

## Council Meeting

January 3, 2017

Meeting called to order by Mayor Tammy Konz at 7:00pm

Councilmembers present: Tammy Konz, DuWayne Orbeck, Aaron Dahlinger, Megan Kiffmeyer and Sheryl Carlson

Others present: Ed Borman, Jean Matua and Jason Mehr

Newly elected Councilmember Sheryl Carlson was sworn in; newly elected Mayor Tammy Konz and Councilmember DuWayne Orbeck were sworn in prior to the meeting starting.

Motion made by Aaron Dahlinger and seconded by DuWayne Orbeck to approve the following addendum to the agenda: reconnection fees; motion carried

Motion made by Megan Kiffmeyer and seconded by DuWayne Orbeck to approve the claims: motion carried

Motion made by DuWayne Orbeck and seconded by Megan Kiffmeyer to approve the following Consent Agenda Items:

- ~~1. Minutes of the November 15, 2016 Council Meeting~~
- ~~2. Minutes of the November 15, 2016 Special Meeting~~
- ~~3. Minutes of the December 6, 2016 Council Meeting~~
- ~~4. Minutes of the December 20, 2016 Council Meeting~~
5. City Clerk to attend MCFOA Conference in Welch March 14-17, 2017
6. Resolution No. 01032017A Resolution Accepting Donations Received
7. Approval of Kimball Sports Boosters Gambling Permit for February 17, 2017 at Kimball High School

motion carried

Motion made by Aaron Dahlinger and seconded by Megan Kiffmeyer to adopt Resolution No. 01032017B Resolution Designating Official Appointments; motion carried

Motion made by Tammy Konz and seconded by Sheryl Carlson to adopt Resolution No. 01032017C Resolution Authorizing Signature Authority for City Accounts; motion carried

Ed Borman from the Public Works Dept. reported that the Main Lift Station Improvements are almost complete. Councilmember Orbeck asked about sanding Maus Dr.; Ed will be doing that once the wind dies down. Councilmember Dahlinger asked if the water tower mixer is still working; it is. Mayor Konz, Councilmember Kiffmeyer and Ed will be meeting next Tuesday at 5pm to work on a job description and advertisement for hiring a new public works employee.

Police Chief Mehr gave the monthly report; not much is new. New Year's Eve went well. Those present discussed finishing painting the police department interior.

Motion made by Aaron Dahlinger and seconded by Sheryl Carlson to approve the payment of Pay Application #2 in the amount of \$74,978.94 to Kuechle Underground, Inc. for the 2016 Main Lift Station Improvements (copy attached); motion carried

The annual Local Board of Appeal and Equalization meeting will be on April 4, 2017, from 6:00pm-6:30pm.

The Council will discuss a Social Media Policy at the next meeting.

2017 Governmental Fund and Enterprise Fund budgets should be finished by the next meeting.

The City Clerk asked for clarification on the base rates and reconnection fees. The Council stated that they are to be charged for every property connected to the City water and sewer system; "snowbirds" will be charged a reconnection fee. The Council is ok with snowbirds paying all of their base rates charges upon their return if they wish.

The City Clerk updated the Council on the status of the garbage and recycling provider change. She also updated the Council on the City's service with PSN.

Motion made by DuWayne Orbeck and seconded by Aaron Dahlinger to adjourn at 7:57pm; motion carried

Respectfully submitted by Nicole Pilarski

APPLICATION FOR PAYMENT NO. 2

CONTRACTOR FOR: 2016 MAIN PUMP STATION IMPROVEMENTS

PROJECT NO. KIMBA 138357  
OWNER CITY OF KIMBALL, MN  
CONTRACTOR KUECHLE UNDERGROUND, INC.

AGREEMENT DATE: 10/13/2016  
FOR WORK ACCOMPLISHED THROUGH: 12/23/2016

ITEM	DESCRIPTION	UNIT	UNIT COST	CONTRACT		THIS PAYMENT		WORK TO DATE	
				QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT
<b>GENERAL</b>									
1	MOBILIZATION	LUMP SUM	\$17,000.00	1.00	\$17,000.00		\$0.00	0.75	\$12,750.00
2	DEWATERING	LUMP SUM	\$7,000.00	1.00	\$7,000.00	0.65	\$4,550.00	1.00	\$7,000.00
3	BYPASS PUMPING	LUMP SUM	\$6,000.00	1.00	\$6,000.00	0.50	\$3,000.00	0.50	\$3,000.00
4	ROCK CONSTRUCTION ENTRANCE	EACH	\$500.00	1.00	\$500.00		\$0.00	1.00	\$500.00
5	REMOVE SANITARY SEWER	LUMP SUM	\$400.00	1.00	\$400.00		\$0.00	0.00	\$0.00
6	REMOVE FORCEMAIN PIPING	LUMP SUM	\$400.00	1.00	\$400.00	1.00	\$400.00	1.00	\$400.00
7	REMOVE FENCING	LUMP SUM	\$100.00	1.00	\$100.00		\$0.00	0.00	\$0.00
8	SALVAGE GENERATOR AND DELIVER TO OWNER	LUMP SUM	\$500.00	1.00	\$500.00		\$0.00	0.00	\$0.00
9	SALVAGE PUMPS AND DELIVER TO OWNER	LUMP SUM	\$200.00	1.00	\$200.00		\$0.00	0.00	\$0.00
10	REMOVE WETWELL AND VALVE VAULT AND ASSOCIATED PIPING, VALVES, CONTROL BUILDING, AND APPURTENANCES	LUMP SUM	\$2,500.00	1.00	\$2,500.00		\$0.00	0.00	\$0.00
11	CLEAR AND GRUB BUSH	EACH	\$0.01	1.00	\$0.01		\$0.00	0.00	\$0.00
<b>PUMP STATION</b>									
12	LIFT STATION, VALVE MH, METER MH	LUMP SUM	\$180,000.00	1.00	\$180,000.00	0.35	\$63,000.00	0.85	\$153,000.00
13	PORTABLE SAMPLER	EACH	\$8,800.00	1.00	\$8,800.00		\$0.00	1.00	\$8,800.00
14	125 KW GENERATOR WITH WEATHERPROOF ENCLOSURE	LUMP SUM	\$60,000.00	1.00	\$60,000.00		\$0.00	0.00	\$0.00
15	GENERATOR PAD AND FOUNDATION	LUMP SUM	\$2,000.00	1.00	\$2,000.00		\$0.00	1.00	\$2,000.00
16	ELECTRICAL SERVICE MODIFICATIONS	LUMP SUM	\$2,500.00	1.00	\$2,500.00	0.50	\$1,250.00	0.50	\$1,250.00
17	AUTOMATIC TRANSFER SWITCH	EACH	\$6,000.00	1.00	\$6,000.00		\$0.00	0.00	\$0.00
<b>STREET</b>									
18	COMMON EXCAVATION FOR ROADWAY AND GRADING (P)	CU YD	\$15.00	75.00	\$1,125.00		\$0.00	0.00	\$0.00
19	AGGREGATE BASE PLACED CLASS 5 - 6" DEPTH (P) (CV)	CU YD	\$27.00	75.00	\$2,025.00	67.60	\$1,825.20	67.60	\$1,825.20
<b>SANITARY SEWER</b>									
20	10" DIP SANITARY SEWER, CL 52	LIN FT	\$75.00	13.00	\$975.00		\$0.00	0.00	\$0.00
21	18" DIP SANITARY SEWER, CL 52	LIN FT	\$110.00	43.00	\$4,730.00		\$0.00	0.00	\$0.00
22	8" DIP FORCEMAIN, CL 52	LIN FT	\$70.00	20.00	\$1,400.00	20.00	\$1,400.00	20.00	\$1,400.00
23	60" SANITARY MANHOLE (INCLUDES DUCK BILL VALVE)	EACH	\$5,000.00	1.00	\$5,000.00		\$0.00	0.50	\$2,500.00
24	CONNECT TO EXISTING FORCEMAIN W/ GV AND BENDS	EACH	\$3,500.00	1.00	\$3,500.00	1.00	\$3,500.00	1.00	\$3,500.00
25	CONNECT TO EXISTING 10" SANITARY SEWER	EACH	\$1,700.00	1.00	\$1,700.00		\$0.00	0.00	\$0.00
26	CONNECT TO EXISTING WATER DRAIN W/ BENDS	EACH	\$1,200.00	1.00	\$1,200.00		\$0.00	0.00	\$0.00
<b>TURF RESTORATION</b>									
27	SILT FENCE, HEAVY DUTY	LIN FT	\$3.00	250.00	\$750.00		\$0.00	125.00	\$375.00
28	SCREENED TOPSOIL BORROW (LV)	CU YD	\$20.00	110.00	\$2,200.00		\$0.00	0.00	\$0.00
29	TURF ESTABLISHMENT - INCLUDES SEED, FERTILIZER, AND HYDRAULIC SOIL STABILIZER	SQ YD	\$2.50	1,000.00	\$2,500.00		\$0.00	0.00	\$0.00
30	TEMPORARY SEEDING - INLCLUDES SEED, SEEDING, STRAW MULCH, AND DISC ANCHOR	ACRE	\$1,500.00	0.50	\$750.00		\$0.00	0.00	\$0.00
<b>TOTAL ITEMS BID</b>						<b>\$321,755.01</b>		<b>\$78,925.20</b>	<b>\$198,300.20</b>
<b>SUMMARY</b>									
<b>TOTAL ITEMS BID</b>						<b>\$321,755.01</b>		<b>\$78,925.20</b>	<b>\$198,300.20</b>
<b>CHANGE ORDER</b>									
<b>TOTAL</b>						<b>\$321,755.01</b>		<b>\$78,925.20</b>	<b>\$198,300.20</b>

The undersigned Contractor certifies that all previous payments received from the Owner for work done under this contract have been applied to discharge in full all obligations the Contractor incurred in connection with the work covered by said progress payments. The undersigned Contractor agrees to pay all subcontractors within 10 days of receipt of payment from the municipality for undisputed services provided by the subcontractor. The Contractor agrees to pay interest as described under Minnesota state statute. In accordance with Minnesota Uniform Transaction Act, an electronic signature on this document is binding and afforded the same effect as if the document was signed by hand.

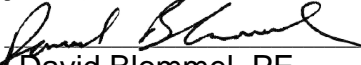
Gross Amount Due	\$198,300.20
Less Retainage (5%)	\$9,915.01
Amount Eligible to Date	\$188,385.19
Less Previous Payments	\$113,406.25
<b>Amount Due This Application</b>	<b>\$74,978.94</b>

Owner: City of Kimball, MN	Contractor: Kuechle Underground, Inc.	Period of Estimate: From: 11/26/16 To: 12/23/16
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CONTRACT CHANGE ORDER SUMMARY				ESTIMATE	
	Agency Approval Date	Amount			
		Additions	Deductions		
				1. Original Contract .....	\$321,755.01
				2. Change Orders .....	
				3. Revised Contract (1 + 2) .....	\$321,755.01
				4. Work Completed* .....	\$198,300.20
				5. Stored Materials* .....	
				6. Subtotal (4 + 5) .....	\$198,300.20
				7. Ineligible Work* .....	
				8. Adjusted Subtotal (6 - 7) .....	\$198,300.20
				9. Retainage* .....	\$9,915.01
TOTALS				10. Previous Payments .....	\$113,406.25
NET CHANGE				<b>11. Amount Due (8 - 9 - 10) .....</b>	<b><u>\$74,978.94</u></b>

\* Detailed breakdown attached

Contract Time		
Original Substantial Completion Date: <u>12/16/16</u> Revised: <u>    </u> / <u>    </u> / <u>    </u>	Percent Contract Time Expired: 90% Percent of Work Completed: 62%	Contractor Is (Circle One): <input checked="" type="radio"/> On Schedule <input type="radio"/> Ahead of Schedule <input type="radio"/> Behind Schedule
Original Final Completion Date: <u>06/30/17</u> Revised: <u>    </u> / <u>    </u> / <u>    </u>	Percent of Contract Paid: 62%	If behind schedule, has Contractor been advised of liquidated damages clauses as outlined in the Contract? _____ Amount: _____
If the project is behind schedule, has the Contractor been informed and are measures being taken to return to schedule (describe)? _____ _____		

<b>CONTRACTOR'S CERTIFICATION:</b> The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work which previous payment estimates were issued and payments received from the Owner, and that current payments shown herein are now due.  Contractor: _____ By: _____ Date: ___/___/___	<b>ARCHITECT OR ENGINEER'S CERTIFICATION:</b> The undersigned certifies that to the best of their knowledge and belief and to the extent of their assigned Contract responsibilities, the quantities shown in this estimate are correct and that the work has been performed in accordance with the Contract Documents.  A/E:  By: <u>David Blommel, PE</u> Date: <u>12/29/16</u>
Approved By Owner:  Owner: _____ By: _____ Date: ___/___/___	<b>ACCEPTED BY AGENCY:</b> The review and acceptance of this estimate does not attest to the correctness of the quantities shown or that the work has been performed in accordance with the Contract Documents.  By: _____ Title: _____ Date: ___/___/___

# City of Kimball

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## Payments

Current Period: December 2016

Batch Name 122916Claims Payment Computer Dollar Amt \$680.64 Posted

Refer	8755 MEEKER COOPERATIVE	<u>Ck# 039062 12/29/2016</u>		
Cash Payment	E 602-49450-381 Electric Utilities	WWTP Electricity		\$316.00
Invoice	12/9/2016			
Transaction Date	12/29/2016	Due 0 Checking	10100	<b>Total</b> \$316.00
Refer	8756 SPRINT	<u>Ck# 000872E 12/29/2016</u>		
Cash Payment	E 101-42110-321 Telephone	POLICE LAPTOPS		\$79.98
Invoice	325068815-108 11/18/2016			
Transaction Date	12/29/2016	Due 0 Checking	10100	<b>Total</b> \$79.98
Refer	8757 MINNESOTA LIFE INSURANCE	<u>Ck# 039063 12/29/2016</u>		
Cash Payment	E 101-42110-134 Employer Paid Life	Police Life Insurance		\$12.00
Invoice	12/14/2016			
Cash Payment	E 101-43100-134 Employer Paid Life	Public Works Life Insurance		\$1.68
Invoice	12/14/2016			
Cash Payment	E 101-41400-134 Employer Paid Life	Clerk Life Insurance		\$2.10
Invoice	12/14/2016			
Cash Payment	E 200-42200-134 Employer Paid Life	Clerk Life Insurance		\$0.15
Invoice	12/14/2016			
Cash Payment	E 601-49400-134 Employer Paid Life	Water Life Insurance		\$1.16
Invoice	12/14/2016			
Cash Payment	E 602-49450-134 Employer Paid Life	Sewer Life Insurance		\$0.91
Invoice	12/14/2016			
Transaction Date	12/29/2016	Due 0 Checking	10100	<b>Total</b> \$18.00
Refer	8758 MADISON NATIONAL LIFE	<u>Ck# 039061 12/29/2016</u>		
Cash Payment	E 101-42110-134 Employer Paid Life	Police STD & LTD		\$127.40
Invoice	1237205 12/19/2016			
Cash Payment	E 101-41400-134 Employer Paid Life	Clerk STD & LTD		\$25.20
Invoice	1237205 12/19/2016			
Cash Payment	E 200-42200-134 Employer Paid Life	Clerk STD & LTD		\$1.80
Invoice	1237205 12/19/2016			
Cash Payment	E 601-49400-134 Employer Paid Life	Water STD & LTD		\$31.35
Invoice	1237205 12/19/2016			
Cash Payment	E 602-49450-134 Employer Paid Life	Sewer STD & LTD		\$23.09
Invoice	1237205 12/19/2016			
Cash Payment	E 101-43100-134 Employer Paid Life	Public Works STD & LTD		\$57.82
Invoice	1237205 12/19/2016			
Transaction Date	12/29/2016	Due 0 Checking	10100	<b>Total</b> \$266.66

### Fund Summary

602 SEWER FUND	10100 Checking	\$340.00
601 WATER FUND		\$32.51
200 FIRE/RESCUE FUND		\$1.95
101 GENERAL FUND		\$306.18
		\$680.64

Pre-Written Checks	\$680.64
Checks to be Generated by the Computer	\$0.00
<b>Total</b>	<b>\$680.64</b>

**City of Kimball**  
**Payments**

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**Current Period: January 2017**

Batch Name 012717Claims  
Payment Computer Dollar Amt \$74,978.94 **Posted**

Refer 8852 *KUECHLE UNDERGROUND INC.* Ck# 001471 1/27/2017  
**Cash Payment** E 602-49450-750 Capital Contributions Lift Station Pay App #2 \$74,978.94  
Invoice  
Transaction Date 1/27/2017 Due 0 Checking 10100 **Total** \$74,978.94

**Fund Summary**

602 SEWER FUND

10100 Checking  
\$74,978.94  
\$74,978.94

Pre-Written Checks  
Checks to be Generated by the Computer  
Total

\$74,978.94  
\$0.00  
\$74,978.94

