vinyl Lettering, On One (1) Drop Tank Carrier Cover (cover must be smooth alumium)	1.00
K) 11.05.03.01	Reflective Striping Inside of Chassis Doors, Single Cab	1.00
K) 11.05.04.02	Reflective Striping, <Color>, (1" x 4" x 1"), Straight on Truck & Body, Tandem Axle	1.00
M) 13.01.06.02	Engine Driven, Waterous Model PB18-3030C, Engine Fuel Supplied by Standalone Fuel Tank	1.00
M) 13.01.09.01	Engine Driven, Tank to Pump, 2 1/2" Line	1.00
M) 13.01.09.03	Engine Driven, Tank Fill/Pump, Re-Circulating 2" Line	1.00
M) 13.01.09.05	Engine Driven, Gated 2 1/2" Suction Line	1.00
M) 13.11.01	Pump House Heat Control, Pump Compartment Fan	1.00
M) 13.11.02	Pump House Heat Control, Pump House Heater, 29,380 BTU/hr	1.00
M) 13.12.01	Pump Certification, MWF Calibration	1.00
N) 14.00.01	Side Hose Tray, Poly, Street Side	1.00
N) 14.02.01	Rear Step Hose Box w/ a Black Vinyl Cover Installed	1.00
N) 14.03.01	Engine Driven Pump Pre-Connect, Plumb w/ 2", w/ 2" Valve, Term. w/ 1 1/2" NST Male (No Tray)	1.00
N) 14.03.02	Engine Driven Pump Pre-Connect, Plumb w/ 2 1/2", w/ 2 1/2" Valve, Term. w/ 2 1/2" NST Male (No Tray)	1.00
N) 14.07.01	Hose Tray Divider	1.00
N) 14.07.03	Vinyl Hose Tray Cover	1.00
N) 14.13	No Hose Bed	1.00
O) 15.00.06.05	(1) Hard Suct Trays, 5" - 6", Street Side of Tank	1.00



Q) 17.01.03.02	Hub and Lugnut Covers, Tandem Axle, OEM Installed	1.00
Q) 17.04.08	Auto Charge 1200, 40-amp, Auto Eject Plug-In, Beneath Street Side Chassis Door	1.00
Q) 17.05.02	Super Auto Eject Air Connection, Beneath Street Side Chassis Door	1.00
Q) 17.10.01.02	Tire Pressure Indicators (Tandem Axle Chassis)	1.00
Q) 17.10.09	Rear Receiver Hitch, 2", Installed on Rear	1.00
Q) 17.10.12.02	Engine Compartment Light, LED, OEM Installed	1.00
Q) 17.11.01.01	Chassis Exhaust, Standard Modifications	1.00
R) 18.05.03	Adapter, Chrome Adapter Cap w/ Chain, 2.5" NST x 1.5", (1) One	2.00
R) 18.08.04	Two (2) Cast Aluminum, Wheel Chocks & Holders, Installed Underneath Street Side Front Locker	1.00
R) 18.19	DOT Essential Kit	1.00
S) 19.01	Freightliner 114SD Tandem Axle Chassis, Reg Cab, Cummins L9 450hp, 130CA 18k-46k Axle Rating	1.00
V) 30.01.02	Maximum Height - RESTRICTION (SEE SPECS)	1.00
V) 30.02.01	Maximum Length- No Restrictions	1.00
X) Sourcewell Contract	Sourcewell Contract: City of Foley	1.00
Z) NOR (1)	11.06.5512, Rear Chevron, Diamond Grade Pattern, 100% of Rear, Red/Fluorescent Yellow Green, Individual Stripes, 6"	1.00
Z) NOR (2)	10.02.03.5621, Mechanical Q-Siren (Q2B), Chrome, Mounted Through Front Bumper, Street Side, Additional Rocker Switch	1.00
Z) NOR (2)	10.5708, Whelen Warning Light Upgrade, DVI and Low Power Mode	1.00
Z) NOR (3)	10.01.03.5673, Whelen K4W2 Freedom Series, Street Side Red, Curb Side Blue, Centers White	1.00
Z) NOR (4)	17.08.00.5710, Air Horn Rocker Switch, Center Console	1.00
Z) NOR (6)	10.06.12.02.5101, Upper/Rear Flashers, Red/Blue, M9, Upper Corners, (2) Ea. Side, (2) Rear, (6) Total, Chrome Bezel	1.00
Z) NOR (7)	15.00.5696, Cone Storage, Curb Side Behind Rear Wheels	1.00
Z) NOR (8)	18.5681, Rubber Mallet and Mounting Bracket, Mounted at Final Inspection	1.00
Z) NOR (9)	10.10.5680, Whelen M4 DUO Light Traffic Advisor/DVI Warning Lights	1.00
Z) NOR (9)	10.10.5682, Two (2) Orange Streamlight SL-20LP Flashlights and Two (2) Red Wands, Mounted Rear of Center Console	1.00
Z) NOR (9)	10.07.5688, Upper Level Scene Lights, Whelen Pioneer PCPSM1C, Six (6) Total	1.00
Z) NOR (9)	13.01.09.1313, One (1) 2 ½" NST Male, Curb Side, Between Body & Cab, Discharge, 2 ½" valve	1.00
Z) NOR (9)	15.00.5689, External Poly Compartment for One (1) Customer Supplied 24" x 24" Stop Sign and 6' Plastic Staff Holder	1.00

Total Price

\$396,746.00



MIDWEST FIRE®

3000 Gallon All-Poly® Series Tanker Specifications

Prepared for: Foley Fire Department

Foley, MN

Midwest Fire Rep: Newt Johnson

December 19th, 2023

QMS-WIN-022 Rev Q

Notes:

Date	Change Order #	Op Number	Description	Rev

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SECTION 1: BOOSTER TANK

1.00 "T" Tank with a Lifetime Warranty from Its Manufacturer

The All-Poly Series features a polypropylene "T" style tank. The top of this tank may be used as a hose bed, with optional dividers (see section 14). Hose beds stretch the full width and full length of the tank.

"T"-style tank fabricated from non-corrosive, stress-relieved virgin copolymer polypropylene thermoplastic material. All exterior tank joints and seams are extrusion welded. All welds conform to DVS and AWS standards. All joints, seams, and welds tested for integrity and leaks and are certified to be free from defects. The top of the tank is white with a textured finish and is fitted with removable lifting eyes designed with a 3-to-1 safety factor to facilitate easy removal.

The upper rear of the tank has a transverse internal bulkhead isolated from the water carrying portion of the tank. This area may be used for wiring connections and for installing lights and grab handles. The use of external blocks for mounting equipment will be kept to a minimum providing a pleasant appearance. Wire tubes will be installed inside the tank, originating in the transverse bulkhead, and terminating at the bottom of the tank. Wires for lights and equipment will not be visible from the outside of the tank.

The material thickness will be dependent upon its function. The sides, top and ends will be 3/4" (.75) thick. The baffles and fill tower will be 3/8 to 1/2" (.50) thick.

The transverse swash partitions extend approximately 4" off the floor to just under the cover. The longitude swash partitions extend from the floor to the tank through the cover to allow for positive welding and maximum integrity. All partitions are equipped with vent and air holes to permit movement of air and water between compartments. The partitions are designed to provide maximum water flow. All swash partitions interlock with one another and are welded to each other as well to the walls of the tank. This baffling system will be fully compliant with NFPA and the DOT regulations.

There will be a sump located on the bottom of the tank with a 3/4" drain valve at the lowest point. A 3" minimum removable clean out plug is installed at the bottom rear and bottom front of the tank.

Tank fill couplings backed with flow deflectors to disperse the stream of water entering the tank, and capable of withstanding sustained fill rates of up to 1,000 G.P.M. at 100 PSI maximum.

All auxiliary outlets and inlets must meet NFPA 1900 guidelines in effect at the time of manufacture.

1.01 Tank Size

1.01.05 All-Poly Series 3000 gallon

1.02 Rear Fill Tower

Tank has an overhead fill tower with lid, located at the rear of tank. Fill tower is constructed of 1/2" polypropylene with minimum dimensions of 16" square. The tower has a 1/4" removable Poly screen and a polypropylene hinged-type cover with a vent overflow. An internal overflow system is to be inside in the tank and discharge behind the rear wheels. This allows air to enter the tank when dumping water.

THE TANK WILL CARRY A LIFETIME WARRANTY FROM ITS MANUFACTURER

SECTION 2: DIRECT FILLS AND TANK LEVEL

2.00 Street Side Direct Fill

A fill directly into the tank at the rear of the apparatus is equipped with a valve, a 30-degree elbow, bleeder valve, plug or cap holder with a tether chain.

2.00.07 Street Side 4" w/5" Storz

2.01 Curb Side Direct Fill

A fill directly into the tank at the rear of the apparatus is equipped with a valve, a 30-degree elbow, bleeder valve, plug or cap holder with a tether chain.

2.01.01 Curb Side 2 ½" NST

2.02 Tank Level Gauge

- Pressure transducer mounted on the outside of the tank in an easily accessible area. Sealed foam tanks (if so equipped) will require zero pressure vacuum vents.
- Super bright LED display viewable from 180 degrees with a visual indication at multiple accurate levels.
- Weather resistant connectors to connect to the digital display, the pressure transducer, and the apparatus power. Additional displays are easily integrated and will receive data from the same source as the Master Display; no additional transducers required.
- Tank level gauge indicates the liquid level on easy-to-read LED display.

2.02.00.01 Tank Level Gauges automatic off at 10mph.

The water and/or foam tank level gauges will automatically turn off when the apparatus' speed exceeds 10 mph and automatically turn on below 10 mph.

2.02.08 One (1) Innovative Controls Soft Glo Series Water Tank Level Gauge

2.02.08.02 Installed outside the pump compartment.

2.02.08.06 Mini-Monster Installed at the street side on the rear of the tank.

2.03 Spanner Wrenches

One (1) adjustable hydrant wrench and two (2) spanner wrenches with holder.

2.03.02 Installed on the curb side rear panel.

2.04 Storz Wrenches

Storz wrenches. Four (4) Storz spanner wrenches with holder

2.04.01 Installed on the street side rear panel.

SECTION 3: DUMP VALVES AND CHUTES

Newton 10" square stainless-steel Kwick-Dump Gate style (full flow) dump valves with stainless-steel flip chutes and telescopic chutes. For improved water flow, the dump valve is attached directly to the tank and not by use of a rear manifold system.

3.02 Electric Dump Valves

Newton 10" square stainless-steel dump valve with electric actuated valve and 18" telescoping chute.

3.02.01 Rear dump valve with 18" telescoping chute.

3.02.02 Street side dump valve with 18" telescoping chute.

3.03 Dump valve switches

Dump valve switches for each dump valve and telescoping chute will be on the rear body panel. There will also be switches in the cab with a light indicating when the valve is open and telescoping chute is extended.

3.03.02 Switches for two (2) dump valves and chutes.

***Production Note: In-cab on/off power switch will only control the power for in-cab switches**

SECTION 4: PORTABLE TANK CARRIER

4.02 ZICO Electric Tip-down Portable Tank Carrier

One (1) Zico Model 3098 electric portable tank carrier for loading/unloading of a folding water tank located above the catwalk and designed to fold down over the body side. The carrier is equipped with amber flashing lights located on the front and rear which will illuminate when not in the stowed position. A red "Carrier down" flashing LED warning light visible to the driver will illuminate when the portable tank carrier is not in the stowed position.

4.02.08 3000 gallons, curb side

4.05 Electric Carrier Enclosure Option

4.05.02 Electric Tip-Down portable tank carrier enclosed in smooth aluminum painted to match the color of the apparatus.

4.06 Portable Tank

The portable tank frame will be constructed with the requested material below. The tank liner is constructed of nylon -coated material, 23 oz. side walls and a 30 oz. floor with handles installed in the floor for ease of folding. All portable tanks will have two outlets.

4.06.08 3000 Gallons, Aluminum Frame, RED, 159"x 29"

SECTION 5: BODY AND COMPONENTS

Body

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- The body will be enclosed on all sides and incorporate closed wheel wells and finished storage compartments.
- Stainless-steel corner guards to protect from damage on road and fire scene.
- Front lower vertical surface of body protected with aluminum Tread-brite.

Tank

- The tank is affixed to the cradle utilizing hat channel mounting brackets constructed of ¼" thick stainless-steel. The channels are mounted beneath the center of the tank before and after the cross members of the cradle. The channel is surrounding these members and is bolted directly to the bottom of the tank thereby securing the tank to the cradle.
- This mounting system provides a free-floating connection of the tank to the cradle which allows the chassis frame's normal movement and twist to introduce no stress upon the tank or body.

Fenders

- Fenders will be integral with the side of the body.
- Fender wells are constructed with full circular copolymer polypropylene thermoplastic inner liners for ease of cleaning and maintenance.

Materials

- The entire body is fabricated from non-corrosive, stress-relieved virgin copolymer polypropylene thermoplastic material.
- All exterior body joints and seams are extrusion welded.
- All welds will conform to DVS and AWS standards.
- All joints, seams, and welds will be tested for integrity and are certified to be free from defects.
- All joints and are 100 percent welded inside and out; no skip welding is permitted.

THE BODY WILL CARRY A LIFETIME WARRANTY FROM ITS MANUFACTURER

5.00 Fenderettes

Fenderettes are installed on the wheel wells to prevent splash and enhance appearance. The fenderettes extend approximately 1" beyond the body side and are designed to be replaced. All fasteners will not be exposed to the exterior of the fenderettes or body.

5.00.01 Chrome Fenderettes

5.01 Rub Rail - Aluminum

The bottom edge of the entire apparatus will have an aluminum rub-rail installed including the pump house, and rear step. The rub-rail is replaceable, made from solid extruded aluminum and features a reflective stripe at the rail center.

5.01.03 Black

5.02 Tow Eye

Attached to the rear of the chassis frame is a black powder coated steel support system that provides extra strength to the rear body with integrated tow eyes.

5.03 Cradle

An all-aluminum cradle is engineered and constructed to connect the chassis frame with the copolymer tank and body. The cradle is constructed using extruded aluminum tubing .25" thick and extruded aluminum flats .375" thick. Cradle cross members are spaced to restrict unsupported portions of the tank between cross members to a maximum of 550" squared. There are cushioned rubber extrusions placed over all tank support areas to isolate the tank from the aluminum cradle.

SECTION 6: BODY COMPARTMENTS

6.00 Street Side Compartments

- A sweep-out style compartment provided on the street side, integral to the body, constructed using white copolymer material.
- Each compartment will have an anodized aluminum roll-up door, door activated LED compartment lights, corrosion resistant vents, black Turtle Tile plastic dry decking, and floor drains.
- Compartments at wheel height or below (located ahead or behind rear wheels) are 25" deep.
- Full height compartments have stepped depth: 12" above the wheel wells and 25" at wheel height or below.
- Compartments located above the wheel wells are 12" deep.

6.00.01 Street Side Front Low Compartment

Compartment is located on the street side, ahead of the rear wheels. Approximate inside dimensions are 60" wide by 32" tall by 25" deep.

6.00.08 Street Side Compartment Below Dump Valve

Compartment is located behind the rear wheels below the dump valve. It is equipped with a single panel slam door, D-ring latch handle, gas shock door holder with piano hinge, door activated LED lighting, and reflective stripe.

6.00.08.03 Poly slam door painted to match.

6.01 Curb Side Compartments

- A sweep-out style compartment provided on the curb side, integral to the body, constructed using white copolymer material.
- Each compartment will have an anodized aluminum roll-up door, door activated LED compartment lights, corrosion resistant vents, black Turtle Tile plastic dry decking, and floor drains.
- Compartments at wheel height or below (located ahead or behind rear wheels) are 25" deep.
- Full height compartments have stepped depth: 12" above the wheel wells and 25" at wheel height or below.
- Compartments located above the wheel wells are 12" deep.

6.01.01 Curb Side Front Low Compartment

Compartment is located on the curb side, ahead of the rear wheels. Approximate inside dimensions are 60" wide by 32" tall by 25" deep.

6.02 Compartment Options

6.02.07 Vertical slide-out rack

Slide-out equipment rack(s) are equipped with roller bearing, linear sliding mechanisms which are lockable in both the "In" and "Out" positions. Rack(s) are constructed of 3/16" thick aluminum panels and in such a manner as to provide the end-user with the ability to easily install and/or reconfigure various brackets, holders, and the like. Reflective tape installed on edge surfaces that extended past the body of the apparatus.

6.02.07.06 Front, Curb Side, Lower Only

SECTION 7: CATWALKS AND REAR STEP

7.01 Catwalks

Catwalks are located above the street and curb side compartments, made of embossed aluminum tread plate, and bent at a 30-degree angle to provide a drip rail.

7.02 Rear Step

The rear step is NFPA compliant non-slip and made of embossed aluminum tread plate with a 7" tall kick plate. Rounded polished aluminum castings installed on the corners of the step.

7.02.01 12" Deep Rear Step

SECTION 8: GRAB RAILS AND FOOTSTEPS

8.00 Grabs Rails

The grab rails are made of 1 ¼ " diameter extruded aluminum tubing with knurled finish and stanchion brackets.

8.00.01 Rear Grab Rails

Vertical grab rail(s) provided at the rear.

8.00.01.01 Two (2) Grab Rails, One (1) on each side.

8.00.10 Fill Tower Grab Rail

One (1) horizontal grab rail located behind the fill tower.

8.00.10.01 Fill Tower Grab Rail

8.01 Access Steps

As per NFPA 1901 standards, all steps are a minimum of 35" square.

8.01.04 Lower-Level Rear Steps

Large illuminated steps provided at the rear for access to the catwalk area. The steps are a minimum of 35" square with polished kick-plates.

SECTION 9: ELECTRICAL EQUIPMENT

9.00 Multiplex Electrical System

9.00.02 Class 1 ES-Key Multiplex System

- The apparatus is equipped with a battery disconnect "Master Switch" mounted inside the chassis cab.
- Control Display
The apparatus is equipped with a full color LCD display, with push buttons and touch screen capability with J1939 CAN Bus connections and video inputs. It is bonded for direct sunlight viewing, sealed against harsh weather conditions, and mounted flush in the center console.
- Push Button Switch Modules
The apparatus is equipped with the appropriate quantity of push button switch modules for enhanced device activation. Individual switches are backlit with symbol labels. Switch panels are sealed against harsh weather conditions and have LED indicators. Each switch position's back light may be individually controlled allowing for the specific switch position to be used as an indicator.
- The multiplex system includes the functions of the Vehicle Data Recorder and Seat Belt Monitor.
- The multiplex system utilizes a Controller Area Network (J1939) protocol to provide multiplexed control signals for "real time" operation. The system consists of a main control module and the appropriate combination of additional module(s), Switch Input Module(s), and other I/O modules as required for each apparatus' application.

9.01 DOT Lighting Details

- A total of nine (9) LED clearance lights and seven (7) red LED lights installed at the rear.
- Two (2) amber LED lights are installed on the front street and curb sides.
- Reflectors are installed per DOT specifications.
- A red warning light visible to the driver in the chassis cab that illuminates when a compartment door is ajar/open.
- An illuminated license plate bracket installed at rear.

9.02 Lower-Level Rear Lighting

9.02.01 Quad cluster Taillight Package

Two (2) LED Quad-Cluster combination include: red LED stop/tail, clear LED backup light, amber LED arrow type turn signal, and LED warning light, installed at the rear. Light assemblies provided in a four-light housing.

9.02.01.02 Whelen M6 Series Quad-Cluster, Chrome Bezel

9.02.03 Side Mount Turn Signals

LED side-mounted DOT approved turn signal repeaters, mounted in the rear wheel area on the body to provide visible lateral turn warning.

9.03 Antenna

9.03.02 Customer Supplied Antenna

Customer's antenna installed on the chassis roof behind the lightbar. Cable will be labeled and tied up inside the center console if a radio is not mounted. If a radio is mounted the antenna will be crimped and attached to the radio.

9.03.03 Customer Supplied Radio

Customer's radio and one speaker mounted only if applicable. The speaker will be mounted in an area that will not hinder audio. Power and programming will be the responsibility of the customer. The wires will be labeled and tied up in the center console. Mounting bracket(s) are to be supplied by customer.

9.03.03.01 Radio surface mounted in the center console behind the siren controls.

9.04 Camera System

9.04.01 Rear view camera

One (1) rear view camera system installed. Camera system includes a colored wide-angle rear mounted camera and 7" monitor mounted in the center of the vehicle's dashboard unless specified otherwise. Automatically activated when truck is put in reverse.

9.04.01.02 Rear View Camera



9.06 Power Distribution Options

9.06.06 12V Power Strip

A 12V Battery Power, 6 position overload/short protected terminal strip will be installed in the upper front sill of the compartment unless specified otherwise.

9.06.06.09 Inside Center Console, Wired to Chassis Battery

9.06.06.10 Inside Center Console, Wired to Master Switch

SECTION 10: EMERGENCY SIREN AND LIGHTING EQUIPMENT

10.00 Apparatus Control Center

All emergency lighting, options, and accessories are controlled at a master control center in the cab.

The apparatus control center:

- Controls all warning lights and scene lights.
- Includes an "Open Door" and other optional indicator lights.
- UV700 Multiplex display – If equipped.
- Controls other optional functions if equipped. (I.E. Electric Dump Valves, Pump Shift)
- Mounted Electronics, Sirens, and Radios – If equipped.
- Features lighted identification plates on a non-glare panel face that clearly identify each switch and its function.
- Removable lid on console for maintenance and adding additional items.
- Control Centers will require that there be no seat in between the driver and passenger seats.

All warning packages are fully NFPA compliant and certified by the lighting component manufacturer to meet all requirements.

10.00.01 Center Console for Freightliner Chassis

10.00.10 Center Console Options

10.00.10.02 Map Light

A 12-volt, flexible LED map light installed on the center console.

***Production Note: install on curb side of center console**

10.00.10.06 USB Port

A dual USB port will be installed on the center console.

10.01 Light Bar:

The light bar is mounted on the cab roof.

10.01.03 Whelen model K4W Freedom Series light bar, Custom

Whelen model Freedom IV WCX, Super-LED, 60" long. Covers front and front side zones. The light bar has four (4) DYAD two level LED modules mounted in the corners, with eight (8) DYAD two level LED modules mounted in the front of the lightbar. Custom Layout Below. The flashing white lights will be disengaged when parking brake is applied.

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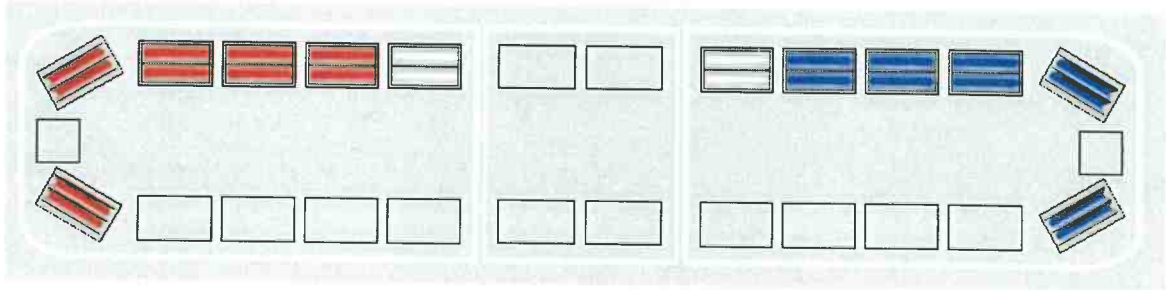
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10.01.03.5673 Whelen K4W0 Freedom Series, Street Side Red, Curb Side Blue, Centers White



***Production Note: On/Off switch for white forward-facing lights in multiplex system**

10.01.04 Whelen Opticom Emitter

Whelen Opticom Emitter installed in the Freedom Series Lightbar, in the center module location. Control head to be mounted in the electrical box, with activation via a switch on the center console.

***All Whelen M-Series warning lights and Freedom Series lightbar will have DVI and low power capability.

10.02 Siren:

10.02.01 Whelen Siren

Whelen Siren 200-watt, six (6) function Class A electronic siren, mounted in the chassis cab in a location convenient to the driver. The electronic siren includes full function, 17 Scan-Lock siren tones, and hard-wired microphone. The siren control is lighted for easy night operation. Cast aluminum speaker available with three (3) siren mounting locations.

10.02.01.03 Whelen 295SLSA1 siren w/speaker flush mounted curb side

10.02.03 Federal Q-Siren (Q2B)

Federal Q-Siren (Q2B) is an electro-mechanical siren producing a powerful 123 decibels at 10 feet. The Q2B siren will be powered when the master switch is turned on. The siren brake and activation switch will be controlled by a momentary rocker switch mounted to the curb side of the center console.

10.02.03.5621 Federal Signal Q2B mounted through front bumper street side.

Additional Q2B Rocker Switch (brake and activation), Mounted to Curb Side of Center Console

10.04 Lower-Level Lights

10.04.04 Front/Rear Whelen M6 Series LED

Whelen M6 series LED lights. Front lights will be mounted on the grill of the chassis. Rear lights will be in taillight cluster. Lights will have clear lenses.

10.04.04.02 Front/Rear Flashers, Red, Chrome Bezel, Two (2) mounted on grill of chassis, Two (2) mounted on rear of body, Four (4) Total

***All Whelen M-Series warning lights and Freedom Series lightbar will have DVI and low power capability.

10.05 Intersection Lights

All lights mounted 18" above the ground, and no higher than 60". One (1) positioned as far forward as possible, and one (1) positioned as close to the rear of the truck. *With three (3) lights one (1) positioned behind the cab, but in front of the rear wheels. Lights will have clear lenses. *If there is a front bumper extension the lights will be mounted on the extension not the side of the hood.

10.05.04 Intersection, Red, Chrome Bezel, M6 Series LED, Three (3) each side.

***All Whelen M-Series warning lights and Freedom Series lightbar will have DVI and low power capability.

10.06 Upper-Level Side/Rear Warning Lights

10.06.12 Side/Rear Whelen M Series Upper LED Flashers

Whelen M Series LED Flashers. The flashers will be the outer/upper most lights (outside or above of the scene lights). Lights will have clear lenses.

10.06.12.02.5101 Side/Rear Flashers, Red & Blue, Chrome Bezel, M9 Series LED, Two (2) each side of the tank in the front and rear upper corners, with two (2) on the rear of apparatus in the upper corners. (Six (6) Total).

Warning Light Color Layout:

- 10.06
 - *Upper Street Side: Front (Red), Rear (Red)
 - *Upper Curb Side: Front (Red), Rear (Red)
 - *Upper Rear: Street Side (Red), Curb Side (Blue)

***All Whelen M-Series warning lights and Freedom Series lightbar will have DVI and low power capability.

10.07 Scene lights

Scene Lights are controlled from the control center located in the chassis cab and a One Touch switch pack located on the pump panel.

10.07.05 Automatic Reverse Scene Wiring

Rear scene lights will be wired to illuminate when chassis is placed in reverse.

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10.07.5688 Upper-Level Scene Lights, Whelen Pioneer PCPSM1C, Six (6) Total
Whelen Pioneer PCPSM1C Upper-Level Scene Lighting, Surface Mounted, Chrome Housing, Two (2) Each Side of the Tank in the Upper Corners, Two (2) on the Rear of the Tank in the Upper Corners Six (6) Total.

10.09 Ground Lights

10.09.02 Six (6) ground lights

There are six (6) LED ground lights installed to illuminate the area below the apparatus. Two (2) lights are installed on street and curb side below the chassis steps, two (2) lights are installed on street and curb side below the pumphouse step, and two (2) lights are installed on street and curb side below the rear step area. Grounds lights will be activated when parking brake is applied.

10.10 Accessory Lights

10.10.01 Wigwag Headlights

Headlights have alternating headlight (wigwag) warning capability in low beam only. Wigwag is activated by a switch in the cab.

10.10.01.01 Chassis OEM Installed

10.10.05 Whelen Pioneer Plus® Series Brow Light

One (1) Whelen LED Pioneer brow light is mounted on top of the chassis cab, as far forward as possible. Activated by a switch in the control center.

10.10.05.02 Dual Head Pioneer Plus® Floodlight, PFH2, White Lighthouse

10.10.06 Step Lights

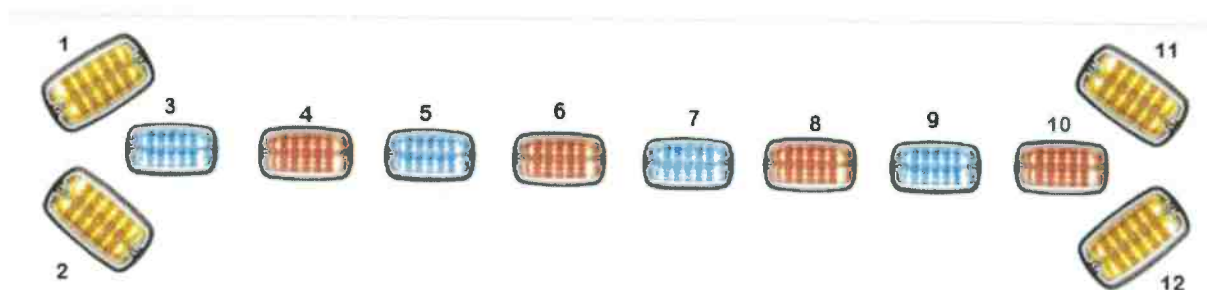
10.10.06.01 Four (4) Step Lights

There are four (4) LED step lights installed to illuminate the chassis steps. Two (2) lights are installed on the street and curb side below the chassis doors, one (1) per step. Two (2) lights are installed on the street and curb side below the top chassis step to illuminate the bottom step, one (1) per step. Step lights will be activated when parking brake is applied.

10.10.5680 Whelen M4 DUO Light Traffic Advisor/Warning Lights

Located on the rear of the tank in the upper center, there will be an arrow shaped traffic advisor built from M4 and M4 DUO warning lights. There will be eight (8) M4 DUO lights wide & two (2) M4 Amber lights on each end mounted in an upward and downward diagonal pattern to make arrowhead on each end. The eight (8) M4 DUO lights will alternate red/amber to blue/amber from street side to curb side with approximately 1" - 2" of spacing between each light. While truck has the master warning on and parking brake is disengaged, the M4 DUO lights flash the respective red or blue in each light head. On setting of parking brake, all M4 and M4 DUO lights will flash amber according to cab control setting. Cab control settings for the traffic advisor function will be Right, Left, Flash, and Split. All lights will have DVI enabled capabilities, clear lenses, and chrome bezels.

*Production note: see attached notes in NOR database. Diagram below:



10.10.5682 Two (2) Orange Streamlight SL-20LP Rechargeable Flashlights and Two (2) Red Wands, Mounted Rear of Center Console

There will be two (2) orange Streamlight SL-20LP Rechargeable Flashlights and two (2) red wand accessories supplied with the apparatus. Two charger holders will be mounted to the rear of the center console. Power will be connected to chassis battery 12V power strip inside center console.

10.5708 Whelen Warning Light Upgrade, DVI and Low Power Mode

All Whelen M-Series warning lights and Freedom Series lightbar will have DVI and low power capability.

SECTION 11: PAINTING, LETTERING, STRIPING, AND SIGNAGE

11.00 Painting process

The entire tank, body, and components will be washed, sanded, prepped for primer, cleaned, and primed with PPG urethane primer filler. The body will be hand sanded and color match painted using a PPG Deltron base coat/clear coat paint. After paint is applied and properly cured the apparatus will be color sanded and buffed to a high gloss. The paint process is approved by PPG.

11.00.01 Color Match Single Tone, Red

11.00.01.04 Color Matched, 3000 gallon

10-YEAR WARRANTY ON PAINTED BODY PARTS

11.01 ID plate

There is a permanent plate located in the chassis cab with the following information:

Quantity and type of fluids used in the vehicle. This plate includes:

- Engine oil, quantity.
- Engine coolant, quantity.
- Chassis transmission fluid, quantity.

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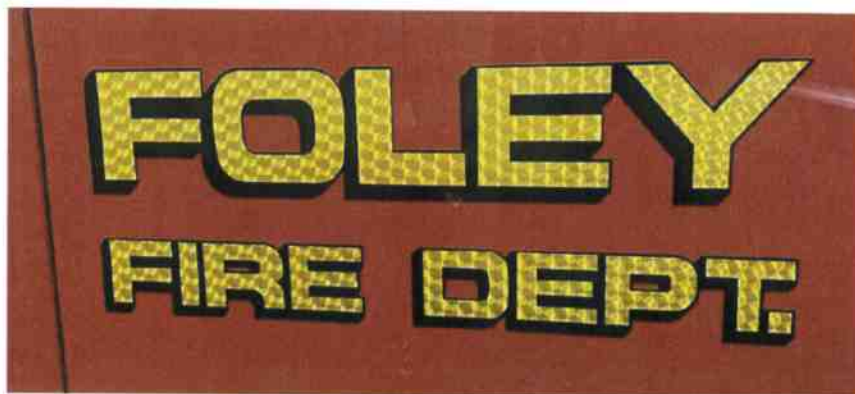
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- Pump transmission fluid, quantity.
- Drive axle lubrication fluid, quantity.
- Air conditioning refrigerant, quantity.
- Air conditioning lubrication oil, quantity.
- Power steering fluid, quantity.
- Front and rear cold tire pressure.
- Number of personnel the vehicle is designed to carry located in an area visible to the driver.
- Height and length of the vehicle in feet and inches.
- Gross vehicle weight rating (GVWR) in pounds.
- A safety sign FAMA07, which warns of the importance of seat belt use, shall be visible from each seat that is intended to be occupied while the vehicle is in motion.
- A safety sign FAMA10, which warns of the need to secure items in the cab, shall be visible inside the cab.
- A safety sign FAMA15, which warns not to wear helmets while the vehicle is in motion, shall be visible from each seat that is intended to be occupied while the vehicle is in motion.
- A safety sign FAMA24, which warns personnel not to ride on the vehicle, shall be located at the rear step areas and at any cross walkways.
- Do Not Move Apparatus Light
 - A red flashing light located in the chassis cab. The light shall be illuminated automatically whenever the vehicles parking brake is not fully engaged and any of the following conditions exist:
 - Any passenger or equipment compartment door is not closed.
 - Any ladder or equipment rack is not in the stowed position.
 - Stabilizer system is not in its stowed position.
 - Powered light tower is not stowed.
 - Any other device permanently attached to the apparatus is open, extended, or deployed in a manner that is likely to cause damage to the apparatus if the apparatus is moved.

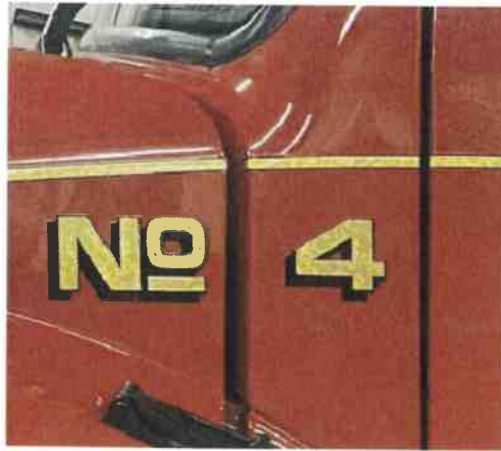
11.03 Vinyl Lettering

11.03.01 Provided on the chassis doors:

"FOLEY FIRE DEPT." in Mylar Gold Leaf with Black Shadow Border



- 11.03.03 Provided for the customer unit number on the street and curb side chassis fenders:
"No 3" in the same style as below: Mylar Gold Leaf with Black Shadow Border (no gold leaf pin stripe)



- 11.03.04 Provided on the street and curb side of the tank: "TANKER 3" in Mylar Gold Leaf with Black Shadow Boarder

- 11.03.09 Provided on one (1) drop tank carrier's cover:
"FOLEY FIRE DEPARTMENT" in Mylar Gold Leaf with Black Shadow Boarder (no gold leaf pin stripe boarder)



11.05 Reflective stripe

The apparatus body and chassis will have a reflective stripe on each side and the front bumper per NFPA 1901 standards.

- 11.05.03 Reflective tape inside chassis doors- Per NFPA 1901 standards any door designed to allow persons to enter, or exit has a minimum of 96 square inches of retro-reflective material affixed to the inside of the door.

- 11.05.03.01 Single Cab

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- 11.05.04 (1x4x1) 4" wide white reflective stripe with a 1" wide white reflective stripe spaced approximately 1/2" above and below. Stripe will be straight on the body and chassis.

11.05.04.02 Tandem Axle

11.06 Rear Chevron

- 11.06.5512 Rear Chevron, Diamond Grade Pattern, 100% of Rear, Red/Fluorescent Yellow Green, Individual Stripes, 6" wide

Per NFPA 1901 standards, 100 percent of the rear will include Red and Fluorescent Yellow Green 3M™ Prismatic Conspicuity Tape Series 983 striping installed, with each stripe a minimum of 6" wide. 1/4" black stripe installed between the 6" stripes. Midwest Fire will install individual stripes using NFPA 1901 compliant 3M material.

SECTION 12: CORROSION PROTECTION AND MUD FLAPS

12.00 Corrosion Protection

The All-Poly Series body has several features which prevent corrosion.

- All fasteners are stainless-steel where applicable.
- All contacts of dissimilar metals are insulated with 3M products to prevent galvanic corrosion.
- Rub rails are Type II bright dip anodized.
- Tow rings are powder coated steel.
- The Poly body material eliminates the need for undercoating and sprayed on coating inside storage lockers.
- The Poly body material is non-corrosive and is frequently used for storing acids.
- The Poly body material eliminates many possibilities of dissimilar metal contact caused by galvanic reaction.

12.01 Mud Flaps

There are two mud flaps installed behind the rear wheels.

- The mud flaps are ¼ inch thick black rubber.
- The bottom of the mudflaps are fitted with chrome weights.

SECTION 13: PUMP AND PLUMBING

13.01.00.01 Engine driven Pump – Street Side Front Compartment

Engine driven Pumps have the following standard features:

- High-strength aluminum alloy casing and discharge valve
- One (1) sacrificial anode
- Aluminum alloy engine adapter
- Bronze impeller and wear rings
- Stainless-steel impeller shaft
- Direct drive

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- A pump control panel attached to the pump unit.
- The pump control panel includes an ignition switch, starter button, stop button, engine throttle, and pressure gauge.
- The primary pump primer is an exhaust primer.
- The pump is permanently mounted in the street side front compartment with anodized aluminum roll up door for pump operation and service.
- The engine compartment will have an oil drain access in the floor for ease of changing the pump engine oil.
- Pump drain: one (1) pump drain provided to drain the suction side of the pump. The pump drain is controlled from a control handle located directly below the pump compartment.
- One (1) 2 1/2" Suction Line equipped with a 2 1/2" NPT male X 2 1/2" NST female swivel adapter with screen, and a 2 1/2" plug and chain.
- One (1) 2 1/2" Discharge Line equipped with a 2 1/2" cap and chain.

13.01.06 Waterous Model PB18-3030C Engine driven Pump

A Waterous model PB18-3030C 18hpVanguard gas engine driven pump with the following features:

Pump Ratings:

100 GPM @ 110 PSI

400 GPM @ 15 PSI

Engine is a four-cycle air cooled 18 HP, V-Twin, Briggs and Stratton, Vanguard model 350447 gasoline engine, with integral fuel pump, 12- volt electric start, and manual start.

13.01.06.02 The engine driven pump's engine fuel to be supplied by a standalone fuel tank.

13.01.09 Engine Driven Pump Options

13.01.09.01 Tank to Pump 2 1/2" Line

A 2 1/2" tank to pump line provided from the water tank to the pump with a 2 1/2" valve.

13.01.09.03 Tank Fill/Pump Re-Circulating 2" Line

A 2" tank fill/pump re-circulating line provided from the pump to the water tank with a 2" valve and 2" plumbing.

13.01.09.05 Gated 2 1/2" Suction Line

The standard 2 1/2" suction pipe equipped with a 2 1/2" valve.

13.01.09.1313

One (1) 2 ½" NST Male, Curb Side, Between Body & Cab, Discharge, 2 ½" valve



***Production note: Add 2nd cap holder for adapter 18.05.03 (1.5" cap)**

13.11 Pump House Heat Control

13.11.01 Pump Compartment Fan

A 12-volt, high performance, reversible, low profile, electric fan mounted in the pump compartment. The fan is connected to the pump switch and operates when pump is running.

13.11.02 Pump house heater 29,380 BTU/Hr.

A 29,380 BTU/HR pump house heater is installed in the pumphouse, controlled by a switch on the pump panel.

13.12 Pump Certification

13.12.01 MWF Calibration

The pump test shall be certified by a Midwest Fire representative.

SECTION 14: HOSE TRAYS, PRE-CONNECTS AND CROSS LAYS

14.00 Side hose tray, poly

Hose tray on the side of the body above the compartments, made of polypropylene and built as part of the body, with rubber tile installed in the bottom. A provision to secure the hose when in travel is provided.

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14.00.01 Side hose tray to be located on the street side

14.02 Rear Step Hose Box

One (1) hose compartment located at the center of the rear step and below the rear dump valve. The hose compartment measures 11 deep x 10 tall x 48" wide for storage of soft suction hose used for the direct tank fill. The hose compartment is open to the top and to include floor drains and has rubber floor tiles.

14.02.01 Rear Step Hose Box w/a black vinyl cover installed.

14.03 Engine driven Pump Pre-connect Side Hose Tray

14.03.01 Pre-connect plumbed with 2", gated with a 2" valve, and terminated with 1 ½" NST male.

14.03.02 Pre-connect plumbed with 2 ½", gated with a 2 ½ " valve, and terminated with 2 ½" NST male.

14.07 Hose Tray Options

14.07.01 Side Hose tray divider

Hose tray divider installed in the center of the hose tray and 18" back from the front to create two hose compartments.

14.07.03 Vinyl Hose tray cover

Cover is attached across the top, inboard edge of the hose tray with a rail and bead system to prevent wind from getting under the cover. Rear of the cover is provided with a flap to cover the back of the hose tray. The cover is attached with a quick release elastic rope and hook system to retain the hose in the tray during travel as required by NFPA. Operating temperature is -40F to 180F.

14.13 No Hose Bed

The top of the tank will be flat, constructed of UV stable, white textured polypropylene with no side walls.

SECTION 15: EQUIPMENT STORAGE AND MOUNTING

15.00 Equipment Mounting Systems

15.00.06 Trays located on the street side of the tank.

15.00.06.05 One (1) Tray for 5" – 6" Suction Hose.

15.00.5696 Cone Storage, Curb Side Behind Rear Wheels

Built into the poly body behind the rear wheels on the curb side of the apparatus will be a storage location for twelve (12) 28" tall traffic cones. This area will be painted red to match the body. The width and depth of the storage location will be the same as the side dump valve cutout (21.5" wide x 26" deep) to maintain a symmetrical look on both sides. The cone storage will be open and extend down to the floor of the body to allow for 12 cones to be stacked in the center. The floor of the storage area will have an aluminum treadplate cover and drain holes in

the rear corners. There will be 2 Velcro straps attached to footman loops on each side of the cones to securely hold them down. There will be a 12" tall poly wall on the outside of the body.

15.00.5689 External Poly Compartment for One (1) Customer Supplied 24" x 24" Stop Sign and 6' Plastic Staff Holder

A poly compartment on the outside of the tank will accommodate (1) 24" x 24" Stop Sign and 6' Plastic Staff Holder. The compartment will be open at the rear and enclosed on all other sides and welded to the side of the tank. The outside of the compartment will be painted to match the body. At the rear of the compartment will be heavy duty Velcro straps with foot man loops at the top and bottom to secure the sign while the apparatus is in motion. The compartment will be directly behind the Zico drop tank carrier as far to the rear as possible without being seen while the carrier is in the stowed position.

SECTION 17: CHASSIS ACCESSORIES

17.01 Hub and Lug nut covers

Stainless-steel hub and lug nut covers are installed on front and rear aluminum wheels

17.01.03 Tandem axle chassis.

17.01.03.02 Chassis OEM Install

17.04 Shoreline Connection, Kussmaul Auto Charge Series

One (1) Kussmaul Auto Charge series battery charger system installed.

17.04.08 Auto Charge 1200, 40-amp, auto eject plug-in beneath the street side chassis door.

17.05 Super Auto Eject Air Connection

One (1) Kussmaul Super Auto Eject, for air connection installed to maintain air system.

17.05.02 Plug-in located beneath the street side chassis door.

17.08 Air Horns

Two (2) Stutter Tone air horns mounted. Steering wheel horn switch will control the air horns unless specified otherwise.

17.08.00 Two (2) Air Horns installed, one (1) on each side of the hood.

17.08.00.5710 Air Horn Rocker Switch, Center Console

There will be one rocker switch for the air horn controls located on the center console next to the curb side Q-Siren switch. There will be no foot switches for the air horns. The LH footpad in the chassis will be replaced, the wiring will be routed to the center console rocker switch, and the rocker switch will be labeled "Air Horn".

17.10 Chassis Accessories

17.10.01 Tire Pressure Indicators

Tire pressure indicators installed to allow for inspection of pressure at the tire.

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17.10.01.02 Tire Pressure Indicator for Tandem Axle Chassis

17.10.09 Rear Receiver Hitch

2" receiver hitch tube installed on the rear of the apparatus and furnished with electrical receptacle and safety chain rings.

17.10.12 Engine Compartment Light, LED

A LED light will be installed in the engine compartment. The light will have at least 250 lumens and activated when the hood is open, and deactivated when the hood is shut.

17.10.12.02 Chassis OEM Install

17.11 Chassis Exhaust

17.11.01 Standard Chassis Exhaust Modifications

Chassis exhaust is modified to exit passenger side ahead of the rear wheels and vent outwards from the edge of the body. A heat shield will be fabricated from aluminum and installed between the body and the exhaust pipe. OEM supplied exhaust tip will be used when applicable.

17.11.01.01 Freightliner Exhaust Modifications

SECTION 18: LOOSE EQUIPMENT

Loose equipment required by NFPA not listed will be supplied by customer after delivery of the apparatus prior to being put in service.

18.05 Adapters

18.05.03 One (1) 2.5" NST x 1.5" NST chrome adapter w/ 1 ½" cap & chain.

18.08 Wheel Chocks

18.08.04 Two (2) Cast Aluminum Wheel Chocks, with holders, installed underneath street side front locker.

18.5681 Rubber Mallet and Mounting Bracket, Mounted at Final Inspection

18.19 DOT Essential Kit

DOT Essential OSHA ANSI Compliant Kit includes:

- 21" Duffel Bag,
- DOT Compliant UL LISTED Fire Extinguisher 1.5 lb 5BC Fire Extinguisher. Plastic mounting brackets are included with all fire extinguishers (mounted by FD).
- DOT Compliant Set of 3 DOT Triangles in the plastic box.
- Set of 12 Electrical Fuses- 6 regular/6 Mini (spare fuses supplied by FD).
- Bulk ANSI A Weatherproof First Aid Kit with Plastic Case
 - (16) 1" x 3" Plastic Bandages, (1) 1/2" x 5 yd First Aid Tape, (10) Triple Antibiotic Ointment Packets, (10) BZK Antiseptic Towelettes, (1) CPR Mask w/ One Way Valve, (1) 4" x 4" Burn Dressing, (10) First Aid/Burn Cream Packets, 0.9 g, (1) 4" x 5" Cold Compress, (2) Sterile Eye Pads, (1) Eyewash, 1 oz, (6) Hand Sanitizer Packets, 0.9 g, (4) Nitrile Exam Gloves, (1) 2" Conforming Gauze Roll, (1) Scissors, (2) 3" x 3" Gauze Dressing Pads, (2) 5" x 9" Trauma Pads, (1) 40" x 40" x 56" Triangular Sling/Bandage.

12.19.23 Specs AP 3000 Tanker Waterous PB18 3030C 114SD Cummins L9 450hp 18k-46k 130CA

Save Date: 12/19/2023 8:33 AM

Print Date: 12/27/2023 3:29 PM

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Customer Initials _____

Rev Q

SECTION 19: CHASSIS

19.00 Midwest Fire supplied chassis per specification attached. Brief summary below:

Chassis Summary			
Manufacturer	Freightliner	Cab Type (Reg, Ext, Crew)	Regular
Model	114 SD PLUS	Cab to Axle (in.)	130"
Engine Manufacturer	Cummins	Wheelbase (in.)	214"
Engine Model	L9	Front Axle Rating (Lbs.)	18,000 lbs.
Horsepower	450	Rear Axle Rating (Lbs.)	46,000 lbs.
Transmission Make	Allison EVS Automatic	Paint Color Code	L0762EY MED RED ELITE EY
Transmission Model	3000	Two-Tone Scheme	NA
LED Headlights	Yes	Auxiliary Brake	Exhaust
Electric Windows	Yes	Rear Differential Locks	Tandem Interaxle
Electric Locks	Yes	Air Brake System	Disc Brakes
Foot Pedal MPH	60 mph	Cruise Control MPH	65 mph

SECTION 30: RESTRICTIONS

30.01 Maximum Height

30.01.02 11' 6"

Estimated Overall Height: 10' 5"

30.02 Maximum Length

30.02.01 No Restrictions

Estimated Overall Length: 29' 1"

FINAL INSPECTION

The department will take physical possession of the truck and will receive all training on the operation of the truck at the Midwest Fire facility in Luverne, Minnesota during the final inspection/ delivery day.

DELIVERY

Transportation of the apparatus post final inspection is the responsibility of the department.

TO: FOLEY CITY COUNCIL
FROM: SARAH BRUNN, CITY ADMINISTRATOR
SUBJECT: 01-02-24 –COUNCIL MEETING
DATE: DECEMBER 27, 2023

City Administrator Performance Review

Council will meet @ 5:00pm to conduct the city administrator performance review in closed session prior to the regular council meeting.

Memo of Understanding

A document is in your file to clarify the building inspector role in the orderly annexation area. This was brought up to us to make sure we don't have any issues with building code violations and who is the authority. The Township will also be asked to approve this.

Election Judges

A resolution is being requested to approve this year's election judges. We have elections scheduled in March, August and November.

Investment Resolutions

We have been trying for months to move a couple accounts into different funds and need two resolutions adopted re-identifying myself and the mayor as authorized signers. You authorized a similar resolution 2022 for another account we had. All our investments follow investment guidelines of the state statutes but since some of these haven't been moved in numerous years, we need to re-address the authorized signers and their positions. The council authorizes me to invest non-committed funds on behalf of the City following state statutes.

Amanda Othoudt – BEP – Housing

Ms. Othoudt will present some information on the housing study. We also will ask the council to approve the MCPP agreements based on the presentation she gave in December.

Wastewater Regionalization Project

Mr. Voge will present an update on the project and pay application.

2024 Annual Appointments

The council has been presented with a list of annual appointments. There are still open positions and the council can discuss any council reps that have also been identified. Once there is a consensus a motion approving all positions should be made.

Any updated fees for professional services have also been included in your packet.

Update Water Capital Projects

City Engineer, Jarod Griffith will be presenting updated capital figures for the various potential water projects. At our last meeting the engineers informed us of some significant potential cost increases in the estimates so we requested them to revise the estimates and provide that information to the council.

Fire Truck Tanker Purchase

The council authorized the creation of specs for a new fire tanker at a prior meeting. I just received the packet information at the time of this memo so Chief Pappenfus will have to outline the funding plan for this purchase prior to council approving.

Upcoming Reminders:

January 1, 2024 – City Hall Closed – Holiday

January 2, 2024 – City Administrator Performance Review @ 5pm - Council Meeting – 5:30pm

***2024 Council Calendar Again Provided in Packet! Please carefully watch the dates, we have a number of changes this year due to elections!**