

**AGENDA  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
OCTOBER 3, 2023  
7:00 PM**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM:**

*"An opportunity for members of the public to address the City Council on items on/or not on the current agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate. You will be limited to three (3) minutes and we ask that you conduct yourself in a professional, courteous manner, and refrain from the use of profanity. Failure to abide by this policy may result in the loss of your privilege to speak".*

**APPROVAL OF MINUTES:**

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for September 19, 2023

**SCHEDULED BID LETTINGS:**

**SCHEDULED PUBLIC HEARINGS:**

**CONSENT AGENDA:**

*Items under the "Consent Agenda" will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.*

2. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of September 20, 2023 to October 3, 2023
3. To consider **Resolution 23-10-93** a resolution approving payment for Pay Voucher #3 to Ferguson Waterworks for the 2023 water meter change-out project in the amount of \$40,000.00

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:**

4. Report of Public Safety Director, Neil Bauer, for September 28, 2023
5. Report of City Building Official, Fred Weck, IV for September 28, 2023.
6. Report of the City Attorney, Tom Loonan, for September 29, 2023
7. Report of City Engineer Mark Erichson, WSB for September 29, 2023
8. Report of the Acting Public Works Superintendent Joe Keding for October 3, 2023

**COMMUNICATIONS:**

9. Minnesota Department of Health (MDH) Radium Correspondence Well #3

**OLD BUSINESS:**

**NEW BUSINESS:**

10. To consider the hiring of Amy Erickson as Administrative Assistant/Records Clerk at \$31.35/hr. with a tentative start date of October 23, 2023.
11. To consider **Resolution 23-10-94** a resolution declaring the cost to be assessed and ordering preparation of proposed assessment roll for the 2023 street improvement project
12. To consider **Resolution 23-10-95** a resolution calling a public hearing on assessments for the 2023 street improvement project
13. To consider a Proclamation declaring October 1st - October 31st 2023 as "Manufacturer's Month" in the City of Wyoming
14. To consider entering a closed session under MN State Statute 13D.05, Subd (2)(3) and (4) for a personnel matter.

**COUNCIL REPORTS:**

**ADJOURN**

**DRAFT MINUTES  
CITY COUNCIL  
REGULAR MEETING  
CITY OF WYOMING, MINNESOTA  
SEPTEMBER 19, 2023  
7:00PM**

**CALL TO ORDER:**

*Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for September 19, 2023 to order at 7:00 PM*

**CALL OF ROLL:**

*On a Call of the Roll the following members of the Wyoming City Council were present: Councilmembers Lisa Iverson, Linda Nanko Yeager, Dennis Schilling, Brett Ohnstad, and Claire Luger*

*ABSENT: None*

*Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Grant MacFarlane, Assistant City Administrator, Mark Erichson-WSB, Neil Bauer - Public Safety Director, and Fred Weck, Zoning Administrator/Building Official*

**DETERMINATION OF A QUORUM:**

**PLEDGE OF ALLEGIANCE:**

**OPEN FORUM:**

**County Commissioner Montzka** – Gave a brief update on the proposed County levy increase and some of the challenges they are facing. He noted that one of their neighboring cities would like all of the Sheriff's vehicles to be highly marked. He stated that the County Commissioners will defer to the Sheriff but is something that will be discussed.

**Mayor Iverson** – Stated that last week there was a task force meeting with different cities and the County and there was a comment made about ARPA funds and because of broadband, there may be some additional funds available. She stated that she wanted to put a plug in that, based on County taxes, the City could definitely use some help with infrastructure for buildings and housing. She stated that she would like to see what possible additional ARPA funds may be possible for cities to increase getting a broader tax base.

**County Commissioner Montzka** – Asked if she was implying this assistance for businesses.

**Mayor Iverson** – Clarified that she meant for businesses, housing, or whatever infrastructure a City needs to help offset the budget.

**County Commissioner Montzka** – Stated that he would pass this along but noted that he felt one concern that had been raised was that there were a number of buildings within the County that needed to be updated and maintained. He believes that the thought has been to apply some of the additional funds to those purposes. He noted that the broadband program is still in existence and has not been cancelled. He stated that there are some State and Federal funds that could really be useful and noted that if the County ends the broadband program in the near future, it does not mean that they will not get more broadband in the community. He thanked the City for participating in the program in the past.

**APPROVAL OF MINUTES:**

**1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota**

**City Council for September 5, 2023**

**A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR SEPTEMBER 5, 2023 AS SUBMITTED.**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**SCHEDULED BID LETTINGS: NONE**

**SCHEDULED PUBLIC HEARINGS: NONE**

**CONSENT AGENDA:**

*Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.*

2. To consider authorizing the payment of recommended bills, payroll, and journal entries for the period of September 6, 2023 to September 19, 2023

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #2 OF THE WYOMING CITY COUNCIL CONSENT AGENDA**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:**

3. Report of the Public Safety Director, Neil Bauer for September 15, 2023
4. Report of City Building Official, Fred Weck, IV for September 14, 2023
5. Report of City Attorney Tom Loonan for September 13, 2023
6. Report of City Engineer Mark Erichson, WSB for September 15, 2023
7. Report of Acting Public Works Superintendent Joe Keding for September 19, 2023

**COMMUNICATIONS:**

8. Lead/Copper Tap Water Monitoring report PWSID 1130018

**City Administrator Linwood** – Explained that part of the Safe Water Drinking Act, the City conducts water sampling for lead and copper. He noted that they take about 20 samples from around the City and submit them to the State and noted that the findings show that the City had not exceeded the appropriate levels. He noted that letters would be sent out to the participating locations in the City to let them know the results.

**Councilmember Schilling** – Asked how the participants were chosen for this testing.

**City Administrator Linwood** – Explained that the City picks randomly and reaches out to see if they would be willing to participate and, if so, Public Works goes and collects the samples.

**9. Potential Turnaround Located Near 26345 Fenwick Avenue**

**City Engineer Erichson** – Noted that the City has been working with the resident who would like to see some improvements made with a 3-point turnaround at the end of Fenwick. He noted that they have run into a few issues with MnDOT right-of-way and will continue to work with them to try to find a solution in the area. He stated that there are no solutions at this point, but wanted to update the Council and let them know that they were continuing to work on this issue.

**OLD BUSINESS: NONE**

**NEW BUSINESS**

**10. To consider Resolution 23-09-92 A Resolution Approving a Site Plan SP-23-005 Commercial Plumbing & Heating Located at 24428 Greenway Avenue for Applicant – Sperides Reiners Architects, Inc. – Jeff Gears, AIA, NCARB, LEED AP, and Owner – Commercial Plumbing & Heating – Natalie Bengston and Derrek Skeie, Property ID Number: 21.10854.10**

**Zoning Administrator/Building Official Weck** – Gave a brief overview of details for the proposed Site Plan for an addition to an existing business, Commercial Plumbing and Heating at 24428 Greenway Avenue. He reviewed staff and Planning Commission recommendations

**Council Member Nanko Yeager** – Asked why the Planning Commission had removed the requirement for a masonry building that had been recommended by staff.

**Zoning Administrator/Building Official Weck** – Stated that the Planning Commission is currently working on the City's Architectural Standards language and are moving towards this type of metal building being allowed. He stated that he believes it was based on what the City had already recently approved and what they were going to approve with the new Ordinance language.

**Council Member Ohnstad** – Asked if the materials would be dissimilar enough that it could eventually lead to a past practice type of situation, if someone else wanted to put up a dissimilar building.

**Zoning Administrator/Building Official Weck** – Explained that he did not think anything sets a precedent and noted that the Council should look at each individual action individually. He stated staff had recommended what was specifically included in the ordinance right now, but the Planning Commission was looking ahead and also at some of the things that had been recently approved. He reiterated that he did not think this action would set any precedent.

**Council Member Ohnstad** – Noted that it appears as though it will be advantageous for them to have everything that was previously outside located inside this addition, but did not want this to move in a direction where people felt they could just put up whatever they wanted.

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 23-09-92 A RESOLUTION APPROVING A SITE PLAN SP-23-005 COMMERCIAL PLUMBING & HEATING LOCATED AT 24428 GREENWAY AVENUE FOR APPLICANT – SPERIDES REINERS ARCHITECTS, INC. – JEFF GEARS, AIA, NCARB, LEED AP, AND OWNER – COMMERCIAL PLUMBING & HEATING – NATALIE BENGSTON AND DERREK SKEIE, PROPERTY ID NUMBER: 21.10854.10**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*  
*Voting Nay: None*

*Abstain: None*  
*Absent: None*

## 11. To consider Purchase Order for 2024 Dodge Durango

**Public Safety Director Bauer** – Reviewed the City’s fleet/CIP plan and explained that Squad 205 is slated for replacement in 2024. He reviewed some of the challenges in purchasing fleet vehicles and suggested that the City get the purchase order in for a Dodge Durango and assured the Council that the order can be cancelled, if necessary, because it is not a purchase agreement. He noted that the last 4 vehicles the City has purchased have been Dodge Durango’s which has been a good vehicle for the City. He noted that the cost through the State contract is \$40,003, but did not include the up fitting or equipment needed. He explained that the CIP is set for \$64,000 which should cover the unfitting costs. He explained that this vehicle would ideally be received by mid-2024 and the plan would be for the City to hold onto Squad 205 and repurpose it for the proposed Police Cadet/Reserve Cadet position until it reaches 100,000 miles.

**Council Member Nanko Yeager** – Asked what Squad 205 would be used for if the City did not have the Cadet/Reserve Cadet position.

**Public Safety Director Bauer** – Stated that the Council could decide if they wanted to continue to keep that vehicle in service somehow. He noted that if the City did not have those positions, he would not anticipate the vehicle would be needed, but would suggest that they get the longevity out of the vehicle that they can before it reaches 100,000 miles.

**Council Member Luger** – Asked how much outfitting this vehicle will cost.

**Public Safety Director Bauer** – Stated that he believes the most recent cost was around \$17,000 so the total cost would be within the project CIP budgeted amount.

**A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE PURCHASE ORDER FOR 2024 DODGE DURANGO, AS PRESENTED.**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

## 12. To consider the Purchase Order for 2024 F550 Chassis

**City Administrator Linwood** – Explained that this is similar situation than the one just outlined by Public Safety Director Bauer. He reviewed the ongoing issues with fleet purchases and noted that the first time this was ordered was in January of 2022, which was cancelled, reordered in November, and explained that once again, they were informed that the order was cancelled by Ford. He stated that they are back before the Council requesting another reordering and have a small window to submit this order and ‘get in line’ with the hopes that they will receive one next year. He stated that similar to the last item, the is a purchase order, not a purchase agreement.

**Council Member Nanko Yeager** – Asked if the City would be increasing a budget shortfall as the price continues to increase every time it has been ordered.

**City Administrator Linwood** – Stated that he believes the difference, at this point, would be just a bit over \$1,000 and the Capital Revolving Funds could be used to cover this increase.

**Council Member Luger** – Noted that the staff report referenced getting some pricing from Boyer Trucks.

**City Administrator Linwood** – Explained that he was not sure of Boyer Trucks was part of the

State purchasing contract, but are a very large truck provider and may be a way to receive a truck. He stated that their pricing increase may be more than the State contract amount, but could be a way to ensure that the City receives a truck which is why he thought Public Works was going to at least look at that option. He stated that if they felt this was something that should be pursued, they would bring it back for Council review.

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE PURCHASE ORDER FOR 2024 F550 CHASSIS FROM THE NATIONAL AUTO FLEET GROUP UNDER THE SOURCEWELL CONTRACT #091521 NAF IN THE AMOUNT OF \$64,041.17**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

**13. To consider Approving a Request for Proposals for a Utility Rate Study for Water and Sanitary Sewer Services for the City of Wyoming for 2024-2028**

**City Administrator Linwood** – Explained that the City conducts a rate study every 5 years and noted that the last one had been completed in 2018 for 2019-2023. He gave an overview of some of the things that would be considered part of the study and noted if this item was approved by the Council, they would solicit bids for the work with the idea that a draft would be completed by November and approved by the Council in December of 2023.

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE A REQUEST FOR PROPOSALS FOR A UTILITY RATE STUDY FOR WATER AND SANITARY SEWER SERVICES FOR THE CITY OF WYOMING FOR 2024-2028.**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*

*Voting Nay: None*

*Abstain: None*

*Absent: None*

## **COUNCIL REPORTS:**

**Council Member Ohnstad** – Attended the Park Advisory Commission meeting, the Stagecoach Days parade, and was at the City booth.

**Council Member Nanko Yeager** – Attended Stagecoach Days and helped out with the Friends of the Library book sale.

**Council Member Luger** – Attended the Sewer Commission meeting. She stated that she had also attended Stagecoach Days and expressed her appreciation to the Fire Relief Association and the Public Safety Department for making it such a great community event.

**Council Member Schilling** – Attended the EDA meeting. He noted that their meter was swapped out and it went very smoothly. He stated that the Public Works staff was very polite and professional and were in and out within 20 minutes.

**Mayor Iverson** – Attended the EDA meeting, the Joint Sewer Commission meeting, and the County Task Force meeting for Economic Growth. She noted that she feels the Veteran's Memorial is looking amazing. She stated that she also participated in the Stagecoach Days parade and stated that she felt the East Viking Boulevard road and sidewalk project is great and noted that they had gotten positive feedback from residents on it also. She stated that she wanted to give 'kudos' to Sam because she was contacted by a group of residents who wanted it acknowledged what a great job he had done and was told that he was very respectful when going

into residences. She stated that she also had the opportunity to speak to a group of women who were considering running for local and State government offices.

**Public Safety Director Bauer** – Noted that Stuff the Squad event will take place in November and is hopeful that they will be able to schedule a Coffee with a Cop sometime in early October.

Mayor Iverson recessed the Council meeting at 7:40 p.m. and reconvened at 7:45 p.m.

**14.** To consider entering a Closed Session under MN State Statute 13D.05, Subd 3(a) for the Annual Performance Evaluation of City Administrator Linwood

City Attorney Loonan He stated that at this time the Council will be entering a closed session under MN State Statute 13D.05, Subd 3(a) to discuss the annual the review of City Administrator Robb Linwood. He noted that City Administrator Linwood has consented to the closed session for this purpose.

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE GOING INTO A CLOSED SESSION UNDER MN STATE STATUTE 13D.05, SUBD. 3(A) FOR AN ANNUAL PERFORMANCE EVALUATION OF CITY ADMINISTRATOR ROBB LINWOOD AT 7:46 P.M.**

*Voting Aye: Schilling, Nanko Yeager, Luger, Iverson*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: Ohnstad*

**A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO EXIT THE CLOSED SESSION AND GO BACK INTO AN OPEN MEETING AT 8:08 P.M.**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: Ohnstad*

**City Attorney Loonan** – Stated that the Council was in a Closed Session under MN State Statute 13D.05, Subd. 3(a) regarding City Administrator Linwood’s annual performance review. The Closed Session was attended by Mayor Iverson, Councilmembers Schilling, Nanko Yeager and Luger as well as City Administrator Linwood and himself. He explained that no formal motions were offered or passed at the Closed Session.

**A MOTION WAS MADE BY COUNCILMEMBER IVERSON SECONDED BY COUNCILMEMBER LUGER TO ADJOURN THE SEPTEMBER 19, 2023 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:10PM**

*Voting Aye: Schilling, Nanko Yeager, Luger, Ohnstad, Iverson*  
*Voting Nay: None*  
*Abstain: None*  
*Absent: None*

**A portion of this public meeting may be closed to discuss “Labor Negotiation Strategies”; “Misconduct allegations or charges”; “Attorney-client privilege”; or “Performance evaluations” as per MN State Statute 13D.01-.05.**

**NEXT REGULAR MEETING: OCTOBER 3, 2023 7:00PM**

For Check Dates 09/26/2023 to 09/27/2023

Check Number	Name	Check Date
Text Label	55305 PACIFIC LIFE INSURANCE	09/26/2023
Item Code	GL Number	Amount
ROTH	101-0000-21712	250.00
		<u>250.00</u>
Text Label	55306 CENTRAL PENSION FUND,	09/26/2023
Item Code	GL Number	Amount
CENT PENS FUND	101-0000-21716	480.00
		<u>480.00</u>
Text Label	55307 WI SCTF,	09/26/2023
Item Code	GL Number	Amount
WI CHILD SUPPOR	101-0000-21710	215.42
		<u>215.42</u>
Text Label	EFT1033 MN STATE RETIREMENT	09/26/2023
Item Code	GL Number	Amount
CITY HSCP CONT	101-0000-21706	0.00
HCSP	101-0000-21710	0.00
MNDPCP	101-0000-21712	135.00
MNDPCPPRETAX	101-0000-21712	135.00
		<u>270.00</u>
Text Label	EFT1034 SELECTACCOUNT,	09/26/2023
Item Code	GL Number	Amount
DEP CARE	101-0000-21711	0.00
FSA CONT	101-0000-21711	0.00
HSA CITY CONT	101-0000-21707	0.00
HSA CONT	101-0000-21707	1,541.16
		<u>1,541.16</u>
Text Label	EFT1035 P.E.R.A.,	09/26/2023
Item Code	GL Number	Amount
CORD PERA	101-0000-21704	2,778.59
DCP PERA	101-0000-21704	16.67
DCP PERA MATCH	101-0000-21704	16.67
PERA CITY MATCH	101-0000-21704	3,206.05
PF PERA	101-0000-21704	3,674.41

For Check Dates 09/26/2023 to 09/27/2023

Check Number	Name	Amount	Check Date
PF PERA CITY	101-0000-21704	5,511.62	
		15,204.01	

Text Label EFT1036 INTERNAL REVENUE SERVICE, 09/26/2023

Item Code	GL Number	Amount
FITW	101-0000-21701	6,689.66
SOCSEC_EE	101-0000-21703	3,308.27
MEDICARE_ER	101-0000-21703	1,194.26
SOCSEC_ER	101-0000-21703	3,308.27
MEDICARE_EE	101-0000-21703	1,194.26
		15,694.72

Text Label EFT1037 STATE OF MINNESOTA, 09/26/2023

Item Code	GL Number	Amount
SITW	101-0000-21702	3,089.45
		3,089.45

Text Label EFT1038 INTERNAL REVENUE SERVICE, 09/27/2023

Item Code	GL Number	Amount
FITW	101-0000-21701	0.00
SOCSEC_EE	101-0000-21703	15.91
MEDICARE_ER	101-0000-21703	3.72
SOCSEC_ER	101-0000-21703	15.91
MEDICARE_EE	101-0000-21703	3.72
		39.26

Text Label

**General Checking Account 10100**  
**Total Amount Being Paid: \$36,784.02**  
**Total Number of Checks: 9**

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Mayor Iverson

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Councilmember Luger

Check List  
For Check Dates 09/26/2023 to 09/27/2023

Check Number Name

Check  
Date

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Councilmember Nanko Yeager

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Councilmember Schilling

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Councilmember Ohnstad

# City of Wyoming Check Detail Register

**09-29-2023**

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
<b>55354</b>	<b>09/29/2023</b>	<b>WYOMING POST OFFICE</b>			
09292023					
	601-9425-43220	POSTAGE		\$100.51	POSTAGE
	602-9425-43220	POSTAGE		\$100.51	POSTAGE
				\$201.02	
	<b>Total for WYOMING POST OFFICE</b>				

# City of Wyoming Check Detail Register

09-29-2023

Check #	Check Date	Vendor Name		
Invoice #	General Ledger #	Amount	Comment	

**General Checking Account 10100**  
**Total Amount Being Paid: \$201.02**  
**Total Number of Checks: 1**

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Mayor Iverson

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Councilmember Luger

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Councilmember Nanko Yeager

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Councilmember Schilling

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Councilmember Ohnstad

# City of Wyoming Check Detail Register

1/8  
September 29, 2023 10:46 AM  
User: ssaxe  
DR: Wyoming

**10-03-2023**

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment	
<b>12588</b>	<b>10/03/2023</b>	<b>90 DEGREE BENEFITS</b>				
9011-086049-1000			101-0000-21706	HOSPITALIZATION	\$28,502.08	HOSPITALIZATION/MEDICAL INS
<b>Total for 90 DEGREE BENEFITS</b>					<u>\$28,502.08</u>	
<b>55308</b>	<b>10/03/2023</b>	<b>ABM EQUIPMENT, LLC</b>				
0174407-02			602-9425-44040	REPAIRS & MAINT.	\$9,000.00	REPAIRS & MAINT. - EQUIPMENT
<b>Total for ABM EQUIPMENT, LLC</b>					<u>\$9,000.00</u>	
<b>55309</b>	<b>10/03/2023</b>	<b>ANDERSON - KOCH FORD</b>				
08513			101-3100-44040	REPAIRS & MAINT.	\$762.92	REPAIRS & MAINT. - EQUIPMENT
<b>Total for ANDERSON - KOCH FORD</b>					<u>\$762.92</u>	
<b>55310</b>	<b>10/03/2023</b>	<b>ARC Custom Homes</b>				
BSF22-0011			800-0000-20401	SILT FENCE	\$810.00	BSF22-0011
<b>Total for ARC Custom Homes</b>					<u>\$810.00</u>	
<b>55311</b>	<b>10/03/2023</b>	<b>BARGEN INC</b>				
223459			101-5200-42600	TRAIL MAINTENAN	\$2,800.00	TRAIL MAINTENANCE
223425-3			401-3100-45000	CAPITAL OUTLAY	\$21,648.00	CAPITAL OUTLAY
<b>Total for BARGEN INC</b>					<u>\$24,448.00</u>	
<b>55312</b>	<b>10/03/2023</b>	<b>BOUND TREE MEDICAL</b>				
85087551			101-2200-42100	OPERATING SUPPL	\$277.54	OPERATING SUPPLIES
<b>Total for BOUND TREE MEDICAL</b>					<u>\$277.54</u>	
<b>55313</b>	<b>10/03/2023</b>	<b>CHISAGO COUNTY RECORDER</b>				
202300000289			800-0000-20591	GREGORY REZONE	\$46.00	GREGORY REZONE ESCROW
<b>Total for CHISAGO COUNTY RECORDER</b>					<u>\$46.00</u>	

# City of Wyoming Check Detail Register

2/8  
September 29, 2023 10:46 AM  
User: ssaxe  
DR: Wyoming

**10-03-2023**

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment	
<b>55314</b>	<b>10/03/2023</b>	<b>CINTAS</b>				
4167823730			101-1400-43600	CLEANING SERVIC	\$31.05	CLEANING SERVICE-CITY HALL
4167824085			101-3100-44180	UNIFORMS	\$65.28	STREETS
			101-3100-42100	OPERATING SUPPL	\$48.00	SHOP SUPPLIES
4168561336			101-3100-44180	UNIFORMS	\$65.28	STREETS
			101-3100-42100	OPERATING SUPPL	\$33.55	SHOP SUPPLIES
4169272901			101-2110-43600	CLEANING SERVIC	\$28.51	CLEANING SERVICE-PUBLIC SAFETY
4169246027			101-1400-43600	CLEANING SERVIC	\$31.05	CLEANING SERVICE-CITY HALL
4169246178			101-3100-44180	UNIFORMS	\$65.28	STREETS
			101-3100-42100	OPERATING SUPPL	\$48.00	SHOP SUPPLIES
<b>Total for CINTAS</b>					<u>\$416.00</u>	
<b>55315</b>	<b>10/03/2023</b>	<b>CITY OF ST PAUL</b>				
IN55437			101-3100-44410	STREET MAINT MA	\$517.80	STREET MAINT MATERIALS
<b>Total for CITY OF ST PAUL</b>					<u>\$517.80</u>	
<b>55316</b>	<b>10/03/2023</b>	<b>CULLIGAN WATER CONDITIONING</b>				
AUGUST23			601-9425-42310	CONTRACTED SER	\$83.75	CONTRACTED SERVICES
<b>Total for CULLIGAN WATER CONDITIO</b>					<u>\$83.75</u>	
<b>55317</b>	<b>10/03/2023</b>	<b>DAN'S TOWING</b>				
91996			202-2110-42310	CONTRACTED SER	\$161.06	TOWING
<b>Total for DAN'S TOWING</b>					<u>\$161.06</u>	
<b>55318</b>	<b>10/03/2023</b>	<b>ELECTRO WATCHMAN, INC.</b>				
410224			101-3100-42310	CONTRACTED SER	\$209.70	CONTRACTED SERVICES
<b>Total for ELECTRO WATCHMAN, INC.</b>					<u>\$209.70</u>	
<b>55319</b>	<b>10/03/2023</b>	<b>Elevate Builders</b>				
BSF23-0006			800-0000-20401	SILT FENCE	\$810.00	BSF23-0006
<b>Total for Elevate Builders</b>					<u>\$810.00</u>	
<b>55320</b>	<b>10/03/2023</b>	<b>FAIRVIEW HEALTH SERVICES</b>				
20230829			101-2200-43000	PROFESSIONAL SE	\$427.00	PROFESSIONAL SERVICE (GENERAL)
<b>Total for FAIRVIEW HEALTH SERVICES</b>					<u>\$427.00</u>	

# City of Wyoming Check Detail Register

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User: ssaxe  
DR: Wyoming

**10-03-2023**

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
<b>55321</b>	<b>10/03/2023</b>	<b>FERGUSON WATERWORKS</b>			
0520188			601-9425-42290 METERS	\$1,402.72	METERS
0517925			601-9425-42290 METERS	\$69,600.00	METERS
0518621			601-9425-42290 METERS	\$22,770.00	METERS
CM038902			601-9425-42290 METERS	\$(57,835.00)	METERS
0520327			601-9425-42400 SMALL TOOLS/MIN	\$224.51	SMALL TOOLS/MINOR EQUIPMENT
0519917			401-3100-45000- CAPITAL OUTLAY	\$40,000.00	CAPITAL OUTLAY
<b>Total for FERGUSON WATERWORKS</b>				<u>\$76,162.23</u>	
<b>55322</b>	<b>10/03/2023</b>	<b>FLEET ALIGNMENT SERVICE</b>			
5002			101-5200-44040 REPAIRS & MAINT.	\$802.58	REPAIRS & MAINT. - EQUIPMENT
5005			101-3100-44040 REPAIRS & MAINT.	\$1,292.26	REPAIRS & MAINT. - EQUIPMENT
5019			101-3100-44040 REPAIRS & MAINT.	\$398.57	REPAIRS & MAINT. - EQUIPMENT
<b>Total for FLEET ALIGNMENT SERVICE</b>				<u>\$2,493.41</u>	
<b>55323</b>	<b>10/03/2023</b>	<b>GRAFIX SHOPPE</b>			
152703			101-3100-42260 SIGN MATERIAL/RI	\$650.04	SIGN MATERIAL/REPLACEMENT
<b>Total for GRAFIX SHOPPE</b>				<u>\$650.04</u>	
<b>55324</b>	<b>10/03/2023</b>	<b>GRANT MACFARLANE</b>			
09222023			101-1400-42080 TRAINING AND IN:	\$48.47	TRAINING AND INSTRUCTION
<b>Total for GRANT MACFARLANE</b>				<u>\$48.47</u>	
<b>55325</b>	<b>10/03/2023</b>	<b>HALLBERG STORAGE LLC</b>			
09142023			101-2200-42100 OPERATING SUPPL	\$52.50	OPERATING SUPPLIES
<b>Total for HALLBERG STORAGE LLC</b>				<u>\$52.50</u>	
<b>55326</b>	<b>10/03/2023</b>	<b>HYRKAS, KENNETH</b>			
20230911			101-2200-42080 TRAINING AND IN:	\$532.33	TRAINING AND INSTRUCTION
<b>Total for HYRKAS, KENNETH</b>				<u>\$532.33</u>	
<b>55327</b>	<b>10/03/2023</b>	<b>INNOVATIVE OFFICE SOLUTIONS</b>			
IN4325013			101-1400-42000 SUPPLIES - OFFICE	\$103.44	SUPPLIES - OFFICE/COPY/COMPUTR
IN4325037			101-2400-42000 SUPPLIES - OFFICE	\$34.84	SUPPLIES - OFFICE/COPY/COMPUTR
IN4331919			101-2110-42000 SUPPLIES - OFFICE	\$88.45	SUPPLIES - OFFICE/COPY/COMPUTR
<b>Total for INNOVATIVE OFFICE SOLUTI</b>				<u>\$226.73</u>	

# City of Wyoming Check Detail Register

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**10-03-2023**

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
<b>55328</b>	<b>10/03/2023</b>	<b>LEADERSHIP MENTORING NETWORK LLC</b>			
1001			101-1400-42080 TRAINING AND IN	\$347.50	TRAINING AND INSTRUCTION
<b>Total for LEADERSHIP MENTORING NE</b>				<u>\$347.50</u>	
<b>55329</b>	<b>10/03/2023</b>	<b>LRS PORTABLES, LLC</b>			
MP235725			101-5200-44050 SATALLITE RENTAL	\$100.00	SATALLITE RENTAL
MP235310			101-5200-44050 SATALLITE RENTAL	\$1,020.00	SATALLITE RENTAL
<b>Total for LRS PORTABLES, LLC</b>				<u>\$1,120.00</u>	
<b>55330</b>	<b>10/03/2023</b>	<b>MACQUEEN EMERGENCY</b>			
P52643			602-9425-44040 REPAIRS & MAINT.	\$161.03	REPAIRS & MAINT. - EQUIPMENT
<b>Total for MACQUEEN EMERGENCY</b>				<u>\$161.03</u>	
<b>55331</b>	<b>10/03/2023</b>	<b>MENARDS- FOREST LAKE</b>			
18155			601-9425-42400 SMALL TOOLS/MIN	\$709.14	SMALL TOOLS/MINOR EQUIPMENT
17840			101-5200-44010 REPAIRS & MAINT.	\$80.89	REPAIRS & MAINT. - BUILDINGS
<b>Total for MENARDS- FOREST LAKE</b>				<u>\$790.03</u>	
<b>55332</b>	<b>10/03/2023</b>	<b>METRO SALES</b>			
INV2366984			101-2400-44330 DUES & SUBSCRIP	\$219.70	DUES & SUBSCRIPTIONS
<b>Total for METRO SALES</b>				<u>\$219.70</u>	
<b>55333</b>	<b>10/03/2023</b>	<b>MIDWEST COMPLIANCE INC</b>			
56524			601-9425-43110 LAB COSTS	\$126.00	LAB COSTS
<b>Total for MIDWEST COMPLIANCE INC</b>				<u>\$126.00</u>	
<b>55334</b>	<b>10/03/2023</b>	<b>MINNESOTA VALLEY TESTING LABS</b>			
1216856			601-9425-43110 LAB COSTS	\$107.25	LAB TESTS
1217089			601-9425-43110 LAB COSTS	\$93.50	LAB TESTS
<b>Total for MINNESOTA VALLEY TESTINC</b>				<u>\$200.75</u>	
<b>55335</b>	<b>10/03/2023</b>	<b>MN DEPT OF TRANSPORTATION</b>			
P00017695			408-3100-43030 ENGINEERING	\$759.37	ENGINEERING
<b>Total for MN DEPT OF TRANSPORTATI</b>				<u>\$759.37</u>	

# City of Wyoming Check Detail Register

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**10-03-2023**

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment	
<b>55336</b>	<b>10/03/2023</b>	<b>NAPA AUTO PARTS</b>				
174043			602-9425-42100	OPERATING SUPPL	\$27.98	OPERATING SUPPLIES
173735			101-2110-43900	VEHICLE MAINTEN	\$82.44	VEHICLE MAINTENANCE
174625			602-9425-44040	REPAIRS & MAINT.	\$23.96	REPAIRS & MAINT. - EQUIPMENT
<b>Total for NAPA AUTO PARTS</b>					<u>\$134.38</u>	
<b>55337</b>	<b>10/03/2023</b>	<b>NORTHERN SALT INC</b>				
29584			101-3100-44410	STREET MAINT MA	\$2,700.00	STREET MAINT MATERIALS
<b>Total for NORTHERN SALT INC</b>					<u>\$2,700.00</u>	
<b>55338</b>	<b>10/03/2023</b>	<b>RAPIT PRINTING INC</b>				
403482			101-2400-44180	UNIFORMS	\$533.55	UNIFORMS
403659			101-1400-44180	UNIFORMS	\$145.40	UNIFORMS
403546			101-1400-42000	SUPPLIES - OFFICE	\$97.55	SUPPLIES - OFFICE/COPY/COMPUTR
<b>Total for RAPIT PRINTING INC</b>					<u>\$776.50</u>	
<b>55339</b>	<b>10/03/2023</b>	<b>RECYCLE TECHNOLOGIES, INC.</b>				
238971			601-9425-43000	PROFESSIONAL SE	\$100.00	PROFESSIONAL SERVICE (GENERAL)
<b>Total for RECYCLE TECHNOLOGIES, IN</b>					<u>\$100.00</u>	
<b>55340</b>	<b>10/03/2023</b>	<b>RICHARD GEISTHARDT</b>				
9-14-23 EXPENSE			602-9425-42080	TRAINING AND IN:	\$92.58	TRAINING AND INSTRUCTION
<b>Total for RICHARD GEISTHARDT</b>					<u>\$92.58</u>	
<b>55341</b>	<b>10/03/2023</b>	<b>RONALD &amp; KRISTEN KAUFMAN</b>				
09/25/2023			602-0000-11500	ACCOUNTS RECEIV	\$80.48	Sewer Usage
			601-0000-11500	ACCOUNTS RECEIV	\$36.21	Water Usage
			601-0000-11500	ACCOUNTS RECEIV	\$16.94	Water - Meter Charge
			651-0000-11500	ACCOUNTS RECEIV	\$3.80	Surface Water Mgmt
			601-0000-11500	ACCOUNTS RECEIV	\$0.98	State Surcharge
<b>Total for RONALD &amp; KRISTEN KAUFMA</b>					<u>\$138.41</u>	
<b>55342</b>	<b>10/03/2023</b>	<b>RUFFRIDGE JOHNSON EQUIPMENT CO, INC</b>				
IA26023			101-3100-44040	REPAIRS & MAINT.	\$149.95	REPAIRS & MAINT. - EQUIPMENT
<b>Total for RUFFRIDGE JOHNSON EQUIP</b>					<u>\$149.95</u>	
<b>55343</b>	<b>10/03/2023</b>	<b>SHERYL HOPPE</b>				
09/18/2023			602-0000-11500	ACCOUNTS RECEIV	\$150.00	Sewer - Base Charge
<b>Total for SHERYL HOPPE</b>					<u>\$150.00</u>	

# City of Wyoming Check Detail Register

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User: ssaxe  
DR: Wyoming

**10-03-2023**

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
<b>55344</b>	<b>10/03/2023</b>	<b>THEODORE PATRIN</b>			
09/18/2023					
	602-0000-11500	ACCOUNTS RECEIV		\$111.15	Sewer Usage
	601-0000-11500	ACCOUNTS RECEIV		\$74.33	Water Usage
	601-0000-11500	ACCOUNTS RECEIV		\$48.26	Water - Meter Charge
	651-0000-11500	ACCOUNTS RECEIV		\$10.83	Surface Water Mgmt
	601-0000-11500	ACCOUNTS RECEIV		\$2.81	State Surcharge
	<b>Total for THEODORE PATRIN</b>			<b>\$247.38</b>	
<b>55345</b>	<b>10/03/2023</b>	<b>THOMSON REUTERS-WEST PUBLISH</b>			
848893603					
	101-2110-44360	INVESTIGATIONS		\$174.34	INVESTIGATIVE SUITE
	<b>Total for THOMSON REUTERS-WEST PI</b>			<b>\$174.34</b>	
<b>55346</b>	<b>10/03/2023</b>	<b>TIMESAVER OFF SITE SECRETARIAL</b>			
M28561					
	101-1400-42310	CONTRACTED SER		\$163.75	CONTRACTED SERVICES
	<b>Total for TIMESAVER OFF SITE SECRE1</b>			<b>\$163.75</b>	
<b>55347</b>	<b>10/03/2023</b>	<b>VERIZON</b>			
9944552926					
	602-9425-43210	TELEPHONE		\$80.04	MACHINE-TO-MACHINE
	<b>Total for VERIZON</b>			<b>\$80.04</b>	
<b>55348</b>	<b>10/03/2023</b>	<b>VICTORY AUTOMOTIVE SERVICE</b>			
817495					
	101-2110-43900	VEHICLE MAINTEN		\$78.86	VEHICLE MAINTENANCE
817556					
	101-2110-43900	VEHICLE MAINTEN		\$238.25	VEHICLE MAINTENANCE
817554					
	101-2110-43900	VEHICLE MAINTEN		\$91.74	VEHICLE MAINTENANCE
817603					
	101-2110-43900	VEHICLE MAINTEN		\$133.50	VEHICLE MAINTENANCE
	<b>Total for VICTORY AUTOMOTIVE SERV</b>			<b>\$542.35</b>	
<b>55349</b>	<b>10/03/2023</b>	<b>WEX BANK</b>			
91811943					
	101-2400-42120	MOTOR FUELS		\$105.65	MOTOR FUELS
	101-2200-42120	MOTOR FUELS		\$456.23	MOTOR FUELS
	101-2110-42120	MOTOR FUELS		\$3,064.38	MOTOR FUELS
	101-3100-42120	MOTOR FUELS		\$937.74	MOTOR FUELS
	101-5200-42120	MOTOR FUELS		\$42.42	MOTOR FUELS
	601-9425-42120	MOTOR FUELS		\$490.08	MOTOR FUELS
	602-9425-42120	MOTOR FUELS		\$490.08	MOTOR FUELS
	<b>Total for WEX BANK</b>			<b>\$5,586.58</b>	
<b>55350</b>	<b>10/03/2023</b>	<b>WILLIAMS SCOTSMAN, INC.</b>			
9018872896					
	101-3100-44100	RENTALS (EQUIPM		\$554.30	RENTALS (EQUIPMENT)
	<b>Total for WILLIAMS SCOTSMAN, INC.</b>			<b>\$554.30</b>	

# City of Wyoming Check Detail Register

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DR: Wyoming

**10-03-2023**

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
<b>55351</b>	<b>10/03/2023</b>	<b>WSB</b>			
R-016806-000-4					
	651-1000-43030	ENGINEERING		\$1,400.00	2023 SWAMP SUBSCRIPTION
<b>Total for WSB</b>				\$1,400.00	
<b>55352</b>	<b>10/03/2023</b>	<b>XCEL ENERGY</b>			
844604225					
	101-3100-43800	UTILITIES-GAS/ELI		\$19.95	PARKS
844753024					
	601-9425-43800	UTILITIES-GAS/ELI		\$180.25	WELLHOUSE
844566260					
	101-3100-43860	STREET LIGHTS		\$66.46	STOP LIGHTS
844598705					
	101-3100-43860	STREET LIGHTS		\$13.94	STOP LIGHTS
844564671					
	101-3100-43800	UTILITIES-GAS/ELI		\$19.29	PARKS
844558293					
	101-3100-43800	UTILITIES-GAS/ELI		\$18.54	SPEED SIGN
844622052					
	101-3100-43800	UTILITIES-GAS/ELI		\$18.24	PARKS
844774662					
	101-3100-43800	UTILITIES-GAS/ELI		\$19.74	SPEED SIGN
844763541					
	101-3100-43800	UTILITIES-GAS/ELI		\$18.24	SPEED SIGN
845281969					
	602-9425-43800	UTILITIES-GAS/ELI		\$1,107.33	LIFT STATIONS
	601-9425-43800	UTILITIES-GAS/ELI		\$13.38	WELLHOUSE
845310297					
	101-3100-43860	STREET LIGHTS		\$336.76	STOP LIGHTS
	101-3100-43800	UTILITIES-GAS/ELI		\$1,317.93	SPEED SIGN
	601-9425-43800	UTILITIES-GAS/ELI		\$3,162.13	WELLHOUSE
	101-2110-43800	UTILITIES-GAS/ELI		\$455.38	POLICE/PUBLIC WORKS
	101-1400-43800	UTILITIES-GAS/ELI		\$4.92	CITY HALL
	101-5500-43800	UTILITIES-GAS/ELI		\$1,925.27	LIBRARY
	101-5200-43800	UTILITIES-GAS/ELI		\$108.75	UTILITIES-GAS/ELEC/SEWER/WATER
<b>Total for XCEL ENERGY</b>				\$8,806.50	
<b>55353</b>	<b>10/03/2023</b>	<b>ZIEGLER INC.</b>			
IN001175011					
	101-5200-44040	REPAIRS & MAINT.		\$1,254.95	REPAIRS & MAINT. - EQUIPMENT
<b>Total for ZIEGLER INC.</b>				\$1,254.95	

# City of Wyoming Check Detail Register

10-03-2023

Check #	Check Date	Vendor Name		
Invoice #	General Ledger #	Amount	Comment	

**General Checking Account 10100**  
**Total Amount Being Paid: \$173,413.95**  
**Total Number of Checks: 47**

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Mayor Iverson

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Councilmember Luger

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Councilmember Nanko Yeager

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Councilmember Schilling

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Councilmember Ohnstad



# Request for Council Action

*Date:* September 28, 2023

*Presented to:* Mayor Iverson and City Council Members

*Presented by:* Robb Linwood, City Administrator

*Department:* Administration

*Reference:* Pay Voucher #3 Ferguson Waterworks Meter Change-out project

*Method:* Consent Agenda

**Background Information:**

Please find enclosed Construction Pay Voucher No. 3 for the above referenced project in the amount of \$40,000.00. The quantities completed to date have been reviewed and agreed upon by the contractor, and we hereby recommend that the City of Wyoming approve Construction Pay Voucher No. 3 for Ferguson Waterworks, Inc. The amount reflects the work through August 31, 2023. Approximately 86% of all meters have been installed for the project.

**Recommendation:**

To approve Resolution 23-10-93 a resolution approving payment for Pay Voucher #3 to Ferguson Waterworks for the 2023 Water Meter Change out project in the amount of \$40,000.00



**CITY OF WYOMING**

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092  
Phone: 651-462-0575 Fax: 651-462-0576

# APPLICATION AND CERTIFICATION FOR PAYMENT

**TO OWNER:**  
 City of Wyoming  
**BILL TO ADDRESS:**  
 26885 Forest Blvd  
 Wyoming, MN 55092

**FROM CONTRACTOR:**  
 Ferguson Enterprises LLC dba Ferguson Waterworks  
**REMIT TO ADDRESS:**  
 Ferguson Waterworks #2518  
 PO Box 802817  
 Chicago, IL 60680-2817

AIA DOCUMENT G702

PAGE 1 OF 1 PAGES

**APPLICATION:** 3  
**APPLICATION DATE:** 9/28/2023

**Distribution to:**  
 OWNER  
 CONTRACTOR

**PERIOD:** 7/22/2023 - 8/31/2023

**PROJECT:** Water Meter Replacement Project

**CONTRACT DATE:** 4/28/2023

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 119,190.00
2. Net change by Change Orders	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 119,190.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 74,680.00
5. RETAINAGE:	
a. 0.00% of Completed Work (Column D + E on G703)	\$ -
b. 0.00% of Stored Material (Column F on G703)	\$ -
Total Retainage (Lines 5a + 5b)	\$ 0.00
6. TOTAL EARNED LESS RETAINAGE	\$ 74,680.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$ 34,680.00
8. <b>CURRENT PAYMENT DUE</b>	<b>\$ 40,000.00</b>
9. REMAINING BALANCE OF CONTRACT (Line 3 - Line 4)	\$ 44,510.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

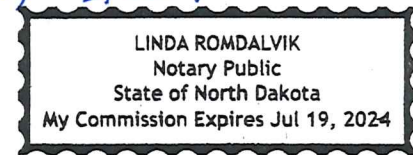
CONTRACTOR: Ferguson Enterprises LLC dba Ferguson Waterworks

By: *Celeste Moltzen* Date: 9/28/23

State of: North Dakota County of: Cass  
 Subscribed and sworn to before me this 28th day of September, 2023

Notary Public: *Linda Romdalvik*

My Commission expires: July 19, 2024



CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

**CONTINUATION SHEET**

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

**PROJECT NAME:** Water Meter Replacement Project  
**CONTRACT #:** N/A

**APPLICATION:** 3  
**APPLICATION DATE:** 9/28/2023  
**PERIOD:** 7/22/2023 - 8/31/2023

A ITEM NO.	B				C SCHEDULED VALUE	D				E	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL VALUE COMPLETED & STORED TO DATE (D+E+F)	H % COMPLETE (G ÷ C)	I BALANCE TO FINISH (C - G)	J RETAINAGE (0%)
	DESCRIPTION OF WORK	QTY	UNIT	UNIT PRICE		WORK COMPLETED		THIS PERIOD							
						FROM PREVIOUS APPLICATION	THIS PERIOD	QTY	VALUE						
<b>Contract Items</b>															
1	Install Neptune Water Meter & R900 V4 MIU (outside mount preferred) - sizes 5/8" to 1"	1290	ea	\$ 85.00	\$ 109,650.00	408	\$ 34,680.00	464	\$ 39,440.00	\$ -	\$ 74,120.00		\$ 35,530.00	\$ -	
2	Install Neptune Water Meter & R900 V4 MIU (outside mount preferred) - sizes 1-1/2" to 2"	22	ea	\$ 280.00	\$ 6,160.00		\$ -	2	\$ 560.00	\$ -	\$ 560.00		\$ 5,600.00	\$ -	
3	Install Neptune Water Meter & R900 V4 MIU (outside mount preferred) - size 3"	1	ea	\$ 380.00	\$ 380.00		\$ -		\$ -	\$ -	\$ -		\$ 380.00	\$ -	
4	Freeze Water Service Line	25	ea	\$ 120.00	\$ 3,000.00		\$ -		\$ -	\$ -	\$ -		\$ 3,000.00	\$ -	
<b>TOTAL CONTRACT COST (not to exceed)</b>					<b>\$ 119,190.00</b>		<b>\$ 34,680.00</b>		<b>\$ 40,000.00</b>	<b>\$ -</b>	<b>\$ 74,680.00</b>	<b>0.00%</b>	<b>\$ 44,510.00</b>	<b>\$ -</b>	

Users may obtain validation of this document by requesting of the license a completed AIA Document D401 - Certification of Document's Authenticity



PRINT DUPLICATE INVOICE

FERGUSON WATERWORKS #2518  
 PO BOX 802817  
 CHICAGO, IL 60680-2817

Deliver To:
From: Celeste Moltzan
Comments:

Please Contact With Questions:  
 763-560-5200

Invoice Number	Customer	Page
0519917	25836	1

Please refer to Invoice Number when making payment and remit to: **TOTAL DUE ---> 40000.00**

FERGUSON WATERWORKS #2518  
 PO BOX 802817  
 CHICAGO, IL 60680-2817

**Sold To:**  
 CITY OF WYOMING  
 METER ACCOUNT  
 26885 FOREST BLVD  
 WYOMING, MN 55092

**Ship To:**  
 CITY OF WYOMING  
 METER ACCOUNT  
 26885 FOREST BLVD  
 WYOMING, MN 55092

Ship Whse	Sell Whse	Tax Code	Customer Order Number	Sales Person	Job Name	Invoice Date	Batch
2518	2518	MNE	BO	SMH	METER ACCOUNT	09/20/2023	26405

Ordered	Shipped	Item Number	Description	Unit Price	UM	Amount
			INSTALLS 7/22/23 - 7/31/23			
95	99	FN1101	NEPTUNE METER INSTALL 5/8	85.000	EA	8415.00
			ITEM 1			
4	0	FN1103	NEPTUNE METER INSTALL 1	85.000	EA	0.00
			ITEM 1			
10	10	FN1101	NEPTUNE METER INSTALL 5/8	85.000	EA	850.00
			ITEM 1			
2	2	FN1105	NEPTUNE METER INSTALL 1-1/2	280.000	EA	560.00
			ITEM 2			
			INSTALLS 8/1/23 - 8/31/23			
334	338	FN1101	NEPTUNE METER INSTALL 5/8	85.000	EA	28730.00
			ITEM 1			
4	0	FN1103	NEPTUNE METER INSTALL 1	85.000	EA	0.00
			ITEM 1			
17	17	FN1101	NEPTUNE METER INSTALL 5/8	85.000	EA	1445.00
			ITEM 1			

<b>Invoice Sub-Total</b>	40000.00
<b>Tax</b>	0.00
<b>Total Amt</b>	40000.00

ALL ACCOUNTS ARE DUE AND PAYABLE PER THE CONDITIONS AND TERMS OF THE ORIGINAL INVOICE. ALL PAST DUE AMOUNTS ARE SUBJECT TO A SERVICE CHARGE AT THE MAXIMUM RATE ALLOWED BY STATE LAW PLUS COSTS OF COLLECTION INCLUDING ATTORNEY FEES IF INCURRED. FREIGHT TERMS ARE FOR OUR DOCK UNLESS OTHERWISE SPECIFIED ABOVE. COMPLETE TERMS AND CONDITIONS ARE AVAILABLE UPON REQUEST OR CAN BE VIEWED ON THE WEB AT <https://www.ferguson.com/content/website-info/terms-of-sale> GOVT BUYERS: ALL ITEMS QUOTED ARE OPEN MARKET UNLESS NOTED OTHERWISE.

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH "NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.



<i>Invoice Number</i>	<i>Customer</i>	<i>Page</i>
0519917	25836	2

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<b>TOTAL DUE ---&gt;</b>	<b>40000.00</b>
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ALL ACCOUNTS ARE DUE AND PAYABLE PER THE CONDITIONS AND TERMS OF THE ORIGINAL INVOICE. ALL PAST DUE AMOUNTS ARE SUBJECT TO A SERVICE CHARGE AT THE MAXIMUM RATE ALLOWED BY STATE LAW PLUS COSTS OF COLLECTION INCLUDING ATTORNEY FEES IF INCURRED. FREIGHT TERMS ARE FOR OUR DOCK UNLESS OTHERWISE SPECIFIED ABOVE. COMPLETE TERMS AND CONDITIONS ARE AVAILABLE UPON REQUEST OR CAN BE VIEWED ON THE WEB AT <https://www.ferguson.com/content/website-info/terms-of-sale>  
GOVT BUYERS: ALL ITEMS QUOTED ARE OPEN MARKET UNLESS NOTED OTHERWISE.

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**RESOLUTION NO. 23-10-93**

**CITY OF WYOMING  
CHISAGO COUNTY**

**A RESOLUTION APPROVING PAYMENT FOR PAY VOUCHER #3 TO FERGUSON  
WATERWORKS FOR THE 2023 WATER METER CHANGE-OUT PROJECT IN THE  
AMOUNT OF \$40,000.00**

**WHEREAS**, the City of Wyoming entered into a Contract with Ferguson Waterworks, to complete the 2023 Water Meter Change-out Project; and.

**WHEREAS**, City staff has inspected and approved the work on this project.

**NOW, THEREFORE BE IT RESOLVED** that the City of Wyoming authorizes the "Payment of Pay Voucher #3" in the amount of \$40,000.00 to Ferguson Waterworks for the 2023 Water Meter Change out Project.

**This resolution was adopted by the City Council of the City of Wyoming on the 3<sup>rd</sup> day of October 2023.**

\_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator/Clerk



September 28, 2023

Re: Public Safety Activity Report – October 3, 2023, City Council Meeting

## **MMB Tour**

I want to thank all of the staff that put so much work into the MMB tour this week to represent Wyoming Public Safety and the City of Wyoming in such a favorable way. The display boards were top notch, the building was clean, and it was clear that they genuinely care about Wyoming Public Safety and our community.

Sergeant Brian Rod and Fire Chief Jesse Milligan did a phenomenal job speaking to the deficiencies with our current facilities and how a new facility would improve our public safety services.

Thank you to Michele Fournier, the Director of Domestic Violence & Sexual Assault Services for Family Pathways, for being at the tour as well. Throughout this process, the need for a victim centered interview space remains a priority. We tend to just make due but our current facility does not create a safe environment for victims of domestic violence or sexual assault to provide a statement. This need will be a priority as we move forward.

## **Police Update**

### **Police Officer Hiring Process**

We continue to conduct interviews for the police officer vacancies. We have offered a background to two applicants and just completed interviews on another applicant. We'll continue to accept applications until will have completed background, psychological, physical assessment on the candidates.

### **Administrative Assistant Hiring Process**

We have completed background and are bringing Amy Erickson forward for the Administrative Assistant/Records Clerk position at the 10/3/2023 council meeting for approval. Amy will be a great addition to our public safety team and will be an awesome resource for our community.

### **National Coffee with a Cop Day**



wyoming@wyomingmn.org • Phone: 651-462-0575 • Fax: 651-462-0576

PO Box 188 • 26885 Forest Boulevard • Wyoming, MN 55092

The first Wednesday of October is National Coffee with a Cop Day and we'll be at the Village Inn between 3-5 PM on October 4, 2023. We hope to see as many Wyoming community members as possible! Officer Minor and I will be there to answer any questions.

## **Fire Update**

### **Stagecoach Day**

The Fire Relief Association did an excellent job with Stagecoach Day 2023. The event was on par with previous years, with 2022 being an anomaly post-COVID with huge numbers in attendance. They conducted a debrief afterwards to take a look at what went well and what improvements can be made for 2024.

### **Demonstration at Fairview Lakes Wyoming Hospital**

Members of the fire department conducted fire extinguisher training for the staff at Fairview Lakes Wyoming Hospital this week. This is an appreciated service that the department provides and is a great way to interact with our community partners.

### **2023 Banquet**

Be sure to order tickets online for the annual Firefighter banquet on October 28, 2023! Tickets are limited so don't delay: <https://www.wyomingfirereliefassociation.com/annual-fireman-s-banquet>

## **Upcoming Community Outreach Events**

October 4, 2024	Coffee with a Cop, Village Inn
November 2023	Stuff the Squad food collection event for Pathways, TBD
December 2, 2023	Wyoming Fire and Anonymous Santa Toy, Food and Clothing Drive

Neil D. Bauer, Ed.D.  
Public Safety Director/Police Chief



September 28, 2023  
Honorable Mayor and City Council  
City of Wyoming  
26885 Forest Boulevard  
Wyoming, MN 55092

**RE: OCTOBER 3, 2023 CITY COUNCIL MEETING**

Dear Mayor and Council Members:

This letter is intended to summarize on-going commercial building projects and zoning issues within the City. Some of these items may be separate agenda matters, while others are for informational purposes only.

**Gregory Contracting**

Framing has begun. Inspections for the footings, foundation, underground plumbing, and in-floor heating have been approved. The building permit has been issued. Site plans have been approved and a Grading permit has been issued.

**Sunrise Fiberglass Cold Storage Building**

The footings have been placed. The building permit has been issued.

**Fairview Hospital**

A building permit application to remodel their Cardiac Rehabilitation area has been submitted.

**Total Eye Care**

The building permit has been issued to remodel the space that was formerly a daycare at 26263 Forest Boulevard into a Total Eye Care facility.

**Hallberg Bingham Site**

Work in the south unit is near completion and some minor items are being completed to the exterior. A temporary Certificate of Occupancy has been issued for the north unit.

Sincerely,

Frederick E. Weck, IV  
Zoning Administrator  
Building Official #1825  
Advanced Septic Inspector, MPCA #C5199  
City of Wyoming



September 29, 2023

Robb Linwood  
City of Wyoming  
26885 Forest Boulevard  
Wyoming, MN 55092

*Delivered via Email*

**Re: *City of Wyoming***  
***Status Update for the Period of – September 14, 2023 – September 29, 2023***

Dear Robb:

Our office continues serving in our general counsel role of answering questions, addressing all legal concerns and reviewing all items as requested by City staff relating to matters relevant to the City, including employment matters, contracts, and policy considerations.

Please contact me directly if you have any questions regarding this correspondence. Thank you for allowing us to serve the City of Wyoming.

Very Truly Yours,

s/ Thomas R. Loonan

Thomas R. Loonan  
City Attorney



# Engineer's Report

September 29, 2023

Honorable Mayor and City Council  
City of Wyoming, MN  
26885 Forest Boulevard  
Wyoming, MN 55092

Re: October 3, 2023, City Council Meeting  
WSB Project No. 021007-000

Dear Mayor and Council Members:

This engineer's report is intended to update you on engineering activities within the City since the last council meeting. Some of the items below may be on the agenda with more detailed information provided, while the other items below are for informational purposes only.

### **East Viking Boulevard (Fenwick to Glen Oak) and Bridge No. 13J22**

The project is substantially complete and open to traffic.

The portion of the project east of Polaris has been paved and only shouldering remains. Staff is working with our contractor to get this scheduled.

The bridge portion of the project is projected to start October 9<sup>th</sup>. This section of roadway will be closed to traffic, with a detour being posted on October 9<sup>th</sup>. Advance signage of the closure is in place. We have communicated with the three families that are located between Polaris and the bridge. Polaris will leave their gates open during normal business hours and provide the families with key cards to access through the gates after normal business hours. The road is expected to be back open in early November.

### **Fallbrook Avenue and 264<sup>th</sup> Street Improvement Project**

A preconstruction meeting was held with the Contractor, Rosenbauer, Hallberg, staff and utility companies. Additional meetings have occurred with the hospital. The project is underway with the roadway being reclaimed and dewatering occurring to allow for the sanitary sewer repairs. Sewer repairs requires the portion of Fallbrook Avenue between 260<sup>th</sup> Street and Fairview Avenue to be closed. A detour has been posted. Sewer repairs and culvert replacement will occur the week of October 2<sup>nd</sup>. Staff will continue to work with all affected businesses on access coordination throughout construction.

### **Diamond Ridge Development**

The project is substantially complete, with the final layer of asphalt to be placed after the homes are built. We did receive a grading plan modification that we approved at the request of a potential builder. They expect to start building later this fall. A letter of credit reduction will be taking place based on the work completed to date, which is consistent with the development agreement.

### **Katies Glenn**

Staff has approved the plans for the development and the developer is looking for a buyer/builder. We do not have an anticipated start date.

### **Helium Court Storm Sewer Repair / 266<sup>th</sup> Street Storm Sewer Addition**

These projects have been substantially completed with punch list items remaining. Project acceptance is expected soon, once punch list items have been completed.

### **Bingham Property – Hallberg Project (Multi-Tennent)**

All testing has now passed, and a site walk through has been completed. A final punch list has been provided to the contractor. Restoration items persist due to the lack of rain.

### **Sunrise Riverbank Development (residential and commercial)**

Staff met with the property ownership team to discuss concepts they will be looking into further.

### **Summer Fields Development**

No new update:

First Addition (19 lots): The contractor has indicated the project has been completed and all punch list items are complete as well. Upon inspection, there are a few items that remain; however, it is expected that this will be brought to the City in the near future for consideration of acceptance and release of escrow. The developer is working to address these remaining punch list items.

The Developer started work installing pipes in the filtration basin on 12/12/2022. Staff has reduced the cash escrow to \$10,000. Remaining work is primarily related to the removal of silt fence and ensure restoration efforts have taken.

Second Addition (15 lots):

No New Update:

Utility Construction, curb and gutter placement and asphalt has been placed. An escrow reduction has been requested and staff is confirming the value of work completed and what remains now that they have submitted the remaining. The escrow reduction has taken place.

Third Addition

No new update.

The developer has indicated that they are currently working on the third addition final plat and construction plans. This is for the completion of the site on the east side of Kettle River Boulevard. Earlier indication was that the third addition was for the next phase on the west side of Kettle River Boulevard.

The next addition on the West side of Kettle River Boulevard will involve the design of a city lift station within the site and will require design and ordering of lift station components. An on-site generator will also be required to be installed at the downstream lift station. The lead time on this is significant and that information has been provided to the developer to make sure these do not impede the timing of this next phase. Lift station design is currently underway as requested by the developer.

**Preserve at Comfort Lake**

Final acceptance of the development is an agenda item for your consideration. Staff is recommending approval.

**Heims Lake Villas North**

All sanitary sewer, watermain, and storm sewer have been completed. Aggregate base and curb and gutter and first layer of asphalt has been completed, allowing building permits to be issued. The concrete sidewalk has been completed. The bituminous wearing course will be placed in the fall of 2023.

**Aadland Development (Hunter Hill)**

Punch list items are currently underway and final layer of asphalt has been placed. Project acceptance is expected in the spring once restoration is acceptable. Due to the drought, many areas of the seeding have not come in adequately. Project acceptance is now expected in the fall as spring seeding did not take due to the drought.

**Hallberg Storage**

Final Punch list has been created and project completion is near. Restoration is all that is needed for acceptance, however due to the lack of rain, seeding efforts have failed.

Thank you for the opportunity to update the Council on current matters in the City.

Sincerely,

***WSB and Associates, Inc.***

Mark Erichson, P.E., City Engineer



# Public Works Report

Date: October 3, 2023

**Mayor Iverson and City Council Members**

**Public Works Report for the October 3, 2023 Council Meeting**

## **Streets:**

Staff has started preparing truck for winter maintenance activities. Plows have been getting pulled out of storage and gone through to ensure they are ready for the upcoming season. The rainy conditions last week limited patching activities, but the crews have more lined up this week.

## **Sanitary Sewer:**

Crews cleaned up vegetation at and around sanitary lift station. There were 3 call outs for lift station failures over the last week. 1 transducer failure, 1 plugged pump and a power outage due to a damaged wire by I-35.

## **Water:**

Daily and monthly water tests have been completed. The watering ban is still in effect and staff has been issuing notices to properties seen in violation of the ordinance. Staff has been working with residents and business owners who are needing valve replacements prior to getting their meter changed out.

## **Surface Water:**

Staff has continued to inspect the pond system. As part of Wyoming's MS4 permit, the city is required to inspect 20% of the pond annually. Crew are looking for maintenance items related to the mechanical operating of the pond. Inlet and outlet structures are inspected to ensure the free flow of water. Potentially problematic vegetation is also considered as grasses and trees that grow in close proximity to the pond may cause future issues with the system.

## **Parks:**

Public Works has been removing trash weekly from the parks. Staff has also looked into maintenance items at Lions and Goodview Parks. Options are currently being evaluated for options on multiple pieces of older playground equipment. The crew also removed, repaired, and reinstalled one of the disc golf baskets at Comfort Lake Park and did trimming and vegetation removal there and along other trail segments that were overgrown.

September 20, 2023

Wyoming City Council  
c/o Robb Linwood, Administrator  
26885 Forest Boulevard, Box 188  
Wyoming, Minnesota 55092-0188

Dear Council Members:

SUBJECT: Results for Radiochemical Monitoring, Wyoming, Chisago County, PWSID 1130018

Enclosed are the results of the most recent radiochemical samples collected from your public water supply in accordance with Minnesota Rules, Chapter 4720 and the Safe Drinking Water Act. Past results indicated a maximum contaminant level (MCL) exceedance, as noted in the Notice of Violation letter previously sent.

The following entry point(s) are used on a limited basis as per the terms of the Compliance Agreement (CA) between your water system and the Minnesota Department of Health (MDH). Consumers will be notified of the radionuclide concentrations and the use of flow-weighted averaging for compliance, annually, in your Consumer Confidence Report (CCR). It is understood that if the allowed number of gallons pumped from the flow-weighted well(s) is exceeded, if required information is not reported on the CCR, or if the CA is not updated annually, a Notice of Violation will be issued. The following is a summary of the most recent results:

**Sampling Site: Well #3 Entry Point**

Contaminant: **Combined Radium (-226 & -228)**  
MCL: 5.4 pCi/L

<u>Date Collected</u>	<u>Results</u>	<u>Units</u>	<u>Sample#</u>	<u>Annual Average</u>
05/16/2023	5.10	pCi/L	23E1810-01	5.2
08/31/2022	5.20	pCi/L	22H2692-01	4.5

Contaminant: **Gross Alpha in Water**  
MCL: 15.4 pCi/L

<u>Date Collected</u>	<u>Results</u>	<u>Units</u>	<u>Sample#</u>	<u>Annual Average</u>
05/16/2023	5.50	pCi/L	23E1810-01	5.5
08/31/2022	5.40	pCi/L	22H2692-01	7.3

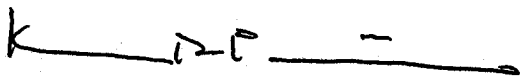
Due to the use of flow-weighted averaging as outlined in the signed CA, your water system is currently in a 'compliance' status. Monitoring on this entry point will be performed semi-annually to ensure radiochemical levels remain within acceptable levels as outlined in your CA. Other entry points involved in flow-weighted averaging calculations, as mentioned in the CA, will be monitored annually. The CA will be updated annually to reflect changes within the water system.

Wyoming City Council  
Page 2  
September 20, 2023  
PWSID 1130018

All required radiochemical samples will be collected by your public water system and submitted to the MDH laboratory for analysis. Sample bottle(s) will be mailed to you with a labform and date that you are scheduled to collect your next sample(s). The results will be reported to you as soon as they become available. We will notify you if any action by your system is required.

This report should be placed in your records and a copy maintained on or near the water system premises and available for public inspection for not less than ten (10) years. If you have any questions, please contact Andrew Karp at 651-201-4668, or email at [andrew.karp@state.mn.us](mailto:andrew.karp@state.mn.us).

Sincerely,



Karla R. Peterson, P.E., Supervisor  
Community Public Water Supply Unit  
Environmental Health Division  
P.O. Box 64975  
St. Paul, Minnesota 55164-0975

KRP:AD

Enclosure

cc: Water Superintendent  
Andrew Karp, Compliance Engineer  
Jennifer Showers, MDH St. Cloud District Office



# Final Report

Minnesota Department of Health  
Public Health Laboratory  
Environmental Laboratory Section  
601 Robert St. N., P.O. Box 64899  
St. Paul, MN 55164-0899  
651-201-5300

PWSID: 1130018  
System Name: Wyoming  
City: Wyoming

Program Code: HC

Type: I

Date Received: 05/16/23 11:43  
Rep. Temp. (°C): 15.1

Collector Name: Dave Torma  
Collector ID: None

## MDH Sample Number: 23E1810-01

Location ID: E04  
Sampling Point: Well #3 Entry Point

Collect Date: 05/16/23  
Collect Time: 08:36  
Matrix: Drinking Water

Field Residual Chlorine Result: .39  
Field Fluoride Result: None  
Field pH Result: None  
Field PO<sub>4</sub> Result: None

Results were produced by the Minnesota Department of Health, except where noted.

### Radiochemical Parameters

Analyte	Result	Reporting Limit	Counting Uncertainty	Units	Batch	Prepared	Analyzed	Init.	Method	Qualifiers
Gross Alpha	5.5	3.0	2.5471	pCi/L	B3F0842	06/01/23 10:48	06/13/23 00:00	JJF	EPA 900.0	
Radium-226	3.0	1.0	0.7734	pCi/L	B3G1275	07/13/23 11:36	07/25/23 17:55	SAP	EPA 903.0 Rev 1/904.0	
Radium-228	2.1	1.0	0.9887	pCi/L	B3G1275	07/13/23 11:36	07/24/23 19:24	SAP	EPA 903.0 Rev 1/904.0	

FINAL REPORT

Report ID: 07262023151915

Generated: 7/26/2023 3:19:00PM

Authorized by:

*The results in this report apply only to the samples analyzed.  
This report must not be reproduced, except in full, without the written approval of the laboratory.*

Stefan Saravia, Environmental Laboratory Manager  
Public Health Laboratory, Minnesota Department of Health

PWSID: 1130018

Results were produced by Minnesota Department of Health, except where noted.

**Batch B3F0842 - Radiochemistry Alpha/Beta Prep**

**Blank (B3F0842-BLK1)** Prepared: 06/01/23 10:48 Analyzed: 06/13/23 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	<	3.0	pCi/L							JJF	

**LCS (B3F0842-BS1)** Prepared: 06/01/23 10:48 Analyzed: 06/13/23 00:00

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	10.3	3.0	pCi/L	11.60		89	70-130			JJF	

**Duplicate (B3F0842-DUP1)** Prepared: 06/01/23 10:48 Analyzed: 06/13/23 00:00  
Source: 23E0936-01

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	1.0	3.0	pCi/L		<			46	20	JJF	WB

**Matrix Spike (B3F0842-MS1)** Prepared: 06/01/23 10:48 Analyzed: 06/13/23 00:00  
Source: 23E0935-01

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Gross Alpha	12.2	3.0	pCi/L	11.60	<	89	70-130			JJF	

**Batch B3G1275 - Radiochemistry Ra-226 Ra-228 Prep**

**Blank (B3G1275-BLK1)** Prepared: 07/13/23 11:36 Analyzed: 07/25/23 17:55

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	<	1.0	pCi/L							SAP	
Radium-228	<	1.0	pCi/L							SAP	

**LCS (B3G1275-BS1)** Prepared: 07/13/23 11:36 Analyzed: 07/24/23 19:24

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	<	1.0	pCi/L				90-110			SAP	Z-01
Radium-228	3.7	1.0	pCi/L	4.18		89	80-120			SAP	

FINAL REPORT

Report ID: 07262023151915

Generated: 7/26/2023 3:19:00PM

Authorized by:

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Stefan Saravia, Environmental Laboratory Manager  
Public Health Laboratory, Minnesota Department of Health

PWSID: 1130018

Results were produced by Minnesota Department of Health, except where noted.

Batch B3G1275 - Radiochemistry Ra-226 Ra-228 Prep

**LCS (B3G1275-BS2)**

Prepared: 07/13/23 11:36 Analyzed: 07/25/23 17:55

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	4.5	1.0	pCi/L	4.77		94	90-110			SAP	Z-01
Radium-228	<	1.0	pCi/L				80-120			SAP	

**Duplicate (B3G1275-DUP1)**

Source: 23E1979-01

Prepared: 07/13/23 11:36 Analyzed: 07/25/23 17:55

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	2.4	1.0	pCi/L		2.1			9	20	SAP	
Radium-228	1.5	1.0	pCi/L		<			139	20	SAP	QT

**Matrix Spike (B3G1275-MS1)**

Source: 23E2361-01

Prepared: 07/13/23 11:36 Analyzed: 07/24/23 19:24

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	<	1.0	pCi/L		3.2		80-120			SAP	Z-01
Radium-228	12.0	1.0	pCi/L	8.37	2.2	117	70-130			SAP	

**Matrix Spike (B3G1275-MS2)**

Source: 23E2443-01

Prepared: 07/13/23 11:36 Analyzed: 07/25/23 17:55

Analyte	Result	Reporting Limit	Units	Spike Level	Source Result	%REC	%REC Limits	RPD	RPD Limit	Init.	Qualifiers
Radium-226	9.1	1.0	pCi/L	9.54	1.4	81	80-120			SAP	
Radium-228	<	1.0	pCi/L		<		70-130			SAP	

**Data Qualifiers and Definitions**

- QT RPD between sample duplicates not within acceptance limits. Analyte concentration within range for NAD comparison and NAD within acceptance limits.
- WB Relative percent difference exceeded the laboratory acceptance limit. Result less than 5 times the RL.
- Z-01 Carrier yield between 110% and 120% with sample DL <1.0 pCi/L. Report data.

Authorized by:



Stefan Saravia, Environmental Laboratory Manager  
Public Health Laboratory, Minnesota Department of Health

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**PWSID: 1130018**

Work Order Comments

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Samples were received in proper condition.

Authorized by:

*The results in this report apply only to the samples analyzed.  
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Stefan Saravia, Environmental Laboratory Manager  
Public Health Laboratory, Minnesota Department of Health



## Request for Council Action

---

Date: September 20, 2023  
To: Mayor Iverson and Members of City Council  
From: Neil D. Bauer, Public Safety Director   
Subject: Request to Hire Amy Erickson for Administrative Assistant/Records Clerk Position  
Method: New Business

---

The police department is requesting authorization to fill the vacancy for Administrative Assistant/Records Clerk position. The position received over 60 applicants for the position, with several qualified individuals with related work experience. Our interview process identified Ms. Amy Erickson as an excellent candidate for the position.

Amy has been a Records Deputy and Case Manager for the Itasca County Sheriff's Office since 2018, with experience that will carry forward into this position. In her previous position, Amy performed many of the same responsibilities with Itasca county she can hit the ground running.

Considering Amy's prior experience, we are recommending that she starts at Step 5 in the pay scale, at \$31.35 per hour, with two floating holidays and one vacation day at the start of employment.

Amy will be a valuable addition to the public safety team with the City of Wyoming.

### **Recommendation**

Staff recommends hiring Amy Erickson for the Administrative Assistant/Records Clerk Position, effective October 23, 2023.

# Request for Council Action

Date: October 3, 2023  
 To: Wyoming City Council, Mayor Lisa Iverson, Councilmembers Claire Luger, Linda Nanko Yeager, Brett Ohnstad, and Dennis Schilling  
 Cc: Robb Linwood; File  
 From: City Engineer, Mark Erichson, PE  
 RE: SAP 248-108-003, East Viking Boulevard Improvements  
 Declare Costs to be assessed and Set Assessment Hearing

Staff has prepared two resolutions for your consideration in accordance with the requirement of state statutes Chapter 429 for assessments to benefitting properties. Staff is requesting that the assessment hearing for the SAP 248-108-003, East Viking Boulevard Improvements be set for November 7, 2023. A summary of project costs and assessment calculations is shown below:

Total Project Cost:	\$2,697,000
• Surface Improvements (Sidewalk Not Assessed):	\$1,648,200
• Sanitary Sewer Improvements (Not Assessed)	\$ 139,100
• Drainage Improvements:	\$ 444,500
• Watermain Improvements (Not Assessed):	\$ 144,200
• Overlay Improvements (Not Assessed):	\$ 321,000
Assessable Costs (Surface and Drainage):	\$1,787,762.81
Portion to be assessed (20%):	\$355,930.74
• Total Number of Units:	49.5 assessable units
• Assessment Rate per Unit:	\$7,190.52 (\$7,514.44 identified at Public Hearing 11/15/23)

**Recommendation:**

Approve Resolution No. 23-10-94 and 23-10-95, a resolution Declare Costs to be Assessed and Setting the Assessment Hearing, respectively.

Assessment Roll

WSB Project: 2023 East Viking Boulevard Improvements  
 Project Location: City of Wyoming  
 WSB Project No.: R-018553-000

Date: 9/10/2021  
 Revised: 9/29/2023  
 Printed: 9/29/2023

Map ID	Property Owner Address				Property Address				PIN #	Land Use Description	Assessable Units	Method	Assessment Rate	Total Proposed Assessment	
1	MASTELLER THOMAS C	5440 E VIKING BLVD	WYOMING	MN	55092	5440 E VIKING BLVD	WYOMING	MN	55092	210010900	R3	0	UNIT	\$7,190.52	\$0.00
2	ENGSTROM ANDREW J & SHURENE M	5478 E VIKING BLVD	WYOMING	MN	55092	5478 E VIKING BLVD	WYOMING	MN	55092	210011000	R3	1	UNIT	\$7,190.52	\$7,190.52
3	CARDINAL KENNETH & CARDINAL FAY	5484 E VIKING BLVD	WYOMING	MN	55092	5484 E VIKING BLVD	WYOMING	MN	55092	210010300	R3	1	UNIT	\$7,190.52	\$7,190.52
4	WEST DAVID J & CATHY S	PO BOX 332	WYOMING	MN	55092-0332	5500 E VIKING BLVD	WYOMING	MN	55092	210010400	R3	1	UNIT	\$7,190.52	\$7,190.52
5	OLSON MICHAEL C & SANDRA M	5512 E VIKING BLVD	WYOMING	MN	55092	5512 E VIKING BLVD	WYOMING	MN	55092	210010500	R3	1	UNIT	\$7,190.52	\$7,190.52
6	JASKOWIAK STUART A	5534 E VIKING BLVD	WYOMING	MN	55092	5534 E VIKING BLVD	WYOMING	MN	55092	210010800	R3	1	UNIT	\$7,190.52	\$7,190.52
7	CITY OF WYOMING									210010200	R3	0	UNIT	\$7,190.52	\$0.00
8	HINDS ANDREA & SAMPERS MATTHEW	5634 E VIKING BLVD	WYOMING	MN	55092	5634 E VIKING BLVD	WYOMING	MN	55092	210009900	R3	1	UNIT	\$7,190.52	\$7,190.52
9	ZICOPULA ZACHARY A	5648 E VIKING BLVD	WYOMING	MN	55092	5648 E VIKING BLVD	WYOMING	MN	55092	210009600	R3	1	UNIT	\$7,190.52	\$7,190.52
10	VADNER AMANDA M	5670 E VIKING BLVD	WYOMING	MN	55092	5670 E VIKING BLVD	WYOMING	MN	55092	210009700	R3	1	UNIT	\$7,190.52	\$7,190.52
11	NORTON ADAM & JACLYN	5692 E VIKING BLVD	WYOMING	MN	55092	5692 E VIKING BLVD	WYOMING	MN	55092	210009100	R3	1	UNIT	\$7,190.52	\$7,190.52
12	SYCKS GARY W & CHRISTINE K	PO BOX 217	WYOMING	MN	55092-0217	5710 E VIKING BLVD	WYOMING	MN	55092	210009200	R3	1	UNIT	\$7,190.52	\$7,190.52
13	JAMBOR BRIAN A	5734 E VIKING BLVD	WYOMING	MN	55092	5734 E VIKING BLVD	WYOMING	MN	55092	210009500	R3	1	UNIT	\$7,190.52	\$7,190.52
14	DEEGAN GARY J & SHEILA R JOHNSON	5762 E VIKING BLVD	WYOMING	MN	55092	5762 E VIKING BLVD	WYOMING	MN	55092	210010000	R3	1	UNIT	\$7,190.52	\$7,190.52
15	PROSSER MICHAEL D & STACEY A	5802 E VIKING BLVD	WYOMING	MN	55092	5802 E VIKING BLVD	WYOMING	MN	55092	210010100	R3	1	UNIT	\$7,190.52	\$7,190.52
16	MORRIS ROGER A	5832 E VIKING BLVD	WYOMING	MN	55092	5832 E VIKING BLVD	WYOMING	MN	55092	210008400	R3	1	UNIT	\$7,190.52	\$7,190.52
17	TERRY THOMAS L & PENNY J	26752 FREEPORT CT	WYOMING	MN	55092	26752 FREEPORT CT	WYOMING	MN	55092	210056100	R3	0	UNIT	\$7,190.52	\$0.00
18	KOPPY KEITH & RAMONA R	PO BOX 191	WYOMING	MN	55092-0191	5894 E VIKING BLVD	WYOMING	MN	55092	210008300	R3	0	UNIT	\$7,190.52	\$0.00
19	LOEPPKY RYAN J AND JESSICA A CERNIUS	5910 VIKING BLVD	WYOMING	MN	55092	5910 E VIKING BLVD	WYOMING	MN	55092	210008310	R3	1	UNIT	\$7,190.52	\$7,190.52
20	FILLA HELEN	5940 E VIKING BLVD	WYOMING	MN	55092	5940 E VIKING BLVD	WYOMING	MN	55092	210007400	R3	0	UNIT	\$7,190.52	\$0.00
21	CARTER ROBERT E & MARY L	26755 FRIESLAND AVE	WYOMING	MN	55092	26755 FRIESLAND AVE	WYOMING	MN	55092	210058900	R3	0	UNIT	\$7,190.52	\$0.00
22	CAMERON & MARGARET STRAND FAMILY TRUST	9567 NORTH SHORE TRL N	FOREST LAKE	MN	55025-0145					210007010	R3	1	UNIT	\$7,190.52	\$7,190.52
23	DINA JOSEPH A	6044 E VIKING BLVD	WYOMING	MN	55092	6044 E VIKING BLVD	WYOMING	MN	55092	210007000	R3	1	UNIT	\$7,190.52	\$7,190.52
24	CAMERON & MARGARET STRAND FAMILY TRUST	9567 NORTH SHORE TRL N	FOREST LAKE	MN	55025-0145					210006900	R3	3	UNIT	\$7,190.52	\$21,571.56
25	STRAND CAMERON E	9567 NORTH SHORE TRL N	FOREST LAKE	MN	55025					210006600	R6	3	UNIT	\$7,190.52	\$21,571.56
26	CITY OF WYOMING									210037438	R6	0	UNIT	\$7,190.52	\$0.00
27	VOGEL CHARLES F	17209 145TH AVE	MILACA	MN	56353	6168 E VIKING BLVD	WYOMING	MN	55092	210006200	R6	0	UNIT	\$7,190.52	\$0.00
28	VOGEL CHARLES F	6168 E VIKING BLVD	WYOMING	MN	55092					210006100	R6	0	UNIT	\$7,190.52	\$0.00
29	TAX FORFEITED LAND READY FOR APPRAISAL	313 N MAIN ST	CENTER CITY	MN	55012	6190 E VIKING BLVD	WYOMING	MN	55092	210006300	R6	0	UNIT	\$7,190.52	\$0.00
30	RABEL LAWRENCE & ELINOR K	6210 WYOMING TRL	WYOMING	MN	55092	6210 WYOMING TRL	WYOMING	MN	55092	210006520	R3	0	UNIT	\$7,190.52	\$0.00
31	LEVIN NICHOLAS SCOTT & KRISTINA KATLYN	6216 267TH CT	WYOMING	MN	55092	6216 267TH CT	WYOMING	MN	55092	210037414	R3	0	UNIT	\$7,190.52	\$0.00
32	PROVIDE CARE INC	4722 ISANTI TR	NORTH BRANCH	MN	55056-0538	6210 267TH CT	WYOMING	MN	55092	210037413	R3	0	UNIT	\$7,190.52	\$0.00
33	HAGE ALLEN J & HAGE SAMANTHA J	6192 267TH CT	WYOMING	MN	55092	6192 267TH CT	WYOMING	MN	55092	210037412	R3	0	UNIT	\$7,190.52	\$0.00
34	O'DELL KEVIN	6184 267TH CT	WYOMING	MN	55092	6184 267TH CT	WYOMING	MN	55092	210037411	R3	0	UNIT	\$7,190.52	\$0.00
35	MARTIN BRADLEY C & CHRISTINE	6162 267TH CT	WYOMING	MN	55092	6162 267TH CT	WYOMING	MN	55092	210037410	R3	0	UNIT	\$7,190.52	\$0.00
36	ZAUNER GARY B & ANNA E	26724 GLEN OAK DR	WYOMING	MN	55092	26724 GLEN OAK DR	WYOMING	MN	55092	210037400	R3	0	UNIT	\$7,190.52	\$0.00
37	PETERSON JAMES GORDON & PATRICIA ANN PETERSON	26735 GARDEN LN	WYOMING	MN	55092	26735 GARDEN LN	WYOMING	MN	55092	210064700	R6	0	UNIT	\$7,190.52	\$0.00
38	CULLY JENNIFER LYNN	26736 GARDEN LN	WYOMING	MN	55092	26736 GARDEN LN	WYOMING	MN	55092	210064709	R6	0	UNIT	\$7,190.52	\$0.00
39	OAKRIDGE APARTMENTS LLC	56 E BROADWAY AVE NO 200	FOREST LAKE	MN	55025	6001 E VIKING BLVD	WYOMING	MN	55092	210009000	R6	2.5	UNIT	\$7,190.52	\$17,976.30
40	GIERKE ROGER & NANCY GIERKE	5963 E VIKING BLVD	WYOMING	MN	55092-9207	5963 E VIKING BLVD	WYOMING	MN	55092	210008500	R6	1	UNIT	\$7,190.52	\$7,190.52
41	DANNER FAMILY LIMITED PARTNERSHIP	843 HARDMAN AVE S	SOUTH SAINT PAUL	MN	55075	5939 E VIKING BLVD	WYOMING	MN	55092	210007701	R4	2	UNIT	\$7,190.52	\$14,381.04
42	SARRACCO JOHN P & SHANNON S	26179 GALEN DR	WYOMING	MN	55092	26745 FREEPORT AVE	WYOMING	MN	55092	210057100	R3	0	UNIT	\$7,190.52	\$0.00
43	BERND CYNTHIA & BERND STEPHEN	26746 FREEPORT AVE	WYOMING	MN	55092	26746 FREEPORT AVE	WYOMING	MN	55092	210057500	R3	0	UNIT	\$7,190.52	\$0.00
44	PAPE GERALD CARL & SHIRLEY A	5869 E VIKING BLVD	WYOMING	MN	55092	5869 E VIKING BLVD	WYOMING	MN	55092	210007520	R3	1	UNIT	\$7,190.52	\$7,190.52
45	JOHNSON DANIEL J	5843 E VIKING BLVD	WYOMING	MN	55092	5843 E VIKING BLVD	WYOMING	MN	55092	210007600	R3	1	UNIT	\$7,190.52	\$7,190.52
46	JOHNSON DANIEL J	5843 E VIKING BLVD	WYOMING	MN	55092					210007510	R3	1	UNIT	\$7,190.52	\$7,190.52
47	CTW GROUP INC	4820 MINNETONKA BLVD FLOOR 3	ST LOUIS PARK	MN	55416	5831 E VIKING BLVD	WYOMING	MN	55092	210008200	R3	1	UNIT	\$7,190.52	\$7,190.52
48	FRATTALONE DEVON D	5765 EAST VIKING BLVD	WYOMING	MN	55092	5765 E VIKING BLVD	WYOMING	MN	55092	210035700	R4	1	UNIT	\$7,190.52	\$7,190.52
49	ROEHRICK RENEE E	5761 E VIKING BLVD	WYOMING	MN	55092	5761 E VIKING BLVD	WYOMING	MN	55092	210035810	R4	1	UNIT	\$7,190.52	\$7,190.52
50	BRIDGEMAN DUANE A	5735 EAST VIKING BLVD	WYOMING	MN	55092	5735 E VIKING BLVD	WYOMING	MN	55092	210035800	R4	1	UNIT	\$7,190.52	\$7,190.52
51	HAVENS KENNETH J	5715 VIKING BLVD	WYOMING	MN	55092	5715 E VIKING BLVD	WYOMING	MN	55092	210035900	R4	1	UNIT	\$7,190.52	\$7,190.52
52	BOUDIN JOHN R & VALERIE	5703 E VIKING BLVD	WYOMING	MN	55092	5703 E VIKING BLVD	WYOMING	MN	55092	210036000	R4	1	UNIT	\$7,190.52	\$7,190.52
53	WETTERLING JAMES R & DAWN L	5649 E VIKING BLVD	WYOMING	MN	55092	5649 E VIKING BLVD	WYOMING	MN	55092	210034600	R6	1	UNIT	\$7,190.52	\$7,190.52
54	HAVEN PROPERTIES	26811 FREEPORT CT	WYOMING	MN	55092	5635 E VIKING BLVD	WYOMING	MN	55092	210034800	R6	0	UNIT	\$7,190.52	\$0.00
55	HAVEN PROPERTIES	26811 FREEPORT CT	WYOMING	MN	55092	5613 E VIKING BLVD	WYOMING	MN	55092	210034700	R6	2.5	UNIT	\$7,190.52	\$17,976.30
56	HAVEN PROPERTIES	26811 FREEPORT CT	WYOMING	MN	55092	5595 E VIKING BLVD	WYOMING	MN	55092	210034900	R6	2.5	UNIT	\$7,190.52	\$17,976.30
57	RUBEN WILLIAM JOHN & KAREN E	5571 E VIKING BLVD	WYOMING	MN	55092	5571 E VIKING BLVD	WYOMING	MN	55092	210035000	R6	1	UNIT	\$7,190.52	\$7,190.52
58	WYOMING AREA CREATIVE ARTS COMMUNITY INC	PO BOX 608	WYOMING	MN	55092					210012100	R6	1	UNIT	\$7,190.52	\$7,190.52
59	WYOMING AREA CREATIVE ARTS COMMUNITY INC	PO BOX 608	WYOMING	MN	55092	5521 E VIKING BLVD	WYOMING	MN	55092	210011500	R6	1	UNIT	\$7,190.52	\$7,190.52
60	KUSY JEROME	PO BOX 1352	STAFFORD	VA	22555	5507 E VIKING BLVD	WYOMING	MN	55092	210011400	R6	1	UNIT	\$7,190.52	\$7,190.52
61	GATZOW NEIL H	5481 E VIKING BLVD	WYOMING	MN	55092	5481 E VIKING BLVD	WYOMING	MN	55092	210011800	R6	2	UNIT	\$7,190.52	\$14,381.04
62	WYOMING UNITED METH CHURCH	PO BOX 247	WYOMING	MN	55092-0247					210011700	R6	0	UNIT	\$7,190.52	\$0.00
63	WYOMING UNITED METH CHURCH	PO BOX 247	WYOMING	MN	55092-0247	5459 E VIKING BLVD	WYOMING	MN	55092	210025900	R6	0	UNIT	\$7,190.52	\$0.00
<b>TOTAL 2023 EAST VIKING BOULEVARD STREET IMPROVEMENT PROJECT - STREET RECONSTRUCTION</b>											<b>49.5</b>				<b>\$355,930.74</b>

**RESOLUTION NO. 23-10-94**

**CITY OF WYOMING  
CHISAGO COUNTY, MINNESOTA**

**RESOLUTION DECLARING THE COST TO BE ASSESSED  
AND ORDERING PREPARATION OF PROPOSED ASSESSMENT ROLL FOR THE  
SAP 248-108-003 EAST VIKING BOULEVARD IMPROVEMENTS**

**WHEREAS**, estimated costs have been calculated for the S.A.P. 248-108-003, East Viking Boulevard Improvements, with reference to the improvement of the following:

Street Reconstruction:

- East Viking Boulevard – Fenwick Avenue to approximately 300 feet east of Glen Oak Drive Watermain Improvements;
- East Viking Boulevard – Hydrants and Gate Valves from Railroad Boulevard to West Polaris Access Overlay Improvements
- East Viking Boulevard – Polaris Access to east City limits; and

**WHEREAS**, the estimated cost for such improvement is \$2,697,000. That portion of the project that is assessable is the surface and drainage improvements with estimated costs is \$355,930.74;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYOMING, MINNESOTA:**

1. The portion of the cost of the assessable portion of the improvement is hereby declared to be \$2,697,000; and the portion of the cost to be assessed against benefited property owners is declared to be \$355,930.74.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January, 2024 and shall bear interest at the rate of 5.25 percent per annum from the date of the adoption of the assessment resolution.
3. The city clerk, with the assistance of the city engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

**This resolution was adopted by the City Council of the City of Wyoming on the 3<sup>rd</sup> day of October, 2023.**

**CITY OF WYOMING**

\_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator/Clerk

ATTACHMENT A  
NOTICE OF HEARING ON ASSESSMENTS  
FOR THE SAP 248-108-003, EAST VIKING BOULEVARD IMPROVEMENTS

TO WHOM IT MAY CONCERN:

TIME AND PLACE GENERAL NATURE OF IMPROVEMENTS:

Notice is hereby given that the City Council of the City of Wyoming, Minnesota will meet on Wednesday, November 7, 2023 at 7:00 o'clock P.M. in the City Hall in the City of Wyoming, MN, for the purpose of holding a public hearing to consider objections to the proposed assessments for the SAP 248-108-003, East Viking Boulevard Improvements heretofore ordered by the City Council.

ASSESSMENT ROLL OPEN TO INSPECTION:

The proposed assessment roll is on file with City Clerk and open to public inspection.

AREA PROPOSED TO BE ASSESSED:

The area proposed to be assessed consists of every lot, piece or parcel of land benefitted by said improvement, which has been ordered made and is as follows:

Street Reconstruction (Sanitary Sewer Rehabilitation and Sidewalk Not Assessed):

- East Viking Boulevard – Fenwick Avenue to approximately 300 feet east of Glen Oak Drive

Watermain Improvements (Not Assessed):

- East Viking Boulevard – Hydrants and Gate Valves from Railroad Boulevard to West Polaris Access

Overlay Improvements (Not Assessed)

- East Viking Boulevard – Polaris Access to east City limits; and

TOTAL AMOUNT OF PROPOSED ASSESSMENT:

The total amount proposed to be assessed is \$355,930.74

WRITTEN OR ORAL OBJECTIONS:

Written or oral objections will be considered: at the hearing on November 7, 2023.

RIGHT OF APPEAL:

An owner of property to be assessed may appeal the assessment to the district court of Chisago County pursuant to Minnesota Statutes, Section 429.081 by serving notice of the appeal upon the Mayor or Clerk of the City within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the Mayor or Clerk.

LIMITATION ON APPEAL:

No appeal may be taken as to the amount of any assessment adopted by the City Council unless a written objection signed by the affected property owner is filed with the Clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by Minnesota

Statutes, Section 429.061 are waived, unless the failure to object to the assessment hearing is due to a reasonable cause.

**DEFERMENT OF ASSESSMENTS:**

Under the provisions of Minnesota Statutes, Sections 435.193 to 435.195, the City may, at its discretion, defer the payment of assessments for any homestead property owned by a person 65 years of age or older for whom it would be a hardship to make the payments. [However, the City has elected not to establish any deferment procedure pursuant to those Sections.]

**MAILED NOTICE:**

The notice of this hearing mailed to property owners contains additional information.

DATED: October 4, 2023.

BY ORDER OF THE CITY COUNCIL

/s/ Robb Linwood  
City Administrator / Clerk



ATTACHMENT B  
NOTICE OF HEARING ON ASSESSMENTS  
FOR THE SAP 248-108-003, EAST VIKING BOULEVARD IMPROVEMENTS

TO: <NAME>  
<ADDRESS>  
<CITY/STATE/ZIP>

Property Identification Number: <NUMBER>  
Property Address: <ADDRESS>

TIME AND PLACE  
GENERAL NATURE OF  
IMPROVEMENTS:

Notice is hereby given that the City Council of the City of Wyoming, Minnesota, will meet on the 7<sup>th</sup> day of November 2023, at 7:00 o'clock P.M. in the City Hall in the City of Wyoming, MN to consider objections to the proposed assessments for SAP 248-108-003, East Viking Boulevard Improvements heretofore ordered by the City Council.

ASSESSMENT ROLL  
OPEN TO INSPECTION:

The proposed assessment roll is on file with the City Clerk and open to public inspection.

AREA PROPOSED  
TO BE ASSESSED:

The area proposed to be assessed consists of every lot, piece or parcel of land benefitted by said improvement, which has been ordered made and is as follows:

Street Reconstruction (Sanitary Sewer Rehabilitation and Sidewalk Not Assessed):

- East Viking Boulevard – Fenwick Avenue to approximately 300 feet east of Glen Oak Drive

Watermain Improvements (Not Assessed):

- East Viking Boulevard – Hydrants and Gate Valves from Railroad Boulevard to West Polaris Access

Overlay Improvements (Not Assessed)

- East Viking Boulevard – Polaris Access to east City limits; and

in the City of Wyoming, Minnesota.

TOTAL AMOUNT OF  
PROPOSED ASSESSMENT:

The total amount proposed to be assessed is \$355,930.74.

WRITTEN OR ORAL  
OBJECTIONS:

Written or oral objections will be considered at the hearing in writing at the hearing or you may file written comments with the City Administrator-Clerk before the hearing on November 7, 2023.

**RIGHT OF APPEAL:** An owner of property to be assessed may appeal the assessment to the district court of Chisago County pursuant to Minnesota Statutes, Section 429.081 by serving notice of the appeal upon the Mayor or Clerk of the City within 30 days after the adoption of the assessment and filing such notice with the district court within ten days after service upon the Mayor or Clerk.

**LIMITATION ON APPEAL:** No appeal may be taken as to the amount of any assessment adopted by the City Council unless a written objection signed by the affected property owner is filed with the Clerk prior to the assessment hearing or presented to the presiding officer at the hearing. All objections to the assessments not received at the assessment hearing in the manner prescribed by Minnesota Statutes, Section 429.061 are waived, unless the failure to object to the assessment hearing is due to a reasonable cause.

**DEFERMENT OF ASSESSMENTS:** Under the provisions of Minnesota Statutes, Sections 435.193 to 435.195, the City may, at its discretion, defer the payment of assessments for any homestead property owned by a person 65 years of age or older for whom it would be a hardship to make the payments. [However, the City has elected not to establish any deferment procedure pursuant to those Sections.]

**SPECIFIC AMOUNT TO BE ASSESSED:** The amount to be specifically assessed against your particular lot, piece of parcel of land is <\$AMOUNT>.

**PREPAYMENT:** You may prepay the entire assessment to the Treasurer of the City until the assessment roll is certified to the County Auditor; after certification to the County Auditor, prepayments of the entire amount remaining due may be made to the Treasurer at any time prior to November 15 of any year.

**NO PARTIAL PREPAYMENT** The City Council has authorized the partial prepayment of assessments prior to certification of the assessment or the first installment thereof to the County Auditor.

Property Identification Number: <PID>

Property Address: <ADDRESS>

PREPAYMENT WITHOUT  
INTEREST, OR WITH  
INTEREST TO END OF  
YEAR:

No interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment roll. At any time prior to November 15 of any year, the owner may prepay to the Treasurer the whole assessment remaining due with interest accrued to December 31 of the year in which the prepayment is made.

INTEREST RATE:

If the assessment is not prepaid within 30 days from the adoption of the assessment roll, interest will accrue on the assessment at the rate of 5.25% over a 10-year term. Interest accrues from the date to be specified in the resolution levying the assessment, but not earlier than the date of such resolution.

DATED: October 3, 2023.

BY ORDER OF THE CITY COUNCIL

/s/ Robb Linwood  
City Administrator / Clerk

**RESOLUTION NO. 23-10-95**

**CITY OF WYOMING  
CHISAGO COUNTY, MINNESOTA**

**RESOLUTION CALLING HEARING ON ASSESSMENTS FOR THE  
SAP 248-108-003 EAST VIKING BOULEVARD IMPROVEMENTS**

**WHEREAS**, the City Clerk, with the assistance of the City consulting engineer, has prepared an assessment roll for the S.A.P. 248-108-003, East Viking Boulevard Improvements and said proposed assessment roll is on file with the City Clerk and open to public inspection;

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYOMING, MINNESOTA:**

1. The Clerk shall publish notice that this Council will meet to consider the proposed assessments on November 7th, 2023, at 7:00 o'clock P.M. in the Council Chambers of said City of Wyoming, Minnesota. The published notice shall be in substantially the form set forth on Exhibit A attached hereto.
2. A copy of the notice in substantially the form set forth in Exhibit B attached hereto shall be mailed to the owners of each parcel of property described in the assessment roll.

**This resolution was adopted by the City Council of the City of Wyoming on the 3rd day of October, 2023.**

**CITY OF WYOMING**

\_\_\_\_\_  
Lisa Iverson, Mayor

ATTEST:

\_\_\_\_\_  
Robb Linwood, City Administrator/Clerk



# Request for Council Action

Date: October 3, 2023

Presented to: Mayor Iverson and City Council Members  
Presented by: Grant MacFarlane, Assistant City Administrator  
Department: Administration  
Reference: Manufacturing Month Proclamation in Wyoming, MN  
Method: New Business

**Background Information:**

The manufacturing industry is a dynamic part of Chisago County and Minnesota’s economy, and promotion of this sector’s strength, success and high quality of life is an integral part of Chisago County’s economic development strategy. Manufacturing provides high skill, high wage jobs which significantly contribute to Minnesota’s high standard of living and economic vitality. In 2022 there are 89 manufacturing businesses in Chisago County employing 2,453 with total wages of over 143 million being the second largest total payroll among business sectors in Chisago County. Manufacturing jobs in Chisago County account for 16% of all private sector employment within the county.

Manufacturing has the fourth largest total payroll among business sectors in Minnesota, providing over \$25 billion in wages in 2021. Manufacturing produces \$63.7 billion for the state economy in 2022 and is the largest share, 14 percent of our gross domestic product. Manufactured exports brought over \$23.5 billion into the Minnesota economy in 2022. Manufacturing is a substantial part of the Wyoming, Business and economic community. We are lucky to have a thriving industrial park and want to recognize and thank our businesses for being located in Wyoming.

Secondly, led by the Chisago County HRA/EDA, representatives from DEED, representatives from the school districts of North Branch, Forest Lake, Chisago Lakes, and city of Wyoming staff have organized a manufacturing event in the city of Wyoming that will take place on October 11<sup>th</sup> at Splitrocks from 9:00am to 2:00pm. This event will allow students to visit with local businesses around the county and have opportunities for career exploration. We have also set up tours of local manufacturing businesses Rosenbauer and Regal machine for students that day. Special thanks to both of these businesses that opened their doors and took time to participate in the tours for the students.

**Recommendation:** To approve a Proclamation declaring October 1st – October 31st 2023 as “Manufacturer’s Month” in the City of Wyoming



**PROCLAMATION**  
**Declaring the Month of October 2023 as**  
**“MANUFACTURER’S MONTH”**  
**IN THE CITY OF WYOMING**

**Whereas** The manufacturing industry is a dynamic part of Chisago County and Minnesota’s economy, and promotion of this sector’s strength, success and high quality of life is an integral part of Chisago County’s economic development strategy; and

**Whereas** Manufacturing provides high skill, high wage jobs which significantly contribute to Minnesota’s high standard of living and economic vitality; and

**Whereas** In 2022 there are 89 manufacturing businesses in Chisago County employing 2,453 with total wages of almost \$143 million being the second largest total payroll among business sectors in Chisago County; and

**Whereas** Manufacturing jobs in Chisago County account for 16% of all private sector employment within the county; and

**Whereas** Manufacturing has the fourth largest total payroll among business sectors in Minnesota, providing over \$25 billion in wages in 2022; and

**Whereas** Manufacturing produces \$63.7 billion for the state economy in 2022 and is the largest share, 14 percent of our gross domestic product; and

**Whereas** Manufactured exports brought over \$23.5 billion into the Minnesota economy in 2022,

**Whereas:** Manufacturing is a substantial part of the Wyoming, Minnesota Business and economic community and

**Whereas:** Manufacturers in Wyoming have contributed significantly to the Wyoming community

**Therefore, be it RESOLVED,** that the City of Wyoming, Minnesota recognize and commemorate that the month of October, 2023 observed as

Wyoming, Minnesota Manufacturing Month

In the City of Wyoming, Minnesota, on this third day of October, 2023.

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Lisa Iverson  
Mayor



# 2023

## Chisago County Career Exploration Event

It is time again to celebrate Manufacturers Month by teaching our youth about career opportunities in the manufacturing industry.

When:

Wednesday,  
October 11, 2023  
9am – 2pm

Cost:

**\$50**  
Includes: 6' table, 2  
chairs, electric by  
request and lunch for  
two guests

Where:

**Splitrocks**  
Entertainment Center  
5063 273<sup>rd</sup> St  
Wyoming, MN 55092

This event is limited to Chisago County Manufacturing businesses only.

Our annual career exploration event has brought over 175 students and local manufacturing businesses together for engaging conversations. The students learn about career opportunities by visiting manufacturers and participating in “hands-on” activities that demonstrate the products and how they are created.

As part of the career exploration event, DEED Labor Analyst Luke Greiner, will present on labor force and there will also be student panel to talk about their manufacturing experience.

Hosted by:



CHISAGO COUNTY  
— HRA-EDA —  
A Natural Resource for Business

**651.674.5664**

[www.chisagocounty.org](http://www.chisagocounty.org)

38871 7th Ave., North Branch, MN 55056

**Register for this  
event today:**

\*Space is Limited\*

REGISTER HERE

# CAREER PATHS IN MANUFACTURING

## 4-YEAR OR MORE COLLEGE DEGREE AND/OR EQUIVALENT EXPERIENCE

Civil Engineer <b>\$47.87</b>	Mechanical Engineer <b>\$39.76</b>
Industrial Engineer <b>\$48.52</b>	

## 1-2 YEAR COLLEGE DEGREE (OR CREDENTIAL)

Electrical and Electronics Engineering Technician <b>\$30.89</b>	Industrial Engineering Technician <b>\$30.24</b>	Machinist <b>\$24.60</b>
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## HIGH SCHOOL DIPLOMA OR GED / ON-THE-JOB TRAINING

First-line Supervisor of Production and Operating Workers <b>\$31.29</b>	Food Batchmaker <b>\$18.47</b>	Welder, Cutter, Solderer, and Brazier <b>\$23.93</b>
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## WHY CHOOSE A CAREER IN MANUFACTURING?

The manufacturing industry is one of the largest and most influential sectors of the United States economy. Manufacturing provides just over 10% of total private sector jobs in the U.S., making it the third-largest industry in terms of employment. In Minnesota, Manufacturing accounts for 13% of private sector employment, ranking second. Wages in Manufacturing are 10% higher than the total of all industries.

Provided for you by the Minnesota Rural Career Counseling Coordinators (RC3 Grant)



**CareerForce™**  
It's your state of success

A proud partner of the **americanJobcenter** network

These jobs are in demand in Minnesota and these are Minnesota median wages. Data collected from Department of Employment and Economic Development.

# CAREER PATHS IN MANUFACTURING

## 4-YEAR OR MORE COLLEGE DEGREE AND/OR EQUIVALENT EXPERIENCE

**CIVIL ENGINEER \$47.87** Performs engineering duties in planning, designing, and overseeing construction and maintenance of building structures, and facilities, such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation projects, pipelines, power plants, and water and sewage systems.

**INDUSTRIAL ENGINEER \$48.52** Design, develop, test, and evaluate integrated systems for managing industrial production processes, including human work factors, quality control, inventory control, logistics and material flow, cost analysis, and production coordination.

**MECHANICAL ENGINEER \$39.76** Perform engineering duties in planning and designing tools, engines, machines, and other mechanically functioning equipment. Oversee installation, operation, maintenance, and repair of equipment such as centralized heat, gas, water, and steam systems.

## 1-2-YEAR COLLEGE DEGREE (OR CREDENTIAL)

**ELECTRICAL AND ELECTRONICS ENGINEERING TECHNICIAN \$30.89** Apply electrical and electronic theory and related knowledge, usually under the direction of engineering staff, to design, build, repair, calibrate, and modify electrical components, circuitry, controls, and machinery for subsequent evaluation and use by engineering staff in making engineering design decisions.

**INDUSTRIAL ENGINEERING TECHNICIAN \$30.24** Apply engineering theory and principles to problems of industrial layout or manufacturing production, usually under the direction of engineering staff. May perform time and motion studies on worker operations in a variety of industries for purposes such as establishing standard production rates or improving efficiency.

**MACHINIST \$24.60** Set up and operate a variety of machine tools to produce precision parts and instruments. Includes precision instrument makers who fabricate, modify or repair mechanical instruments. May also fabricate and modify parts to make or repair machine tools or maintain industrial machines, applying knowledge of mechanics, mathematics, metal properties, layout, and machining procedures.

## HIGH SCHOOL DIPLOMA OR GED / ON-THE-JOB TRAINING

**FIRST-LINE SUPERVISOR/MANAGER OF PRODUCTION AND OPERATING WORKERS \$31.29** Directly supervise and coordinate the activities of production and operating workers, such as inspectors, precision workers, machine setters and operators, assemblers, fabricators, and plant and system operators. Excludes team or work leaders.

**FOOD BATCHMAKER \$18.47** Set up and operate equipment that mixes or blends ingredients used in the manufacturing of food products. Includes candy makers and cheese makers.

**WELDER, CUTTER, SOLDERER, AND BRAZER \$23.93** Use hand-welding, flame-cutting, hand soldering or brazing equipment to weld or join metal components or to fill holes, indentations or seams of fabricated metal products.

# 5 Great Reasons To Consider Manufacturing



## #1: It pays well.

Manufacturing offers stable, dependable, family-sustaining jobs that pay well.

- **\$70,865** is the average annual manufacturing wage in Minnesota – **10% above the average** for all jobs.
- **\$25.21** is the median hourly wage – almost 14% higher than the total of all other industries.

## #2: There are lots of jobs.

This is a terrific time to start a job in manufacturing.

- **86,500 job openings** are expected by 2028 as older workers retire.
- Manufacturing jobs are **located across the state** and are **11.4% of all jobs**.
- Beyond **production**, employers need people in **information technology, human resources, sales, accounting and more**.

## #3: It's important work in a safe, clean, high-tech environment.

You can take pride in making things people need in a work environment that is safe and clean.

- Some plants are among the **most state-of-the-art and sanitary environments** you can find.
- High-tech machinery and workplace standards are designed to **protect safety and well-being**.
- **Robotics/automation, artificial intelligence and 3D printing** are among the technologies being used.
- Manufacturers **make everything from life-saving biomedical/biotech products to food** and countless other useful products.

## #4: Employers want you.

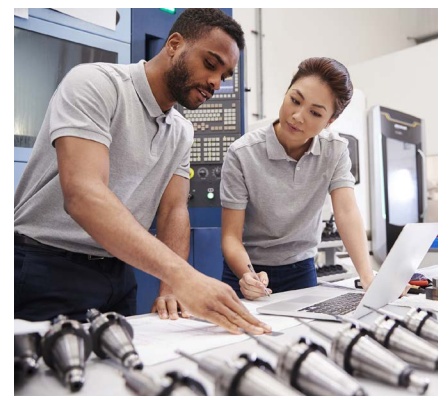
Manufacturing is a great career for everyone.

- Manufacturing workplaces are **increasingly diverse and welcoming**.
- Employers are actively seeking to hire **men and women of all races, ethnicities and backgrounds**.
- **Older workers and people changing careers** are welcome.
- **Manufacturing needs people with all levels of education**, from a high school diploma or equivalent to advance degrees in science, math or engineering.

## #5: You'll have opportunities for growth.

Many employers offer free on-the-job training and other continuous learning opportunities.

- Entry-level jobs **can be a stepping-stone** to higher level positions.
- **Problem-solving skills, math skills, and mechanical aptitude** are valued.
- From hands-on production jobs to executive leadership roles, anyone can **find interesting work with high-earning potential** in manufacturing.





# Request for Council Action

*Date:* September 27, 2023

*Presented to:* Mayor Iverson and City Council Members

*Presented by:* Robb Linwood, City Administrator

*Department:* Administration

*Reference:* Personnel matter

*Method:* New Business

***Background Information:***

City staff is requesting the City Council to enter into a closed session for a personnel matter relating to confidential health information that would fall under MN State Statute 13D.05, Subd (2)(3) and (4).

***Recommendation:*** The Wyoming City Council enters a closed session under MN State Statute 13D.05, Subd (2)(3) and (4) for a personnel matter.



**CITY OF WYOMING**

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092  
Phone: 651-462-0575 Fax: 651-462-0576