

**Agenda
Harmony City Council
Regular Meeting**

August 11th, 2020
8:00 P.M.

Gymnasium
Community Center

1. Call to Order
2. Roll Call
3. Public Forum
4. USDA Grant #1 -Equipment Public Hearing
5. USDA Grant #2 - Truck Public Hearing
6. Consent Agenda
 - a. Minutes
 - b. Liability Insurance
 - c. Claims
 - d. Administrator's Report
 - e. Financial Report
 - f. CD
7. Old Business
 - a. Possible Park Ordinance language and discussion
8. New Business
 - a. Pay Request No. 3 for 2020 Street Project
 - b. Bonnie request- Breakers
9. Reports
 - a. Utility Committee
 - b. Building and Maintenance Report
 - c. EDA Report
 - d. Park Board
 - e. Library Board
 - f. Arts Board
 - g. Sherriff's Report
10. Adjourn



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 - e. Financial Report
 - f. CD's
7. Old Business
 - a. Possible Park Ordinance language and discussion
 - i. Discussion to create final ordinance for Septembers Meeting. Input of park board too.
8. New Business
 - a. Pay Request No. 3 for 2020 Street Project – Street Project pay request
 - b. Bonnie request- Breakers – Looking to add new access to stop vehicles from driving on trial.
9. Reports
 - a. Utility Committee
 - b. Building and Maintenance Report
 - c. EDA Report
 - d. Park Board
 - e. Library Board
 - f. Arts Board
 - g. Sherriff's Report
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JULY 14, 2020

REGULAR MEETING

HARMONY CITY COUNCIL

A Regular meeting of the Harmony City Council was called to order by Mayor Steve Donney at 7:00 PM in the Harmony Community Center Gym to observe Social Distancing. Present were Mayor Donney, Councilmembers Lynn Mensink, Debbie Swenson, Steve Sagen and Tony Webber; Attorney Greg Schieber, Administrator Devin Swanberg, Terry Bigalk, Corey Whalen, Jerome Illg, Jesse and Samantha Grabau, Brad and Ann Thacher, Jennifer Ronnenberg, Arden Willford, Hannah Wingert and Eileen Schansberg.

OPEN FORUM:

No one appeared.

WELLHEAD PROTECTION PROJECT:

Jennifer Ronnenberg with the MN Dept of Health discussed the Harmony Wellhead Protection Plan. Ronnenberg has been working with Water Maintenance Staff and Administrator Swanberg. The recharge area for the wells is known as the wellhead protection area and represents the area that contributes water to the city's wells within a 10-year time period. Because the city added a third well in 2015 it was necessary to re-delineate the wellhead protection areas. It was the consensus of the Council to accept the Proposal and move forward onto Part 2 of the Plan.

CONSENT AGENDA:

Motion by Swenson and seconded by Mensink to approve the Consent Agenda which consisted of the Minutes to the June 9, 2020 Council meeting, the claims, the Administrator's Report, the Financial Report and purchasing 6 \$100,000 CDs. All present voting yes. Motion carried.

OLD BUSINESS:

NEW BUSINESS:

Pay Request #2 for the 2020 Street Project was presented for payment in the amount of \$305,327. Motion by Donney and seconded by Sagen to approve pay request #2. All present voting yes. Motion carried.

The non-union insurance rebate from Southeast Service Coop was received in the amount of \$3,117.50. Motion by Sagen and second by Webber to split the rebate with the Non-Union employees 50/50%. The employee's portion must go into a VEBA or HSA plan. All present voting yes. Motion carried.

AMBULANCE:

Samantha Grabau, representing the Harmony Ambulance Service discussed the progress of a USDA grant to purchase a power load cot system to place in the new ambulance. Grabau requested permission to proceed with the purchase of an ambulance on the State Bid. The truck quote was \$135,193 with delivery in February or March of 2020 and the power cot lift system quote from Stryker was \$35,109. Suggestion to have it as a trade-in with our 2017 F-450 Ford Ambulance as well as the right to sell it outright. Motion by

Mensink and seconded by Sagen to proceed with the purchase of a new Ambulance. All present voting yes. Motion carried.

UTILITY COMMITTEE:

Utility shut offs for lack of payment were brought up for clarification. Council consensus was to shut off Electricity as water is needed throughout this pandemic for sanitization. The Administration was given discretion.

BUILDING & MAINTENANCE:

Remedy in the works for a house that has roof/eave drains draining into the Sanitary Sewer.

Discussion held on the Community Center Gym being used on Saturday mornings by local patrons. It was decided to leave the Gym locked on Saturday mornings unless rented as the outside facilities can be utilized.

EDA REPORT:

Requesting approval for a \$25,000.00 Revolving Loan. The loan was for \$25,000 over 10 years at 3.25%. Motion by Swenson and seconded by Mensink to approve the loan. All present voting yes. Motion carried.

Bike Trail Extension LCCMR paperwork was finalized. The trail construction to the Iowa Border has been delayed due to the Covid19 pandemic.

PARK BOARD:

The proposed playground assembly has been tentatively set for August 29th.

Discussed the possibility of placing a cement pad somewhere for skateboarding. Would there be enough interest to warrant the cost? Need more input possibly from the youth.

Discussion on whether there is a need for a closing time for City Parks and whether consumption of alcohol is permissible. Suggested to look at what other Cities are doing. Suggestion to close the parks at 10:00 PM. Administrator Swanberg will do some checking.

LIBRARY BOARD:

The Library is partially open. An appointment needs to be made for computer use. A few patrons at a time are welcome into the facility. The Library is utilizing Facebook and other programs for patrons to participate in.

ARTS BOARD:

Meets next week.

SHERIFF'S Report:

SPEED SIGNS:

Poles were ordered to install the Speed Signs and will be up soon.

Upon no further business, Mayor Donney adjourned the meeting.

Mayor Steve Donney

Eileen Schansberg, Deputy Clerk

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).

The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: _____

Signature: _____ Position: _____

CITY OF HARMONY
City Council Claims for Review

August 11, 2020

Fund Descr	Object of Expense	Vendor	Comments	Amount
Fund 101 General Fund				
General Fund	Union Central Pension Fund	CENTRAL PENSION FUND	Union Pensions	\$252.00
General Fund	Health Insurance	I.U.O.E. LOCAL 49 FRINGE BENEF	Union Health Insurance	\$3,795.00
General Fund	Union Dues	IUOE LOCAL #49	Union Dues	\$105.00
General Fund	NCPERS Insurance	NCPERS GROUP LIFE INS	511800-Brian Michel	\$16.00
General Fund	Life Insurance	USABLE LIFE	101421301G	\$58.00
General Fund	Auditing and Acct g Services	ABDO, EICK & MEYERS, LLP	Accounting services-July	\$4,237.50
General Fund	Building Repair Materials	KINGSLEY MERCANTILE	Keypad lock	\$134.99
General Fund	Cleaning Supplies	DALCO	bowl cleaner/brush	\$17.51
General Fund	Cleaning Supplies	DALCO	bowl cleaner/brush	\$17.51
General Fund	Cleaning Supplies	DALCO	cleaning supplies	\$62.55
General Fund	Cleaning Supplies	DALCO	cleaning supplies	\$62.54
General Fund	Contractual Services	FILLMORE COUNTY SHERIFF	2nd Qtr Sheriff Contract	\$21,754.11
General Fund	Donations to Civic Org s	BIGALK, JAN	administer Internship Program	\$250.00
General Fund	Donations to Civic Org s	CITY OF HARMONY	Internship program	\$500.00
General Fund	Donations to Civic Org s	HARMONY KIDS	Internship Program	\$500.00
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Vis Ctr	\$233.13
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Comm Ctr	\$919.48
General Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Shop	\$123.90
General Fund	Engineering Fees	STANTEC CONSULTING SERVICES, I	Engineering Services St pju	\$38,854.25
General Fund	Engineering Fees	STANTEC CONSULTING SERVICES, I	Engineering Service-Council meeting	\$64.38
General Fund	Gas Utilities	MINNESOTA ENERGY	monthly service-shop	\$59.22
General Fund	Gas Utilities	MINNESOTA ENERGY	monthly service-Comm Ctr	\$139.91
General Fund	Gas Utilities	MINNESOTA ENERGY	monthly service-Vis Ctr	\$50.38
General Fund	General Notices and Pub Info	FILLMORE COUNTY JOURNAL	Filing notice	\$65.34
General Fund	General Notices and Pub Info	FILLMORE COUNTY JOURNAL	Filing notice	\$58.81
General Fund	General Operating Supplies	1 SOURCE	office supplies	\$72.82
General Fund	General Operating Supplies	HARMONY FOODS	Vinegar	\$1.89
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	valves/fittings/clamps	\$29.95
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	screwdriver set/twine/battery	\$43.94
General Fund	General Operating Supplies	KINGSLEY MERCANTILE	blades/gloves/batteries	\$56.88
General Fund	General Operating Supplies	MISSISSIPPI WELDERS SUPPLY CO	CO2 cylinders/O2	\$56.73
General Fund	General Operating Supplies	PRESTON AUTO PARTS	marking paint	\$202.75
General Fund	Landscaping Materials	KINGSLEY MERCANTILE	miracle grow	\$13.99
General Fund	Legal Fees	FILLMORE COUNTY ATTORNEY	Criminal Attorney Fees	\$287.00
General Fund	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	legal services-July	\$232.00
General Fund	Legal Notices Publishing	FILLMORE COUNTY JOURNAL	Filing notice	\$29.40

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City Council Claims for Review

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Fund Descr	Object of Expense	Vendor	Comments	Amount
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Gas-1 ton truck	\$121.90
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Diesel-tractor/skid loader	\$100.61
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Gas-Chevy pickup	\$36.45
General Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Gas-Chevy pickup	\$36.45
General Fund	Office Accessories	ELAN FINANCIAL SERVICES	Calculator/planner-Samantha	\$128.18
General Fund	Office Equip	ELAN FINANCIAL SERVICES	Computer-Dell	\$1,022.55
General Fund	Postage	ELAN FINANCIAL SERVICES	Postage paid envelopes	\$263.47
General Fund	Repair/Maint Office Equipment	BLUFF COUNTRY COMPUTER WORKS	Reinstall Microsoft Access	\$60.00
General Fund	Repair/Maint Other Improve	HAMMELL EQUIPMENT	plow truck service	\$94.40
General Fund	Repair/Maint Vehicles	IRONSIDE TRAILER SALES & SERVI	service/headlight replace/battery check	\$113.98
General Fund	Repair/Maint Vehicles	IRONSIDE TRAILER SALES & SERVI	starter replace in Squad	\$249.08
General Fund	Repair/Maint Vehicles	PRESTON SERVICE PLUS	4 wheel alignment	\$79.95
General Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Comm Ctr	\$39.88
General Fund	Street Maint Materials	COMPASS MINERALS AMERICA	road salt	\$1,789.01
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service Shop	\$44.95
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service police	\$46.36
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service Comm Ctr	\$211.07
General Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service Civil Defense	\$91.13
General Fund	Tires	IRONSIDE TRAILER SALES & SERVI	tires-mounting/balance	\$564.00
General Fund	Training Fees	BANYON DATA SYSTEMS	FA Training fees	\$250.00
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	sewer-Vis Ctr	\$34.45
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-Comm Ctr	\$26.66
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-Vis Ctr	\$23.09
General Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-Shop	\$23.36
Fund 101 General Fund				\$78,809.84
Fund 211 Library Fund				
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books	\$43.98
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books	\$65.98
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books	\$63.25
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books	\$32.99
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books	\$151.21
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books	\$65.98
Library Fund	Media-Audio	INGRAM LIBRARY SERVICES, INC	Audio books	\$68.74
Library Fund	Media-Books	BAKER & TAYLOR	books	\$15.36
Library Fund	Media-Books	BAKER & TAYLOR	books	\$174.63
Library Fund	Media-Books	BAKER & TAYLOR	book	\$7.39
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$18.24

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City Council Claims for Review

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Fund Descr	Object of Expense	Vendor	Comments	Amount
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$10.28
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$276.07
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$37.58
Library Fund	Media-Video	AMAZON CAPITAL SERVICES	DVDs	\$26.04
Library Fund	Office Accessories	AMAZON CAPITAL SERVICES	Diffuser for Computer Lab	\$61.94
Library Fund	Office Accessories	AMAZON CAPITAL SERVICES	PPE Faceshields	\$48.99
Library Fund	Office Accessories	QUILL CORPORATION	tape	\$63.96
Library Fund	Printed Forms	SOUTHEASTERN LIBRARIES COOP	mailers & SMS notices	\$18.48
Library Fund	Program Services	SOUTHEASTERN LIBRARIES COOP	Our portion of 1 program	\$125.00
Library Fund	Repair/Maint Office Equipment	CANON FINANCIAL SERVICES, INC	copier lease	\$44.00
Library Fund	Repair/Maint Office Equipment	LOFFLER COMPANIES, INC	copier maintenance fee	\$126.47
Library Fund	Software Service Fees	SOUTHEASTERN LIBRARIES COOP	Chrome book suppot	\$506.00
Library Fund	Software Service Fees	SOUTHEASTERN LIBRARIES COOP	Basic services & PC support	\$599.02
Library Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service Library	\$48.72
Fund 211 Library Fund				\$2,700.30
Fund 222 Fire Fund				
Fire Fund	Contractual Services	EQUIPMENT MANAGEMANT CO	annual service for Rescue Tools	\$625.00
Fire Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Firehall	\$299.98
Fire Fund	Gas Utilities	MINNESOTA ENERGY	monthly service-Firehall	\$50.36
Fire Fund	General Notices and Pub Info	FILLMORE COUNTY JOURNAL	Fire truck public hearing notice	\$114.35
Fire Fund	General Notices and Pub Info	FILLMORE COUNTY JOURNAL	Fire truck public hearing notice	\$114.35
Fire Fund	General Operating Supplies	HAHN LUMBER CO	materials for control burn	\$53.80
Fire Fund	Repair/Maint Vehicles	HEGG TRUCK & TRAILER REPAIR	Inspection/full service/ Alt replaced	\$929.38
Fire Fund	Repair/Maint Vehicles	HEGG TRUCK & TRAILER REPAIR	Inspection/full service-3 trucks	\$985.37
Fire Fund	Repair/Maint Vehicles	IRONSIDE TRAILER SALES & SERVI	Parts/service for '96 Chevy fire truck	\$67.70
Fire Fund	Repair/Maint Vehicles	IRONSIDE TRAILER SALES & SERVI	parts/service 2016 GMC	\$138.00
Fire Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Firehall	\$29.02
Fire Fund	Small Tools and Minor Equip	DORNINK, DAN	Blower for Dryer	\$219.68
Fire Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service Fire	\$45.01
Fire Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-Firehall	\$19.51
Fund 222 Fire Fund				\$3,691.51
Fund 223 Ambulance Fund				
Ambulance Fund	Medical Supplies	ELAN FINANCIAL SERVICES	PPE-Amb masks	\$342.16
Ambulance Fund	Motor Fuels/Lubricants	HAMMELL EQUIPMENT	Def fluid-Amb	\$13.93
Ambulance Fund	Motor Fuels/Lubricants	KWIK TRIP, INC	Diesel-Amb	\$207.08
Ambulance Fund	Repair/Maint Vehicles	DECORAH AUTO CENTER	full service-Amb	\$107.38

CITY OF HARMONY
City Council Claims for Review

August 11, 2020

Fund Descr	Object of Expense	Vendor	Comments	Amount
Ambulance Fund	Telephone	VERIZON WIRELESS	monthly cell servic-Amb	\$47.90
Ambulance Fund	Travel Expenses	GRABAU, SAMANTHA	1-yr travel/time EMT Class	\$500.00
Fund 223 Ambulance Fund				\$1,218.45
Fund 251 Park Fund				
Park Fund	Cleaning Supplies	1 SOURCE	storage cabinet-Campground bathroom	\$536.45
Park Fund	Cleaning Supplies	DALCO	bowl cleaner/brush	\$17.51
Park Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Parks	\$279.83
Park Fund	Equipment Parts	HAHN LUMBER CO	treated decking/sealant	\$23.85
Park Fund	Equipment Parts	RUN RIGHT POWER LLC	weed whacker line	\$12.95
Park Fund	Equipment Parts	RUN RIGHT POWER LLC	knob	\$6.20
Park Fund	Equipment Parts	RUN RIGHT POWER LLC	weed whacker line	\$6.99
Park Fund	General Operating Supplies	HARMONY GARDENS & FLORAL, LLC	pots for Selvig Park	\$96.94
Park Fund	General Operating Supplies	KINGSLEY MERCANTILE	paint/painting supplies	\$204.14
Park Fund	General Operating Supplies	KINGSLEY MERCANTILE	nuts/bolts	\$88.77
Park Fund	Landscaping Materials	KINGSLEY MERCANTILE	grass seed	\$28.98
Park Fund	Landscaping Materials	NORBY TREE SERVICE LLC	shrubs/tree removal/stump grinding	\$2,200.00
Park Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	gas-mowers	\$336.38
Park Fund	Motor Fuels/Lubricants	RUN RIGHT POWER LLC	premix fuel	\$7.49
Park Fund	Motor Fuels/Lubricants	RUN RIGHT POWER LLC	premix fuel	\$7.49
Park Fund	Motor Fuels/Lubricants	RUN RIGHT POWER LLC	premix fuel	\$14.98
Park Fund	Other Rentals	ON SITE SANITATION	portable toilet	\$83.00
Park Fund	Repair/Maint Machinery/Equip	RUN RIGHT POWER LLC	12' bar/chain	\$55.94
Park Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-Parks	\$121.50
Park Fund	Small Tools and Minor Equip	KINGSLEY MERCANTILE	sprayer	\$24.69
Park Fund	Small Tools and Minor Equip	KINGSLEY MERCANTILE	clippers	\$17.99
Park Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-Parks	\$161.64
Fund 251 Park Fund				\$4,333.71
Fund 601 Water Fund				
Water Fund	Revenue Bonds Payable NC	MPFA	'16 Well Note pmt	\$41,000.00
Water Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinder demmurrage	\$5.00
Water Fund	Debt Service Interest	MPFA	'16 Well Note int pmt	\$3,510.00
Water Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-pumphouses	\$1,144.95
Water Fund	Equipment Parts	HAWKINS WATER TREATMENT GROU	chlorine regulator/parts	\$1,664.29
Water Fund	Gas Utilities	MINNESOTA ENERGY	monthly service-pumphouses	\$39.49
Water Fund	General Operating Supplies	KINGSLEY MERCANTILE	hose/marking paint	\$24.57
Water Fund	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	water testing	\$40.00

CITY OF HARMONY
City Council Claims for Review

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Fund Descr	Object of Expense	Vendor	Comments	Amount
Water Fund	Postage	ELAN FINANCIAL SERVICES	Postage paid envelope	\$263.47
Water Fund	Postage	ELAN FINANCIAL SERVICES	mailed water samples	\$26.00
Water Fund	Taxes, Licenses & Permits	MN DEPT OF HEALTH	Brian Michel Class C Water License	\$23.00
Water Fund	Utility Maint Materials	CORE & MAIN, LP	fire hydrant extensions	\$1,261.00
Fund 601 Water Fund				\$49,001.77
Fund 602 Sewer Fund				
Sewer Fund	Revenue Bonds Payable NC	MPFA	'04 Sewer Note pmt	\$35,000.00
Sewer Fund	Chemicals and Chem Products	HAWKINS WATER TREATMENT GROU	chlorine cylinder demmorage	\$5.00
Sewer Fund	Chemicals and Chem Products	USA BLUEBOOK	De-chlorinization tabs	\$699.24
Sewer Fund	Debt Service Interest	MPFA	'04 Sewer Note int pmt	\$715.00
Sewer Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-WWTP/Lifts	\$1,781.06
Sewer Fund	Gas Utilities	MINNESOTA ENERGY	monthly service-WWTP	\$294.11
Sewer Fund	General Operating Supplies	KINGSLEY MERCANTILE	command hook	\$4.79
Sewer Fund	Laboratory & Testing Fees	UTILITY CONSULTANTS, INC	WW testing	\$812.40
Sewer Fund	Postage	ELAN FINANCIAL SERVICES	postage paid envelopes	\$263.47
Sewer Fund	Sewer Utilities	HARMONY PUBLIC UTILITIES	sewer-WWTP	\$1,960.54
Sewer Fund	Telephone	HARMONY TELEPHONE COMPANY	monthly service sewer dialers	\$160.07
Sewer Fund	Training Fees	MINN RURAL WATER ASSOC	WasteWater Refresher class-Terry Bigalk	\$255.00
Sewer Fund	Training Fees	MINN RURAL WATER ASSOC	WasteWater Refresher Class	\$255.00
Sewer Fund	Utility Maint Materials	TEAM LABORATORY CHEM. CORP.	Lift station degreaser	\$2,100.50
Sewer Fund	Water Utilities	HARMONY PUBLIC UTILITIES	water-WWTP	\$1,291.77
Fund 602 Sewer Fund				\$45,597.95
Fund 603 Solid Waste Fund				
Solid Waste Fund	Postage	ELAN FINANCIAL SERVICES	postage paid envelopes	\$263.47
Solid Waste Fund	Refuse/Garbage Disposal	FILLMORE CO. RESOURCE RECOVERY	garbage disposal	\$157.50
Fund 603 Solid Waste Fund				\$420.97
Fund 604 Electric Fund				
Electric Fund	Utility Deposits	UTILITY DEPOSIT REFUND	refund to past due Utilities-Pam Newman	\$101.50
Electric Fund	Utility Deposits	UTILITY DEPOSIT REFUND	refund deposit to Landlord-Pam Newman	\$48.50
Electric Fund	Electric Power for Resale	MI ENERGY COOPERATIVE	Power for Resale	\$82,965.60
Electric Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-Town clock	\$13.27
Electric Fund	Electric Utilities	HARMONY PUBLIC UTILITIES	Elec-streetlights	\$1,312.58
Electric Fund	Motor Fuels/Lubricants	KWIK TRIP,INC	Gas-Ford pickup	\$65.25
Electric Fund	Postage	ELAN FINANCIAL SERVICES	postage paid envelopes	\$263.47
Electric Fund	Repair/Maint Other Improve	GOPHER STATE ONE CALL, INC	locates/no locates	\$41.85

CITY OF HARMONY
City Council Claims for Review

August 11, 2020

Fund Descr	Object of Expense	Vendor	Comments	Amount
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	undergraound repair 425 5th St NE	\$1,519.39
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Underground 830 3rd Ave SE	\$1,155.91
Electric Fund	Repair/Maint Other Improve	MOREM ELECTRIC, INC	Laundramat Pole removal	\$3,283.43
Electric Fund	Repair/Maint Other Improve	NORBY TREE SERVICE LLC	powerline tree removal	\$900.00
Fund 604 Electric Fund				\$91,670.75
Fund 620 Economic Development Authority				
Economic Development	Legal Fees	NETHERCUT SCHIEBER ATTORNEYS	legal services-July	\$287.50
Economic Development	Telephone	HARMONY TELEPHONE COMPANY	monthly service EDA	\$47.61
Fund 620 Economic Development Authority				\$335.11
				\$277,780.36

ADMINISTRATOR'S REPORT

For the Period July, 2020 to August 11, 2020

ADMINISTRATION

Attended EDA, Library and Park Board monthly meetings.

Starting working on budget for 2021 to have the preliminary budget ready for September Council Meeting.

Met with staff and consultants to be briefed on projects, current matters, and on-going tasks within Harmony.

Working with citizens to resolve issues that have come up during construction. Answer questions to the best my ability or forwarding them to the appropriate resources to find answers.

Webinars on budgeting, COVID, CARES act.

Training in Fund accounting

Completed July payroll.

Working on getting the details of the playground install on August 29th, coordinating with playscapes and public works.

Various meetings such as insurance, Wellhead protection meetings, Meeting with the auditors to get an understanding of needs for 2021 Audit.

Trying to meet and introduce myself to as many people as I can given COVID restrictions.

Items to discuss:

- Potentially renting portions of community center to county
- Condensing and eliminating some line items in the budget.

**CITY OF HARMONY
CITY COUNCIL**

**AGENDA ITEM
COVER SHEET**

Originating Staff: Devin Swanberg Administrator	Meeting Date: August 11, 2020	Agenda Item No. 7A
Agenda Section: Old Business	Item: Park Ordinances	
<p>BACKGROUND: In July's meeting there was a motion to direct Administrator Swanberg to craft resolutions for a park closure. Staff researched this and wanted more clarification for times and if they wanted more ordinances added. Staff also thought it was appropriate to bring to the park board for comments and input before staff wrote the ordinance.</p>		
<p>ATTACHMENTS:</p>		
<p>COUNCIL ACTION REQUESTED: Discussion of what the ordinances include so they can be written and voted on in the regular September meeting.</p>		



Owner: City of Harmony, 225 3rd Ave. SW, Harmony, MN 55939	Date: August 6, 2020
For Period: 7/9/2020 to 8/6/2020	Request No: 3
Contractor: Generation X Construction LLC, 26204 MN-43, PO Box 490, Rushford MN 55971	

CONTRACTOR'S REQUEST FOR PAYMENT
 2020 STREET AND UTILITY IMPROVEMENTS
 STANTEC PROJECT NO. 193804911

SUMMARY

1	Original Contract Amount		\$	1,666,629.00
2	Change Order - Addition	\$	0.00	
3	Change Order - Deduction	\$	0.00	
4	Revised Contract Amount		\$	1,666,629.00
5	Value Completed to Date		\$	842,373.50
6	Material on Hand		\$	0.00
7	Amount Earned		\$	842,373.50
8	Less Retainage 5%		\$	42,118.68
9	Subtotal		\$	800,254.83
10	Less Amount Paid Previously		\$	621,607.33
11	Liquidated damages -		\$	0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO.	<u>3</u>	\$	<u>178,647.50</u>

Recommended for Approval by:
STANTEC

B.A. A. G. L.

Approved by Contractor:
GENERATION X CONSTRUCTION LLC

Approved by Owner:
CITY OF HARMONY

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Quantity to Date	Amount to Date
PART 1 - SANITARY SEWER:						
1	REMOVE SANITARY SEWER MANHOLE	EA	5	\$750.00	5	\$3,750.00
2	REMOVE SANITARY SEWER MAIN	LF	793	\$2.00	793	\$1,586.00
3	ADJUST SANITARY SEWER FRAME AND RING CASTING	EA	21	\$500.00	0	\$0.00
4	CONNECT TO EXISTING SANITARY SEWER PIPE	EA	10	\$500.00	10	\$5,000.00
5	CONNECT TO EXISTING SANITARY SEWER MANHOLE	EA	3	\$500.00	3	\$1,500.00
6	8" PVC SANITARY SEWER POINT REPAIR	LF	24	\$100.00	24	\$2,400.00
7	8" PVC SANITARY SEWER PIPE	LF	850	\$35.00	840	\$29,400.00
8	IMPROVED PIPE FOUNDATION	LF	850	\$10.00	0	\$0.00
9	4' DIAMETER SANITARY MH, INCL R-1642-B CSTG AND CONC ADJ RINGS	EA	5	\$950.00	5	\$4,750.00
10	SANITARY SEWER INSPECTION	LF	850	\$3.00	0	\$0.00
TOTAL PART 1 - SANITARY SEWER						\$48,386.00
PART 2 - WATER MAIN:						
11	REMOVE/ ABANDON WATER MAIN PIPE	LS	1	\$3,000.00	1.00	\$3,000.00
12	REMOVE HYDRANT	EA	7	\$400.00	7	\$2,800.00
13	REMOVE GATE VALVE AND BOX	EA	12	\$300.00	12	\$3,600.00
14	ADJUST GATE VALVE AND BOX	EA	14	\$450.00	0	\$0.00
15	CONNECT TO EXISTING WATER MAIN	EA	19	\$850.00	16	\$13,600.00
16	6" GATE VALVE AND BOX	EA	13	\$1,650.00	12	\$19,800.00
17	8" GATE VALVE AND BOX	EA	10	\$1,850.00	10	\$18,500.00
18	HYDRANT	EA	8	\$4,000.00	8	\$32,000.00
19	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LF	850	\$40.00	840	\$33,600.00
20	8" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LF	1930	\$45.00	1915	\$86,175.00
21	10" O.D. HDPE DR 11 IPS WATER MAIN (DIRECTIONAL DRILLED)	LF	315	\$105.00	315	\$33,075.00
22	DUCTILE IRON FITTINGS	LB	2200	\$12.00	2200	\$26,400.00
23	IMPROVED PIPE FOUNDATION	LF	2780	\$8.00	0	\$0.00
24	TEMPORARY WATER SERVICE	LS	1	\$6,000.00	1	\$6,000.00
TOTAL PART 2 - WATER MAIN						\$278,550.00
PART 3 - SERVICES:						
25	CONNECT TO EXISTING WATER SERVICE	EA	19	\$400.00	19	\$7,600.00
26	1" CURB STOP AND BOX	EA	28	\$350.00	35	\$12,250.00
27	1" CORPORATION STOP WITH SADDLE	EA	28	\$400.00	35	\$14,000.00
28	1" TYPE "K" COPPER WATER SERVICE	LF	665	\$40.00	815	\$32,600.00
29	6" GATE VALVE AND BOX	EA	1	\$1,800.00	1	\$1,800.00
30	6" C900 DR18 PVC WATER MAIN, INCL. TRACER WIRE	LF	45	\$45.00	45	\$2,025.00
31	DUCTILE IRON FITTINGS	LB	115	\$12.00	115	\$1,380.00
32	8X4 PVC WYE	EA	15	\$400.00	17	\$6,800.00
33	4" PVC SDR 26 SEWER SERVICE PIPE	LF	435	\$40.00	520	\$20,800.00
34	CONNECT TO EXISTING SANITARY SEWER SERVICE	EA	13	\$600.00	16	\$9,600.00
TOTAL PART 3 - SERVICES						\$108,855.00
PART 4 - STREET IMPROVEMENTS:						
35	MOBILIZATION	LS	1	\$45,000.00	0.80	\$36,000.00
36	TRAFFIC CONTROL	LS	1	\$7,500.00	0.80	\$6,000.00
37	GRUB STUMP	EA	3	\$600.00	0	\$0.00
38	RECLAIM BITUMINOUS PAVEMENT	SY	13705	\$1.00	13705	\$13,705.00
39	REMOVE BITUMIOUS PAVEMENT	SY	2260	\$2.00	0	\$0.00
40	ADJUST STORM SEWER FRAME AND RING CASTING	EA	4	\$850.00	0	\$0.00
41	SHAPE EXISTING RECLAIMED AGGREGATE BASE COURSE FOR PAVING	SY	3850	\$1.10	0	\$0.00
42	6' EDGE MILL BITUMINOUS PAVEMENT	LF	9000	\$1.50	0	\$0.00
43	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	240	\$7.00	200	\$1,400.00
44	REMOVE CONCRETE SIDEWALK	SY	1350	\$6.00	1350	\$8,100.00

No.	Item	Unit	Contract	Unit	Quantity	Amount
			Quantity	Price	to Date	to Date
45	REMOVE CONCRETE CURB AND GUTTER	LF	5570	\$3.00	5170	\$15,510.00
46	SAWING BITUMINOUS PAVEMENT	LF	2050	\$3.00	1850	\$5,550.00
47	SAWING CONCRETE SIDEWALK/ DRIVEWAY	LF	580	\$5.00	560	\$2,800.00
48	COMMON EXCAVATION (P)	CY	9680	\$10.00	9280	\$92,800.00
49	GEOTEXTILE FABRIC, TYPE V	SY	12310	\$1.25	11350	\$14,187.50
50	AGGREGATE BASE, CLASS 2 (CV)	CY	30	\$29.00	0	\$0.00
51	AGGREGATE SHOULDERING, CLASS 2 (CV)	CY	5	\$30.00	0	\$0.00
52	AGGREGATE BASE, CLASS 5 (CV)	CY	2650	\$29.00	2500	\$72,500.00
53	AGGREGATE BASE, CLASS 2 MOD. (CV)	CY	4150	\$29.00	3970	\$115,130.00
54	SUBGRADE EXCAVATION (EV)	CY	1025	\$10.00	500	\$5,000.00
55	SUBGRADE CORRECTION (CV)	CY	1025	\$29.00	500	\$14,500.00
56	TOPSOIL BORROW (CV)	CY	560	\$15.00	0	\$0.00
57	TYPE SP 12.5 NON WEARING COURSE MIXTURE (SPNWB330B) (2" THICK)	SY	15470	\$10.00	0	\$0.00
58	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340B) (1.5" THICK)	SY	15470	\$8.00	0	\$0.00
59	TYPE SP 9.5 WEARING COURSE MIXTURE (SPWEA340B) (1.5" THICK OVERLAY)	SY	15836	\$8.00	0	\$0.00
60	BITUMINOUS MATERIAL FOR TACK COAT (P)	GAL	1565	\$2.50	0	\$0.00
61	PREPARATION OF BITUMINOUS NON WEAR FOR WEAR COURSE PAVING	LS	1	\$10,000.00	0	\$0.00
62	B612 CONCRETE CURB AND GUTTER	LF	240	\$48.00	0	\$0.00
63	B618 CONCRETE CURB AND GUTTER	LF	4700	\$24.50	0	\$0.00
64	SURMOUNTABLE CONCRETE CURB AND GUTTER	LF	880	\$42.00	0	\$0.00
65	4" THICK CONCRETE SIDEWALK	SY	350	\$66.00	0	\$0.00
66	6" THICK CONCRETE DRIVEWAY PAVEMENT (RESIDENTIAL)	SY	425	\$69.00	0	\$0.00
67	7" THICK CONCRETE DRIVEWAY PAVEMENT (COMMERCIAL)	SY	20	\$75.00	0	\$0.00
68	7" THICK CONCRETE VALLEY GUTTER	SY	250	\$98.00	0	\$0.00
69	CONCRETE PEDESTRIAN CURB RAMP	EA	8	\$2,500.00	0	\$0.00
70	GRAVEL DRIVEWAY RESTORATION	SY	35	\$25.00	0	\$0.00
71	RESIDENTIAL BITUMINOUS DRIVEWAY PAVEMENT (SPWEA340B) (3" THICK)	SY	30	\$30.00	0	\$0.00
72	HYDRAULIC BONDED FIBER MATRIX (BFM)	SY	7000	\$2.50	0	\$0.00
73	INLET PROTECTION	LS	1	\$4,000.00	0.85	\$3,400.00
TOTAL PART 4 - STREET IMPROVEMENTS						<u>\$406,582.50</u>

BASE BID SUMMARY

TOTAL PART 1 - SANITARY SEWER	\$48,386.00
TOTAL PART 2 - WATER MAIN	\$278,550.00
TOTAL PART 3 - SERVICES	\$108,855.00
TOTAL PART 4 - STREET IMPROVEMENTS	<u>\$406,582.50</u>
TOTAL BASE BID (PARTS 1-4)	\$842,373.50

PROJECT PAYMENT STATUS

OWNER CITY OF HARMONY
STANTEC PROJECT NO. 193804911
CONTRACTOR GENERATION X CONSTRUCTION LLC

CHANGE ORDERS

No.	Date	Description	Amount
Total Change Orders			

PAYMENT SUMMARY

No.	From	To	Payment	Retainage	Completed
1	05/01/2020	06/04/2020	\$316,279.70	\$16,646.30	\$332,926.00
2	06/05/2020	07/09/2020	\$305,327.63	\$32,716.18	\$654,323.50
3	07/10/2020	08/06/2020	\$178,647.50	\$42,118.68	\$842,373.50

Material on Hand

Total Payment to Date		\$800,254.83	Original Contract	\$1,666,629.00
Retainage Pay No	3	\$42,118.68	Change Orders	
Total Amount Earned		\$842,373.51	Revised Contract	\$1,666,629.00

FILLMORE COUNTY SHERIFF



Office of the FILLMORE COUNTY SHERIFF

JOHN DEGEORGE Sheriff
LANCE BOYUM Chief Deputy
901 Houston St. NW
PRESTON, MN 55965-1080

Tel: 507-765-3874
Emergency Dial 911
Fax: 507-765-2703

Date: August 1st, 2020
To: Harmony City Council
From: Jason Harmening, Deputy Sheriff
John DeGeorge, Fillmore County Sheriff
Re: August 2020 Monthly Council Report

Calls for Service / Patrol Activity:

Reported Date	Title	Street Name
2020-07-02	Crash	6TH ST
2020-07-03	Noise Complaint	2ND AVE
2020-07-03	Suspicious Activity	BEER TENT
2020-07-04	Special Events	
2020-07-05	Noise Complaint	5th ST
2020-07-05	Crash	4th ST
2020-07-06	Suspicious Activity	2ND AVENUE
2020-07-07	Funeral Escort	MAIN AVE
2020-07-07	Traffic	MAIN AVE
2020-07-08	Fires	3RD AVE
2020-07-09	Ambulance	2nd AVE
2020-07-10	MAARC	MAIN AVE SOUTH
2020-07-11	Assist	2nd ST
2020-07-11	Assist	2nd ST
2020-07-12	Suspicious Activity	2ND AVE
2020-07-12	Suspicious Activity	2ND AVE

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2020-07-13	Assist	3RD ST
2020-07-13	Theft	MAIN AVE
2020-07-14	Theft	MAIN AVE
2020-07-14	Domestic Disturbance	5TH AVE
2020-07-14	Domestic Disturbance	5TH AVE
2020-07-14	Domestic Disturbance	5TH AVE
2020-07-14	Domestic Disturbance	5TH AVE
2020-07-14	Fraud/Scam	1ST AVE
2020-07-14	Ambulance	MAIN AVE
2020-07-15	Ordinance or Code Violation	3RD AVE
2020-07-15	Civil	5TH AVE SE
2020-07-15	Civil	5TH AVE SE
2020-07-15	Parking Complaint	MAIN AVE
2020-07-15	Warrant	MAIN AVE
2020-07-15	Warrant	MAIN AVE
2020-07-16	Civil	CENTER ST
2020-07-16	Suspicious Activity	1st AVE
2020-07-17	MAARC	MAIN AVE
2020-07-19	Driving Under the Influence	MAIN AVE
2020-07-19	Traffic	1ST AVE
2020-07-19	Driving Complaint	2nd AVE
2020-07-20	Welfare Check	1ST AVE
2020-07-20	Ambulance	MAIN AVE
2020-07-21	MAARC	MAIN AVE
2020-07-22	Theft	1ST AVE
2020-07-24	Suspicious Activity	MAIN AVE

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Emergency Dial 911
Fax: 507-765-2703

2020-07-24	Animal Complaint	2ND AVE
2020-07-24	Assist	5TH ST
2020-07-27	MAARC	MAIN AVE
2020-07-28	Theft	5TH ST
2020-07-30	Welfare Check	MAIN AVE
2020-07-31	Parking Complaint	MAIN AVE
2020-07-31	Parking Complaint	MAIN AVE
2020-07-31	Gas Drive Off	MAIN AVE
2020-07-31	MAARC	2nd AVE
2020-07-31	Theft	2ND AVE

Harmony EDA Minutes

August 8, 2020
7:30 AM

Community Center
Council Room

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

Also Present: Melissa Vander Plas, Devin Swanberg, and Chris Giesen

The regular meeting was called to order at 7:33 AM by Chris Skaalen

Minutes

The board reviewed the minutes of the July 2, 2020 meeting. Motion by Sagen, second by Kingsley to approve the minutes as presented. The motion carried unanimously.

Financial Reports & Claims

The board reviewed the loan portfolio. All loans were current. Motion by Batstone, second by Kingsley to approve the financial report as presented. Motion carried unanimously. The board briefly discussed the success of the loan payment holiday and agreed that if necessary it could be a useful tool in the future.

Land Maintenance for Trail

Giesen presented a memo outlining an issue with noxious weeds growing on some of the property recently purchased for the extension of the bike trail. There was an urgent concern that the weeds would go to seed if not dealt with quickly. He said that in working with the bike trail committee and a local farmer, Jack Hjelmeland, they were able to get the weeds removed for the time being at a cost of \$100. Giesen said that depending on if the weeds grow back there might be a need to spray or mow again at an additional cost. He recommended that the board authorize the initial expense of \$100 to Jack Hjelmeland and to utilize the bike trail committee in determining what, if any, future weed mitigation action was required. Motion by Skaalen, second by Batstone to approve the initial \$100 mowing expense to Jack Hjelmeland and in order to facilitate timely removal, to approve future mitigation as determined necessary by the bike trail committee. Motion carried unanimously.

Chamber of Commerce Report

Melissa Vander Plas was present to give the chamber report. She mentioned that July was a better month for visitor numbers over June, which was encouraging, and provided the following written report:

Harmony Area Chamber of Commerce Director's Report ~ August 2020

July Activities

- ~ Revised preparedness plan for visitor center office with new mask mandate in place.
 - ~ Hosted promotions and marketing committee meetings. Fourth of July committee will resume meeting in August or September.
 - ~ Developed several small ads for fall activities in Harmony – promoting outdoor activities such as Frisbee golf, musical interactive park, biking, historic walking tour, country roads/fall color drive
- Inspired Magazine

- City Pages
- Driftless Journal promotion of Harmony-Preston Valley Trail
 - ~ Worked on United in Harmony campaign, t-shirt design and fundraiser
 - ~ Worked with visitors and information for potential visitors when Annette and/or volunteer was not present

July visitor center activity

- ~ We had 329 visitors at the center. (49 in June)
- ~ We received 144 requests for visitor guides through Explore Minnesota (79 in June)
- ~ We had 14 requests for visitor guides through our website (19 in June)
- ~ 71 Visitor guides were taken from our hallway rack. (67 in June)
- ~ 539 estimated visitors through the building in July. (250 in June)

Goals going forward

- ~ Distribute disposal masks to local businesses (600 received from DEED on Tuesday).
- ~ Work with marketing and promotions committee for ideas to continue promoting businesses and community
- Customer appreciation night pushed back to October – still not 100 percent
- Evaluate other fall/winter events – Haunted Harmony and Fall Garage Sales in October, Holiday Fest in November
 - ~ Continue membership follow-ups with former members who have not yet renewed in 2020.
 - ~ Host Ribbon Cutting for Mindy Jones at Tin, Rust & Harmony
 - ~ Work on small mailer to send in lieu of Visitor Guide – we are down to about 200 guides at this point

2021 Funding Request

- ~ Considering our staff reduction to one assistant in 2020 and the addition of our crisis marketing grant, we do not anticipate requesting an increase to our yearly allotment from the EDA.
- ~ We are also committed to increased fundraising efforts through the Fourth of July celebration (now 126th celebration!) and our “United in Harmony” campaigns.

Contact me

As always, feel free to contact me in the office on Mondays, Tuesdays, and Thursdays, as well as additional hours on some Wednesdays and Fridays. My office number is 507-886-2469 and my cell is 507-450-5971.

Small Cities Block Grant Discussion

Giesen introduced a program that may benefit commercial and residential properties by providing forgivable loans for property renovations. Giesen introduced Allison Wagner of CEDA who joined by telephone to discuss the program in more detail. Wagner mentioned that the city could apply for a Small Cities Block Grant, which could be used to renovate commercial, rental, and residential properties. Income qualified home owners would get 100% forgivable loans for home renovations like roofs, windows, siding, heating and air, and the like. Owners of rental units could qualify for 70% in forgivable loans if 51% of their tenants are income qualified (no income restrictions for the owners themselves) for renovations similar to owner occupied properties but also for finishes like cabinets and flooring. Owners of commercial property could qualify for 80% forgivable loans for primarily exterior fixes like windows, roofs, siding, and even signage without any income limits for the owners. She stated that it would cost the EDA \$1,000 for the preliminary application, plus postage and some supplies for mailing surveys to city residents, and then another \$1,000 to complete the full application if the preliminary application is successful. There would be no additional cost to manage the multi-year grant if awarded. Management of the grant includes conducting inspections of

homes/projects, meetings with home/business owners, meeting with contractors, and coordinating projects for recipients. She also explained that due to application timing, the next available slot to apply would be in the fall of 2021 for projects in summer 2022. There is only one application round per year and applications take several months to receive approval from the state. It was also mentioned that applications are competitive due to high demand and relatively low funding being available, and that if the city provides a match the application generally receives a higher score.

The board discussed and agreed that the program sounded very beneficial. Giesen said that the program has been used several times in the past by Harmony. Wagner recommended that because of Harmony's size and new program rules, that the city apply on behalf of all properties in the community – assuming the owners are income qualified in the case of single family owner occupied properties. She also asked that if the city moves forward, if they could help create awareness of the opportunity by talking about the program at council meetings, with residents, business owners, gain media coverage, etc... She said that if the city moves forward the first step would be to complete a community survey to determine need and interest in the program. She would recommend starting the survey in late summer early fall 2021 and asked that the board help promote participation in the survey as the survey helps determine the size and scope of the total grant, if awarded. Motion by Skaalen, second by Donney to approve hiring CEDA to conduct the preliminary application for the Small Cities Block Grant in the fall of 2021 for a cost of \$1,000 and to hire CEDA to conduct the full application if the preliminary application is successful for an additional cost of \$1,000, and administer the program if awarded. Motion carried unanimously.

Residential Rehab Program Discussion

The board continued discussion of a possible modification of the new home rebate program to allow rebates for major renovation projects that increase the housing stock of the community. Giesen provided a draft outline of the proposed program indicating the proposed changes and modifications from the existing rebate program. The proposed changes included creating rebate categories for smaller increases in taxable value to accommodate renovation projects. The board discussed at length and agreed that in order to qualify for the new program, the minimum increase in taxable value should be \$50,000 which would generate a \$2,000 rebate award. Like the current new home rebate, the rebate amounts would be based on the city taxes projected to be paid over a 5 year period.

The board discussed at length. Batstone was concerned that if the threshold to qualify is too low, the original intent of the program would become diluted. The original intent of the program was to increase housing inventory in the city. He was opposed to providing assistance to potential applicants that were merely adding cosmetic or other improvements that didn't create new housing units. Consensus of the board was that the purpose of the program, to increase housing inventory in Harmony, should be clearly stated in the guidelines. The board further agreed that the program changes would be to fund whole home renovation type projects that bring dilapidated homes back to the market and become sellable, in addition to the construction of new homes – not to just improve a home owner's property for their personal enjoyment. The board asked Giesen to update the proposed guidelines with the items discussed and bring the proposal back to the next meeting for further discussion.

2021 EDA Budget

The board reviewed the proposed 2021 EDA budget worksheet. Vander Plas reported that the chamber was not asking for an increase over 2020 funding in 2021. Giesen

reported that the only proposed change would be an increase of \$936 in the CEDA contract rate (3% over 2020). The 2020 EDA budget is \$124,856 and the proposed 2021 budget is \$125,792. The board discussed. Motion by Kingsley, second by Batstone to recommend that the city council approve the 2021 EDA budget as proposed in the amount of \$125,792. Motion carried unanimously.

Industrial Park Pricing

Batstone left the meeting at 9:26 AM.

Giesen reviewed a memo in regards to pricing the property in the industrial park. He reviewed several options that considered various cost and pricing structures ranging from \$0.52/sq. ft. to \$2.22/sq. ft. He noted that in total there is about \$1 million of cost to cover between land costs to recoup and needed public infrastructure. The board discussed at length. The board agreed that future revenue from sales should be either set aside and dedicated for future park improvements and that lot sales prices should reflect the improvement costs, spreading those costs out over as many lots as possible to keep prices competitive. Giesen noted that even on the high end of \$2.22/sq. ft. it was still much lower than cities closer to Rochester, but that the city would still need to carry the improvement costs until the land sold and that such prices for properties in this market may make it difficult to sell lots quickly. He recommended that the board consider making the improvements in stages to minimize carrying costs unless there was a major project that could help cover those improvements through grants, low interest loans, TIF, etc... The board discussed that it may be beneficial to price some of the prime lots at a higher amount and some of the less prime lots at lower amounts. It was the consensus of the board that for the time being staff should advertise the lots in Phase 2 along 1st Ave NE as \$120,000 per lot (all inclusive of public utilities) and the lots in Phase 1 along 2nd NE as \$80,000 per lot (all inclusive of public utilities). It was also agreed that the two lots in Phase 1 along 2nd Ave NE should have their easterly lot lines extended through the recently purchased "Kiehne property" or Phase 3 area to maximize the layout of the park. The board agreed to discuss the pricing schedule on a regular basis as the park develops.

Kingsley left the meeting at 9:41 AM.

Prospects/Community Update

Giesen gave an update on prospects. Giesen mentioned that a business inquired about the EDA hosting a business gathering to discuss opportunities for businesses to work together given the pandemic situation and lower tourism numbers. The board discussed and suggested that this might be a better project for the chamber of commerce.

Other Business

There was no other business.

Hearing no objections, Skaalen adjourned the meeting at 9:50 AM.

The next regular meeting is scheduled for September 3, 2020 at 7:30 AM at the Community Center.