

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MARCH 19, 2024
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 March 6, 2024

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 March 7th, 2024 to March 19, 2024
3. To consider the resignation of Trevor Minor from the Wyoming Police Department effective April 3, 2024

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

4. Report of the Public Safety Director, Neil Bauer, for March 13, 2024

5. Report of City Building Official, Fred Weck, IV for March 14, 2024.
6. Report of the City Attorney, Tom Loonan, for March 14, 2024
7. Report of City Engineer Mark Erichson, WSB for March 13, 2024
8. Report of the Public Works Superintendent, Steve Reeves, for March 14, 2024

COMMUNICATIONS:

9. Communication from Chisago County Assessor announcing Board of Equalization date for the City of Wyoming on April 16th, 2023, 6:00PM at the Wyoming Library
10. Intensive Comprehensive Peace Officer Education and Training Program Grant
11. Minnesota BCA update regarding SCC movement group and Wyoming Public Safety Building

OLD BUSINESS:

NEW BUSINESS:

12. To approve an agreement between the City of Wyoming and Lakes Center for Youth and Families for 2024 - Presentation by Linda Madsen, Community Outreach Coordinator for Lakes Center for Youth and Families
13. To consider **Resolution 24-03-33** a resolution receiving bids and awarding a contract for the 2024 trunk watermain and forcemain improvements
14. To consider **Resolution 24-03-34** a resolution approving an Armer Radio Communications System User Agreement between the City of Wyoming and Chisago County from 2025-2026

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
MARCH 6, 2024
7:00 PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for March 6, 2024 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, Brett Ohnstad, and Claire Luger

ABSENT: Councilmember Dennis Schilling

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

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

1. Swearing in of Officer Derek Heath as Wyoming Police Officer

Public Safety Director Bauer – Introduced Derek Heath and shared some of his background and experience and noted that he had served as both a volunteer Reserve Officer and as a Reserve Cadet Officer prior to being selected for this position.

Mayor Iverson – Administered the Oath of Office to incoming Officer Derek Heath.

There was a round of applause for Officer Derek Heath.

Mayor Iverson recessed the meeting at 7:05 PM and reconvened at 7:08 PM.

2. Recognizing Chuck Almhjeld, City of Wyoming Public Works Superintendent 2019-2024

Mayor Iverson – Expressed her appreciation for Mr. Almhjeld's 5 years of service to the City and commending him for being a great superintendent, but also a great employee and friend.

Chuck Almhjeld – Thanked the City Council for their support and noted that he would miss working for the City and explained that the Public Works employees helped to make this job amazing.

Mayor Iverson – Noted that the City would miss Mr. Almhjeld's jokes and his smile around the City.

There was a round of applause for Mr. Almhjeld.

APPROVAL OF MINUTES:

3. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for February 20, 2024

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 FEBRUARY 20, 2024 AS SUBMITTED

ROLL CALL VOTE:

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

- 4. Consider approving the minutes of the “Work Session” of the Wyoming, Minnesota City Council for February 20, 2024**

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “WORK SESSION” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR FEBRUARY 20, 2024 AS SUBMITTED.

ROLL CALL VOTE:

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

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.

- 5.** Consider authorizing the payment of recommended bills, payroll, and journal entries for the period of February 21, 2024 to March 6, 2024
- 6.** To consider advertising for two summer seasonal positions with the Public Works Department at a wage of \$16.00-\$18.00/HR
- 7.** To consider approving Public Works Superintendent Steve Reeves for a City credit card, per the City’s credit card policy
- 8.** To consider approving an application from the Wyoming Creative Arts Center for a renewal of their Consumption and Display permit
- 9.** To consider **Resolution 24-03-24** a resolution accepting a donation from the Hallberg Family Foundation to the Railroad Park Project
- 10.** To consider **Resolution 24-03-25** a resolution declaring certain vehicles as surplus property for disposal and authorizing the Police Department to dispose of the vehicles through online auction
- 11.** To consider **Resolution 24-03-26** a resolution declaring certain Public Safety items a surplus property and authorizing the Police Department to dispose of such items through online auction of disposal process.
- 12.** To consider **Resolution 24-03-27** a resolution approving pay voucher #6 to Dresel Contracting, Inc. for the 2023 East Viking Boulevard Improvement Project in the amount of \$120,155.66
- 13.** To consider **Resolution 24-03-28** a resolution approving an off-sale liquor license in the City of Wyoming to the Wyoming Liquor Store for 2024.
- 14.** To consider **Resolution 24-03-29** a resolution approving a tobacco license in the City of Wyoming to the Wyoming Liquor Store for 2024
- 15.** To consider **Resolution 24-03-30** a resolution approving a massage therapist license in the City of Wyoming to His & Hers Hair Company for 2024

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #5, #6, #7, #8, #9, #10, #11, #12, #13, #14, and # 15 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

ROLL CALL VOTE:

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

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

16. Report of the Public Safety Director Neil Bauer for March 1, 2024

17. Report of City Building Official, Fred Weck, IV for February 29, 2024

18. Report of City Attorney Tom Loonan for February 28, 2024

19. Report of City Engineer Mark Erichson, WSB, for February 29, 2024

20. Report of Public Works Superintendent Steve Reeves for March 1 2024

OLD BUSINESS: NONE

NEW BUSINESS

21. To consider **Resolution 24-03-31** a resolution approving an Interim Conditional Use Permit to operate a youth baseball practice facility in the detached accessory building at 24983 Fallbrook Avenue. Applicants: Talbot and Jayne Gravelle. Property ID: 21-10610.31

Zoning Administrator/Building Official Weck – Explained that the City had received a complaint about a baseball practice facility that Mr. Gravelle had been operating. He noted that as soon as Mr. Gravelle was informed that he would need an Interim Conditional Use Permit, he sent in his application. He reviewed the location, use of the facility, and the port-a-potty location which was what the original complaint had been about. He stated that staff and the Planning Commission recommend approval subject to the 9 conditions included in the staff report.

Council Member Nanko Yeager – Stated that the port-a-potty appears to be visible from the street.

Zoning Administrator/Building Official Weck – Stated that he had not been by the property since he had received the initial pictures, but noted that one of the conditions is that if it was still visible, it would need to be screened.

Council Member Nanko Yeager – Stated that the ICUP allows for 3 parking spaces and asked what would happen in a situation where there may be a 4th vehicle.

Zoning Administrator/Building Official Weck – Stated that the parents of the players may carpool and noted that if parking becomes an issue, the City can address it. He noted the ordinance requires that the parking for this home occupation must be on his property and not utilize the street.

City Engineer Erichson – Explained that the City could put up ‘No Parking’ signs but would need a ‘No Parking’ resolution to ensure that it would be enforceable, but noted that he would think that they would prefer to have as few signs as possible within the City’s rights-of-way.

City Attorney Loonan – Emphasized that the proposed ICUP does require all of the parking to be off-street and if that does become an issue, the City could potentially revoke the permit.

Council Member Ohnstad – Stated the complaint that was submitted that strongly opposed this use was that they do not want a business to be located in a residential area. He noted that in looking at the map, it appears as though there are several other businesses that are similar in size located within about a half mile.

Zoning Administrator/Building Official Weck – Explained that he believes there is one business nearby with a CUP for a woodworking business and also a CUP for an injection molding business that is about a quarter mile from this location. He stated that many home occupations do not require a permit.

Mayor Iverson – Noted that she feels it will be best for the City to wait and see if there are any issues and noted that it was just one neighbor that complained. She stated that signage can be expensive and suggested they wait and see if there is an issue with compliance related to parking.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 24-03-31 A RESOLUTION APPROVING AN INTERIM CONDITIONAL USE PERMIT TO OPERATE A YOUTH BASEBALL PRACTICE FACILITY IN THE DETACHED ACCESSORY BUILDING AT 24983 FALLBROOK AVENUE. APPLICANTS: TALBOT AND JAYNE GRAVELLE. PROPERTY ID: 21-10610.31

ROLL CALL VOTE:

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

22. To consider Resolution 24-03-32 a resolution approving a variance from City Code Section 4-451 (1) and 40-452 (5) (c), to allow the repair and replacement of damaged siding with formed metal panels with exposed fasteners at 5201 260th Street. Applicant: Emily Nepp of ISG on behalf of Rosenbauer Minnesota, LLC. Property ID: 21-00468.32

Building Official/Zoning Administrator Weck – Reviewed the variance request and explained that last winter, the property owners essentially had an avalanche on the east side of their building due to the amount of snow. He stated that when the snow shed off of the roof, it came down and damaged the siding on the back side of their building. He explained the reasons for the variance request for materials used and presented examples of the materials that had been requested by the applicant. He stated that the Planning Commission and staff recommended approval subject to the findings of fact with no conditions.

Mayor Iverson – Noted that she attended the Planning Commission meeting where this was discussed and briefly outlined some of their discussion points.

Council Member Nanko Yeager – Stated that throughout the report, the applicants made the statement that the proposed materials represent an improvement over what they have and asked if staff agreed.

Building Official/Zoning Administrator Weck – Stated he agreed that this would be an improvement because it is embossed and would not be shiny like the other material.

Council Member Nanko Yeager – Stated that this material will be put in the back.

Building Official/Zoning Administrator Weck – Explained that they would be replacing the material on the entire building and not just the area that was damaged.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 24-03-32 A RESOLUTION APPROVING A VARIANCE FROM CITY CODE SECTION 4-451 (1) AND 40-452 (5) (C), TO ALLOW THE REPAIR AND REPLACEMENT OF DAMAGED SIDING WITH FORMED METAL PANELS WITH EXPOSED FASTENERS AT 5201 260TH STREET. APPLICANT: EMILY NEPP OF ISG ON BEHALF OF ROSENBAUER MINNESOTA, LLC. PROPERTY ID: 21-00468.32

ROLL CALL VOTE:

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

- 23.** To consider the hiring of Jessica Munkholm in the position of Administrative Assistant/Records Clerk at \$27.08/HR with a tentative start date of March 11, 2024

Public Safety Director Bauer – Noted that the Department had received around 80 applications for this position and explained the hiring process. He gave a brief overview of her background and experience. He stated that because of her experience, staff was recommending that Ms. Munkholm start at Step 2 on the pay scale at \$27.08/HR with a start date of March 11, 2024.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE HIRING OF JESSICA MUNKHOLM IN THE POSITION OF ADMINISTRATIVE ASSISTANT/RECORDS CLERK AT \$27.08/HR WITH A TENTATIVE START DATE OF MARCH 11, 2024

ROLL CALL VOTE:

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

- 24.** To consider a City Council Work Session for March 19, 2024

City Administrator Linwood – Explained this was a request to hold a Work Session prior to the March 19, 2024 regular City Council meeting at 5:30 PM in order to give updates regarding the Highway 8 reconstruction and CSAH 22 projects as well as their water distribution system

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER IVERSON, TO APPROVE A CITY COUNCIL WORK SESSION FOR MARCH 19, 2024 AT 5:30 PM.

ROLL CALL VOTE:

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

COUNCIL REPORTS:

City Administrator Linwood – Introduced Steve Reeves, the new Public Works Superintendent, to the Council and explained that he began working in the City last week.

Public Works Superintendent Reeves – Stated that he was very happy to be with the City and

grateful for the opportunity to be able to lead a very talented and knowledgeable crew in the Department.

Council Member Ohnstad – No report.

Council Member Nanko Yeager – No report.

Council Member Luger – Attended the Sewer Commission meeting.

Mayor Iverson – Attended the Sewer Commission meeting and the Planning Commission meeting. She noted that she also had the privilege to attend the League of Minnesota Cities annual council and elected official meeting held in Alexandria.

Assistant City Administrator McFarlane – Explained that the Medallion Hunt began on March 4, 2024 and was found as of 10:00 AM this morning.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO ADJOURN THE MARCH 6, 2024 “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 7:32PM

ROLL CALL VOTE:

Voting Aye: Nanko Yeager, Luger, Ohnstad, Iverson

Voting Nay: None

Abstain: None

Absent: Schilling

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:
MARCH 19, 2024
7:00PM

City of Wyoming Check Detail Register

1/12
March 15, 2024 11:34 AM
User: ssaxe
DR: Wyoming

03-19-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55976 484624	03/19/2024	ABDO FINANCIAL SOLUTIONS, LLC			
		101-1500-43000 PROFESSIONAL SE	\$5,583.33	PROFESSIONAL SERVICE (GENERAL)	
		Total for ABDO FINANCIAL SOLUTIONS, LLC	\$5,583.33		
55977 327971	03/19/2024	ASPEN MILLS			
		101-2110-44080 UNIFORMS	\$899.00	UNIFORMS	
		Total for ASPEN MILLS	\$899.00		
55978 03032024	03/19/2024	AT & T MOBILITY			
		101-2110-43200 COMMUNICATIONS	\$1,128.19	COMMUNICATIONS (GENERAL)	
		101-2200-43200 COMMUNICATIONS	\$282.05	COMMUNICATIONS (GENERAL)	
		Total for AT & T MOBILITY	\$1,410.24		
55979 02292024	03/19/2024	CAMPBELL KNUTSON			
		101-1400-43040 ATTORNEY FEES	\$248.00	ATTORNEY FEES	
		Total for CAMPBELL KNUTSON	\$248.00		
55980 02292024	03/19/2024	CHISAGO COUNTY PRESS, INC			
		800-0000-20816 GRAVELLE ESCROW	\$34.72	GRAVELLE ESCROW	
		800-0000-20817 GREYSTONE CONS	\$34.72	GREYSTONE CONST ESCROW	
		101-1400-43510 LEGAL NOTICE PUI	\$55.31	LEGAL NOTICE PUBLICATION	
		601-9425-43510 LEGAL NOTICE PUI	\$212.52	LEGAL NOTICE PUBLICATION	
		Total for CHISAGO COUNTY PRESS, INC	\$337.27		
55981 20240313	03/19/2024	CHISAGO COUNTY RECORDER			
		101-2110-42100 OPERATING SUPPL	\$20.00	OPERATING SUPPLIES	
		Total for CHISAGO COUNTY RECORDER	\$20.00		
55982 14433	03/19/2024	CHISAGO LAKES JOINT SEWAGE TREATMENT PLANT			
		602-9425-43890 SEWER PLANT FEE	\$25,841.84	DECEMBER 2023 TREATMENT CHARGES	
		602-9425-43890 SEWER PLANT FEE	\$27,418.32	JANUARY 2024 TREATMENT CHARGES	
		Total for CHISAGO LAKES JOINT SEWAGE TREATMENT PLANT	\$53,260.16		

City of Wyoming Check Detail Register

2/12
March 15, 2024 11:34 AM
User: ssaxe
DR: Wyoming

03-19-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55983	03/19/2024	CINTAS			
4185011679					
	101-3100-44180	UNIFORMS		\$68.10	STREETS
	101-3100-42100	OPERATING SUPPL		\$58.49	SHOP SUPPLIES
4185726645					
	101-3100-44180	UNIFORMS		\$74.01	STREETS
	101-3100-42100	OPERATING SUPPL		\$42.60	SHOP SUPPLIES
4185007304					
	101-2110-43600	CLEANING SERVIC		\$31.35	CLEANING SERVICE-PUBLIC SAFETY
4185011515					
	101-1400-43600	CLEANING SERVIC		\$29.50	CLEANING SERVICE-CITY HALL
4186452457					
	101-3100-44180	UNIFORMS		\$68.09	STREETS
	101-3100-42100	OPERATING SUPPL		\$66.23	SHOP SUPPLIES
4186468682					
	101-2110-43600	CLEANING SERVIC		\$31.35	CLEANING SERVICE-PUBLIC SAFETY
4186452305					
	101-1400-43600	CLEANING SERVIC		\$29.50	CLEANING SERVICE-CITY HALL
Total for CINTAS				\$499.22	
55984	03/19/2024	CONNEXUS ENERGY			
02282024					
	101-3100-43800	UTILITIES-GAS/ELI		\$34.20	LAKE DR & HEATH - ST LIGHTS
	101-2110-43800	UTILITIES-GAS/ELI		\$5.25	HAMLET DR
	101-2110-43800	UTILITIES-GAS/ELI		\$5.25	FALLBROOK SIREN
	101-3100-43860	STREET LIGHTS		\$20.55	250TH STREET NE SIGN
	101-2110-43800	UTILITIES-GAS/ELI		\$5.25	PIONEER RD
Total for CONNEXUS ENERGY				\$70.50	
55985	03/19/2024	CULLIGAN WATER CONDITIONING			
610652					
	101-2110-42100	OPERATING SUPPL		\$71.75	OPERATING SUPPLIES
Total for CULLIGAN WATER CONDITIO				\$71.75	
55986	03/19/2024	CUSTOM TRUCK ONE SOURCE			
2024002196541					
	101-3100-42400	SMALL TOOLS/MIN		\$167.54	SMALL TOOLS/MINOR EQUIPMENT
Total for CUSTOM TRUCK ONE SOURCE				\$167.54	
55987	03/19/2024	DAVID TORMA			
03122024					
	601-9425-42080	TRAINING AND IN:		\$342.59	TRAINING AND INSTRUCTION
Total for DAVID TORMA				\$342.59	
55988	03/19/2024	DRESEL CONTRACTING			
PAYVOUCHER6					
	408-3100-45350	IMPROVEMENTS		\$120,155.66	PAY VOUCHER #6
Total for DRESEL CONTRACTING				\$120,155.66	

City of Wyoming Check Detail Register

3/12
March 15, 2024 11:34 AM
User: ssaxe
DR: Wyoming

03-19-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55989 38695-2	03/19/2024	ECKBERG LAMMERS P.C.			
		101-1400-43040	ATTORNEY FEES	\$329.00	GENERAL
		101-1400-43040	ATTORNEY FEES	\$702.00	MEETINGS
		101-1400-43040	ATTORNEY FEES	\$324.00	GENERAL EMPLOYMENT
		101-2110-43040	ATTORNEY FEES	\$54.00	GENERAL EMPLOYMENT POLICE
		Total for ECKBERG LAMMERS P.C.		\$1,409.00	
55990 17471	03/19/2024	FACILICARE INC			
		101-5500-43600	CLEANING SERVIC	\$1,263.40	LIBRARY
		101-1400-43600	CLEANING SERVIC	\$559.00	CITY HALL/FIRE
		101-2110-43600	CLEANING SERVIC	\$299.00	POLICE
		101-3100-42310	CONTRACTED SER	\$188.50	PUBLIC WORKS
		Total for FACILICARE INC		\$2,309.90	
55991 15007313223	03/19/2024	FAIRVIEW HEALTH SERVICES			
		101-2110-42310	CONTRACTED SER	\$547.00	CONTRACTED SERVICES
		Total for FAIRVIEW HEALTH SERVICES		\$547.00	
55992 15007328085	03/19/2024	FAIRVIEW HEALTH SERVICES			
		101-3100-43060	PERSONNEL TESTI	\$184.00	PERSONNEL TESTING
		Total for FAIRVIEW HEALTH SERVICES		\$184.00	
55993 745678828	03/19/2024	FINANCE AND COMMERCE			
		408-3100-43510	LEGAL NOTICE PUI	\$255.78	LEGAL NOTICE PUBLICATION
		Total for FINANCE AND COMMERCE		\$255.78	
55994 03152024	03/19/2024	H & W FUND I.U.O.E LOCAL 49			
		101-0000-21706	HOSPITALIZATION	\$8,850.00	PREMIUMS
		Total for H & W FUND I.U.O.E LOCAL 4		\$8,850.00	
55995 036089332586	03/19/2024	HEALTH PARTNERS			
		101-0000-21706	HOSPITALIZATION	\$19,249.35	HOSPITALIZATION/MEDICAL INS
		Total for HEALTH PARTNERS		\$19,249.35	
55996 505626	03/19/2024	HOLIDAY 3550			
		101-3100-42080	TRAINING AND IN	\$78.04	TRAINING AND INSTRUCTION
		Total for HOLIDAY 3550		\$78.04	
55997 060101032400	03/19/2024	HOLIDAY COMPANIES			
		101-2110-43900	VEHICLE MAINTEN	\$90.00	VEHICLE MAINTENANCE
		101-2200-43900	VEHICLE MAINTEN	\$9.00	VEHICLE MAINTENANCE
		Total for HOLIDAY COMPANIES		\$99.00	

City of Wyoming Check Detail Register

4/12
March 15, 2024 11:34 AM
User: ssaxe
DR: Wyoming

03-19-2024

Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
55998	03/19/2024	HOSE PROS LLC			
6867			601-9425-42400	SMALL TOOLS/MIN	\$15.54
					SMALL TOOLS/MINOR EQUIPMENT
		Total for HOSE PROS LLC			\$15.54
55999	03/19/2024	HPA BORROWER 2019 2 LLC			
03/12/2024			601-0000-11500	ACCOUNTS RECEIV	\$67.79
			651-0000-11500	ACCOUNTS RECEIV	\$14.99
			602-0000-11500	ACCOUNTS RECEIV	\$4.04
			601-0000-11500	ACCOUNTS RECEIV	\$3.83
			601-0000-11500	ACCOUNTS RECEIV	\$1.08
		Total for HPA BORROWER 2019 2 LLC			\$91.73
56000	03/19/2024	HYLDEN ADVOCACY & LAW			
4505			401-1000-45000	CAPITAL OUTLAY	\$3,300.00
					CAPITAL OUTLAY
		Total for HYLDEN ADVOCACY & LAW			\$3,300.00
56001	03/19/2024	INNOVATIVE OFFICE SOLUTIONS, LLC			
IN4483262			101-2110-42000	SUPPLIES - OFFICE	\$276.96
					SUPPLIES - OFFICE/COPY/COMPUTR
IN4485228			101-1400-42000	SUPPLIES - OFFICE	\$203.93
					SUPPLIES - OFFICE/COPY/COMPUTR
		Total for INNOVATIVE OFFICE SOLUTI			\$480.89
56002	03/19/2024	IUOE LOCAL #49			
03042024			101-0000-21714	PW UNION DUES	\$210.00
					MONTHLY DUES
		Total for IUOE LOCAL #49			\$210.00
56003	03/19/2024	JASON LUMSDEN			
03122024			601-9425-42080	TRAINING AND IN	\$254.82
					TRAINING AND INSTRUCTION
		Total for JASON LUMSDEN			\$254.82
56004	03/19/2024	JORJI OLSON			
03/11/2024			601-0000-11500	ACCOUNTS RECEIV	\$86.01
			651-0000-11500	ACCOUNTS RECEIV	\$19.03
			602-0000-11500	ACCOUNTS RECEIV	\$17.06
			601-0000-11500	ACCOUNTS RECEIV	\$4.84
			601-0000-11500	ACCOUNTS RECEIV	\$4.53
		Total for JORJI OLSON			\$131.47
56005	03/19/2024	KRAMER MECHANICAL			
29945			101-1400-44010	REPAIRS & MAINT.	\$1,066.50
					REPAIRS & MAINT. - BUILDINGS
29966			101-2200-44010	REPAIRS & MAINT.	\$2,101.46
					REPAIRS & MAINT. - BUILDINGS
		Total for KRAMER MECHANICAL			\$3,167.96

City of Wyoming Check Detail Register

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56006	03/19/2024	LEAGUE OF MN CITIES			
400392					
	101-1110-42080	TRAINING AND IN		\$125.00	TRAINING AND INSTRUCTION
Total for LEAGUE OF MN CITIES				\$125.00	
56007	03/19/2024	LEAGUE OF MN CITIES INS TRUST			
03012024					
	101-3100-41500	WORKER S COMP (		\$24,253.85	WORKER S COMP (GENERAL)
	601-9425-41500	WORKER S COMP (		\$10,071.07	WORKER S COMP (GENERAL)
	101-2200-41500	WORKER S COMP (		\$14,588.24	WORKER S COMP (GENERAL)
	101-2110-41500	WORKER S COMP (		\$64,995.64	WORKER S COMP (GENERAL)
	101-1400-41500	WORKER S COMP (		\$2,317.77	WORKER S COMP (GENERAL)
	101-5200-41500	WORKER S COMP (		\$2,203.60	WORKER S COMP (GENERAL)
	101-2400-41500	WORKER S COMP (		\$1,324.68	WORKER S COMP (GENERAL)
	101-1110-41500	WORKER S COMP (		\$67.15	WORKER S COMP (GENERAL)
Total for LEAGUE OF MN CITIES INS TI				\$119,822.00	
56008	03/19/2024	LEXIPOL, LLC			
INVLEX1232997					
	101-2000-33427-I	OTHER STATE PUE		\$14,747.40	OTHER STATE PUBLIC SAFETY AID
INVFLEX1232996					
	101-2000-33427-I	OTHER STATE PUE		\$6,788.70	OTHER STATE PUBLIC SAFETY AID
Total for LEXIPOL, LLC				\$21,536.10	
56009	03/19/2024	MARANATHA CHURCH			
111					
	101-1410-42100	OPERATING SUPPL		\$14.00	OPERATING SUPPLIES
03122024					
	101-1410-42100	OPERATING SUPPL		\$600.00	OPERATING SUPPLIES
Total for MARANATHA CHURCH				\$614.00	
56010	03/19/2024	MENARDS- FOREST LAKE			
28729					
	101-2200-42100	OPERATING SUPPL		\$246.64	OPERATING SUPPLIES
28253					
	101-3100-44010	REPAIRS & MAINT.		\$(27.99)	REPAIRS & MAINT. - BUILDINGS
28843					
	101-3100-44010	REPAIRS & MAINT.		\$124.54	REPAIRS & MAINT. - BUILDINGS
Total for MENARDS- FOREST LAKE				\$343.19	
56011	03/19/2024	MGX EQUIPMENT SERVICES, LLC			
SWO022561-1					
	101-3100-44040	REPAIRS & MAINT.		\$6,540.11	REPAIRS & MAINT. - EQUIPMENT
Total for MGX EQUIPMENT SERVICES,				\$6,540.11	

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56012	03/19/2024	MIDCONTINENT COMMUNICATIONS			
14463230113898					
		101-1400-43210 TELEPHONE		\$142.04	CITY HALL
		101-1400-42310 CONTRACTED SER		\$936.00	FIBER
		101-2110-43210 TELEPHONE		\$411.81	POLICE DEPT
		101-3100-43210 TELEPHONE		\$88.78	PUBLIC WORKS
		601-9425-43210 TELEPHONE		\$257.09	WELL
		602-9425-43210 TELEPHONE		\$184.62	LIFTSTATIONS
		Total for MIDCONTINENT COMMUNIC		\$2,020.34	
56013	03/19/2024	MN DEPT OF LABOR AND INDUSTRY			
ABR0325944X					
		101-2200-42310 CONTRACTED SER		\$10.00	CONTRACTED SERVICES
ABR0325170X					
		101-3100-43120 FEE (GOVERNMENT		\$10.00	FEE (GOVERNMENT-STATE)
		Total for MN DEPT OF LABOR AND IND		\$20.00	
56014	03/19/2024	MN SECRETARY OF STATE-NOTARY			
20240313					
		101-2110-42100 OPERATING SUPPL		\$125.00	OPERATING SUPPLIES
		Total for MN SECRETARY OF STATE-NC		\$125.00	
56015	03/19/2024	MSA PROFESSIONAL SERVICES, INC.			
002529					
		280-1000-43000 PROFESSIONAL SE		\$18,000.00	PROFESSIONAL SERVICE (GENERAL)
		Total for MSA PROFESSIONAL SERVICE		\$18,000.00	
56016	03/19/2024	MSSA			
2024 DUES					
		101-3100-44330 DUES & SUBSCRIP		\$150.00	DUES & SUBSCRIPTIONS
		Total for MSSA		\$150.00	
56017	03/19/2024	NOVACARE REHABILITATION			
847314551					
		101-2110-42310 CONTRACTED SER		\$185.00	CONTRACTED SERVICES
		Total for NOVACARE REHABILITATION		\$185.00	
56018	03/19/2024	PRECISE MRM LLC			
IN200-1047410					
		101-3100-42050 SOFTWARE UPGRA		\$120.00	SOFTWARE UPGRADES
		Total for PRECISE MRM LLC		\$120.00	
56019	03/19/2024	RADCO TRUCK ACCESSORY CENTER			
BLN-71624-01					
		101-2200-45800 OTHER EQUIPMEN		\$4,544.44	OTHER EQUIPMENT
		Total for RADCO TRUCK ACCESSORY C		\$4,544.44	
56020	03/19/2024	RICHARD GEISTHARDT			
03142024					
		601-9425-42080 TRAINING AND IN		\$305.73	TRAINING AND INSTRUCTION
		Total for RICHARD GEISTHARDT		\$305.73	

City of Wyoming Check Detail Register

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56021	03/19/2024	RICOH BUSINESS SYSTEMS			
108091220					
		101-1400-42150 COPIER		\$144.05	CITY HALL
		101-2110-42240 MAINTENANCE CO		\$77.19	POLICE DEPT
		101-2110-42240 MAINTENANCE CO		\$4.10	FIRE DEPT
		Total for RICOH BUSINESS SYSTEMS		\$225.34	
56022	03/19/2024	RICOH USA			
5069035849					
		101-2110-42240 MAINTENANCE CO		\$120.46	POLICE DEPT
		101-1400-42150 COPIER		\$831.47	CITY HALL
		Total for RICOH USA		\$951.93	
56023	03/19/2024	SAFE-FAST INC			
INV287284					
		601-9425-44950 SAFETY EQUIPMEN		\$176.48	SAFETY EQUIPMENT
		Total for SAFE-FAST INC		\$176.48	
56024	03/19/2024	SEAN & STACEY VOSS			
03/11/2024					
		602-0000-11500 ACCOUNTS RECEIV		\$37.21	Sewer Usage
		601-0000-11500 ACCOUNTS RECEIV		\$14.56	Water - Base Fee
		601-0000-11500 ACCOUNTS RECEIV		\$9.90	Water Usage
		651-0000-11500 ACCOUNTS RECEIV		\$3.22	Surface Water Mgmt
		601-0000-11500 ACCOUNTS RECEIV		\$0.82	State Surcharge
		Total for SEAN & STACEY VOSS		\$65.71	
56025	03/19/2024	STACY HARDWARE			
136					
		101-2200-43900 VEHICLE MAINTEN		\$175.00	VEHICLE MAINTENANCE
		Total for STACY HARDWARE		\$175.00	
56026	03/19/2024	STEVEN W. DUFF			
03032024					
		101-3100-41010 FULL TIME - REGU		\$945.00	FULL TIME - REGULAR
		Total for STEVEN W. DUFF		\$945.00	
56027	03/19/2024	THOMSON REUTERS-WEST PUBLISH			
849825150					
		101-2110-44360 INVESTIGATIONS		\$174.34	INVESTIGATIVE SUITE
		Total for THOMSON REUTERS-WEST PI		\$174.34	
56028	03/19/2024	TIMESAVER OFF SITE SECRETARIAL			
M28982					
		101-1400-42310 CONTRACTED SER		\$244.50	CONTRACTED SERVICES
		Total for TIMESAVER OFF SITE SECRE		\$244.50	
56029	03/19/2024	TWIN CITIES FLAG SOURCE			
38729					
		101-5500-44010 REPAIRS & MAINT.		\$130.66	REPAIRS & MAINT. - BUILDINGS
		Total for TWIN CITIES FLAG SOURCE		\$130.66	

City of Wyoming Check Detail Register

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03-19-2024

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #		Amount	Comment
56030	03/19/2024	UNUM LIFE INSURANCE		
03142024				
	101-1400-41310	LIFE INSURANCE	\$191.08	ADMIN
	101-2110-41310	LIFE INSURANCE	\$650.56	POLICE
	101-1910-41310	LIFE INSURANCE	\$70.58	PLAN & ZONE
	101-2400-41310	LIFE INSURANCE	\$145.35	BLDG
	101-3100-41310	LIFE INSURANCE	\$119.86	STREETS
	601-9425-41310	LIFE INSURANCE	\$61.92	WATER
	602-9425-41310	LIFE INSURANCE	\$61.92	SEWER
032024				
	101-0000-21715	VOLUNTARY TERM	\$364.79	VOLUNTARY TERM LIFE
Total for UNUM LIFE INSURANCE			\$1,666.06	
56031	03/19/2024	US BANK EQUIPMENT FINANCE		
524293339				
	101-2400-44330	DUES & SUBSCRIP	\$146.00	DUES & SUBSCRIPTIONS
Total for US BANK EQUIPMENT FINANCE			\$146.00	
56032	03/19/2024	VERIZON		
9957695780				
	602-9425-43210	TELEPHONE	\$254.63	TELEPHONE
	601-9425-43210	TELEPHONE	\$254.63	TELEPHONE
	101-1400-43210	TELEPHONE	\$82.92	TELEPHONE
	101-2400-43210	TELEPHONE	\$82.92	TELEPHONE
Total for VERIZON			\$675.10	
56033	03/19/2024	VICTORY AUTOMOTIVE SERVICE		
818915				
	101-2110-43900	VEHICLE MAINTEN	\$78.86	VEHICLE MAINTENANCE
819010				
	101-2110-43900	VEHICLE MAINTEN	\$78.86	VEHICLE MAINTENANCE
Total for VICTORY AUTOMOTIVE SERVICE			\$157.72	
56034	03/19/2024	VICTORY AUTOMOTIVE SERVICE		
819083-008				
	101-3100-43900	VEHICLE MAINTEN	\$2,050.64	819083-008
	101-3100-43900	VEHICLE MAINTEN	\$54.16	819094-008
Total for VICTORY AUTOMOTIVE SERVICE			\$2,104.80	

City of Wyoming Check Detail Register

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03-19-2024

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Amount		Comment
56035	03/19/2024	VISA		
007191	202-2110-42100	OPERATING SUPPL	\$88.87	OPERATING SUPPLIES
002311	101-2200-42100	OPERATING SUPPL	\$21.71	OPERATING SUPPLIES
6984218	101-2200-42100	OPERATING SUPPL	\$61.99	OPERATING SUPPLIES
US309140011707512844	101-2110-42230	CRIME PREVENTIC	\$262.54	CRIME PREVENTION
KDGU0E2H5	101-2110-45800	OTHER EQUIPMEN	\$1,692.00	OTHER EQUIPMENT
LI1134402	101-2110-44330	DUES & SUBSCRIP	\$175.00	DUES & SUBSCRIPTIONS
OID353055	101-2110-44330	DUES & SUBSCRIP	\$65.00	DUES & SUBSCRIPTIONS
138409	101-2110-44330	DUES & SUBSCRIP	\$91.94	DUES & SUBSCRIPTIONS
0537838	101-2110-42100	OPERATING SUPPL	\$14.99	OPERATING SUPPLIES
MT19DDBT3L	101-2110-42100	OPERATING SUPPL	\$2.99	OPERATING SUPPLIES
7951461	101-2110-42000	SUPPLIES - OFFICE	\$698.51	SUPPLIES - OFFICE/COPY/COMPUTR
20240226	101-2110-42080	TRAINING AND INI	\$150.00	TRAINING AND INSTRUCTION
MNMMZT76B8	101-2110-42100	OPERATING SUPPL	\$2.99	OPERATING SUPPLIES
Total for VISA			\$3,328.53	
56036	03/19/2024	VISA		
0069	101-5200-42190	SEASONAL ACTIVIT	\$3.75	SEASONAL ACTIVITIES
O-0000192531	101-2400-44330	DUES & SUBSCRIP	\$600.00	DUES & SUBSCRIPTIONS
Total for VISA			\$603.75	

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56037	03/19/2024	VISA			
01242024	101-1400-44330	DUES & SUBSCRIP		\$8.00	DUES & SUBSCRIPTIONS
02062024	280-1330-42080	TRAINING AND IN		\$20.00	TRAINING AND INSTRUCTION
02192024	101-1400-44330	DUES & SUBSCRIP		\$15.99	DUES & SUBSCRIPTIONS
80281820299	101-1400-42000	SUPPLIES - OFFICE		\$115.78	SUPPLIES - OFFICE/COPY/COMPUTR
03192024	101-1110-42000	SUPPLIES - OFFICE		\$11.27	SUPPLIES - OFFICE/COPY/COMPUTR
70635	101-3100-42080	TRAINING AND IN		\$150.00	TRAINING AND INSTRUCTION
2317066	101-2400-42000	SUPPLIES - OFFICE		\$26.99	SUPPLIES - OFFICE/COPY/COMPUTR
02052024	101-1400-42080	TRAINING AND IN		\$13.13	TRAINING AND INSTRUCTION
8351464	101-1400-42000	SUPPLIES - OFFICE		\$16.69	SUPPLIES - OFFICE/COPY/COMPUTR
3197863	101-3100-42000	SUPPLIES - OFFICE		\$14.14	SUPPLIES - OFFICE/COPY/COMPUTR
2222638	101-3100-42000	SUPPLIES - OFFICE		\$14.99	SUPPLIES - OFFICE/COPY/COMPUTR
Total for VISA				\$406.98	
56038	03/19/2024	WASTE MANAGEMENT CORP SERVICES			
0070223-4812-7	101-5500-43840	REFUSE		\$17.48	LIBRARY 27-16928-33002
	101-5200-43840	REFUSE		\$99.51	CITY MAINT 27-16916-73007
	101-3100-43840	REFUSE		\$337.80	CITY HALL 27-16916-83005
	101-5200-43840	REFUSE		\$117.22	CITY GARAGE 27-16920-33000
Total for WASTE MANAGEMENT CORP				\$572.01	
56039	03/19/2024	WAUSAU ELECTRIC INC			
2525	101-5500-44010	REPAIRS & MAINT.		\$310.40	REPAIRS & MAINT. - BUILDINGS
Total for WAUSAU ELECTRIC INC				\$310.40	

City of Wyoming Check Detail Register

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Check # Invoice #	Check Date	Vendor Name	General Ledger #	Amount	Comment
56040	03/19/2024	WSB			
01312024					
	408-3100-43030	ENGINEERING		\$4,972.50	2023 EAST VIKING BLVD IMPROVEMENTS
	651-1000-43030	ENGINEERING		\$228.00	2024 LGU SERVICES
	408-3100-43030	ENGINEERING		\$4,411.50	2023 FALLBROOK AVE & 264TH STREET
	408-3100-43030	ENGINEERING		\$24,310.75	2024 STREET IMPROVEMENT PROJECT
	101-3100-43030	ENGINEERING		\$528.00	BRIDGE SAFETY INSPECTIONS
	408-9425-45350	IMPROVEMENTS		\$2,611.50	2023 TRUNK WATERMAIN IMPROVEMENTS
	101-1400-43030	ENGINEERING		\$3,780.25	2024 GENERAL ENGINEERING SERVICES
	101-1910-43030	ENGINEERING		\$355.50	2024 GENERAL PLANNING SERVICES
	408-3100-43030	ENGINEERING		\$1,209.50	BRIDGE 13506 REPLACEMENT
	800-0000-20572	HEIMS LAKE VILLA		\$124.50	WSB-HEIMS LAKE VILLA NORTH SKETCH
	800-0000-20815	DAHLQUIST KATIE		\$2,975.00	WSB-DAHLQUIST KATIES GLEN ESCROW
	800-0000-20568	MOXNESS SUMMER		\$124.50	WSB-SUMMER FIELDS 2ND ADDITION
	Total for WSB			\$45,631.50	
56041	03/19/2024	XCEL ENERGY			
865747753					
	602-9425-43800	UTILITIES-GAS/ELI		\$446.97	LIFT STATIONS
	601-9425-43800	UTILITIES-GAS/ELI		\$137.79	WELLHOUSE
	Total for XCEL ENERGY			\$584.76	
56042	03/19/2024	ZIPREPORTS			
2402010033					
	101-2110-44360	INVESTIGATIONS		\$13.00	INVESTIGATIONS
	Total for ZIPREPORTS			\$13.00	

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

General Checking Account 10100
Total Amount Being Paid: \$457,440.22
Total Number of Checks: 67

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming
Check Detail Register

03-13-2024 Sales Tax

Check # Invoice #	Check Date	Vendor Name		
	General Ledger #	Account	Amount	Comment
12612	03/13/2024	MN. DEPARTMENT OF REVENUE		
02292024				
	601-0000-20201	SALES TAX PAYABLE	\$2,183.00	SALES TAX PAYABLE
Total for MN. DEPARTMENT OF REVENUE			\$2,183.00	

City of Wyoming
Check Detail Register

03-13-2024 Sales Tax

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

General Checking Account 10100
Total Amount Being Paid: \$2,183.00
Total Number of Checks: 1

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

Check List
For Check Dates 03/12/2024 to 03/12/2024

Check Number Name			Check Date
Text Label	55972	PACIFIC LIFE INSURANCE	03/12/2024
Item Code	GL Number	Amount	
ROTH	101-0000-21712	250.00	
		250.00	
Text Label	55973	LAW ENFORCEMENT LABOR	03/12/2024
Item Code	GL Number	Amount	
UNION POLICE	101-0000-21713	564.00	
		564.00	
Text Label	55974	CENTRAL PENSION FUND,	03/12/2024
Item Code	GL Number	Amount	
CENT PENS FUND	101-0000-21716	480.00	
		480.00	
Text Label	55975	WI SCTF,	03/12/2024
Item Code	GL Number	Amount	
WI CHILD SUPPOR	101-0000-21710	215.42	
		215.42	
Text Label	EFT1094	MN STATE RETIREMENT	03/12/2024
Item Code	GL Number	Amount	
CITY HSCP CONT	101-0000-21706	0.00	
HCSP	101-0000-21710	0.00	
MNDCP	101-0000-21712	275.00	
MNDCPPRETAX	101-0000-21712	487.00	
		762.00	
Text Label	EFT1095	SELECTACCOUNT,	03/12/2024
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	2,103.83	
		2,103.83	
Text Label	EFT1096	P.E.R.A.,	03/12/2024
Item Code	GL Number	Amount	

For Check Dates 03/12/2024 to 03/12/2024

Check Number	Name	Check Date
CORD PERA	101-0000-21704	2,757.34
DCP PERA	101-0000-21704	0.00
DCP PERA MATCH	101-0000-21704	0.00
PERA CITY MATCH	101-0000-21704	3,181.54
PF PERA	101-0000-21704	3,882.08
PF PERA CITY	101-0000-21704	5,823.10
		15,644.06

Text LabelEFT1097 INTERNAL REVENUE SERVICE,

03/12/2024

Item Code	GL Number	Amount
FITW	101-0000-21701	6,751.71
SOCSEC_EE	101-0000-21703	2,472.22
MEDICARE_ER	101-0000-21703	1,035.11
SOCSEC_ER	101-0000-21703	2,472.22
MEDICARE_EE	101-0000-21703	1,035.11
		13,766.37

Text LabelEFT1098 STATE OF MINNESOTA,

03/12/2024

Item Code	GL Number	Amount
SITW	101-0000-21702	3,023.86
		3,023.86

Text Label

General Checking Account 10100
Total Amount Being Paid: \$36,809.54
Total Number of Checks: 9

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Check Number Name

Check
Date

Councilmember Ohnstad



Letter of Resignation

Trevor Minor

03/18/2024

Director of Public Safety, Neil Bauer
7665 Wyoming Trail, Wyoming, MN, 55092

Dear Neil Bauer,

Please accept this letter as a formal notice of my resignation as a Police Officer at the City of Wyoming Police Department, effective 04/03/2024.

After a period of consideration, I have decided that I will be leaving to pursue new career goals outside of the field of law enforcement. After almost 3 years of dedication to helping the community of Wyoming, I am ready to transition to a new role in a different environment.

Thank you for allowing me the opportunity to serve a community as great as Wyoming. I am sure the City of Wyoming will continue to work towards the betterment and protections of this community and its members. I want to thank you for the advice and mentoring these past few years. It has been a privilege to work with you and all others at the Wyoming Police Department.

Sincerely,

Trevor Minor



PUBLIC SAFETY

P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092
Phone: 651-462-0577 Fax: 651-462-0506



March 13, 2024

Re: Public Safety Activity Report – March 19, 2024, City Council Meeting

Police Update

Axon Fleet Installation

The installation of the Axon Fleet system (in squad cameras) will begin in April. This system will integrate with the Axon body worn cameras and will support our officers, providing evidentiary value for traffic stops, DWI enforcement, etc.

Fire Update

Firefighter Hiring Open House

The Fire Department is hosting a “How to Become a Firefighter” informational recruitment meeting on March 21, 2024 at 6 PM for people that would like to become a paid-on-call firefighter. This will be a great way for residents to get accurate information about the role of a firefighter in Wyoming!

Deputy Chief Opening

Applications are being accepted from internal candidates to fill the vacant position of Deputy Chief for the Fire Department until 03/25/2024. We have great internal candidates and look forward to the process.

Grass Truck

We have heard rave reviews of the performance of the new grass truck on recent grass fires in the area. Staff has said it has functioned exceptionally well and is a great tool.

Upcoming Community Outreach Events

April 2024 Coffee with a Cop (TBD)

August 6, 2024 Night to Unite

September 14, 2024 Stagecoach Day



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

A handwritten signature in black ink, appearing to read "N. D. Bauer". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

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



March 14, 2024
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: MARCH 19, 2024 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.

Rosenbauer Damaged Siding Replacement

The permit to replace the damaged siding has been issued.

Commercial Plumbing and Heating

Permit applications have not been submitted yet, but they are proceeding with the addition.

Gregory Contracting

A temporary Certificate of Occupancy has been issued. Plumbing, heating, and septic system final inspections have been approved. The majority of the exterior work is complete. Insulation is complete, the septic system has been installed. Inspections for the footings, foundation, underground plumbing, in-floor heating, framing, and insulation have been approved. The building permit has been issued. Site plans have been approved and a Grading permit has been issued.

Fairview Hospital

The work is being completed in phases; Phase 2 has begun, Phase 1 has been inspected and approved. The permits to remodel their Cardiac Rehabilitation area has been issued.

Sincerely,

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



DEPARTMENT OF BUILDING SAFETY

P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092

Phone: 651-462-4947 Fax: 651-462-3938



**ECKBERG
LAMMERS**
ATTORNEYS AT LAW

www.eckbergammers.com

Writer's Direct Dial:
(715) 808-8842

Writer's Email:
tloonan@eckbergammers.com

March 14, 2024

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

Delivered via Email

Re: City of Wyoming
Status Update for the Period of – February 29, 2024 – March 14, 2024

Dear Robb:

Our office has been assisting with certain development projects within the City and providing legal analysis regarding certain application questions. We continue our role as general counsel, answering questions, addressing legal concerns and reviewing items for the City including procedural issues, law updates, employment matters, contracts, and policy considerations as requested. We work closely with City staff advising on legal concerns impacting the City.

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

Stillwater Office
1809 Northwestern Avenue
Stillwater, MN 55082
Phone: 651-439-2878
Fax: 651-439-2923

Hudson Office
430 Second Street
Hudson, WI 54016
Phone: 715-386-3733
Fax: 715-386-6456



Engineer's Report



March 13, 2024

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

Re: March 19, 2024, 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.

2024 Street Improvement Project

Staff held a neighborhood meeting on January 23rd to provide information to property owners about the scope of the project, discuss the public improvement process and encourage feedback.

The topographic survey, televising and borings/cores for the project has been completed. The feasibility report will follow and be completed by mid-April.

Staff has also met with CLFLWD to discuss potentially partnering with them if they choose to enhance a project with additional stormwater management features. We have met with a property owner to discuss potential stormwater enhancements and they seemed receptive to the idea.

Trunk Watermain and Sanitary Sewer Forcemain upsizing

Staff has completed plans and specifications. City Council approved the plans and specifications and authorized the advertisement for bid. Bids were received on March 13th and results will be brought to the Council meeting for consideration of awarding a construction contract.

Potential Development near Fairview Avenue and 257th Street

Staff will be meeting with development representatives to discuss potential development near the Ebenezer facility.

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

Both the roadway and bridge portions of the project are substantially complete. Minor work and restoration will take place in the spring. As-built plans are being prepared for inclusion in Wyoming's asset management system.

Fallbrook Avenue and 264th Street Improvement Project

The project is now substantially complete. Remaining work to close out the project will take place in the spring. As-built plans are being prepared for inclusion in Wyoming's asset management system.

Diamond Ridge Development

No new update.

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 recently was approved.

Katies Glen

Staff has approved the plans for the development and the developer. Staff have signed off on and received the MPCA Sanitary Sewer Extension permit. We recently received bids for the project from the developer and we will be finalizing the development agreement.

Bingham Property – Hallberg Project (Multi-Tennent)

No new update.

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)

No new update.

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

Summer Fields DevelopmentFirst Addition (19 lots):

No new update:

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. The 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.

Heims Lake Villas North

No new update.

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 was planned to be completed in the fall of 2023; however it is now expected that this will be completed in the summer of 2024.

Aadland Development (Hunter Hill)

No new update.

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 spring as fall seeding did not yet come in.

Hallberg Storage

No new update.

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



March 14, 2024

Honorable Mayor and City Council

RE: March 19, 2024 City Council Meeting

Streets:

We are continuing to trim and remove boulevard trees as necessary. We are preparing for spring/summer grading season by upfitting our tank truck to spray water on the gravel roads. The crew attended regularly scheduled safety training

Utilities:

Half of the crew attended the 2024 Minnesota Rural Water Association Technical Conference in St. Cloud last week. Water, waste water, GIS Asset Management, hydrant operation & maintenance, pathogen prevention and stormwater management within drinking water supply areas were discussed.

- **Sanitary Sewer**

Staff have continued to do rounds checking lift stations. New panel for lift station 11 has been ordered and continuing to work with our vendors on that. Also continuing to work with Xcel Energy on Lift station 2 (railroad lift) upgrade of service to add a transformer to prevent power failures to our lift station.

- **Water:**

Daily and monthly water tests have been completed. Mixer was installed at the South Tower on Monday March 11. The electrician is scheduled to begin wiring the mixer Friday March 15th. We are coordinating with an electrician on the Well 2 panel project. We are providing our mini excavator & an operator to dig trench for new wiring and conduit, this will save money on the project.

Surface Water:

Beginning to talk pond inspections and working with WSB on SWAMP app (GIS mapping). After completing its annual maintenance, our street sweeper is scheduled to be delivered Monday March 18 and we will start sweeping operations shortly thereafter. I am looking at a training opportunity next month on environmental maintenance including pond inspections.

Parks:

Regular trash collection and cleaning of facilities. Currently gathering quotes on portable toilets for the upcoming season. Parks were busy with the recent weather, which has generated more trash and pickup by the crew.

Respectfully submitted,

Steve Reeves | Public Works Superintendent

PUBLIC WORKS

Phone: 651-462-0580 • Fax: 651-462-0581

PO Box 188 • 26490 Faxton Avenue • Wyoming, MN 55092



Council Communication

Date: March 13, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Equalization Hearing

Method: Communications

Background Information:

The Chisago County Assessor's office will be holding their annual equalization meeting on April 16, 2024 at 6:00PM at the Wyoming Library. The assessor's office was requesting to move the meetings to the county government center. I requested that the the meeting remain in Wyoming, which the county assessor was agreeable to having it remain in Wyoming. Signage directing individuals to the Library will be placed at city hall and at the library on the day of the meeting. Staff will also be present at city hall to direct individuals to the meeting location.

The purpose of this meeting is to determine whether taxable property in Wyoming has been properly valued and classified by the assessor, as well as to determine whether corrections need to be made. All persons considering themselves aggrieved by an assessment, or who wish to complain that the property of another is assessed too low, are hereby notified to appear at this meeting, and show cause of having such assessment corrected. Notice of the meeting has been sent to the city's official newspaper, the Chisago County Press, and will be published at least ten days prior to the meeting.

ASSESSMENT NOTICE

Important Information Regarding Assessment and Classification of Property
This may affect your 2025 property taxes.

NOTICE IS HEREBY GIVEN, That the Board of Appeal and Equalization for the City of Wyoming, CHISAGO County, Minnesota, will meet at the Wyoming Library at 6:00 o'clock PM., on Tuesday the 16th day of April 2024 for the purpose of reviewing and correcting the assessment of said City of Wyoming for the year 2024.

The purpose of this meeting is to determine whether taxable property in the jurisdiction has been properly valued and classified by the assessor, and to determine whether corrections need to be made.

All persons considering themselves aggrieved by said assessment, or who wish to complain that the property of another is assessed too low, are hereby notified to appear at said meeting, and show cause of having such assessment corrected. No complaint that another person is assessed too low will be acted upon until the person so assessed or his agent, shall have been notified of such complaint.

If you believe the value or classification of your property is incorrect, please contact your assessor's office to discuss your concerns. If you are still not satisfied with the valuation or classification after discussing it with your assessor, you may appear before the local board of appeal and equalization. The board shall review the valuation, classification, or both if necessary, and shall correct it as needed. Generally, an appearance before your local board of appeal and equalization is required by law before an appeal can be taken to the county board of appeal and equalization.

Given under my hand this 19th day of March, 2024

Robb Linwood

City Administrator/Clerk of Wyoming



Date: March 13, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Public Safety Director Neil Bauer

Department: Public Safety

Reference: Intensive Comprehensive Peace Officer Education and Training Program Method:
Council Communication

Background Information:

The Intensive Comprehensive Peace Officer Education and Training (ICPOET) Program provides grant funding to assist Minnesota law enforcement agencies with hiring.

The ICPOET appropriation is designed to recruit candidates who may be interested in a career transition into law enforcement at a time when vacancies are high across the state. The Office of Justice Programs (OJP) will reimburse law enforcement agencies for the costs of a candidate who already holds a two or four-year degree from a regionally accredited college or university while they obtain the required Professional Peace Officer Education (PPOE). This includes the candidate's salary while they are attending schooling in a cohort style offering.¹

In January of 2024, a grant application was submitted requesting \$50,000 to identify an outstanding future police officer for the Wyoming community that can uphold the mission statement of our organization.

The grant application requested funding to support a temporary, police cadet position and tuition expenses at Hennepin Technical College for a current 2- or 4-year college graduate to complete the requirements to become a peace officer over a period of 30 weeks.

The timeline for this temporary position would begin with recruitment in April 2024, providing a conditional offer in August 2024, candidate's completion of schooling in March 2025, and a request for appointment to police officer in April of 2025.

¹ "INTENSIVE COMPREHENSIVE PEACE OFFICER EDUCATION AND TRAINING PROGRAM." Office of Justice Programs - A Division of the Minnesota Department of Public Safety. Accessed March 13, 2024. <https://dps.mn.gov/divisions/ojp/grants/Pages/intensive-comprehensive-peace-officer-education-trainingprogram.aspx>.



PUBLIC SAFETY

P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092 Phone:
651-462-0577 Fax: 651-462-0506

This temporary position would be intended to replace future vacant police officer positions due to anticipated retirements in 2025.

Award Notification

Today, I am excited to announce that we were awarded the full grant amount (\$50,000) and will be working with the program coordinator from OJP on the next steps. We will have additional discussions with Council during our budget workshops in the near future and will seek Council approval to post the temporary position in the next month.

Neil D. Bauer, Ed.D.

Police Chief/Public Safety Director



PUBLIC SAFETY

P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092
Phone: 651-462-0577 Fax: 651-462-0506



Date: March 13, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Public Safety Director Neil Bauer

Department: Public Safety

Reference: Stop Cop City Movement

Method: Council Communication

Background Information:

Recently, the Minnesota Fusion Center, a section of the MN Bureau of Criminal Apprehension, notified me of the following information to be passed along to Council:

In April 2021 Atlanta city government officials announced a plan to begin construction of the Atlanta Public Safety Training Center in Dekalb county. This announcement was met with immediate disapproval from citizens in the surrounding communities and environmental activists at-large. The disapproval for this project steadily grew to include the sentiments of citizens who consider police departments not only in Atlanta but across the US were militarizing and expanding with the sole intention of oppressing communities of color. The movement coalesced under the banner of Block Cop City & Defend the Atlanta Forest (DTF). As support for the movement continued it became identified nationwide as the “Stop Cop City” movement. This movement’s goal was to stop construction of the Atlanta Public Safety Training Center by targeting institutions which are in some way tied to the project such as financial institutions. In an attempt to achieve their goal, supporters of this ideology have engaged in First-Amendment-protected activity throughout the country; however, there have also been instances of escalation up to and including violence. In Atlanta, 61 people thus far have been charged under RICO and face charges of money laundering, material support, and domestic terrorism.

Local Relevance

In Minnesota, several incidents have been connected to this movement and the construction of the Atlanta Public Safety Training center:

May 1, 2022: Windows are smashed and walls painted at the Minneapolis office of Atlas Technical Consultants, a subcontractor involved in Cop City construction on behalf of Brasfield and Gorrie.

May 20, 2022: In Minneapolis, Bank of America windows are broken and “Defund Cop City” is painted across the building.

July 25, 2022: Activists carry out a banner drop in Minneapolis to support the Week of Action.



PUBLIC SAFETY

P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092 Phone:
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January 19, 2023: Group enters the offices of Atlas Technical Consultants in Minneapolis, demanding that they drop Brasfield & Gorrie.

January 29, 2023: Minneapolis locations of US Bank and Wells Fargo are targeted in memory of two individuals killed in use of force incidents (one in Atlanta and the other in Memphis).

January 30, 2023: Windows are broken at the Fridley, Minnesota Atlas Technical office.

On February 17, 2024, a website supporting the SCC movement posted a map of alleged police training/public safety facility projects nationwide. The map, nor the overall website, advocate for violence of any form to be directed toward the identified facilities. The map identifies four locations in Minnesota:

- Chisholm Public Safety Building
- Wyoming Public Safety Building
- Rice County Public Safety Center
- Maple Grove Public Safety Training Facility

Next Steps

At this time, the information is for our awareness as we continue our quest for funding for the construction of a public safety facility in Wyoming. We will continue our communication with the Minnesota Fusion Center and, as additional information becomes available, will work with our law enforcement partners to develop a response plan.

Neil D. Bauer, Ed.D.

Police Chief/Public Safety Director



PUBLIC SAFETY

P.O. Box 188, 7665 Wyoming Trl., Wyoming, MN 55092
Phone: 651-462-0577 Fax: 651-462-0506



Request for Council Action

Date: March 13, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Lakes Center for Youth and Families (LC4YF)

Method: New Business

Background Information:

The City of Wyoming and Lakes Center for Youth and Families (LC4YF) have had a continued relationship and contract to provide services and partner with the Wyoming Police Department.

The mission of Lakes Center for Youth & Families is to Guide Successful Futures. They believe success is possible when families are involved and supportive of the youth in their life, relationships are strong, and communities are caring. LC4YF believes when you add all those elements together, harmony is restored among families, and youth have the skills and opportunities to reach their full potential. Today, their non-profit has expanded and supports various communities across Minnesota, including the Forest Lake School District in Washington and Anoka counties, as well as all of Chisago County.

Lakes Center for Youth & Families (LC4YF) Intervention Program works in partnership with parents, schools, and the justice system to develop healthy, positive decision-making skills and interrupt harmful behavior patterns.

Their staff helps youth who are involved in higher-risk behavior understand that they are responsible for the outcomes of their decisions and empower them to make better choices.

By using programs designed to reduce problem behaviors, their intervention programs help individuals gain vital development skills that lead to healthier relationships, better decision making, and a deeper connectedness with family and community. They believe the advice, guidance, and involvement of parents and guardians is essential for a youth's success in life. Through parent/guardian involvement in this program, positive values are reinforced and integrated into daily life.

Public Safety Director Bauer is on the board of directors for the Lakes center for youth and family and can discuss their programs and services. Linda Madsen, Ph.D. the Executive Director of the Lakes Center for Youth and Families will be attending the meeting and will provide a brief presentation about the services and will be able to answer any questions from the council. In 2023 the city contracted with LC4YF to provide such services to its residents and to act as a sponsor of LC4YF by providing financial support, a method to establish appropriate services to be provided and policy guidance for its activities. For 2024 staff is recommending an amount of \$3,500 for the services provided by LC4YF.

Recommendation: To approve an agreement between the City of Wyoming and Lakes Center for Youth and Families for 2024 and designate an amount of funding for its services.



lakes center
FOR YOUTH & FAMILIES

2023

ANNUAL REPORT

COUNSELING

INTERVENTION

ENRICHMENT



Lakes Center for Youth and Families, located in Forest Lake, Minnesota, has a rich history of serving its community's youth, adults, and families with a comprehensive range of programs and services. Established in 1976, the center was founded in response to the vision of Forest Lake Police Chief, Jim Trudeau, and other leaders, who recognized the need for a proactive intervention program to divert young people and first-time offenders away from the traditional court system. Lakes Center for Youth and Families continues to uphold its mission of ensuring the success of youth, adults, and families through programming in Counseling, Intervention, and Enrichment to meet the ever-changing needs of our community. We are grateful for our valuable partnerships with law enforcement, school districts, and community members.

FROM OUR CHAIR

WELCOME

On behalf of Lakes Center for Youth and Families Board of Directors, welcome to our 2023 Annual Report.

As we reflect on the past year's achievements and challenges, we are reminded of the continuous dedication and support from individuals like yourself who believe in our mission and contribute to our success. In 2023, our organization remained committed to providing Counseling, Intervention, and Enrichment programs. Despite the obstacles encountered, we have continued to adapt, innovate, and collaborate to achieve our goals and fulfill our mission.

Throughout this report, you will find comprehensive insights into our financial performance, strategic initiatives, and impact stories that highlight the tangible difference we are making in the lives of those we serve. From empowering individuals to supporting communities, each page represents our efforts and the impact of our mission.

As we look ahead, we are inspired by the opportunities and the potential for even greater impact. With your continued support and partnership, we are confident in our ability to overcome challenges, seize opportunities, and build a brighter future together.

Thank you for your continuous support and belief in our mission. We are deeply grateful for your commitment to Lakes Center for Youth and Families and the communities we serve.

Rick Peterson

Rick Peterson,
Chair of the Board
Chief of Police, Forest Lake Police Department





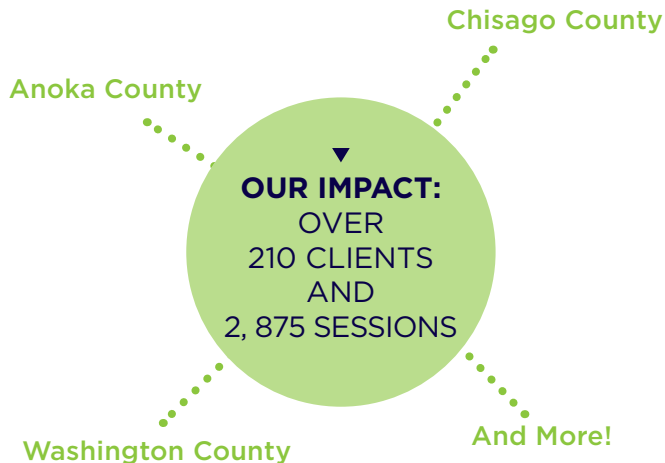
COUNSELING

PROGRAM

We use a collaborative client-centered approach that's designed to meet each client where they are at. Our office provides an inviting comfortable environment, and our therapists use creative strategies and evidence-based approaches to best serve our clients. We provide therapy to people of all ages, striving to equip people with the skills to heal traumas, manage symptoms, reduce stress, and improve their overall quality of life.

Our services include individualized treatment for mental, emotional, physical, and behavioral concerns; addressing symptoms of depression, anxiety, mood disorders, personality disorders, trauma/PTSD, grief and loss, addiction, attachment difficulties, family conflict, and parenting.

INDIVIDUAL THERAPY FAMILY THERAPY GROUP THERAPY COUPLES THERAPY SCHOOL-BASED MENTAL HEALTH EMDR



“Thank you so incredibly much!
You have no idea how much this
means to me.”

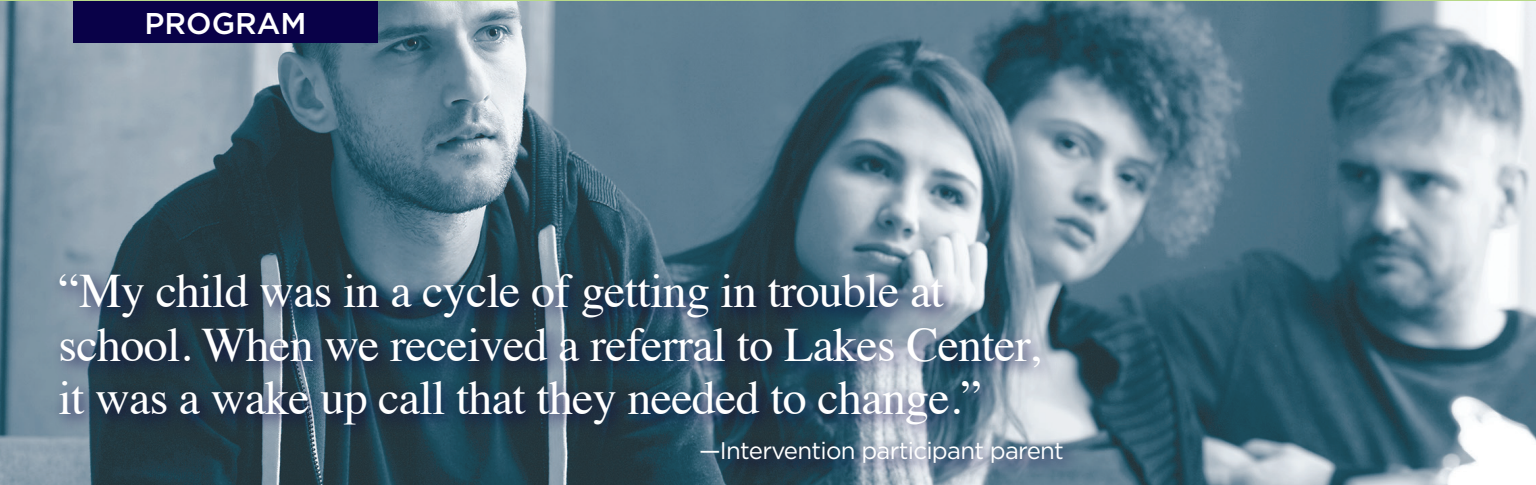
—Counseling client parent

SLIDING SCALE FEE IMPACT:

CLIENTS SERVED: 29
TOTAL SESSIONS: 257
TOTAL DOLLARS: \$20,023.33

INTERVENTION

PROGRAM



“My child was in a cycle of getting in trouble at school. When we received a referral to Lakes Center, it was a wake up call that they needed to change.”

—Intervention participant parent

Our Intervention Program works in partnership with parents, schools, and the justice system to develop healthy, positive decision-making skills and interrupt harmful behavior patterns.

Our staff helps youth who are involved in higher-risk behavior understand that they are responsible for the outcomes of their decisions and empower them to make better choices. By using programs designed to reduce problem behaviors,

our intervention programs help individuals gain vital development skills that lead to healthier relationships, better decision making, and a deeper connectedness with family and community.

We believe the advice, guidance, and involvement of parents and guardians is essential for a youth's success in life. Through parent/guardian involvement in this program, positive values are reinforced and integrated into daily life.

▼
OUR IMPACT:
OVER
185 CLIENTS
AND
385 SESSIONS

PLUS

NEARLY 260 STUDENTS AT LINWOOD ELEMENTARY
WHERE WE PROVIDED A VARIETY OF INDIVIDUAL,
SMALL GROUP, AND CLASSROOM PROGRAMS.



LAKES CENTER FOR YOUTH & FAMILIES

ENRICHMENT

PROGRAM

Preparing youth for their future through out-of-school time programs will be the foundation for your child's success through Lake Center's Enrichment programs. Our team hosts multiple types of programs throughout the year.

Programs we offer include **YOUTH FIRST**, developed for kids grades 4-6 in Chisago County and offered after school and in the summer. Kids can join this program at their elementary school. Topics include learning about refusal skills, positive decision making, as well as exciting presenters such as the K-9 Unit and EMS.

At our **FOREST LAKE AREA SAFETY CAMP**, children entering 3-5th grade have the opportunity to experience and learn about a variety of safety issues. From first aid, EMS, bike safety with the FLPD, and special presenters, this is a fun and exciting way for children to practice safety.

YOUTH FIRST
PARTICIPANTS CLAIM

86% 

IMPROVED DECISION-MAKING, REFUSAL,
OR CONFLICT RESOLUTION SKILLS AFTER
PARTICIPATING IN YOUTH FIRST



“Talk about keeping your community healthy and safe was important. My daughter learned what is means to have pride in your community.”

—Youth First program parent

▼
OUR IMPACT:
OVER
110 CLIENTS AND
675 SESSIONS

SCHOOLCHILDREN

CALCULATE



lakes center
FOR YOUTH & FAMILIES

Lakes Center for Youth & Families is committed to strong fiscal health and transparency. The financial summary below is unaudited at the time of publishing this report. The financial audit conducted by Harrington Langer & Associates will be available online at www.lc4yf.org when it is completed.

BALANCE SHEET

YEAR ENDING DECEMBER 31, 2023

Assets

Current Assets	\$572,757.39
Fixed Assets	\$209,542.77
Total Assets	\$782,300.16

Liabilities & Equity

Current Liabilities	\$88,510.32
Equity	\$693,789.84
Total Liabilities & SE	\$782,300.16

STATEMENT OF FUNCTIONAL EXPENSES

YEAR ENDING DECEMBER 31, 2023

Total Expenses by Function

Counseling	\$670,183.10
Enrichment	\$240,254.32
Intervention	\$227,609.36
Total Program Services	\$1,138,046.78

General and Administrative	\$75,869.79
Fundraising and Development	\$50,579.85
Total General and Administrative, Fundraising and Development	\$126,449.64

Total Expenses	\$1,264,496.42
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“The mission of Lakes Center for Youth & Families is to ensure the success of youth, adults, and families through programming to meet the ever-changing needs of our community”.

BOARD OF DIRECTORS (as of December 31, 2023)

EXECUTIVE COMMITTEE

Chair – **Rick Peterson**, Forest Lake Police Department, Chief of Police
 Chair-elect – **Renee Wagner**, Xcel Energy Director
 Treasurer – **Jim Gillach**, Associate Principal, Chisago Lakes School District
 Secretary – **Keriann Hallberg** – Community Member
 Immediate Past Chair – **Jim Schoppenhorst** – Retired Business Executive

OFFICERS

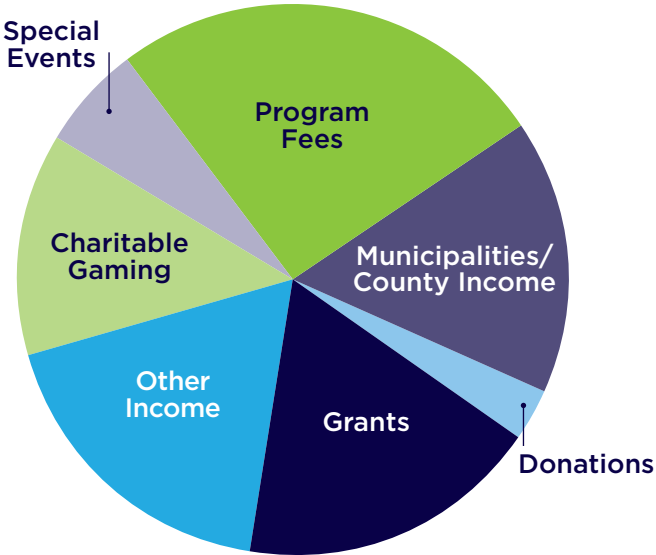
Mike Aschenbrenner, Chief of Police, Retired
Neil Bauer, Wyoming Public Safety Director, Police Chief
Joe Kryschyshen, Retired Probation Officer, Washington County
Kathy Lillis, Realtor, Gambling Specialist for LC4YF
Katie Malchow, Chisago County Outreach and Initiative Coordinator
Steve Massey, Superintendent, Forest Lake Area Schools



INCOME STATEMENT

YEAR ENDING DECEMBER 31, 2023

Income	
Grants	\$239,988.73
Charitable Gaming	\$165,311.09
Special Events	\$74,073.56
Program Fees	\$337,463.66
Municipalities/County Income	\$207,230.56
Donations	\$44,851.14
Other Income	\$232,435.02
Total Income	\$1,301,353.76
Total Expenses	\$1,264,496.42
Net Income	\$36,857.34



Gretchen Mattson, Principal, Forest Lake Area Schools
Kelly (Trudeau) Novak, Founder/President, Perspective Communications
Jennifer Richert, Dean of Community, Lakes International Language Academy
Angelique Sloan, Gambling Manager for LC4YF
Dan Starry, Washington County Sheriff
Brandon Thyen, Chisago County Sheriff
LeeAnn Weigt, Vice-President, Olson’s Sewer Service, Inc. and Olson’s Excavating Service

HONORARY MEMBER
Fran Miron, Washington County Commissioner

2023 KEY EMPLOYEES (as of 12/31/2023)
Linda M. Madsen
Jenna Jones
Jamie Prettnr
Rebecca Bowers
Carrie Niles
Jenny Birkholz
Sarah Curtis
Christa Lachell
Emily Tatum
Emma Norwood
Jessie Szmanda
Linda Pasicznyk
Kathy Lillis
Angelique Sloan

THANK YOU.

Lakes Center for Youth & Families is grateful to our donors and generous support of our communities.

\$10,000+

Individual

Oscar & Val Carlson
Jim & Nancy Schoppenhorst

Business | Organizations | Civic Groups

Hallberg Family Foundation
Mytech Partners, Inc.

Grants | Contracts | Partnerships

Anoka County Children & Family Council
Chisago County
Chisago Lakes Grill
City of Forest Lake
City of Hugo
Hardenbergh Foundation
Mardag Foundation
MN Department of Public Safety's Office of Justice Programs
Otto Bremer
Running Aces Casino, Hotel, & Racetrack
Washington County

\$5,000-\$9,999

Individual

Renee & Jeff Wagner

Business | Organizations | Civic Groups

Forest Lake Masonic Lodge #344

Grants | Contracts | Partnerships

Allina Health Grant
American Fundraising Foundation, Inc.
City of Scandia
Management Improvement Fund
St. Croix Valley Foundation

\$1,000-\$4,999

Individual

Michael & Mary Aschenbrener
Kevin & Jeanie Callahan
Justin & Anna Clark
Jim & Ann Gillach
Dana & Keriann Hallberg
Dennis & Nancy Hebrink
Jerry & Connie Hendrickson
Jesse & Shauna Johnson
Tim Klinkhammer & Linda Madsen
Mike & Cathy Mackiewicz
Janet Palmer
Rick & Colleen Peterson
Debra Schley
Doug & Stephanie Stolt
Sarah Thompson
In Memory of James R. Trudeau: Carol Trudeau & Kelly (Trudeau) Novak
Dale & LeeAnn Weigt
Steve & Shannon Whitaker
Myron & Bea Zaruba

Business | Organizations | Civic Groups

Bell Bank
Connexus Energy
Empire Insurance Group, Inc
Fairview Health Services
Lions Club of Forest Lake
Minnesota Masonic Charities
Olson's Sewer Service, Inc. and Olson's Excavating Service
UptoDate Bookkeeping
Wealth Management Midwest, LLC
Wyoming United Methodist Church

Grants | Contracts | Partnerships

City of Chisago City
City of Lindstrom
City of Wyoming
Duck Cup Memorial Fund
May Township
Walmart

\$500-\$999

Individual

Neil & Natalie Bauer
Ronald & Kathy Bystrom
Leif & Chelsea Erickson
Lloyd & Jeanette Jones
Joe & Maribeth Kryschysen
Grizzly & Katie Malchow
Alizabeth McJames
Marc & Kari Newell
Jon & Judy Olson
Jerry & Donna Peterson
Duane Rasmussen
Brandon & Kelly Thyen

Business | Organizations | Civic Groups

A1A Auto Service Inc
First State Bank of Wyoming
Key's Cafe
Maija Photography
MidWestOne Bank
Perspective Communications
Plastic Products Co., Inc.
Thrivent
Wow 1 Day Painting
Xcel Energy

LC4YF appreciates everyone's financial support and in-kind contributions. For a full list of LC4YF Donations and Supporters, please see our website. Every effort has been made to ensure the accuracy of this list. If we have made an error, please contact us at 651-464-3685.

SCAN HERE
TO DONATE



lakes center
FOR YOUTH & FAMILIES

PO BOX 970 | FOREST LAKE, MN 55025
(651) 464-3685 | LC4YF.ORG





Participation and Demographic Summary Enrichment, Intervention and Counseling 2023

2023 Enrichment Data

Client Count	Session Count
115	673

Age	
0-5	0
6-8	29
9-11	76
12-14	4
14+	6

Race and Ethnicity	
American Indian or Alaskan Native	1
Asian / Pacific Islander	1
Black or African American	2
Multiracial	0
Native Hawaiian / Pacific Islander	0
White or Caucasian	106
Hispanic or Latino	2
Opted to Not Disclose	3

Gender	
Male	22
Female	30
Transgender	0
Non-Binary	0
Opted to Not Disclose	63

City	
Blaine	1
Braham	1
Chisago City	1
Columbus	1
East Bethel	1
Forest Lake	36
Ham Lake	2
Harris	1
Hugo	3
Isanti	1
Lakeland Shores	1
Lindstrom	10
Lino Lakes	2
North Branch	25
Rush City	7
Scandia	1
Shafer	8
Stacy	4
Stanchfield	1
Stillwater	1
Taylor's Falls	3
Wyoming	4

County	
Anoka County	11
Chisago County	60
Isanti County	2
Pine County	1
Washington County	41

2023 Intervention Data

Client Count	Session Count
189	388

Referral Source	
Chisago County	82
Washington County	39
Forest Lake Police Department	66
Other	2

Age	
10-12	23
13-15	88
16-18	78
Over 18	0

Race and Ethnicity	
American Indian or Alaskan Native	1
Asian / Pacific Islander	3
Black or African American	5
Multiracial	5
White or Caucasian	143
North African / Middle Eastern	2
Hispanic or Latino	10
Unknown / Opted to Not Disclose	30

Gender	
Male	101
Female	62
Transgender	0
Non-Binary	1
Opted to Not Disclose	25

City	
Andover	2
Center City	1
Chisago City	12
Columbus	1
Coon Rapids	1
East Bethel	2
Forest Lake	56
Harris	1
Hugo	6
Lindstrom	7
Lino Lakes	2
Luck	1
Marine on St. Croix	1
Mora	1
North Branch	26
Rush City	14
Scandia	3
Shafer	10
St. Cloud	1
St. Paul	2
Stacy	19
Stillwater	1
Taylor's Falls	3
Wyoming	16

County	
Anoka County	14
Chisago County	96
Hennepin County	1
Isanti County	2
Pine County	1
Ramsey County	2
Stearns County	1
Washington County	72

2023 Prevention Data @ Linwood

Client Count
252

Age	
9 and under	108
10-12	144

Race and Ethnicity	
American Indian or Alaskan Native	0
Asian / Pacific Islander	9
Black or African American	2
Multiracial	0
White or Caucasian	179
Hispanic or Latino	17
Unknown / Opted to Not Disclose	45

Gender	
Male	121
Female	131
Transgender	0
Non-Binary	0

2023 Counseling Data

Client Count	Session Count
214	2,878

Client Count	Session Count
29	257

Total Dollar Amount	\$ 20,023.33
---------------------	--------------

Age	
0-5	1
6-10	55
11-15	70
16-20	31
21-25	12
26-30	4
31-35	10
36-40	7
41-45	14
46-50	2
50+	8

Race and Ethnicity	
American Indian or Alaskan Native	1
Asian / Pacific Islander	2
Black or African American	13
Native Hawaiian/Pacific Islander	1
Hispanic or Latino	16
White or Caucasian	171
Unknown / Opted to Not Disclose	10

Gender	
Male	82
Female	129
Transgender	1
Non-Binary	1
Opted to Not Disclose	1

City	
Blaine	2
Burnsville	1
Cedar	1
Center City	3
Centerville	1
Chisago City	3
Columbus	2
Coon Rapids	3
East Bethel	1
Forest Lake	95
Ham Lake	1
Hugo	4
Isanti	1
Isle	1
Lindstrom	6
Lino Lakes	2
Maplewood	1
Mora	1
Mounds View	3
North Branch	5
Rush City	1
St. Paul	2
Scandia	13
Shoreview	1
Stacy	30
Wyoming	30

County		
Anoka County	42	20%
Chisago County	58	27%
Dakota County	1	0%
Isanti County	1	0%
Kanabec County	1	0%
Mille Lacs County	1	0%
Ramsey County	7	3%
Washington County	103	48%

**City of Wyoming and
Lakes Center for Youth and Families
AGREEMENT**

1. PARTIES

This agreement is made and entered into by and between the City of Wyoming, Minnesota ("Municipality") and Lakes Center for Youth and Families (LC4YF).

2. RECITALS

LC4YF is a non-profit social service agency.

The mission of LC4YF is to ensure the success of youth, adults and families through programming to meet the ever changing needs of individuals, families and our community.

Through this Agreement the Municipality intends to contract with LC4YF in the amount of \$_____ to provide such services to its residents and to act as a sponsor of LC4YF by providing financial support, a method to establish appropriate services to be provided and policy guidance for its activities.

This Agreement shall be used as the formal agreement between LC4YF and each of the participating municipalities. This Agreement is intended to continue the spirit of cooperation and collaboration in the provision of social services between the Municipality and LC4YF.

3. TERMS AND CONDITIONS

In consideration of the mutual understandings of this Agreement, the parties hereby agree as follows:

a. Prior Agreements Cancelled. By execution of this Agreement any prior agreements and amendments thereto between the parties are hereby cancelled.

b. Services Provided. LC4YF shall provide the Municipality and its residents with youth and family programming upon request. This can include, but is not limited to, proposed changes in services and programs and a summary of the previous year's services. Description of these services may include a presentation to the Municipality at a regularly scheduled meeting, an informal meeting with less than a quorum of the Municipality board or a conversation/meeting with a Municipality board member or Municipality administrator.

c. Funding

i. In addition to the participating municipality's share of the annual budget, funds for the operation of LC4YF will be raised by LC4YF endeavoring to secure user fees, grants and appropriations from

private organizations, private individuals, the State of Minnesota, Federal and County agencies, and other legal and appropriate sources.

ii Amounts payable by the Municipality shall be paid to at a date mutually agreed upon by both parties, to cover the Municipality's share for that year.

d. Further Obligations of LC4YF. In addition to the obligations set forth elsewhere in this Agreement, this Agreement is further contingent upon LC4YF doing the follows:

i.LC4YF shall provide to the municipality, upon request, bylaws, IRS tax exempt status, annual report, audited financial statement, program specific summary of services and any other reasonable information request.

ii.Purchasing a policy of liability insurance in the amount of at least \$1,500,000.00, naming the Municipality as an additional insured and providing a copy of the insurance certificate evidencing such policy to the Municipality;

iii.LC4YF shall defend and indemnify the Municipality from any and all claims or causes of actions brought against the Municipality of any matter arising out of this Agreement or the services provided pursuant to this Agreement; and,

e. Term. The term of this agreement will be through December 31, 2024. Unless either party gives at least 6 months written notice of its intent to cancel this Agreement effective December 31 of the year in which the notice is made, LC4YF will continue to provide services to the Municipality if a successor agreement has not been executed prior to the end of the term.

f. Distribution of Assets Upon Dissolution.
If LC4YF ceases to operate, the Board of Directors will follow the provisions stated in the bylaws.

IN WITNESS WHEREOF, the parties have executed this Agreement on this date set forth below.

MUNICIPALITY

City of Wyoming

By: _____
Elected Official

Its: _____
Clerk/Manager/Administrator

Dated: _____

LC4YF

Lakes Center for Youth and Families

By: _____
Jamie Prettner, Executive Director

Its: _____

Dated: _____



March 13, 2024

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

Re: 2024 Trunk Watermain and Forcemain Improvements
City of Wyoming
WSB Project No. 020180-000

Dear Mayor and Council Members:

Bids were received for the above-referenced project on Wednesday, March 13, 2024, and were opened and read aloud. Three bids were received. The bids were checked for mathematical accuracy. Please find enclosed the bid summary indicating the low bid as submitted by Northdale Construction Company, Inc., Albertville, Minnesota in the amount of \$1,043,416.67. The Engineer's Estimate was \$1,078,012.50.

We recommend that the City Council consider these bids and award a contract in the amount of \$1,043,416.67 to Northdale Construction Company, Inc. based on the results of the bids received.

Sincerely,

WSB

Mark Erichson, PE
Director, Municipal Services

Attachments

kkp

BID TABULATION SUMMARY

PROJECT:

2024 Trunk Watermain and Forcemain Improvements

OWNER:

City of Wyoming

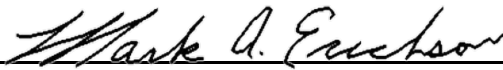
WSB PROJECT NO.:

020180-000

Bids Opened: Wednesday, March 13, 2024, at 10:00 am

Contractor		Bid Security (5%)	Total Bid
1	Northdale Construction Company, Inc.	X	\$1,043,416.67
2	Bituminous Roadways, Inc.	X	\$1,106,937.00
3	Meyer Contracting, Inc.	X	\$1,200,201.01
Engineer's Opinion of Cost			\$1,078,012.50

I hereby certify that this is a true and correct tabulation of the bids as received on March 13, 2024.



Mark Erichson, PE Sr. Project Manager

 Denotes corrected figure

Bid Tabulation

2024 Trunk Watermain and Forcemain Improvements (#8984959)

Owner: City of Wyoming

Solicitor: WSB

03/13/2024 10:00 AM CDT



DENOTES CORRECTED FIGURE

Line #	Item #	Item Description	Units	Quantity	Engineer Estimate		Northdale Construction Co, Inc.		Bituminous Roadways Inc.		Meyer Contracting Inc.	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
SCHEDULE A - WATERMAIN IMPROVEMENTS												
1	2021.501	MOBILIZATION	LS	1	\$45,000.00	\$45,000.00	\$34,525.00	\$34,525.00	\$36,000.00	\$36,000.00	\$36,000.00	\$36,000.00
2	2106.507	EXCAVATION - COMMON	C Y	30	\$45.00	\$1,350.00	\$50.00	\$1,500.00	\$65.00	\$1,950.00	\$59.50	\$1,785.00
3	2106.601	DEWATERING	LS	1	\$32,800.00	\$32,800.00	\$71,400.00	\$71,400.00	\$96,010.00	\$96,010.00	\$138,700.00	\$138,700.00
4	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	10	\$240.00	\$2,400.00	\$178.50	\$1,785.00	\$205.00	\$2,050.00	\$180.00	\$1,800.00
5	2123.610	UTILITY CREW	HOURL	10	\$240.00	\$2,400.00	\$1,625.00	\$16,250.00	\$1,110.00	\$11,100.00	\$1,200.00	\$12,000.00
6	2211.509	AGGREGATE BASE CLASS 5	TON	50	\$42.00	\$2,100.00	\$29.62	\$1,481.00	\$52.00	\$2,600.00	\$47.00	\$2,350.00
7	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	1	\$3,750.00	\$3,750.00	\$7,045.00	\$7,045.00	\$2,365.00	\$2,365.00	\$890.00	\$890.00
8	2504.602	HYDRANT	EACH	2	\$8,100.00	\$16,200.00	\$7,910.97	\$15,821.94	\$9,530.00	\$19,060.00	\$9,600.00	\$19,200.00
9	2504.602	6" GATE VALVE & BOX	EACH	2	\$3,200.00	\$6,400.00	\$4,259.47	\$8,518.94	\$3,880.00	\$7,760.00	\$3,500.00	\$7,000.00
10	2504.602	12" GATE VALVE & BOX	EACH	5	\$6,100.00	\$30,500.00	\$7,377.96	\$36,889.80	\$8,780.00	\$43,900.00	\$8,400.00	\$42,000.00
11	2503.603	20" STEEL CASING PIPE (JACKED)	L F	286	\$1,140.00	\$326,040.00	\$1,095.45	\$313,298.70	\$1,195.00	\$341,770.00	\$1,100.00	\$314,600.00
12	2504.603	6" WATERMAIN DUCTILE IRON CL 52	L F	17	\$100.00	\$1,700.00	\$107.51	\$1,827.67	\$105.00	\$1,785.00	\$130.00	\$2,210.00
13	2504.603	12" PVC WATERMAIN	L F	780	\$117.00	\$91,260.00	\$101.05	\$78,819.00	\$110.00	\$85,800.00	\$130.00	\$101,400.00
14	2504.603	12" PVC WATERMAIN (SPECIAL CONSTRUCTION)	LF	285	\$139.00	\$39,615.00	\$159.90	\$45,571.50	\$125.00	\$35,625.00	\$180.00	\$51,300.00
15	2504.608	DUCTILE IRON FITTINGS	LB	1020	\$18.00	\$18,360.00	\$18.18	\$18,543.60	\$15.00	\$15,300.00	\$22.00	\$22,440.00
16	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$49,875.00	\$49,875.00	\$28,500.00	\$28,500.00	\$96,300.00	\$96,300.00
17	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$4,800.00	\$4,800.00	\$5,000.00	\$5,000.00	\$1,490.00	\$1,490.00	\$3,000.00	\$3,000.00
18	2573.502	STORM DRAIN INLET PROTECTION	EACH	1	\$225.00	\$225.00	\$400.00	\$400.00	\$170.00	\$170.00	\$290.00	\$290.00
19	2573.503	SILT FENCE, TYPE MS	LIN FT	1180	\$3.25	\$3,835.00	\$3.51	\$4,141.80	\$2.50	\$2,950.00	\$2.20	\$2,596.00
20	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	330	\$3.25	\$1,072.50	\$4.15	\$1,369.50	\$3.50	\$1,155.00	\$2.40	\$792.00
21	2573.602	ROCK DITCH CHECK	EACH	3	\$1,400.00	\$4,200.00	\$750.00	\$2,250.00	\$395.00	\$1,185.00	\$250.00	\$750.00
22	2574.507	COMMON TOPSOIL BORROW	C Y	210	\$45.00	\$9,450.00	\$55.00	\$11,550.00	\$44.00	\$9,240.00	\$55.50	\$11,655.00
23	2574.508	FERTILIZER TYPE 3	LB	80	\$2.00	\$160.00	\$3.15	\$252.00	\$1.00	\$80.00	\$2.30	\$184.00
24	2575.504	RAPID STABILIZATION METHOD 4	S Y	1900	\$2.00	\$3,800.00	\$2.78	\$5,282.00	\$1.50	\$2,850.00	\$2.00	\$3,800.00
25	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	1900	\$2.00	\$3,800.00	\$2.36	\$4,484.00	\$3.00	\$5,700.00	\$6.00	\$11,400.00
26	2575.505	SEEDING	ACRE	0.4	\$3,000.00	\$1,200.00	\$2,100.00	\$840.00	\$525.00	\$210.00	\$2,650.00	\$1,060.00
27	2575.508	SEED MIXTURE 35-241	LB	20	\$20.00	\$400.00	\$52.50	\$1,050.00	\$18.00	\$360.00	\$28.50	\$570.00
TOTAL SCHEDULE A						\$657,817.50		\$739,771.45		\$756,965.00		\$886,072.00
SCHEDULE B - SANITARY FORCEMAIN IMPROVEMENTS												
28	2021.501	MOBILIZATION	LS	1	\$45,000.00	\$45,000.00	\$29,275.00	\$29,275.00	\$16,450.00	\$16,450.00	\$24,000.00	\$24,000.00
29	2104.502	REMOVE GATE VALVE & BOX	EA	1	\$950.00	\$950.00	\$1,625.00	\$1,625.00	\$215.00	\$215.00	\$260.00	\$260.00
30	2104.502	SALVAGE SIGN	EACH	4	\$100.00	\$400.00	\$210.00	\$840.00	\$62.00	\$248.00	\$52.50	\$210.00
31	2104.503	SALVAGE PIPE CULVERT	L F	24	\$22.00	\$528.00	\$20.00	\$480.00	\$18.00	\$432.00	\$66.50	\$1,596.00
32	2104.503	REMOVE FORCE MAIN	L F	180	\$22.00	\$3,960.00	\$10.00	\$1,800.00	\$5.00	\$900.00	\$15.00	\$2,700.00

Bid Tabulation

2024 Trunk Watermain and Forcemain Improvements (#8984959)

Owner: City of Wyoming

Solicitor: WSB

03/13/2024 10:00 AM CDT



 DENOTES CORRECTED FIGURE

				Engineer Estimate		Northdale Construction Co, Inc.		Bituminous Roadways Inc.		Meyer Contracting Inc.		
Line #	Item #	Item Description	Units	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
33	2104.603	ABANDON SANITARY SEWER	L F	106	\$20.00	\$2,120.00	\$11.31	\$1,198.86	\$56.00	\$5,936.00	\$12.50	\$1,325.00
34	2106.507	EXCAVATION - COMMON	C Y	40	\$48.00	\$1,920.00	\$50.00	\$2,000.00	\$65.00	\$2,600.00	\$51.00	\$2,040.00
35	2106.601	DEWATERING	LS	1	\$32,800.00	\$32,800.00	\$0.01	\$0.01	\$107,250.00	\$107,250.00	\$0.01	\$0.01
36	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	10	\$240.00	\$2,400.00	\$178.50	\$1,785.00	\$205.00	\$2,050.00	\$180.00	\$1,800.00
37	2123.610	UTILITY CREW	HOURL	10	\$240.00	\$2,400.00	\$1,625.00	\$16,250.00	\$1,110.00	\$11,100.00	\$1,200.00	\$12,000.00
38	2211.509	AGGREGATE BASE CLASS 5	TON	30	\$42.00	\$1,260.00	\$29.62	\$888.60	\$52.00	\$1,560.00	\$48.50	\$1,455.00
39	2503.501	INSTALL PIPE CULVERT	LF	24	\$114.00	\$2,736.00	\$95.60	\$2,294.40	\$53.00	\$1,272.00	\$79.00	\$1,896.00
40	2503.503	6" FORCEMAIN	LF	105	\$114.00	\$11,970.00	\$110.65	\$11,618.25	\$79.00	\$8,295.00	\$76.00	\$7,980.00
41	2503.601	TEMPORARY BYPASS PUMPING	LS	1	\$41,200.00	\$41,200.00	\$39,003.90	\$39,003.90	\$26,730.00	\$26,730.00	\$67,900.00	\$67,900.00
42	2503.602	CONNECT TO EXISTING FORCE MAIN	EACH	2	\$3,800.00	\$7,600.00	\$3,795.00	\$7,590.00	\$4,675.00	\$9,350.00	\$1,700.00	\$3,400.00
43	2503.603	6" FORCEMAIN (DIRECTIONALLY DRILLED)	LF	106	\$352.00	\$37,312.00	\$146.86	\$15,567.16	\$200.00	\$21,200.00	\$270.00	\$28,620.00
44	2503.603	6" FORCEMAIN (PIPE BURST)	LF	952	\$174.00	\$165,648.00	\$126.27	\$120,209.04	\$79.00	\$75,208.00	\$110.00	\$104,720.00
45	2504.602	6" GATE VALVE & BOX	EACH	1	\$3,200.00	\$3,200.00	\$5,321.00	\$5,321.00	\$3,840.00	\$3,840.00	\$3,500.00	\$3,500.00
46	2504.608	DUCTILE IRON FITTINGS	LB	180	\$24.00	\$4,320.00	\$14.36	\$2,584.80	\$20.00	\$3,600.00	\$22.50	\$4,050.00
47	2506.602	60" CLEANOUT MANHOLE	EACH	1	\$27,400.00	\$27,400.00	\$20,670.00	\$20,670.00	\$16,420.00	\$16,420.00	\$25,700.00	\$25,700.00
48	2563.601	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	\$3,150.00	\$3,150.00	\$19,850.00	\$19,850.00	\$1,500.00	\$1,500.00
49	2564.602	INSTALL SALVAGED SIGN	EACH	4	\$200.00	\$800.00	\$210.00	\$840.00	\$310.00	\$1,240.00	\$260.00	\$1,040.00
50	2573.503	SILT FENCE, TYPE MS	L F	830	\$3.25	\$2,697.50	\$3.51	\$2,913.30	\$2.50	\$2,075.00	\$2.20	\$1,826.00
51	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	L F	550	\$3.25	\$1,787.50	\$4.15	\$2,282.50	\$3.50	\$1,925.00	\$2.40	\$1,320.00
52	2573.602	ROCK DITCH CHECK	EACH	5	\$1,400.00	\$7,000.00	\$750.00	\$3,750.00	\$395.00	\$1,975.00	\$250.00	\$1,250.00
53	2574.507	COMMON TOPSOIL BORROW	C Y	90	\$45.00	\$4,050.00	\$50.00	\$4,500.00	\$50.00	\$4,500.00	\$55.50	\$4,995.00
54	2574.508	FERTILIZER TYPE 3	LB	40	\$2.00	\$80.00	\$3.15	\$126.00	\$1.00	\$40.00	\$2.30	\$92.00
55	2575.504	RAPID STABILIZATION METHOD 4	SY	760	\$2.00	\$1,520.00	\$2.78	\$2,112.80	\$1.50	\$1,140.00	\$2.00	\$1,520.00
56	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	760	\$2.00	\$1,520.00	\$2.36	\$1,793.60	\$3.00	\$2,280.00	\$6.00	\$4,560.00
57	2575.505	SEEDING	ACRE	0.16	\$3,000.00	\$480.00	\$2,100.00	\$336.00	\$525.00	\$84.00	\$2,650.00	\$424.00
58	2575.508	SEED MIXTURE 25-151	LB	6	\$6.00	\$36.00	\$52.50	\$315.00	\$4.50	\$27.00	\$27.50	\$165.00
59	2575.508	SEED MIXTURE 35-241	LB	10	\$10.00	\$100.00	\$52.50	\$525.00	\$18.00	\$180.00	\$28.50	\$285.00
TOTAL SCHEDULE B						\$420,195.00		\$303,645.22		\$349,972.00		\$314,129.01
TOTAL BASE BID						\$1,078,012.50		\$1,043,416.67		\$1,106,937.00		\$1,200,201.01

I hereby certify that this is an exact reproduction of bids received.

Certified By: Mark A. Erickson

License No. 40886

Date: March 13, 2024

RESOLUTION NO. 24-03-33

**A RESOLUTION RECEIVING BIDS AND AWARDING A CONTRACT FOR THE
2024 TRUNK WATERMAIN AND FORCEMAIN IMPROVEMENT PROJECT**

WHEREAS, the City Council of Wyoming previously directed the City Engineer to advertise for bids for the above-referenced project, and

WHEREAS, bids were publicly received and opened on March 13, 2024.

NOW, THEREFORE, IT BE RESOLVED, by the City Council of the City of Wyoming, Minnesota, as follows:

1. All bids for the 2024 Trunk Watermain and Forcemain Improvement Project have been received and are tabulated on the attached summary.
2. The base bid of Northdale Construction Company, Inc. in the amount of \$1,043,416.67, for the construction of said improvements, is in accordance with the plans and specifications and advertisement for bids and is the lowest responsible bid.
3. The Mayor and Administrator/Clerk are hereby authorized and directed to enter into a contract with said bidder for the construction of said improvements for and on behalf of the City of Wyoming.
4. The City Administrator/Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposit of the successful bidder and the next two lowest bidders shall be retained until a contract has been executed.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 19th DAY
OF MARCH, 2024.**

Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: March 15, 2024

Presented to: Mayor Iverson and City Council Members

Presented by: City Administrator Linwood

Department: Administration

Reference: Armer Radio Communications System User Agreement

Method: New Business

Background Information: The Armer Radio system is a multi-site general purpose wireless communications System designed to provide, among other things, access to a wide area nine county region wide public safety radio communications System, multiple System redundancies with backup power, a wide range of talk groups, electronic identification of all radios on all transmissions, 99.999% microwave System reliability, encryption availability, System security, radio interoperability, 24 hour-a-day System monitoring and response, access to a pool of special event radios and general training for USER.

The agreement that staff is recommending approval is a document between Chisago County and users on the system including police departments, fire departments, EMS services, and state patrol. This particular agreement is between the City of Wyoming and Chisago County for the years 2025 to 2026. The agreement identifies the terms of use for the Region Wide Public Safety Radio Communications System, the responsibilities for programming user-provided radios, and the administrative and operational support for the Region Wide Public Safety Radio Communications System.

City staff attended an Armer Radio Subscriber/User Advisory Committee meeting on February 16, 2024 to discuss and review the changes in the new agreement for 2025 and 2026. Currently for 2024 users of the system pay \$203.18 per radio per year and a \$30 radio fee. For 2022-2024 the USER-owned Radio Fee was calculated by dividing the MESB fee and the Minnesota State Infrastructure (SUA2) fee by the number of all radios on the system (including the County's radios) and adding a fixed fee of \$30 per radio.

The County explained at this meeting that they are currently paying approximately \$1,756,547.68 per year for Armer radio operations that includes debt service, staff costs, and operating expenses. Based on those costs the county states that each radio should actually cost a user \$3,076.26 per year. The county is anticipating higher costs in future years for operations of the Armer Radio System. The county's debt levy for the Armer Radio System will be increasing substantially in 2027 until the debt expires in 2031.

The user fees in 2025 and 2026 will remain at \$203.18 per radio, but the fixed radio fees have increased for 2025 to \$100 per radio and \$125 per radio for 2026 from the \$30 cost in the agreement from 2020 to 2024. Based on the number of radios the city of Wyoming Police and Fire departments have on the Armer Radio we will see cost increases of \$4,130.00 for 2025 and \$1,475.00 for 2026 from the 2024 cost of \$11,987.00.

ARMER RADIO COSTS 2025/2026

2025 - \$16,117.00

2026 - \$17,592.00

Recommendation: To approve Resolution 24-03-34 a resolution approving a communication System User Agreement for the Armer Radio System from 2025-2026 between Chisago County and the City of Wyoming.



CITY OF WYOMING

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



Chisago County
313 North Main Street
Center City, MN 55012

Regionwide Public Safety
Radio Communications System

Communications System User Agreement 2025-2026

Between Chisago County and City of Wyoming Regarding:

- Terms of Use of the Regionwide Public Safety Radio Communications System
- Responsibilities for Programming User-provided Radios
- Administrative and Operational Support for the Regionwide Public Safety Radio Communications System

THIS AGREEMENT is made and entered into by and between the County of Chisago, a body politic and corporate, under the laws of the State of Minnesota, hereinafter referred to as the "COUNTY," 313 North Main Street, Center City, Minnesota 55012, and City of Wyoming, a body politic and corporate, under the laws of the State of Minnesota, 26885 Forest Blvd., Wyoming, MN 55092, acting by and through its duly authorized officers, hereinafter referred to as the "USER".

WITNESSETH:

WHEREAS, the COUNTY operates a Local Subsystem as part of the Regionwide Public Safety Radio ARMER Communications System, hereinafter referred to as "System"; and

WHEREAS, the COUNTY has provided for the capability of Cities, Agencies, Districts and Other Authorized Users within the COUNTY to have access to the System; and

WHEREAS, the COUNTY bears primary responsibility for the health, security and integrity of the System and other communications Systems; and

WHEREAS, the USER has elected to participate as a System user, with USER owned radios operating on the System.

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the COUNTY and the USER agree as follows:

1. RECITALS, PURPOSE AND INTRODUCTION

1.1 Recitals

The above recitals are hereby incorporated into this Agreement as if set forth herein.

1.2 Purpose

The purpose of this Agreement is to define the rights and obligations of the COUNTY and the USER with respect to the cooperative and coordinated technical and administrative support of the COUNTY's System and use of portable, mobile, desktop and other end-user radios by the USER on the COUNTY's System.

1.3 System

The System is a multi-site general purpose wireless communications System designed to provide, among other things, access to a wide area nine county regionwide public safety radio communications System, multiple System redundancies with backup power, a wide range of talk groups, electronic identification of all radios on all transmissions, 99.999% microwave System reliability, encryption availability, System security, radio interoperability, 24 hour-a-day System monitoring and response, access to a pool of special event radios and general training for USER.

1.4 Application

This Agreement applies only to USER's use of the System.

2. DUTIES AND RESPONSIBILITIES OF USER

2.1 Conformance to Statewide Radio Board (SRB), Metropolitan Emergency Services Board (MESB) and COUNTY Standards

USER agrees to be aware of and conform to all applicable standards, policies, procedures and protocols established or amended by the SRB and MESB related to use of the System including but not limited to radio technical specifications and configurations, system and radio user training requirements, radio operating guidelines, audit, monitoring and compliance.

2.2 Conformance to Federal Laws and Regulations

USER agrees to be aware of and conform to all applicable Federal Rules, Regulation and Laws pertaining to use of the System including but not limited to the Communications Act of 1934 as Amended and Part 90 of the Federal Communications Commission Rules.

2.3 Response to Improper Use

In the event COUNTY informs USER that statistical analysis of System usage or other information indicates that USER personnel may have violated standards, policies, procedures, rules, regulations or laws regarding proper use of or operation of the System, or may have violated the provisions of this Agreement, USER agrees to take immediate and appropriate investigative and corrective action to stop the violation and eliminate any reoccurrence.

2.4 USER-owned Radio Fees (User Fee)

USER agrees to pay COUNTY a USER-owned Radio Fees for the System per radio for the year of 2025 and 2026. The 2025 fee will be calculated by dividing the MESB fee and the Minnesota State Infrastructure (SUA2) fee by the number of all radios on the system (including the County's radios) and adding a fixed fee of \$100 per radio. For 2026, the USER-owned Radio Fee shall be calculated by dividing the MESB fee and the Minnesota State Infrastructure (SUA2) fee by the number of all radios on the system (including the County's radios) and adding a fixed fee of \$125 per radio.

2.5 Notification of USER-Owned Radio Units

USER shall supply a detailed listing of projected USER-owned Radios to the COUNTY for the following year by February 15th of each preceding year. This listing of projected units will be used to calculate the USER Fee. The COUNTY may limit the number of USER-Owned Radio units allowed on the system, based upon system capacity, configuration, and approval of COUNTY, MESB and State governing bodies overseeing the ARMER system.

2.6 Invoicing and Payment Terms

COUNTY will invoice USER annually for all fees specified herein. For annual billing purposes, USER counts will be determined as those radios active on the System on the 1st day of March of each year USER counts may be adjusted by mutual consent and annual charges will be prorated accordingly. Payment to the COUNTY will be made directly to the COUNTY within 45 days from receipt of invoices.

2.7 Flow Down Metropolitan Emergency Services Board Contract Provisions

USER agrees to comply with all applicable flow down provisions contained in the Agreement between the COUNTY, the MESB, and/or the SRB. Such flow down provisions, including any amendments thereto, are hereby incorporated herein as being part of this Agreement by this reference.

2.8 Use of USER Purchased and Owned Radios and Radio Software

Any Radios purchased by USER must be certified by the COUNTY. The Technical Issues Subcommittee shall provide the COUNTY with a list of radio models which the Technical Issues Subcommittee will recommend be certified by the COUNTY and the COUNTY shall update the list as necessary based upon the recommendations and the requirements established by the FCC, SRB, and MESB. At no time shall this list contain fewer than 2 radio models, unless restricted by the FCC, SRB, or MESB. A list of certified radio models is attached to this Agreement as Appendix A. Appendix A may be amended without an executed amendment to this Agreement, based upon a recommendation of members of the Technical Issues Subcommittee, which is in compliance with the FCC, SRB and MESB requirements.

2.9 Network Changes / Upgrades which Obsolete USER Radios

At the direction of the SRB and/or MESB, the COUNTY may decertify any model of radios, batteries, other operating equipment, and/or radio operating software version. The COUNTY must provide USER with 365 days' Notice of intent, unless required sooner by the State, to decertify any model of radios, batteries, other operating equipment, and/or radio operating software version. De-certified radios or radios operating with decertified equipment and/or software versions will not be allowed to access or use the System. USER agrees to fully comply with and follow such COUNTY determinations regarding decertification.

2.10 Individual Radio Deactivation

User agrees to immediately discontinue use of a non-functioning radio from the system upon notification of a condition or defect of that radio that impairs System or radio performance, and to continue non-use until such time as the condition is corrected or remedied. If the condition cannot be corrected to render the radio functional to operational specifications, the radio will be permanently removed from the system.

2.11 Limitation of Radio Programming, Radio Code Plug Programming Files and System Key File

All radios on the System shall be programmed only by the COUNTY, and the COUNTY shall retain an archived electronic copy of all radio code plug programming files and encryption keys files installed in all USER radios covered under this Agreement. The configuration of all radio code plug programming files and radio templates shall be subject to approval by the COUNTY before the radios will be activated on the System. All radio code plug programming files, System key files and encryption key files are the sole property of the COUNTY and contain information that is classified as security information and non-public government data. Unless specifically authorized by the COUNTY in writing, USER may not directly or indirectly, or permit any third party to: view, read, print, extract, copy, archive, edit, create, clone, transfer, tamper with or otherwise compromise the security of any radio code plug programming file, System key file or encryption key file for any radio on the System. In the event USER learns that any party has improperly or fraudulently obtained radio code plug programming file information, System key file or encryption key file, USER will immediately notify COUNTY of the security breach.

2.12 Notification to COUNTY of Lost or Stolen Radios

USER agrees to immediately notify COUNTY of any missing, lost or stolen radios, so the radio can be deactivated on the System.

2.13 Required destruction of programming (IE Code Plug) information upon radio decommissioning

Before any radio is sold, given to another agency, decommissioned, etc. the code plug programming must be wiped to the NIST standard by the COUNTY, or the device must be physically shredded by the USER.

3. DUTIES AND RESPONSIBILITIES OF COUNTY

3.1 Allocation of System Resources

COUNTY will allocate to USER, on a fair and non-discriminatory basis, sufficient System resources including Talk Groups, Announcement Groups, Radio Unit IDs, Alias IDs, etc. in order to provide USER with an equivalent grade of service afforded to other comparable System users.

3.2 Monitoring of USER Talk Groups

COUNTY may periodically monitor talk groups allocated to USER for USER's internal use for System management purposes, including but not limited to maintenance, troubleshooting, System performance assessments, unusual traffic patterns (sudden jump in usage), and policy and procedure compliance checks. COUNTY monitoring of USER's talk groups may occur at any time, for any duration, may be without notice and may be subject to recording.

3.3 Radio Operator Training

COUNTY will provide USER with access to end-user radio training instructional materials provided to COUNTY from the SRB, MESB or other sources as available and subject to budget restrictions.

3.4 Database Administration

COUNTY will manage and administer the System database records containing the information related to inventory, configuration, programming history, software version control, radio IDs, service levels, statistical usage analysis, etc. for USER's radios used on the System.

3.5 Radio Station Licenses

COUNTY shall hold and administer all FCC licenses on behalf of all users of the System. USER shall operate as authorized mobile, portable and control station units under the COUNTY's FCC radio station licenses.

3.6 Radio Programming

COUNTY shall provide basic System access and use programming for USER-provided Radios, subject to USER compliance with Sections 2.7 – 2.15 of this Agreement.

4. TERM AND CANCELLATION

4.1 Term of Agreement

This Agreement shall be for an initial term beginning on January 1, 2025 and continue through December 31, 2026 ("Initial Term"). Thereafter, this Agreement shall renew for successive one (1) year terms, beginning January 1, 2027, and continue, unless written notice is provided by either Party of intent not to renew as set forth in paragraph 4.2 herein. This USER Agreement becomes effective January 1, 2025 at 12:01 a.m. regardless of whether this document has been fully executed, if the USER has any active radios on the System at that time or any time thereafter.

4.2 Cancellation of Agreement

This Agreement may not be cancelled during the Initial Term, except pursuant to Section 6 of this Agreement. Thereafter, this Agreement may be canceled with or without cause by either party upon three (3) years' written notice, provided that any such cancellation by COUNTY shall require action by the Board of Chisago County Commissioners.

4.3 Actions Upon Expiration or Cancellation

Upon expiration or cancellation of this Agreement as provided for herein, USER shall return all COUNTY provided equipment and shall cease all use of the System.

5. MERGER AND MODIFICATION

5.1 Entire Agreement

It is understood and agreed that the entire Agreement between the parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

5.2 Amendments to Agreement

Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement signed by the parties hereto.

6. DEFAULT

6.1 If either party fails to perform any material term of this Agreement, and such failure continues for 30 days following written notice to the non-performing party, this shall constitute a default. Unless the USER's default is excused by the COUNTY, the COUNTY may upon (30) days written notice cancel this Agreement in its entirety. Unless the COUNTY's default is excused by the USER, the USER may, upon thirty (30) days' written notice, cancel this Agreement in its entirety.

6.2 Notwithstanding any provision of this Agreement to the contrary, the defaulting party shall not be relieved of liability to the other party for damages sustained by the non-defaulting party by virtue of any breach of this Agreement by the defaulting party.

6.3 The above remedies shall be in addition to any other right or remedy available under this Agreement, law, statute, rule, and/or equity.

6.4 The failure to insist upon strict performance of any provision or to exercise any right under this Agreement shall not be deemed a relinquishment or waiver of the same, unless consented to in writing. Such consent shall not constitute a general waiver or relinquishment throughout the entire term of the Agreement.

7. MISCELLANEOUS PROVISIONS

7.1 Independent Parties

It is mutually understood that this Agreement does not create an employment relationship between the parties, nor does it create a partnership or joint venture, nor does it constitute a cooperative agreement or joint powers agreement.

7.2 Liability

Each party agrees that it will be responsible for its own acts and the results thereof, to the extent authorized by law, and shall not be responsible for the acts of the other party and the results thereof. The COUNTY's and the USER's liability is governed by the provisions of Minnesota Statutes Chapter 466.

7.3 Data Privacy

COUNTY, USER, and respective officers, agents, owners, partners, employees, volunteers or subcontractors agree to abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, and all other applicable state and federal laws, rules, regulations and orders relating to data privacy or confidentiality, and as any of the same may be amended.

7.4 Records – Availability/ Access

Subject to the requirements of Minnesota Statutes Section 16C.05, Subd. 5 (as may be amended), all parties agree that the COUNTY, USER, the State Auditor, the Legislative Auditor or any of their duly authorized representatives at any time during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the USER or COUNTY and involve transactions relating to this Agreement. Such materials shall be maintained, and such access and rights shall be in force and effect during the period of the Agreement and for six (6) years after its expiration or cancellation.

7.5 Agreement Administration

In order to coordinate the services of the USER with the activities of the COUNTY so as to accomplish the purposes of this Agreement, [ORGANIZATION CONTACT NAME & TITLE, ADDRESS, PHONE, FAX and EMAIL] shall manage this Agreement on behalf of the USER and serve as liaison between the COUNTY and the USER.

7.6 Notices

Any notice or demand which must be given or made by a party hereto under the terms of this Agreement or any statute or ordinance shall be in writing and shall be sent certified mail.

Notices to the COUNTY shall be sent to the Chisago County Administrator with a copy to the Management of Information and Communications Systems (MICS) Department at the address given below. Notice to the USER shall be sent to the address(es) stated below.

To COUNTY: Chisago County
c/o County Administrator
313 North Main St. Suite 170
Center City, MN 55012

COPY: Chisago County ARMER Program Manager
c/o Chisago County MICS Department
313 North Main St. Suite 140
Center City, MN 55012

To USER: Mr. Robb Linwood
Administrator, City of Wyoming
26885 Forest Blvd
Wyoming, MN 55092

Mr. Neil Bauer
Director, City of Wyoming
26885 Forest Blvd
Wyoming, MN 55092

7.7 ARMER Subscriber/User Advisory Committee

7.7.A. A Subscriber/User Advisory Committee shall exist, comprised of two Chisago County Board members and any interested representatives from USER, to make recommendations to the County related to public safety procedures and operations as they relate to the System and this Agreement. The Subscriber/User Advisory Committee shall meet prior to February 15 each year and shall record and distribute to members a listing of attendance, items discussed, and recommendations made. The COUNTY must schedule each meeting. Written notice of the time and place of each meeting shall be mailed by the COUNTY to the USER at the address given in Section 7.6 above, at least two weeks prior to the meeting. For purposes of this section, notice shall be effective as of the date of mailing.

7.7.B. A Technical Issues Subcommittee shall exist, comprised of at least one representative from the Chisago County Sheriff's Office, at least one representative from the Chisago County MICS Department, and any interested representatives from USER. The purpose of the Technical Issues Subcommittee shall be to make recommendations to the COUNTY and USER regarding technical issues as they relate to the System and this Agreement, including certification of new radios. The Technical Issues Subcommittee shall meet a minimum of four times per year and shall record and distribute to members a listing of attendance, items discussed, and recommendations made. The COUNTY must schedule each meeting. Written notice of the time and place of each meeting shall be mailed by the COUNTY to the USER at the address given above, at least two weeks prior to the meeting. For purposes of this section, notice shall be effective as of the date of mailing.

7.8 Minnesota Laws Govern

The Laws of the State of Minnesota shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the herein parties and performance under it. The appropriate venue and jurisdiction for any litigation hereunder will be those courts located within the County of Chisago, State of Minnesota. Litigation, however, in the federal courts involving the herein parties will be in the appropriate federal court within the State of Minnesota. If any provision of this Agreement is held invalid, illegal or unenforceable, the remaining provisions will not be affected.

8. DISPUTE RESOLUTION

8.1 Grievance Procedure. A grievance governed by this section is defined as a dispute or disagreement related to the financial terms of this Agreement or the inability of the parties to reach a mutually agreeable System USER Agreement in the future regarding the financial terms contained in section 2.4 of this Agreement. The parties are committed to resolve the occurrence of any grievance on an informal basis at the earliest opportunity. If the matter is not resolved by informal discussion, it shall be settled in accord with the following procedure.

8.2 Mediation. If the parties are unable to resolve the grievance informally, either party may submit a letter stating its desire to move forward with mediation of financial terms contained in section 2.4 of the Agreement. The mediation shall be administrated by the Bureau of Mediation Services located at 1380 Energy Lane, Suite Two, Saint Paul, Minnesota 55108.

8.3 Mediation Fees. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held at a mutually agreed upon location.

8.4 Mediation Enforceability. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

[Signature Page Follows]

The USER and the COUNTY having duly approved this Agreement on the dates set forth below have authorized the designated officials to sign and execute this Agreement, and agree to be bound by the provisions set forth herein

COUNTY APPROVAL

Reviewed and Approved as to Form:

COUNTY OF CHISAGO
STATE OF MINNESOTA

JANET REITER, COUNTY ATTORNEY

By: /s/ Jeffrey B. Fuge

Jeffrey B. Fuge

Assistant County Attorney

Dated: February 29, 2024

Name (Print):

Marly's Dume

Date

3/6/24

Chair Board of Commissioners

Signed:

Marly's Dume

Attest:

CB

County Administrator



USER APPROVAL

USER – City of Wyoming

Signed: _____

Name (Print): _____

Date _____

Position/Role: _____

and

Signed: _____

Name (Print): _____

Date _____

Position/Role: _____

Appendix A

Motorola XTL 2500

Motorola XTS 2500

Motorola APX 7

RESOLUTION NO. 24-03-34

**A RESOLUTION APPROVING AN ARMER RADIO COMMUNICATIONS
SYSTEM USER AGREEMENT BETWEEN THE CITY OF WYOMING AND
CHISAGO COUNTY FROM 2025 - 2026**

WHEREAS, Chisago County operates a Local Subsystem as part of the Regionwide Public Safety Radio Armer Communications System; and

WHEREAS, the Wyoming Police Department radios utilize the Armer system for the operation of their communication systems (i.e. radios); and

WHEREAS, the County is responsible for the health, security, and integrity of the system; and

WHEREAS, an agreement between the City of Wyoming and Chisago County is required for the continued use of the described system during the 2025 – 2025 year; and

WHEREAS, the funds for this project will be taken from the Public Safety Aid

THEREFORE BE IT RESOLVED, the City of Wyoming authorizes a user agreement with Chisago County for the Armer Radio Communications System from 2025 – 2026.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 19TH
DAY OF MARCH, 2024.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk