AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 7, 2025
7:00 PM

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

SWEARING IN OF ELECTED MAYOR AND COUNCIL MEMBERS

ANNUAL MEETING

1. Designate Official Newspaper for 2025 - **Resolution 25-01-01**

2. Set Annual Fees for City Services in 2025 - **Resolution 25-01-02**

3. Designate Electronic Fund Transfers and Payments for Claims - **Resolution 25-01-03**

4. Review Council Appointments to Boards, Commissions, Committees, and Board of Trustees of Fire Department Volunteer Relief Association - **Resolution 25-01-04**

5. Designate Official Depository for City Funds for 2025 - **Resolution 2025-01-05**

6. Elect an Acting Mayor to Serve in the Absence of the Mayor during 2025 - (Minn. Stat. 412.121)

7. Establishing 2025 regular meeting nights of the City Council of the City of Wyoming and Budget Calendar for 2026 Budget

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:

8. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City

Council for December 17, 2024

9. Consider approving the minutes of the "Work Session" of the Wyoming, Minnesota City Council for December 17, 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.

10. Consider authorizing the payment of recommended bills, payroll and journal entries for the period of December 18, 2024 to January 7, 2025

11. To consider **Resolution 25-01-09** a resolution accepting a donation from Splitrocks to the City of Wyoming

12. To consider **Resolution 25-01-06** a resolution approving Final Pay Voucher to Forest Lake Contracting, Inc. for the 2023 Fallbrook Avenue and 264th Street Improvements Project in the amount of $32,873.71

13. To consider **Resolution 25-01-07** a resolution authorizing payment to Visu-Sewer for Fallbrook Avenue Sewer Lining Project in the amount of $17,950.00

14. To consider **Resolution 25-01-08** a resolution authorizing payment to Ferguson Waterworks for a Spin Doctor Valve Turner in the amount of $19,275.00

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

15. Report of the Public Safety Director, Neil Bauer, for January 7, 2025

16. Report of City Building Official, Fred Weck, IV for January 3, 2025.

17. Report of the City Attorney, Tom Loonan, for January 2, 2025

18. Report of City Engineer Mark Erichson, WSB for January 3, 2025

19. Report of the Report of the Public Works Superintendent, Steve Reeves, for January 2, 2025

COMMUNICATIONS:

OLD BUSINESS:

NEW BUSINESS:

20. To consider the hiring of Rebekah Peterson for the Police Officer position with a tentative start date of January 12, 2025

21. To consider the hiring of Joseph Vang for the Police Officer Position with a tentative start date of January 13, 2025

22. To consider the hiring of Vincent Schilling for the Building Inspector position with a tentative start date of January 27, 2025

23. To consider a city council work session on January 21, 2025 at 5:30PM

COUNCIL REPORTS:

ADJOURN

RESOLUTION NO. 25-01-01

A RESOLUTION DESIGNATING THE CHISAGO COUNTY PRESS AS THE OFFICIAL NEWSPAPER FOR THE CITY OF WYOMING FOR THE YEAR 2025

WHEREAS, in accordance with **Minnesota State Statute 412.831** the City of Wyoming is required to designate a newspaper of general circulation as its official newspaper; and

WHEREAS, the designated newspaper is where the City will publish ordinances and other matters as required by law; and

WHEREAS, the City Council of the City of Wyoming desires to designate the official newspaper for the City.

NOW, THEREFORE, BE IT RESOLVED the Wyoming City Council hereby designates the **Chisago County Press** as the official newspaper for the City of Wyoming for the calendar year 2025 or until such time as a new official newspaper is duly designated.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 7TH DAY OF JANUARY, 2025.

CITY OF WYOMING

By:_________________________
Lisa Iverson, Mayor

ATTEST:

____
Robb Linwood, City Administrator/Clerk

Wyoming City Council

December 12, 2024

Dear Council Members,

The Chisago County Press is pleased to bid for legal printing as the designated Official Newspaper for the City of Wyoming. The Chisago County Press is qualified by the State of Minnesota as a legal newspaper under Minnesota Statutes Section 331A.02 subdivision 1 (1).

The bid to publish legal notices in the Chisago County Press for 2023 will be $8.00 per column inch with 7 point type and 9 lines per inch. Our price has not changed in over a decade. The notices will also be posted online at our website www.chisagocountypress.com/legalnotices at no extra charge.

We are celebrating our 127th anniversary this year. Our newspaper has faithfully served Chisago County since 1898. We are the only newspaper with an office located within Chisago County. I would encourage you to ask yourselves if providing easily accessible legal notices to the public comes down to money or quality. If it is a quality product and service, we are that paper. The Chisago County Press has the most subscribers in Chisago County of any paper you may have received bids from.

The Chisago County Press is the most subscriber based read local newspaper in the County and the most reliable. We offer a superior product and one-on-one staff support. We would be honored to to represent the City of Wyoming as your legal newspaper.

If possible, we would prefer legal notices emailed to chisago@citlink.net. Our deadline is Fridays at 5 p.m. for the publication immediately following. I would be happy to answer any questions and can be reached at 651-257-5115.

Thank you for considering the Chisago County Press.

Matt Silver
Publisher
Chisago County Press

FOREST LAKE TIMES

APG
EAST CENTRAL MINNESOTA

20 North Lake Street, Forest Lake, MN 55025 763-691-6001

November 25, 2024

Robb Linwood
City of Wyoming
P.O. Box 188
Wyoming, MN 55092

Dear Mr. Linwood and City Council Members,

The **Forest Lake Times** would like to bid for legal printing status as the designated Official Newspaper for the City of Wyoming. The **Forest Lake Times** is qualified by the State of Minnesota as a Legal Newspaper under Minnesota Statutes Section 331 A.02, subdivision 1.

The bid to publish legal notices in the **Forest Lake Times** for the year 2025 is the rate of $6 per column inch with 7 point type and 9 lines per inch. *The notices will also be placed in the St. Croix Valley Peach at no additional charge.* ***The notices will be posted on our website, www.forestlaketimes.com and the Minnesota Newspaper Association for all to view for free and at no charge to the city.***

We would prefer legal notices emailed to publicnotice@apgecm.com. For notices that are faxed or mailed to us, we will add a $20 typesetting charge. The deadline is 3:00 p.m. Monday for the same week's publication. Early deadlines apply during a holiday week. One affidavit will be provided to you at no cost.

We appreciate the longstanding relationship the **Forest Lake Times** has had with the City of Wyoming and we look forward to continuing to serve the residents of Wyoming.

Sincerely,

Tonya Orbeck

Tonya Orbeck

Public Notice Department Manager
ECM Publishers, Inc. /Adams Publishing Group

Request for Council Action

Date: January 2, 2025

Presented to: Mayor Iverson and City Council Members
Presented by: Grant MacFarlane, Assistant City Administrator
Department: Administration
Reference: 2025 City Fee Schedule
Method: Annual Meeting

***Background Information*:**
Staff completes an annual review of the fee schedule to ensure that the fees are accurate and updated based on city policies and procedures

For 2025, the fee schedule reflects the following changes:

- Chapter 12 – Cannabis Retain Registration – Fees associated with registering a cannabis retail store have been included in the fee schedule to reflect the City's requirement to provide a retailer with a cannabis license pursuant to State Statute Ch. 342
- Chapter 18 – Fire Prevention and Protection – Addition of a Special Event Fire Department Fee to cover costs of City of Wyoming Fire Department attending special events within the City.
- Chapter 20 – Police Administration Fee – Fees associated with special events for police officer presence and towing have been updated.
- Chapter 24 – Food Truck License Application Fees – The duration of licenses have been updated in accordance with State Statue requirements. Associated fees have been updated to reflect this change.
- Chapter 36 – Utilities – Water and Surface water rates were changed to reflect the 2025 rates as completed in the most recent utility rate studies. Water meter costs were updated per the city's cost to purchase, this is a pass through cost. Emergency call out fee has been updated and the cost for hydrant meter deposits have been removed.
- Chapter 40 – Zoning – Wetland Service Request escrow fees have been updated.
- Public Works Equipment Fees have been updated.

Request: To approve the City of Wyoming 2025 Fee Schedule as presented. Included in the packet is a redline and clean version of the proposed 2025 fee schedule.

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

2025 FEE SCHEDULE

CHAPTER 4 – ALCOHOLIC BEVERAGES & TOBACCO	
Non-intoxicating On/Sale	$220.00
Non-intoxicating Off/Sale	$35.00
Intoxicating Liquor On/Sale	$3,150.00
Intoxicating Liquor Off/Sale	$100.00
Intoxicating Liquor Sunday	$200.00
Temporary Liquor License	$100.00
Tobacco License	$90.00

CHAPTER 6 – AMUSEMENTS & ENTERTAINMENTS	
Lawful Gambling	10% contribution to City
Application Fee (Bingo, etc.)	$25.00
Maximum Investigation Fee for State License	$100.00

CHAPTER 8 – ANIMALS, ARTICLE II DOG LICENSE	
Dog at Large	$75.00
Dangerous Dog	$200.00

CHAPTER 10 - BUILDING PERMITS	
Building Permit, Silt Fence Escrow (90% refundable)	$900.00
Building Permit, Drainage Plan Escrow, Commercial/Industrial (90% refundable)	$1,300.00
Building Permit, Drainage Plan Escrow, Residential (90% refundable)	$275.00
Building Permit Fees (Based On Project Valuation)	
Plan Review Fee	65% of Building Permit Fee
State Surcharge	Per MN Statute 326B.148
$1.00 to $500.00	$28.00
$501.00 to $2,000.00	$28.00 for the first $500.00 + $3.70 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$83.50 for the first $2,000.00 + $16.55 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$464.15 for the first $25,000.00 + $12.00 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$764.15 for the first $50,000.00 + $8.45 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$1,186.65 for the first $100,000.00 + $6.75 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$3,886.65 for the first $500,000.00 + $5.50 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00+	$6,636.65 for the first $1,000,000.00 + $4.50 for each additional $1,000.00, or fraction thereof

2025 FEE SCHEDULE

CHAPTER 10 – BUILDING PERMIT (Continued)	
Building Permit Fees: No Valuation (Group IRC 1, 2, 3, & 4 Occupancies)	
Plan Review Fee	$0.00
Manufactured Home Installation (in park)	$80.00 + State Surcharge
Residing	$80.00 + State Surcharge
Reroofing	$80.00 + State Surcharge
Window & Door Replacement	$80.00 + State Surcharge
Fence	>7’ in height - $50.00 + State Surcharge ≤7’ in height - $50.00
Demolition	$50.00 + State Surcharge
Swimming Pools	$80.00 + State Surcharge
Solar	$80.00 + State Surcharge
Building Permit Fees: Value Less than $10,000.00 (Group IRC 1, 2, 3, & 4 Occupancies)	
Plan Review Fee	$0.00
Decks	$80.00 + State Surcharge
Handicap Accessible Ramps	$80.00 + State Surcharge
Remodeling	$80.00 + State Surcharge
Finishing Unfinished Space	$80.00 + State Surcharge
Storage Buildings (Under 250 square feet)	$80.00 + State Surcharge
Gazebos (Under 250 square feet)	$80.00 + State Surcharge
Plumbing, Heating, Fire Alarms & Automatic Fire Protection System Permit Fees (Based On Project Cost)	
≤$300.00 – Residential & Commercial	$15.00 + State Surcharge
$400.00 – Residential & Commercial	$20.00 + State Surcharge
$500.00 – Residential & Commercial	$25.00 + State Surcharge
$600.00+ – Residential	$50.00 + State Surcharge
$600.00+ – Commercial	$50.00 + 1% Of Value + State Surcharge
Grading Permit Fees (Based on Cubic Yards of Material)	
≤50 cubic yards	$23.50
51 to 100 cubic yards	$37.00
101 to 1,000 cubic yards	$37.00 for the first 100 cubic yards plus $17.50 for each additional 100 cubic yards or fraction thereof
1,001 to 10,000 cubic yards	$194.50 for the first 1,000 cubic yards, plus $14.50 for each additional 1,000 cubic yards or fraction thereof
10,001 to 100,000 cubic yards	$325.00 for the first 10,000 cubic yards, plus $66.00 for each additional 10,000 cubic yards or fraction thereof
100,001+ cubic yards	$919.00 for the first 100,000 cubic yards, plus $36.50 for each additional 10,000 cubic yards or fraction thereof
Grading Plan Review Fee (Based on Cubic Yards of Material)	
State Surcharge	Per MN Statute 326B.148
≤50 cubic yards	$0.00
51 to 100 cubic yards	$23.50
101 to 1,000 cubic yards	$37.00
1,001 to 10,000 cubic yards	$49.25
10,001 to 100,000 cubic yards	$49.25 for the first 10,000 cubic yards, plus $24.50 for each additional 10,000 yards or fraction thereof
100,001 to 200,000 cubic yards	$269.75 for the first 100,000 cubic yards, plus $13.25 for each additional 10,000 cubic yards or fraction thereof
200,001+ cubic yards	$402.25 for the first 200,000 cubic yards, plus $7.25 for each additional 10,000 cubic yards or fraction thereof

CHAPTER 10 – BUILDING PERMIT (Continued)	
Other Inspections and Fees	
Investigation Fee (Work Done Without Obtaining a Permit)	Equal to Permit Fee
Gas Piping Installers License	$25.00
Inspections Outside Of Normal Business Hours (Minimum Charge – 2 Hours)	$63.25/Hour [1]
Re-Inspection fees	$63.25/Hour [1]
Inspections For Which No Fee Is Specifically Indicated (Minimum Charge – 30 Minutes)	$63.25/Hour [1]
Additional Plan Review – Due To Changes, Additions or Revisions Of Plans (Minimum Charge – 30 Minutes)	$63.25/Hour [1]
Use Of Outside Consultants (For plan checking and/or inspections) 1. Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved 2. Actual costs include administrative and overhead costs	Actual costs [2]

CHAPTER 12 – BUSINESSES, ARTICLE II SAUNAS & MASSAGE, DIVISION 2 LICENSE & CERTIFICATE	
Massage License	$515.00
Initial Investigation Fee	$515.00
Annual Massage Therapist License Fee	$50.00
Initial Investigation Fee for Massage Building Occupancy Certificate	$515.00
Annual Building Occupancy Certificate Fee	$150.00
Cannabis Retail Registration	
Initial Registration Fee	$500.00 or up to half the amount of the applicable initial license fee under Minn. Stat. 342.11, whichever is less
Renewal Registration Fee	$1,000.00 or up to half the amount of the applicable initial license fee under Minn. Stat. 342.11, whichever is less
Civil Penalty	$2,000.00

CHAPTER 16 – ENVIRONMENT, ARTICLE I GENERAL, ARTICLE II NUISANCES	
No On-Street Parking (2:00 am - 6:00 am)	$25.00
Noise Complaints	$125.00
Prohibited Storage/Nuisance Property	$125.00

CHAPTER 18 – FIRE PREVENTION & PROTECTION	
Daily License Fee for Fireworks Display	$15.00
Business Fire Inspections	$25.00
Operational Permit (Fire Code)	$50.00
Special Event Fire Department Fee	$18.00/Hr

2025 FEE SCHEDULE

CHAPTER 20 – POLICE ADMINISTRATION FEES	
Printed Police Reports	$0.25/Page up to 100 pages (actual cost thereafter)
Motor Vehicle Reports	$0.25/Page
Videos, Photographs, Electronic Storage Devices	$10.00 + Cost
Fingerprinting	$10.00
Administrative Traffic Citations	$60.00
Special Event Officer Fee	$86~~0~~.~~66~~01/hr (Min. of 4 Hours) + $25/Vehicle
Impound Lot Fees	
Admin	$25.00
Storage	$25.00/Day up to 30 days $50.00/Month after first 30 days
Tow Fee	$~~150~~225.00 + Taxes + Fees

CHAPTER 22 – OFFENSES & MISCELLANEOUS PROVISIONS, ARTICLE II CURFEW	
Curfew Violations	$125.00

CHAPTER 24 – TRANSIENT MERCHANTS, FOOD TRUCKS, PEDDLERS & SOLICITORS	
Annual License Application Fee	$150.00
Each Additional Solicitor	$50.00
Food Truck License Application Fees	
Daily	~~$50.00 + $20.00 for each additional day~~$25.00
~~Monthly~~	~~$75.00~~
Weekly	$75.00
Yearly – Max Of 21 Days Of Service	$15~~0~~0.00
Yearly – No More Than 21 Days In 1 Location	$250.00

CHAPTER 26 – SOLID WASTE MANAGEMENT, ARTICLE II COLLECTION	
Generally Each Person Injured, Combined Single Limit Coverage, Together with Evidence of Worker's Compensation Insurance for the Licensee's Employees	$300,000.00
Surety Bond	$1,000.00
Annual Waste Hauler License Fee	$150.00

CHAPTER 30 – STREETS & SIDEWALKS, ARTICLE II EXCAVATIONS STREET OPENINGS	
Annual Excavation License Fee	$60.00
Bond	$5,000.00
Liability Insurance	$100,000.00 to $300,000.00 depending on size of Project/Excavation
Right-Of-Way Permits	
Annual Registration Fee	$140.00
Excavation Permit Hole	$160.00
Excavation Permit Hole - New Development	$80.00
Trench Base	$160.00 + $0.40 per lineal foot over 100 feet + $0.20 per lineal foot over 100 feet new development
Obstruction Permit Fee	$100.00
Permit Extension Fee	$30.00
Delay Penalty	$60.00 Additional $10.00 for each day after 3 days
Public Right-of-Way Vacation	$175.00
Mailbox Post Assembly (Drop-Off)	$150.00

CHAPTER 32 – SUBDIVISIONS	
Subdivision with Public Improvements – Preliminary Plat Escrow (remaining amount refundable)	$10,000.00+ $500.00/lot for subdivisions with 30 or more lots
Subdivision without Public Improvements – Preliminary Plat Escrow (remaining amount refundable)	$1,000.00
Administrative Lot Line Adjustments	$100.00
Sketch Plan Review Application	$100.00 + $500.00 Escrow
Preliminary Plat Application	$450.00 + $70.00/Lot
Final Plat Application	$200.00 + $1,000.00 Escrow
Parkland Dedication Fee (when accepted in lieu of land dedication)	$1,500.00 Park Dedication $300.00 Trail Dedication
Topographic Map	$20.00/acre

CHAPTER 34 – TRAFFIC – ARTICLE II OPERATION, ARTICLE III PARKING, ARTICLE IV OFF ROAD VEHICLES	
Excessive Acceleration	$75.00
Winter Parking (2:00 am - 12:00 pm)	$75.00
Operating a Dirt Bike on the Roadway	$75.00

CHAPTER 36 – UTILITIES		
Article II Water		
Residential	Base Fee (5/8" to 7/8" Meter)	$~~43.18~~44.69
Residential	Per 100gal/20,000 or less	$.~~003568~~003693/gallon
Residential	Per 100gal/20,000 or more	$.~~004459~~004615/gallon
Commercial	Per 100gal/62,000 or less	$.~~003568~~003693/gallon
Commercial	Per 100gal/62,000 or more	$.~~004459~~004615/gallon
Commercial	**Base Fees – Meter Size**	
	1"	$~~60.44~~62.56
	1 1/2"	$~~77.71~~80.43
	2"	$~~125.21~~129.60
	3"	$~~474.92~~491.54
Curb Stop Connection Permit (WAC)		$3,990.00
Bulk Water Sale – Up to 2,000 gallons		$25.00/Month +
Water Meter Costs for New Construction		
5/8" x 3/4" Meters		$593.00
All Other Meters		Cost of Meter + $75 Admin. Fee
Turn **ON** Water Seasonal or leak repair		$50.00
Turn **OFF** Water Seasonal or leak repair		$0.00
Inspection Fee		$70.00
Re-Inspection		$63.25
Emergency Call Out/After Hours Fee		$~~100.00~~185.88
Turn On/Off Curb Stop Citation		$100.00
Lawn Sprinkler Systems		
Sprinkler System Installation Permit Fee		$30.00 + State Surcharge
Alternate Water Source Installation Permit Fee		$30.00 + State Surcharge
Cross Connection Inspection Fee		$30.00 + State Surcharge
Alternate Water Source Sign		$15.00
New Seed or Sod – 30 Day Permit		$0.00
Watering Restriction Penalties – Within 12 Month Period		
1st Violation		Warning
2nd Violation		$50.00
3rd Violation		$100.00
4th Violation		$200.00
5th Violation		Service Disconnection
~~Hydrant Meter Deposit meter (refundable when meter returned)~~		~~$700.00~~
Article III – Sewer		
Permit Fee for Connection to Sanitary Sewer Plus Installation Costs		$4,550.00
Base Fee		$31.44
Cost Per Gallons		$.0134/Gallon
Delinquent/Late Fee		5% Of Current Bill
Connections Fees		
Inspection Fee		$70.00
Re-Inspection Fee		$70.00

Corporate Connections	$70.00
Installer’s License Public Liability Insurance	$100,000.00 to $300,000.00 Depending on size of project
Bond	$2,000.00
CHAPTER 36 – UTILITIES (Continued)	
Surface Water Management (Determined by land use designation)	
Agricultural/Single Family Residential/One and Two Family Residential/Rural Residential	$~~9.55~~9.74/Parcel/Quarter
High Density Residential/Manufactured Homes	$~~77.33~~78.88/Acre/Quarter
Commercial	$78.88~~77.33~~/Acre/Quarter
Central Business	$78.88~~77.33~~/Acre/Quarter
Office and Health Care	$78.88~~77.33~~/Acre/Quarter
Industrial (Urban)	$102.25~~100.25~~/Acre/Quarter
Industrial (Non-Urban)	$9.74~~9.55~~/Parcel/Quarter
Carlos Avery WMA (Exempt)	$0.00
Article V – Subsurface Sewage Treatment Systems (SSTS)	
Design Change – Redesign	$50.00
Design Change – Relocate	$100.00
Soil Site Verification – Prior To Or Without Permit Application	$100.00
Expired permit renewal	$100.00
Re-Inspection	$63.25/Trip
On-Site Meeting (Requested By Designer/Applicant)	$100.00
SSTS Permit	
Repair Only – Lateral Replacement, Convert To Holding Tank	$50.00
Nonpressurized System	$200.00
Pressurized System	$250.00
Tank Only	$50.00
Pretreatment Addition	$150.00
Type IV & V – Up to 4,999 Gallons/Day	$500.00
Midsized – 5,000-9,999 Gallons/Day	$500.00 + Any Associated Engineering Fees
Midsized System Hookup – Without Individual Tanks	$70.00
Midsized – Tank Only	$150.00
Operating Permit	
Single Family/Residential – For Life Of System	$25.00/Year
Commercial up to 4,999 gallons/day	$50.00/Year
Commercial 5,000 to 9,999 gallons/day	$100.00/Year + Any Associated Engineering Fees
Land Application Site	
50 Acres Or Less – 5 Year Permit	$150.00
Greater than 50 acres – 5 Year Permit	$250.00
Permit Renewal	$50.00
Compliance Inspection	$200.00
Tank Only	$100.00
Tank Abandonment Certificate – Performed Upon Request	$100.00
Winter	$250.00
Driveway Permit	$50.00 + Cost of Culvert

CHAPTER 40 – ZONING	
Fee for Zoning Ordinance Amendment	$220.00 + $750.00 Escrow
Conditional Use Permit Application Non-Commercial/Residential	$220.00 + $750.00 Escrow
Conditional Use Permit Application Commercial	$220.00 + $1,000.00 Escrow
PUD Application	$220.00 + $1,000.00 Escrow
Mixed Use Development Application	$220.00 + $1,000.00 Escrow
Zoning Letter	$50.00
Wetland Service Requests	
No-Loss & Exemption Determination	$25~~0~~0.00 fee + $500.00 Escrow
Delineation Approval (less than 10 acre site)*	$25~~0~~0.00 fee + $~~500~~750.00 Escrow
Delineation Approval (10 acre site or larger)*	$35~~0~~0.00 fee + $~~500~~750.00 Escrow
Replacement Plan Application (less than 10 acre site)	$500.00 fee + $~~500~~750.00 Escrow
Replacement Plan Application (10 acre site or larger)	$750.00 fee + $1,000.00 Escrow
Wetland Banking Application (10 acre site or larger)	$~~500~~1,000.00 fee + $1,5~~0~~00.00 Escrow
Annual Wetland Mitigation Monitoring	$500.00 fee + $1,0~~5~~00.00 Escrow
Other Wetland Services	$200.00 fee + $500.00 Escrow
Site Plan Approval	$220.00 + $1,000.00 Escrow
Major Amendment to Site Plan	$220.00 + $1,000.00 Escrow
Minor Amendment to Site Plan	$175.00
Variance Application	$220.00 + $750.00 Escrow
Sign Permit Application – Permanent	$75.00
Sign Permit Application – Temporary	$50.00
Tree Mitigation Fee	$100.00/Caliper Inch
Agricultural Building Site Permit	$30.00
City Attorney	Per current contract rate schedule
City Engineer Plan Review & Inspections	Per current contract rate schedule

OFFICE ADMINISTRATION FEES	
City Map	$10.00
Color Zoning Map	$12.00
Photocopies – 1 to 100 pages (MN Statute, section 13.03)	$0.25/Page
Photocopies – 101+ pages (MN Statute, section 13.03)	Actual cost of data collection and copies
Photocopies – Plotter (Black/White)	$.30/Lineal Foot
Photocopies – Plotter (Color)	$.55/Lineal Foot
Scan – Plotter	$1.00/Page
Faxing	$1.00/Page

2025 FEE SCHEDULE

Administrative – Assessment Certification Fee	$15.00/Parcel
Assessment Search	$25.00
NSF Check Charge (Non-Sufficient Funds)	$35.00
ACH/EFT Reject Fee	$15.00
Notary Stamp	$1.00/Document
Election Filing Fee	$2.00

COMMUNITY CENTER, PAVILION & FIELD RENTAL FEES	
Park Pavilion Rental (up to 4 hours)	$100.00 Refundable Damage Deposit + $0.00 For Residents or $25.00 For Non-Residents
Softball & Soccer Fields	$10.00 for up to 2 hours/field $5.00 for each additional hour/field
Tournament Play	$150.00/Day/Field

PUBLIC WORKS EQUIPMENT FEES	
½ Ton Pick-Up	$40.00/Hour
¾ Ton Pick-Up	$45.00/Hour
Single Axel Dump Truck with Operator	$100.00/Hour
Tandem Axel Dump Truck with Operator	$128.00/Hour
Skid Steer with Operator	$88.00/Hour
Front End Loader with Operator	$145.00/Hour
Road Grader - 14 Feet with Operator	$170.00/Hour
Salt Brine	$.25 Cents/Gallon
Hand Operated Compactor	$40.00/Hour
Mini Excavator	$100.00/Hour
Tractor with Operator	$100.00/Hour
ATV	$90.00/Hour
Generator	$60.00/Hour
~~10 Cu Cement Mixer~~	~~$30.00/Hour~~
Asphalt Hotbox	$65.00/Hour
Walk Behind Striper	$30.00/Hour
Discharge Pump	$30.00/Hour
Sewer Crane Truck	$95.00/Hour
Concrete Saw with Operator	$7~~3~~0.00/Hour
Trailer	$60.00/Hour
Chain Saw with Operator	$60.00/Hour
Street Sweeper	$150.00/Hour
Vacuum Truck	$150.00/Hour
Labor	$~~40.00~~43.78/Hour
Overtime Labor	$~~60.00~~61.96/Hour

2025 FEE SCHEDULE

CHAPTER 4 – ALCOHOLIC BEVERAGES & TOBACCO	
Non-intoxicating On/Sale	$220.00
Non-intoxicating Off/Sale	$35.00
Intoxicating Liquor On/Sale	$3,150.00
Intoxicating Liquor Off/Sale	$100.00
Intoxicating Liquor Sunday	$200.00
Temporary Liquor License	$100.00
Tobacco License	$90.00

CHAPTER 6 – AMUSEMENTS & ENTERTAINMENTS	
Lawful Gambling	10% contribution to City
Application Fee (Bingo, etc.)	$25.00
Maximum Investigation Fee for State License	$100.00

CHAPTER 8 – ANIMALS, ARTICLE II DOG LICENSE	
Dog at Large	$75.00
Dangerous Dog	$200.00

CHAPTER 10 - BUILDING PERMITS	
Building Permit, Silt Fence Escrow (90% refundable)	$900.00
Building Permit, Drainage Plan Escrow, Commercial/Industrial (90% refundable)	$1,300.00
Building Permit, Drainage Plan Escrow, Residential (90% refundable)	$275.00
Building Permit Fees (Based On Project Valuation)	
Plan Review Fee	65% of Building Permit Fee
State Surcharge	Per MN Statute 326B.148
$1.00 to $500.00	$28.00
$501.00 to $2,000.00	$28.00 for the first $500.00 + $3.70 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$83.50 for the first $2,000.00 + $16.55 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$464.15 for the first $25,000.00 + $12.00 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$764.15 for the first $50,000.00 + $8.45 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$1,186.65 for the first $100,000.00 + $6.75 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$3,886.65 for the first $500,000.00 + $5.50 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00+	$6,636.65 for the first $1,000,000.00 + $4.50 for each additional $1,000.00, or fraction thereof

2025 FEE SCHEDULE

CHAPTER 10 – BUILDING PERMIT (Continued)	
Building Permit Fees: No Valuation (Group IRC 1, 2, 3, & 4 Occupancies)	
Plan Review Fee	$0.00
Manufactured Home Installation (in park)	$80.00 + State Surcharge
Residing	$80.00 + State Surcharge
Reroofing	$80.00 + State Surcharge
Window & Door Replacement	$80.00 + State Surcharge
Fence	>7’ in height - $50.00 + State Surcharge ≤7’ in height - $50.00
Demolition	$50.00 + State Surcharge
Swimming Pools	$80.00 + State Surcharge
Solar	$80.00 + State Surcharge
Building Permit Fees: Value Less than $10,000.00 (Group IRC 1, 2, 3, & 4 Occupancies)	
Plan Review Fee	$0.00
Decks	$80.00 + State Surcharge
Handicap Accessible Ramps	$80.00 + State Surcharge
Remodeling	$80.00 + State Surcharge
Finishing Unfinished Space	$80.00 + State Surcharge
Storage Buildings (Under 250 square feet)	$80.00 + State Surcharge
Gazebos (Under 250 square feet)	$80.00 + State Surcharge
Plumbing, Heating, Fire Alarms & Automatic Fire Protection System Permit Fees (Based On Project Cost)	
≤$300.00 – Residential & Commercial	$15.00 + State Surcharge
$400.00 – Residential & Commercial	$20.00 + State Surcharge
$500.00 – Residential & Commercial	$25.00 + State Surcharge
$600.00+ – Residential	$50.00 + State Surcharge
$600.00+ – Commercial	$50.00 + 1% Of Value + State Surcharge
Grading Permit Fees (Based on Cubic Yards of Material)	
≤50 cubic yards	$23.50
51 to 100 cubic yards	$37.00
101 to 1,000 cubic yards	$37.00 for the first 100 cubic yards plus $17.50 for each additional 100 cubic yards or fraction thereof
1,001 to 10,000 cubic yards	$194.50 for the first 1,000 cubic yards, plus $14.50 for each additional 1,000 cubic yards or fraction thereof
10,001 to 100,000 cubic yards	$325.00 for the first 10,000 cubic yards, plus $66.00 for each additional 10,000 cubic yards or fraction thereof
100,001+ cubic yards	$919.00 for the first 100,000 cubic yards, plus $36.50 for each additional 10,000 cubic yards or fraction thereof
Grading Plan Review Fee (Based on Cubic Yards of Material)	
State Surcharge	Per MN Statute 326B.148
≤50 cubic yards	$0.00
51 to 100 cubic yards	$23.50
101 to 1,000 cubic yards	$37.00
1,001 to 10,000 cubic yards	$49.25
10,001 to 100,000 cubic yards	$49.25 for the first 10,000 cubic yards, plus $24.50 for each additional 10,000 yards or fraction thereof
100,001 to 200,000 cubic yards	$269.75 for the first 100,000 cubic yards, plus $13.25 for each additional 10,000 cubic yards or fraction thereof
200,001+ cubic yards	$402.25 for the first 200,000 cubic yards, plus $7.25 for each additional 10,000 cubic yards or fraction thereof

CHAPTER 10 – BUILDING PERMIT (Continued)	
Other Inspections and Fees	
Investigation Fee (Work Done Without Obtaining a Permit)	Equal to Permit Fee
Gas Piping Installers License	$25.00
Inspections Outside Of Normal Business Hours (Minimum Charge – 2 Hours)	$63.25/Hour [1]
Re-Inspection fees	$63.25/Hour [1]
Inspections For Which No Fee Is Specifically Indicated (Minimum Charge – 30 Minutes)	$63.25/Hour [1]
Additional Plan Review – Due To Changes, Additions or Revisions Of Plans (Minimum Charge – 30 Minutes)	$63.25/Hour [1]
Use Of Outside Consultants (For plan checking and/or inspections) 1. Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved 2. Actual costs include administrative and overhead costs	Actual costs [2]

CHAPTER 12 – BUSINESSES, ARTICLE II SAUNAS & MASSAGE, DIVISION 2 LICENSE & CERTIFICATE	
Massage License	$515.00
Initial Investigation Fee	$515.00
Annual Massage Therapist License Fee	$50.00
Initial Investigation Fee for Massage Building Occupancy Certificate	$515.00
Annual Building Occupancy Certificate Fee	$150.00
Cannabis Retail Registration	
Initial Registration Fee	$500.00 or up to half the amount of the applicable initial license fee under Minn. Stat. 342.11, whichever is less
Renewal Registration Fee	$1,000.00 or up to half the amount of the applicable initial license fee under Minn. Stat. 342.11, whichever is less
Civil Penalty	$2,000.00

CHAPTER 16 – ENVIRONMENT, ARTICLE I GENERAL, ARTICLE II NUISANCES	
No On-Street Parking (2:00 am - 6:00 am)	$25.00
Noise Complaints	$125.00
Prohibited Storage/Nuisance Property	$125.00

CHAPTER 18 – FIRE PREVENTION & PROTECTION	
Daily License Fee for Fireworks Display	$15.00
Business Fire Inspections	$25.00
Operational Permit (Fire Code)	$50.00
Special Event Fire Department Fee	$18.00/Hr

2025 FEE SCHEDULE

CHAPTER 20 – POLICE ADMINISTRATION FEES	
Printed Police Reports	$0.25/Page up to 100 pages (actual cost thereafter)
Motor Vehicle Reports	$0.25/Page
Videos, Photographs, Electronic Storage Devices	$10.00 + Cost
Fingerprinting	$10.00
Administrative Traffic Citations	$60.00
Special Event Officer Fee	$86.01/hr (Min. of 4 Hours) + $25/Vehicle
Impound Lot Fees	
Admin	$25.00
Storage	$25.00/Day up to 30 days $50.00/Month after first 30 days
Tow Fee	$225.00 + Taxes + Fees

CHAPTER 22 – OFFENSES & MISCELLANEOUS PROVISIONS, ARTICLE II CURFEW	
Curfew Violations	$125.00

CHAPTER 24 – TRANSIENT MERCHANTS, FOOD TRUCKS, PEDDLERS & SOLICITORS	
Annual License Application Fee	$150.00
Each Additional Solicitor	$50.00
Food Truck License Application Fees	
Daily	$25.00
Weekly	$75.00
Yearly – Max Of 21 Days Of Service	$150.00
Yearly – No More Than 21 Days In 1 Location	$250.00

CHAPTER 26 – SOLID WASTE MANAGEMENT, ARTICLE II COLLECTION	
Generally Each Person Injured, Combined Single Limit Coverage, Together with Evidence of Worker's Compensation Insurance for the Licensee's Employees	$300,000.00
Surety Bond	$1,000.00
Annual Waste Hauler License Fee	$150.00

2025 FEE SCHEDULE

CHAPTER 30 – STREETS & SIDEWALKS, ARTICLE II EXCAVATIONS STREET OPENINGS	
Annual Excavation License Fee	$60.00
Bond	$5,000.00
Liability Insurance	$100,000.00 to $300,000.00 depending on size of Project/Excavation
Right-Of-Way Permits	
Annual Registration Fee	$140.00
Excavation Permit Hole	$160.00
Excavation Permit Hole - New Development	$80.00
Trench Base	$160.00 + $0.40 per lineal foot over 100 feet + $0.20 per lineal foot over 100 feet new development
Obstruction Permit Fee	$100.00
Permit Extension Fee	$30.00
Delay Penalty	$60.00 Additional $10.00 for each day after 3 days
Public Right-of-Way Vacation	$175.00
Mailbox Post Assembly (Drop-Off)	$150.00

CHAPTER 32 – SUBDIVISIONS	
Subdivision with Public Improvements – Preliminary Plat Escrow (remaining amount refundable)	$10,000.00+ $500.00/lot for subdivisions with 30 or more lots
Subdivision without Public Improvements – Preliminary Plat Escrow (remaining amount refundable)	$1,000.00
Administrative Lot Line Adjustments	$100.00
Sketch Plan Review Application	$100.00 + $500.00 Escrow
Preliminary Plat Application	$450.00 + $70.00/Lot
Final Plat Application	$200.00 + $1,000.00 Escrow
Parkland Dedication Fee (when accepted in lieu of land dedication)	$1,500.00 Park Dedication $300.00 Trail Dedication
Topographic Map	$20.00/acre

CHAPTER 34 – TRAFFIC – ARTICLE II OPERATION, ARTICLE III PARKING, ARTICLE IV OFF ROAD VEHICLES	
Excessive Acceleration	$75.00
Winter Parking (2:00 am - 12:00 pm)	$75.00
Operating a Dirt Bike on the Roadway	$75.00

2025 FEE SCHEDULE

CHAPTER 36 – UTILITIES		
Article II Water		
Residential	Base Fee (5/8” to 7/8” Meter)	$44.69
Residential	Per 100gal/20,000 or less	$.003693/gallon
Residential	Per 100gal/20,000 or more	$.004615/gallon
Commercial	Per 100gal/62,000 or less	$.003693/gallon
Commercial	Per 100gal/62,000 or more	$.004615/gallon
Commercial	**Base Fees – Meter Size**	
	1”	$62.56
	1 1/2”	$80.43
	2”	$129.60
	3”	$491.54
Curb Stop Connection Permit (WAC)		$3,990.00
Bulk Water Sale – Up to 2,000 gallons		$25.00/Month + $.004615/gallon
Water Meter Costs for New Construction		
5/8” x 3/4” Meters		$593.00
All Other Meters		Cost of Meter + $75 Admin. Fee
Turn **ON** Water Seasonal or leak repair		$50.00
Turn **OFF** Water Seasonal or leak repair		$0.00
Inspection Fee		$70.00
Re-Inspection		$63.25
Emergency Call Out/After Hours Fee		$185.88
Turn On/Off Curb Stop Citation		$100.00
Lawn Sprinkler Systems		
Sprinkler System Installation Permit Fee		$30.00 + State Surcharge
Alternate Water Source Installation Permit Fee		$30.00 + State Surcharge
Cross Connection Inspection Fee		$30.00 + State Surcharge
Alternate Water Source Sign		$15.00
New Seed or Sod – 30 Day Permit		$0.00
Watering Restriction Penalties – Within 12 Month Period		
1st Violation		Warning
2nd Violation		$50.00
3rd Violation		$100.00
4th Violation		$200.00
5th Violation		Service Disconnection
Article lll – Sewer		
Permit Fee for Connection to Sanitary Sewer Plus Installation Costs		$4,550.00
Base Fee		$31.44
Cost Per Gallons		$.0134/Gallon
Delinquent/Late Fee		5% Of Current Bill
Connections Fees		
Inspection Fee		$70.00
Re-Inspection Fee		$70.00
Corporate Connections		$70.00
Installer’s License Public Liability Insurance		$100,000.00 to $300,000.00 Depending on size of project
Bond		$2,000.00

CHAPTER 36 – UTILITIES (Continued)	
Surface Water Management (Determined by land use designation)	
Agricultural/Single Family Residential/One and Two Family Residential/Rural Residential	$9.74/Parcel/Quarter
High Density Residential/Manufactured Homes	$78.88/Acre/Quarter
Commercial	$78.88/Acre/Quarter
Central Business	$78.88/Acre/Quarter
Office and Health Care	$78.88/Acre/Quarter
Industrial (Urban)	$102.25/Acre/Quarter
Industrial (Non-Urban)	$9.74/Parcel/Quarter
Carlos Avery WMA (Exempt)	$0.00
Article V – Subsurface Sewage Treatment Systems (SSTS)	
Design Change – Redesign	$50.00
Design Change – Relocate	$100.00
Soil Site Verification – Prior To Or Without Permit Application	$100.00
Expired permit renewal	$100.00
Re-Inspection	$63.25/Trip
On-Site Meeting (Requested By Designer/Applicant)	$100.00
SSTS Permit	
Repair Only – Lateral Replacement, Convert To Holding Tank	$50.00
Nonpressurized System	$200.00
Pressurized System	$250.00
Tank Only	$50.00
Pretreatment Addition	$150.00
Type IV & V – Up to 4,999 Gallons/Day	$500.00
Midsized – 5,000-9,999 Gallons/Day	$500.00 + Any Associated Engineering Fees
Midsized System Hookup – Without Individual Tanks	$70.00
Midsized – Tank Only	$150.00
Operating Permit	
Single Family/Residential – For Life Of System	$25.00/Year
Commercial up to 4,999 gallons/day	$50.00/Year
Commercial 5,000 to 9,999 gallons/day	$100.00/Year + Any Associated Engineering Fees
Land Application Site	
50 Acres Or Less – 5 Year Permit	$150.00
Greater than 50 acres – 5 Year Permit	$250.00
Permit Renewal	$50.00
Compliance Inspection	$200.00
Tank Only	$100.00
Tank Abandonment Certificate – Performed Upon Request	$100.00
Winter	$250.00
Driveway Permit	$50.00 + Cost of Culvert

2025 FEE SCHEDULE

CHAPTER 40 – ZONING	
Fee for Zoning Ordinance Amendment	$220.00 + $750.00 Escrow
Conditional Use Permit Application Non-Commercial/Residential	$220.00 + $750.00 Escrow
Conditional Use Permit Application Commercial	$220.00 + $1,000.00 Escrow
PUD Application	$220.00 + $1,000.00 Escrow
Mixed Use Development Application	$220.00 + $1,000.00 Escrow
Zoning Letter	$50.00
Wetland Service Requests	
No-Loss & Exemption Determination	$250.00 fee + $500.00 Escrow
Delineation Approval (less than 10 acre site)*	$250.00 fee + $750.00 Escrow
Delineation Approval (10 acre site or larger)*	$350.00 fee + $750.00 Escrow
Replacement Plan Application (less than 10 acre site)	$500.00 fee + $750.00 Escrow
Replacement Plan Application (10 acre site or larger)	$750.00 fee + $1,000.00 Escrow
Wetland Banking Application (10 acre site or larger)	$1,000.00 fee + $1,500.00 Escrow
Annual Wetland Mitigation Monitoring	$500.00 fee + $1,000.00 Escrow
Other Wetland Services	$200.00 fee + $500.00 Escrow
Site Plan Approval	$220.00 + $1,000.00 Escrow
Major Amendment to Site Plan	$220.00 + $1,000.00 Escrow
Minor Amendment to Site Plan	$175.00
Variance Application	$220.00 + $750.00 Escrow
Sign Permit Application – Permanent	$75.00
Sign Permit Application – Temporary	$50.00
Tree Mitigation Fee	$100.00/Caliper Inch
Agricultural Building Site Permit	$30.00
City Attorney	Per current contract rate schedule
City Engineer Plan Review & Inspections	Per current contract rate schedule

OFFICE ADMINISTRATION FEES	
City Map	$10.00
Color Zoning Map	$12.00
Photocopies – 1 to 100 pages (MN Statute, section 13.03)	$0.25/Page
Photocopies – 101+ pages (MN Statute, section 13.03)	Actual cost of data collection and copies
Photocopies – Plotter (Black/White)	$.30/Lineal Foot
Photocopies – Plotter (Color)	$.55/Lineal Foot
Scan – Plotter	$1.00/Page
Faxing	$1.00/Page
Administrative – Assessment Certification Fee	$15.00/Parcel
Assessment Search	$25.00
NSF Check Charge (Non-Sufficient Funds)	$35.00
ACH/EFT Reject Fee	$15.00
Notary Stamp	$1.00/Document
Election Filing Fee	$2.00

2025 FEE SCHEDULE

COMMUNITY CENTER, PAVILION & FIELD RENTAL FEES	
Park Pavilion Rental (up to 4 hours)	$100.00 Refundable Damage Deposit + $0.00 For Residents or $25.00 For Non-Residents
Softball & Soccer Fields	$10.00 for up to 2 hours/field $5.00 for each additional hour/field
Tournament Play	$150.00/Day/Field

PUBLIC WORKS EQUIPMENT FEES	
½ Ton Pick-Up	$40.00/Hour
¾ Ton Pick-Up	$45.00/Hour
Single Axel Dump Truck with Operator	$100.00/Hour
Tandem Axel Dump Truck with Operator	$128.00/Hour
Skid Steer with Operator	$88.00/Hour
Front End Loader with Operator	$145.00/Hour
Road Grader - 14 Feet with Operator	$170.00/Hour
Salt Brine	$.25 Cents/Gallon
Hand Operated Compactor	$40.00/Hour
Mini Excavator	$100.00/Hour
Tractor with Operator	$100.00/Hour
ATV	$90.00/Hour
Generator	$60.00/Hour
Asphalt Hotbox	$65.00/Hour
Walk Behind Striper	$30.00/Hour
Discharge Pump	$30.00/Hour
Sewer Crane Truck	$95.00/Hour
Concrete Saw with Operator	$70.00/Hour
Trailer	$60.00/Hour
Chain Saw with Operator	$60.00/Hour
Street Sweeper	$150.00/Hour
Vacuum Truck	$150.00/Hour
Labor	$43.78/Hour
Overtime Labor	$61.96/Hour

RESOLUTION NO. 25-01-02

A RESOLUTION ESTABLISHING THE ANNUAL FEES FOR CITY SERVICES FOR 2025

WHEREAS, the City of Wyoming by law may charge reasonable fees for goods and services provided; and

WHEREAS, the fees by law must bear a reasonable relationship to the actual cost of providing said goods and services; and

WHEREAS, City staff has duly researched the true costs of providing such goods and services and has proposed fee increases to reflect those true costs and anticipated increases in City costs and probably decreases in City revenues.

NOW, THEREFORE, BE IT RESOLVED the attached list of fees *2025 City of Wyoming Fee Schedule* for goods and services provided by the City of Wyoming is hereby adopted.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 7TH DAY OF JANUARY, 2025.

CITY OF WYOMING

By:__________________________
Lisa Iverson, Mayor

ATTEST:

____
Robb Linwood, City Administrator/Clerk

Request for Council Action

Date: January 2, 2025

Presented to: Mayor Iverson and City Council Members
Presented by: Grant MacFarlane, Assistant City Administrator
Department: Administration
Reference: Electronic Fund Transfer Approval
Method: Annual Meeting

***Background Information*:**
The City's auditor has requested for best practice that we annually adopt an Electronic Fund Transfer and Payment of Claims resolution. The purpose of the resolution is to give the City Administrator authorization to pay or transfer funds electronically prior to approval by the City Council.

All transfers are still required to be put on the claims register for Council review at the relevant Regular City Council Meeting, regardless of when the transfer is completed. One example of this being useful would be during annual bond payments for outstanding debt. In this situation, the City commonly waits until the last eligible day for the payable in order to maintain the large funds in our City accounts where they continue to be invested and earning money. If this approved, a copy of the resolution will be kept on hand for the auditors and sent to the dispersing financial institution for record.

Recommendation: To approve a resolution delegating authority to make electronic funds transfers and payment of claims prior to board approval to the city administrator and their designees for 2025.

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

RESOLUTION NO. 25-01-03

A RESOLUTION DELEGATING AUTHORITY TO MAKE ELECTRONIC FUNDS TRANSFERS AND PAYMENT OF CLAIMS PRIOR TO BOARD APPROVAL TO THE CITY ADMINISTRATOR AND THEIR DESIGNEES FOR 2025

WHEREAS, Minnesota Statute 471.38 Subd. 3a. requires the City Council annually delegate authority to make electronic funds transfers; and

WHEREAS, the City uses electronic funds transfers whenever possible as they are much more efficient and eliminates the risk of lost or mishandled check payments; and

WHEREAS, all electronic transfers are subject to:

1. Annual City Council designation of authority to the City Administrator and their designee.
2. Certified Copy of Designation to be kept with disbursing bank.
3. The City's internal control procedures.
4. A list of all electronic transactions to be submitted for approval to City Council at its next regular meeting.

NOW, THEREFORE, BE IT RESOLVED THAT authority to make electronic funds transfers and payment of claims prior to board approval shall be delegated to the City Administrator and their designees.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 7TH DAY OF JANUARY, 2025.

CITY OF WYOMING

By:___________________________
Lisa Iverson, Mayor

ATTEST:

____
Robb Linwood, City Administrator/Clerk

RESOLUTION NO. 25-01-04

A RESOLUTION MAKING APPOINTMENTS TO BOARDS, COMMISSIONS, COMMITTEES, AND BOARD OF TRUSTEES OF FIRE DEPARTMENT VOLUNTEER RELIEF ASSOCIATION – FOR 2025

WHEREAS, the Wyoming City Council is required to make various appointments to Boards and Commissions for purposes of conducting City business; and

WHEREAS, The Wyoming City Council shall ratify the appointments made based on the recommendations received according to the bylaws of the various Boards and Commissions for purposes of representing the City Council and its policies.

NOW, THEREFORE, BE IT RESOLVED, the Wyoming City Council appointments to various Boards, and as shown in the attached **"Exhibit A"** for calendar year 2025.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 7TH DAY OF JANUARY, 2025.

CITY OF WYOMING

By:_________________________
Lisa Iverson, Mayor

ATTEST:

____
Robb Linwood, City Administrator/Clerk

Exhibit A

Acting Mayor	Claire Luger
Sewer Commissioner	Claire Luger
Sewer Commissioner	Lisa Iverson
Sewer Commissioner Alternate #1	Brett Ohnstad
Sewer Commissioner Alternate #2	Linda Nanko Yeager
EDA Member	Lisa Iverson
EDA Member	Dennis Schilling
Planning Commission Liaison	Lisa Iverson
Watershed District Representative	OPEN
Park Advisory Commission	Brett Ohnstad
Park Advisory Commission Alternate	Lisa Iverson
Fire Relief Association	Lisa Iverson
Fire Relief Association	Robb Linwood
Fire Relief Association	Jesse Milligan
Emergency Services Officer	Neil Bauer
Highway 8 Task Force	Lisa Iverson
Joint Park/Planning Commission	Brett Ohnstad

Planning Commission
Katie West

Park Advisory Commission
Jessica Bergan

From: Katie West
To: Fred Weck; Katie West
Cc: Grant Macfarlane
Subject: RE: Planning Commission Reappointment
Date: Thursday, January 2, 2025 10:04:53 AM
Attachments: image002.png

Good afternoon Fred and Grant,

I hope this finds you well and having a wonderful holiday season…I know we did!!

It is crazy to think that my 2nd term has come to an end already (I was pregnant with my 2nd child, and now I have 4)!! I would love to keep contributing to the community and keep my seat on the planning commission. I feel that I have grown a lot as a member and have really enjoyed my time; watching the community change and grow and being part of that has truly been a blessing.

Please consider my request to maintain my seat.

Thank you!!

Katie West
Project Manager
[redacted]
GUNDERSON CONSTRUCTION, INC.
1760 Commerce Court
White Bear Lake, Minnesota 55110
[redacted]

City of Wyoming

Parks Advisory Board

Good afternoon,

I, Jessica A. Bergan, would like to renew and continue participating as a member of the Parks Advisory Board for the city of Wyoming. I look forward to continuing to assist the city of Wyoming in the development of our parks.

Thank you,

Jessica A. Bergan

RESOLUTION NO. 25-01-05

A RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORIES FOR THE CITY OF WYOMING FOR THE CALENDAR YEAR 2025

WHEREAS, in accordance with **Minnesota State Statute 427.01-.12** the City of Wyoming is required to designate an official depository; and

WHEREAS, the designated official depository is where the City of Wyoming will conduct its banking; and

WHEREAS, the City Council of the City of Wyoming desires to designate the official depositories for the City.

NOW, THEREFORE, BE IT RESOLVED the Wyoming City Council hereby designates the following as the official depositories for the City of Wyoming until such time as a new official depository is duly designated:

First State Bank of Wyoming – Wyoming, Minnesota
Prudent Man Advisors (PMA)
4M Fund

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 7TH DAY OF JANUARY, 2024.

CITY OF WYOMING

By:__________________________
Lisa Iverson, Mayor

ATTEST:

____
Robb Linwood, City Administrator/Clerk

Request for Council Action

Date: January 2, 2025

Presented to: Mayor Iverson and City Council Members
Presented by: Grant MacFarlane, Assistant City Administrator
Department: Administration
Reference: Acting Mayor
Method: Annual Meeting

***Background Information*:**
It is necessary per State Statute to elect an Acting Mayor to serve in the absence of the Mayor during 2025 (Minn. Stat. 412.121).

Recommendation: To make a motion to elect a council member to the position of acting mayor for the City of Wyoming in 2025.

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

Request for Council Action

Date: January 2, 2025

Presented to: Mayor Iverson and City Council Members
Presented by: Grant MacFarlane, Assistant City Administrator
Department: Administration
Reference: 2025 Regular Meeting Dates City Council
Method: Annual Meeting

Listed below are the proposed 2025 City Council meeting dates starting at 7:00pm. The meetings are the first and third Tuesday of each month except for those months where the meeting date falls on a holiday in which case the regular meeting will be held the following day.

The bolded dates are meetings that have been scheduled for Wednesday due to a city event or holiday that falls on a regular meeting date;

January 7, 2025	May 6, 2025	September 2, 2025
January 21, 2025	May 20, 2025	September 16, 2025
February 4, 2025	June 3, 2025	October 7, 2025
February 18, 2025	June 17, 2025	October 21, 2025
March 4, 2025	July 1, 2025	November 4, 2025
March 18, 2025	July 15, 2025	November 18, 2025
April 1, 2025	**August 6, 2025**	December 2, 2025
April 15, 2025	August 19, 2025	December 16, 2025

*August 5, 2025 Night to Unite

City of Wyoming 2026 Budget Process

One of the most important activities undertaken each year by the City is the budget process. The quality of decisions made in the budget process conveys the City's long-range plans and policies for current and future services.

The budget is a financial, planning, and policy document which reflects the allocation of limited revenue among competing uses and serves as a guide for the various departments in implementing their goals and objectives.

Annual budgets are adopted for the General, Capital Projects, Debt Service, and Proprietary Funds. Within the General fund, budgets are prepared for each major department. For example, Administration, Public Safety and Public Works are departments within the General fund.

Budgeted amounts are reported as originally adopted. Budgeted expenditure appropriations lapse at year-end. The City's department heads may make transfers of appropriations within their department. The budgetary level of control is at the department level.

The budget process is a year-round activity because regular reporting is necessary to provide accountability, understanding, and confidence in the City. The City provides different types of reporting to facilitate this process. These reports include: monthly department reports, monthly capital project reports, monthly cash balances reports, budget document, and an audited comprehensive annual financial statement.

The City follows the procedures below in establishing the budget:

The annual budget process begins in May or June of each year. Staff prepares and distributes budget worksheets and instructions for department heads. City Council has a work session to review the budget process. Departmental budgets and 5-year capital requests are due from department heads to the City Administrator. The first draft of the budget is due to the City Administrator at the beginning of July. The City Administrator meets with department heads to discuss individual budget requests. Total budget requests are compared to revenue estimates to ensure that there is funding available to fund the proposed expenditures. Budget revisions from departmental meetings are completed and revisions are incorporated into the first draft of the budget that is presented at the council work session. The City Administrator meets with department heads to discuss and review council feedback from the work session. In early September, the City sets the preliminary levy and the public hearing information which is forwarded to the County Auditor by September 30th each year. In September/October, additional updates are completed before the final presentation of the budget. The County mails parcel specific tax notices in November to property owners providing taxes due the following year based on the preliminary levy. A budget and levy hearing is held in December in accordance with State law. The budget and tax levy are adopted through passage of resolutions.

Budget Calendar

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May 28, 2025	Staff prepares and distributes budget worksheets and instructions for department heads.
June 3, 2025	City Council holds visioning sessions with City Administrator, Department heads to look at long-term plan and adopt short-term strategies and budget objectives.
June 13, 2025	Departmental budgets and 5-year capital requests due from department heads to City Administrator
July 2, 2025	1st draft of budget due to City Administrator.
July 7-11, 2025	Meet with department heads to discuss individual budget requests.
July 11, 2025	Budget revisions from departmental meetings completed.
July 15, 2025	Council work session - first draft of budget presented.
July 28-August 1, 2025	Additional departmental meetings to discuss and review council feedback from work session.
August 8, 2025	2nd draft of budget due to City Administrator.
August 19, 2025	Council work session –
September 2, 2025	At the Council meeting, the public hearing date on the proposed budget and proposed tax levy are approved by the Council.
By September 30, 2025	City Administrator certifies preliminary levy and hearing date to Chisago County.
September/October	Additional updates/fine tuning of budget before final presentation.
October 17, 2025	Final budget due to City Administrator.
November	County Auditor mails tax notices to each taxpayer.
November 4, 2025	Council work session – final budget presented.
December 2, 2025	Initial Truth-In-Taxation Hearing on 2026 Budget & Levy and adoption of the 2026 Budget and Levy.
December 16, 2025	Final adoption date of the 2026 Budget and Levy - if needed.

DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
DECEMBER 17, 2024
7:00PM

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for December 17, 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, Dennis Schilling, Brett Ohnstad, and Claire Luger

ABSENT: None

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

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

Mayor Iverson – Suggested an amendment to the Agenda to include an item related to consideration of a digital sign as discussed in the Work Session meeting.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE AMENDING THE AGENDA TO INCLUDE ITEM 29, CONSIDERATION FOR THE APPROVAL OF A DIGITAL SIGN.

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

APPROVAL OF MINUTES:

1. **Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for December 3, 2024**

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, ECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE THE MINUTES OF THE "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL FOR DECEMBER 3, 2024 AS SUBMITTED.

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

Absent: None

SCHEDULED BID LETTINGS: NONE

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

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

2. To consider authorizing the payment of recommended bills, payroll, and journal entries for the period from December 4, 2024 to December 17, 2024
3. To consider **Resolution 24-12-128** a resolution approving the Wyoming fire Relief Associations request to the City of Wyoming raising the Relief Association's pension level to $5,250 per year of active service
4. To consider **Resolution 24-12-129** a resolution approving a cleaning contract with Stratus Building Solutions for the years 2025-2026.
5. To consider **Resolution 24-12-130** a resolution approving final payment to Northdale Construction Co, Inc. for 2024 Trunk Watermain and Forcemain improvements in the amount of $71,500.00
6. To consider **Resolution 24-12-131** a resolution declaring certain items as surplus property for disposal and authorizing the Wyoming Public Safety Department to dispose of the items through the online auction process
7. To consider **Resolution 24-12-132** a resolution approving Pay Voucher #2 to A-1 Excavating LLC for the 2024 Street Improvement Project in the amount of $248,632.49
8. To consider **Resolution 24-12-133** a resolution approving Final Pay Voucher to Dresel Contracting for the 2023 East Viking Boulevard Improvement Project in the amount of $139,634.09
9. To consider **Resolution 24-12-134** a resolution accepting donations and transferring them to Chisago County Anonymous Santa and Family Pathways
10. To consider **Resolution 24-12-135** a resolution accepting a donation from Duke Rentals for the Wyoming Tree Lighting
11. To consider **Resolution 24-12-136** a resolution approving payment to Total Control Systems, Inc. for the Well 2 MCC Upgrade in the amount of $52,769.00
12. To consider the hiring of Keegan Hofeld as an Ice Rink and Warming House Attendant at a starting wage of $15/hr
13. To consider the hiring of McKenzie Ortwerth as an Ice Rink and Warming House Attendance at a start wage of $15/hr
14. To consider a letter of support for the Comfort Lake Forest Lake Watershed District for a water quality improvement project.
15. To consider an agreement between the City of Wyoming and the Comfort Lake Forest Lake Watershed District for the Little Comfort Lake Subwatershed Enhancement Project
16. To consider accepting a $2,500 grant from the Minnesota Chiefs of Police Foundation (MCPF)
17. To consider **Resolution 24-12-142** a resolution approving a Waste Hauler License for 2025 to Republic Services

A MOTION WAS MADE BY COUNCILMEMBER OHSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE ITEMS #2 THROUGH #17 OF THE WYOMING CITY COUNCIL CONSENT AGENDA.

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

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

18. Report of the Public Safety Director, Neil Bauer for December 11, 2024

19. Report of City Building Official, Fred Weck, IV for December 11, 2024

20. Report of City Attorney Tom Loonan for December 13, 2024

21. Report of City Engineer Mark Erichson, WSB for December 11, 2024

22. Report of Public Works Superintendent, Steve Reeves for December 11, 2024

COMMUNICATIONS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

23. To consider **Resolution 24-12-137** a resolution approving a contract extension with Momentum Advocacy, LLP as a lobbyist for the City of Wyoming

City Administrator Linwood – Gave a brief overview of how the City had utilized the services of Momentum Advocacy, LLP as a lobbyist and the recommendation from staff to extend the current contract with them.

Brian McDaniel, Momentum Advocacy – **Explained** the name change of their company due to a retirement and noted that with this change comes an increase in staffing so there will be more people available to work on the City's behalf. He reviewed the reasons that they felt very confident that Wyoming's Public Safety project would be included in the upcoming bonding bill through the State.

Council Member Nanko Yeager – Noted that the Chisago County press account from the tours that took place essentially reported that Senator Pappas cautioned Wyoming not to get their hopes up. She noted that also reflected in the article was that Lindstrom has been part of more than one tour and had not received any money. She asked why Mr. McDaniel was more optimistic with the recent election.

Mr. McDaniel – Stated that he felt that Senator Pappas would encourage caution for any project because there are no guarantees. He explained the reasons he felt the election actually increased the City's chances of being included in the bonding bill.

Mayor Iverson – Stated that she felt the decision to hire Momentum Advocacy was why the City had gotten as far as they have in this process.

A MOTION WAS MADE BY MAYOR IVERSON, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 24-12-137 A RESOLUTION APPROVING A CONTRACT EXTENSION WITH MOMENTUM ADVOCACY, LLP AS A LOBBYIST FOR THE CITY OF WYOMING

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

24. To consider **<u>Resolution 24-12-138</u>** a resolution approving a Conditional Use Permit C-24-002 – Dairy Queen, located at 5111 East Viking Boulevard, for applicant – Fourteen Foods, LLC, and Owner – D7 Wyoming, LLC, Property ID Number: 21.00020.00

Zoning Administrator/Building Official Weck – Gave an overview of the requests for a CUP and Site Plan Review for the Dairy Queen building at 5111 East Viking Boulevard. He briefly reviewed some of the concerns that were shared by the Planning Commission related to the shared entrance and the large retaining wall and stated that staff and the Planning Commission recommend approval of both requests.

Council Member Nanko Yeager – Stated that the plans in September of 2022 were to demolish the Dairy Queen and build a new building and asked what had happened since that time and why they were now just planning to remodel the existing building.

Jason Michael, Representing Dairy Queen – Explained that their current plans were due to finances as well as their plans to bring in a coffee partner in the future.

Mayor Iverson – Noted that she was disappointed that the previously planned double drive-thru lane would not happen with this project and also that the other business, such as a coffee shop, was not coming in right away.

Council Member Nanko Yeager – Asked about the anticipated timeline for the partner business to join them.

Mr. Michael – Stated that he did not have an exact timeline, but assured the Council that they want to utilize the property as quickly as possible.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE <u>RESOLUTION 24-12-138</u> A RESOLUTION APPROVING A CONDITIONAL USE PERMIT C-24-002 – DAIRY QUEEN, LOCATED AT 5111 EAST VIKING BOULEVARD, FOR APPLICANT – FOURTEEN FOODS, LLC, AND OWNER – D7 WYOMING, LLC, PROPERTY ID NUMBER: 21.00020.00

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

25. To consider **<u>Resolution 24-12-139</u>** a resolution approving a Site Plan Review: SP-24-001- Dairy Queen, located at 5111 East Viking Boulevard, for applicant – Fourteen Foods, LLC, and Owner – D7 Wyoming, LLC, Property ID Number: 21.00020.00

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE <u>RESOLUTION 24-12-139</u> A RESOLUTION APPROVING A SITE PLAN REVIEW: SP-24-001- DAIRY QUEEN, LOCATED AT 5111 EAST VIKING BOULEVARD, FOR APPLICANT – FOURTEEN FOODS, LLC, AND OWNER – D7 WYOMING, LLC, PROPERTY ID NUMBER: 21.00020.00

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

26. To consider **<u>Resolution 24-12-140</u>** a resolution designating the entirety of Fallbrook Avenue as No Parking

Public Works Superintendent Reeves – Outlined the background information related to parking along Fallbrook Avenue related to safety concerns, winter maintenance, and traffic flow. He explained that he was proposing that the entirety of Fallbrook Avenue be designated as a No Parking area and explained that M Health Fairview Lakes Hospital was supportive of this request.

Council Member Nanko Yeager – Asked why this was not deemed to be a No Parking area when they did the road project.

Public Works Superintendent Reeves - Explained that he was not at the City when the road project was completed.

City Administrator Linwood – Stated that originally it did not come up during the project, but later, with some of the plowing operations, the visibility issues were raised and the discussions began about making this change.

Council Member Ohnstad – Stated that he was concerned that there may be people that work at the hospital may go stand on the corner in order to smoke, which would also be a safety concern. He asked if those individuals would be able to utilize the other parking area to the east in order to go outside and smoke.

Building Official/Zoning Administrator Weck – Explained that the whole Fairview campus was smoke-free so if the parking areas were owned by them, they were supposed to be smoke-free.

City Administrator Linwood – Noted that he had spoken about this issue with the hospital administrator because they are a smoke-free campus. He stated that he believed that the people who were utilizing this parking was during the winter in order for those individuals to be able to sit in their cars and stay warm while they smoked. He noted that the hospital administrator had indicated that there were other areas around the building where these individuals could go off property in order to smoke. He stated that he also did not know if Fairview was enforcing things if there was an employee sitting in their car within the parking lot and smoking. He reiterated that the hospital did not have an issue with the City's proposal for the entirety of Fallbrook Avenue to be a No Parking area.

Public Works Superintendent Reeves – Agreed that this was about safety and visibility for the general public, the snow plow operators, and people coming and going from Fairview. He noted that it was not just a winter safety issue and explained that making it a No Parking area, from a consistency standpoint, would make sure it was clear to everyone.

A MOTION WAS MADE BY MAYOR IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE <u>RESOLUTION 24-12-140</u> A RESOLUTION DESIGNATED THE ENTIRETY OF FALBROOK AVENUE AS NO PARKING.

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

27. To consider approval and adoption of **<u>Ordinance 2024-01</u>** an ordinance amending the City of Wyoming Code of Ordinances, Chapter 12, Businesses: Article IV. Conducting sales of merchandise or food projects or engaging in similar transient commerce from a moveable place of business

Assistant City Administrator MacFarlane– Reviewed the details within the Food Truck Ordinance 2024-01 and gave a brief overview of the proposed changes in order to more closely align with the new State Statutes.

Council Member Nanko Yeager – Asked if the food trucks would be allowed to be within the City for more than 21 days, as long as they were not parked in the same location for more than 21 days.

Assistant City Administrator MacFarlane – Noted that they could as long as the food truck operators followed the application and let the City know where they will be and also had approval from the business owner where they were parked but explained that there were also some other limitations such as not being able to be within 200 feet of a coffee shop or an existing restaurant.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LIUGER, TO APPROVE AND ADOPT ORDINANCE 2024-01 AN ORDINANCE AMENDING THE CITY OF WYOMING CODE OF ORDINANCES, CHAPTER 12, BUSINESSES: ARTICLE IV. CONDUCTING SALES OF MERCHANDISE OR FOOD PROJECTS OR ENGAGING IN SIMILAR TRANSIENT COMMERCE FROM A MOVEABLE PLACE OF BUSINESS

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

28. To consider **Resolution 24-12-141** a resolution approving the summary publication of Ordinance 2024-01 an ordinance amending the City of Wyoming Code of Ordinances, Chapter 12, Businesses: Article IV. Conducting sales of merchandise or food projects or engaging in similar transient commerce from a moveable place of business

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 24-12-141 A RESOLUTION APPROVING THE SUMMARY PUBLICATION OF ORDINANCE 2024-01 AN ORDINANCE AMENDING THE CITY OF WYOMING CODE OF ORDINANCES, CHAPTER 12, BUSINESSES: ARTICLE IV. CONDUCTING SALES OF MERCHANDISE OR FOOD PROJECTS OR ENGAGING IN SIMILAR TRANSIENT COMMERCE FROM A MOVEABLE PLACE OF BUSINESS

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

29. To Consider Approval of a Digital Sign

City Administrator Linwood – Stated that this item had been discussed by the Council at their Work Session earlier this evening. He explained that staff had been researching the possibility of using the remaining ARPA funds to install a digital sign near Railroad Park and gave an overview of the bids and proposals that the City had received. He noted that he had reached out to the representative for Indigo Signs with some of the questions that the Council had and outlined the answers he had gotten related to software, training, warranties, communication with the signage, and the proprietary design that was submitted. He discussed the proposed financing, including a contribution from the EDA of up to $10,000. He noted that if the Council had any dramatic design changes that they would like to see, that may change the proposed cost for the signage.

A MOTION WAS MADE BY MAYOR IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE DIGITAL SIGN PROPOSED BY INDIGO SIGNS IN THE AMOUNT OF $49,942.77, ALONG WITH AN ALOTMENT FOR NECESSARY ELECTRICAL WORK AT $2,500, AS DISCUSSED.

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

COUNCIL REPORTS:

Council Member Ohnstad – Attended the Tree Lighting Ceremony and thanked everyone who attended, including Mother Nature, who gave them such a beautiful night. He stated that he had also attended the Council Work Session.

Council Member Nanko Yeager – Attended the Tree Lighting Ceremony and the Council Work Session meeting.

Council Member Luger – Attended the Tree Lighting Ceremony and thanked everyone who worked on the event. She stated that she also attended the Joint Sewer Commission meeting and the City Council Work Session.

Council Member Schilling – Attended the Tree Lighting Ceremony which was packed and noted that it was a great night and had a great atmosphere. He stated that he wanted to give a shout-out to the Public Works Department for the work they did on all the lights and thanked the area businesses that also contributed to the event. He stated that he had also attended the Council Work Session.

Mayor Iverson – Attended the Tree Lighting Ceremony and noted that a long post about it which had about 30 comments from people saying how great it was and how beautiful it was at nighttime. She thanked everyone for their hard work on this event, especially the Public Works Department, who had to deal with high winds and cold temperatures when they were getting it set up.

Public Works Superintendent Reeves – Stated that he agreed that the crew did a great job and he was proud of their hard work.

Mayor Iverson – Stated that she had also attended the Joint Sewer Commission meeting. She noted that she wanted to give a huge shout out to the video from the Fire Department which she believed had gone viral.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO ADJOURN THE DECEMBER 17, 2024 "REGULAR MEETING" OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT 8:04 PM

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

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

NEXT REGULAR MEETING:
JANUARY 7, 2025
7:00PM

DRAFT MINUTES
CITY COUNCIL
WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
DECEMBER 17, 2024
5:30 PM

CALL TO ORDER:
Mayor Lisa Iverson called the Work Session Meeting of the Wyoming City Council for December 17, 2024 to order at 5:30 P.M.

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

Absent:

Also Present: Robb Linwood - City Administrator, Grant MacFarlane – Assistant City Administrator, and Neil Bauer – Public Safety Director

DETERMINATION OF A QUORUM:
Mayor Iverson determined a Quorum was present.

NEW BUSINESS:

1. To discuss proposals for a digital sign in the City of Wyoming

Administrator Linwood – Stated that City Staff had previously been directed by the City Council to look into using ARPA Funds for an electronic sign. Provided an overview of the proposals received from three sign companies. Asked for direction from the City Council regarding the proposals and resolution quality of the sign.

Councilmember Luger – Inquired as to if the signs had a warranty on them. Councilmember Nanko Yeagar confirmed that each proposal contained a 5-year warranty.

Councilmember Ohnstad – Asked if a new screen could be installed in the future if needed.

Administrator Linwood – Confirmed that replacement parts are available through multiple sign companies. Added that most signs are plug-and-play with parts.

Councilmember Schilling – Stated that he had no questions, but was in favor of the 10mm resolution and the design from Indigo Sign.

Councilmember Nanko Yeagar – Highlighted that the Indigo proposal looked nice but contained less details than the other proposals. Inquired as to if the other sign companies could replicate the Indigo design while maintaining their more detailed proposals.

The Council provided an overall consensus to move forward with the Indigo sign proposal and requested that Administrator Linwood reach out to their representatives for additional information between meetings.

2. Flock Cameras

Public Safety Director Bauer – Asked that this item be added to the current Work Session. Stated that Flock Cameras have the ability to collect data on the physical description of vehicles which can be used as a tool by the Police Department to aid in criminal investigations. Asked the members of the Council about their thoughts on potentially bringing two to the City of Wyoming.

The Council generally agreed that additional information was required prior to any official decision. The Council directed Director Bauer to research the devices further and to provide additional information at a future Work Session.

MAYOR IVERSON ADJOURNED THE DECEMBER 17, 2024 WORK SESSION MEETING AT 6:49 PM.

	Check Number	Name	Check Date
Text Label	57258	PACIFIC LIFE INSURANCE	12/17/2024

Item Code	GL Number	Amount
ROTH	101-0000-21712	23.80
		23.80

	Check Number	Name	Check Date
Text Label	57259	CENTRAL PENSION FUND,	12/17/2024

Item Code	GL Number	Amount
CENT PENS FUND	101-0000-21716	720.00
		720.00

	Check Number	Name	Check Date
Text Label	EFT1197	MN STATE RETIREMENT	12/17/2024

Item Code	GL Number	Amount
CITY HSCP CONT	101-0000-21706	5,331.14
HCSP	101-0000-21710	0.00
MNDCP	101-0000-21712	552.00
MNDCPPRETAX	101-0000-21712	764.00
		6,647.14

	Check Number	Name	Check Date
Text Label	EFT1198	SELECTACCOUNT,	12/17/2024

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	1,150.00
HSA CONT	101-0000-21707	2,182.45
		3,332.45

	Check Number	Name	Check Date
Text Label	EFT1199	P.E.R.A.,	12/17/2024

Item Code	GL Number	Amount
CORD PERA	101-0000-21704	3,255.32
DCP PERA	101-0000-21704	16.67
DCP PERA MATCH	101-0000-21704	16.67
PERA CITY MATCH	101-0000-21704	3,756.13
PF PERA	101-0000-21704	3,750.50
PF PERA CITY	101-0000-21704	5,625.74
		16,421.03

	Check Number	Name	Check Date
Text Label	EFT1200	INTERNAL REVENUE SERVICE,	12/17/2024

Item Code	GL Number	Amount

Check Number	Name			Check Date
FITW	101-0000-21701	7,353.27		
SOCSEC_EE	101-0000-21703	3,373.99		
MEDICARE_ER	101-0000-21703	1,229.18		
SOCSEC_ER	101-0000-21703	3,373.99		
MEDICARE_EE	101-0000-21703	1,229.18		
		16,559.61		

Text Label EFT1201 STATE OF MINNESOTA, 12/17/2024

Item Code	GL Number	Amount
SITW	101-0000-21702	3,377.59
		3,377.59

Text Label

General Checking Account 10100
Total Amount Being Paid: $47,081.62
Total Number of Checks: 7

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

	Check Number	Name	Check Date
Text Label	57260	CENTRAL PENSION FUND,	12/31/2024

Item Code	GL Number	Amount
CENT PENS FUND	101-0000-21716	720.00
		720.00

	Check Number	Name	Check Date
Text Label	EFT1202	MN STATE RETIREMENT	12/31/2024

Item Code	GL Number	Amount
CITY HSCP CONT	101-0000-21706	0.00
HCSP	101-0000-21710	0.00
MNDCP	101-0000-21712	552.00
MNDCPPRETAX	101-0000-21712	764.00
		1,316.00

	Check Number	Name	Check Date
Text Label	EFT1203	SELECTACCOUNT,	12/31/2024

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	1,505.61
		1,505.61

	Check Number	Name	Check Date
Text Label	EFT1204	P.E.R.A.,	12/31/2024

Item Code	GL Number	Amount
CORD PERA	101-0000-21704	3,296.44
DCP PERA	101-0000-21704	0.00
DCP PERA MATCH	101-0000-21704	0.00
PERA CITY MATCH	101-0000-21704	3,803.59
PF PERA	101-0000-21704	4,208.11
PF PERA CITY	101-0000-21704	6,312.18
		17,620.32

	Check Number	Name	Check Date
Text Label	EFT1205	INTERNAL REVENUE SERVICE,	12/31/2024

Item Code	GL Number	Amount
FITW	101-0000-21701	8,212.11
SOCSEC_EE	101-0000-21703	3,095.54
MEDICARE_ER	101-0000-21703	1,232.20
SOCSEC_ER	101-0000-21703	3,095.54
MEDICARE_EE	101-0000-21703	1,232.20

	Check Number	Name		Check Date
			16,867.59	
Text Label	EFT1206	STATE OF MINNESOTA,		12/31/2024

Item Code	GL Number	Amount
SITW	101-0000-21702	3,793.90
		3,793.90

Text Label

General Checking Account 10100
Total Amount Being Paid: $41,823.42
Total Number of Checks: 6

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming
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Check # / Invoice #	Check Date / General Ledger #		Vendor Name / Amount	Comment
12658	**12/31/2024**	**HEALTH PARTNERS**		
036083945958				
	101-0000-21706	HOSPITALIZATION	$21,689.71	DECEMBER PREMIUMS
	Total for HEALTH PARTNERS		$21,689.71	
57261	**12/31/2024**	**AARON SCHILLE**		
12172024				
	800-0000-20827	SCHILLIE CUP ESC	$670.87	SCHILLIE CUP ESCROW
	Total for AARON SCHILLE		$670.87	
57262	**12/31/2024**	**ADVANCED GRAPHIX, INC.**		
215445				
	101-3100-42400	SMALL TOOLS/MIN	$504.02	SMALL TOOLS/MINOR EQUIPMENT
	Total for ADVANCED GRAPHIX, INC.		$504.02	
57263	**12/31/2024**	**ADVANTAGE SIGNS & GRAPHICS, INC.**		
V1224-62				
	101-5200-42400	SMALL TOOLS/MIN	$68.45	SMALL TOOLS/MINOR EQUIPMENT
	Total for ADVANTAGE SIGNS & GRAPH		$68.45	
57264	**12/31/2024**	**ANCOM COMMUNICATIONS**		
124399				
	101-2200-44040	REPAIRS & MAINT.	$163.00	REPAIRS & MAINT. - EQUIPMENT
122488				
	101-3100-44040	REPAIRS & MAINT.	$912.20	REPAIRS & MAINT. - EQUIPMENT
	Total for ANCOM COMMUNICATIONS		$1,075.20	
57265	**12/31/2024**	**ASPEN MILLS**		
345396				
	101-2200-44080	UNIFORMS	$146.69	UNIFORMS
	Total for ASPEN MILLS		$146.69	
57266	**12/31/2024**	**CINTAS**		
4215213415				
	101-3100-42100	OPERATING SUPPL	$72.90	SHOP SUPPLIES
	101-3100-44180	UNIFORMS	$80.76	UNIFORMS
4216049592				
	101-3100-44180	UNIFORMS	$80.76	STREETS
	101-3100-42100	OPERATING SUPPL	$46.90	SHOP SUPPLIES
4215207407				
	101-2110-43600	CLEANING SERVIC	$34.49	CLEANING SERVICE-PUBLIC SAFETY
4215213187				
	101-1400-43600	CLEANING SERVIC	$26.07	CLEANING SERVICE-CITY HALL
	Total for CINTAS		$341.88	

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Check # / Invoice #	Check Date / General Ledger #		Vendor Name / Amount	Comment
57267	**12/31/2024**	**COMMERCIAL PLUMBING & HEATING**		
WO-00086574				
	101-2200-44010	REPAIRS & MAINT.	$2,500.00	REPAIRS & MAINT. - BUILDINGS
WO-00096719				
	101-2110-44010	REPAIRS & MAINT.	$177.50	REPAIRS & MAINT. - BUILDINGS
	101-5200-44010	REPAIRS & MAINT.	$177.50	REPAIRS & MAINT. - BUILDINGS
	Total for COMMERCIAL PLUMBING & H		$2,855.00	
57268	**12/31/2024**	**CRYSTEEL TRUCK EQUIPMENT**		
FP197791				
	101-3100-44400	SALT & SAND	$456.00	SALT & SAND
	Total for CRYSTEEL TRUCK EQUIPMEN		$456.00	
57269	**12/31/2024**	**DUKE AERIAL, INC.**		
605029-0001				
	101-5200-42190	SEASONAL ACTIVI	$2,356.40	SEASONAL ACTIVITIES
	Total for DUKE AERIAL, INC.		$2,356.40	
57270	**12/31/2024**	**FAIRVIEW HEALTH SERVICES**		
15007997444				
	202-2110-42310	CONTRACTED SER	$374.00	CONTRACTED SERVICES
	Total for FAIRVIEW HEALTH SERVICES		$374.00	
57271	**12/31/2024**	**FERGUSON WATERWORKS**		
2518				
	601-9425-45350	IMPROVEMENTS	$19,275.00	IMPROVEMENTS
	Total for FERGUSON WATERWORKS		$19,275.00	
57272	**12/31/2024**	**FOREST LAKE MOTORS LLC**		
792963				
	101-2200-43900	VEHICLE MAINTEN	$3,339.63	VEHICLE MAINTENANCE
	Total for FOREST LAKE MOTORS LLC		$3,339.63	
57273	**12/31/2024**	**FOREST LAKE ACE**		
651172/3				
	101-3100-44400	SALT & SAND	$5.92	SALT & SAND
	Total for FOREST LAKE ACE		$5.92	
57274	**12/31/2024**	**GOPHER STATE ONE CALL**		
4120866				
	601-9425-44650	LOCATES (GOPHER	$20.25	LOCATES (GOPHER STATE)
	602-9425-44650	LOCATES (GOPHER	$20.25	LOCATES (GOPHER STATE)
	Total for GOPHER STATE ONE CALL		$40.50	
57275	**12/31/2024**	**GRAINGER INC.**		
9348514204				
	101-3100-42400	SMALL TOOLS/MIN	$190.90	SMALL TOOLS/MINOR EQUIPMENT
	Total for GRAINGER INC.		$190.90	

City of Wyoming
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Check # / Invoice #	Check Date / General Ledger #		Vendor Name / Amount	Comment
57276	**12/31/2024**	**GREAT AMERICAN BUSINESS PRODUCTS**		
433844923				
	101-5200-42100	OPERATING SUPPL	$168.00	OPERATING SUPPLIES
	Total for GREAT AMERICAN BUSINESS		$168.00	
57277	**12/31/2024**	**H & L MESABI**		
14098				
	101-3100-44040	REPAIRS & MAINT.	$759.00	INV 14098
	101-3100-44040	REPAIRS & MAINT.	$(522.00)	CR 13034-1
14124				
	101-3100-44040	REPAIRS & MAINT.	$941.84	REPAIRS & MAINT. - EQUIPMENT
	Total for H & L MESABI		$1,178.84	
57278	**12/31/2024**	**HALLBERG STORAGE LLC**		
12162024				
	101-2200-42100	OPERATING SUPPL	$52.50	OPERATING SUPPLIES
	Total for HALLBERG STORAGE LLC		$52.50	
57279	**12/31/2024**	**HAWKINS INC**		
6937715				
	601-9425-42160	CHEMICALS/CHEM	$30.00	
	Total for HAWKINS INC		$30.00	
57280	**12/31/2024**	**HIRSHFIELD'S INC**		
28133980				
	101-5500-42100	OPERATING SUPPL	$87.96	OPERATING SUPPLIES
28133989				
	101-5500-42100	OPERATING SUPPL	$87.96	OPERATING SUPPLIES
	Total for HIRSHFIELD'S INC		$175.92	
57281	**12/31/2024**	**INDIGO SIGNS**		
1379-01				
	401-3100-45000-/	CAPITAL OUTLAY	$24,971.38	CAPITAL OUTLAY
	Total for INDIGO SIGNS		$24,971.38	
57282	**12/31/2024**	**INTERSTATE COMPANIES**		
R241084056:01				
	101-3100-44040	REPAIRS & MAINT.	$947.13	REPAIRS & MAINT. - EQUIPMENT
	Total for INTERSTATE COMPANIES		$947.13	

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Check # / Invoice #	Check Date / General Ledger #	Vendor Name / Amount		Comment
57283	**12/31/2024**	**KODIAK POWER SYSTEMS**		
KPS1699				
	602-9425-44380	LIFT STATIONS M/	$728.75	LIFT STATIONS MAINTENANCE
KPS1682				
	602-9425-44380	LIFT STATIONS M/	$1,278.49	LIFT STATIONS MAINTENANCE
KPS1687				
	602-9425-44380	LIFT STATIONS M/	$941.45	LIFT STATIONS MAINTENANCE
KPS1698				
	602-9425-44380	LIFT STATIONS M/	$2,340.00	LIFT STATIONS MAINTENANCE
	101-2110-42310	CONTRACTED SER	$390.00	CONTRACTED SERVICES
	101-1400-42310	CONTRACTED SER	$390.00	CONTRACTED SERVICES
	601-9425-42310	CONTRACTED SER	$390.00	CONTRACTED SERVICES
	Total for KODIAK POWER SYSTEMS		$6,458.69	
57284	**12/31/2024**	**LENFER AUTOMOTIVE AND TRANSMISSION**		
24250				
	101-2110-43900	VEHICLE MAINTEN	$186.47	VEHICLE MAINTENANCE
	Total for LENFER AUTOMOTIVE AND TI		$186.47	
57285	**12/31/2024**	**LITTLE FALLS MACHINE**		
372398				
	101-3100-42400	SMALL TOOLS/MIN	$543.25	SMALL TOOLS/MINOR EQUIPMENT
	Total for LITTLE FALLS MACHINE		$543.25	
57286	**12/31/2024**	**MENARDS- FOREST LAKE**		
48455				
	101-3100-42100	OPERATING SUPPL	$75.32	OPERATING SUPPLIES
49112				
	101-3100-42100	OPERATING SUPPL	$173.50	OPERATING SUPPLIES
49167				
	101-5500-42100	OPERATING SUPPL	$95.47	OPERATING SUPPLIES
49204				
	101-3100-42400	SMALL TOOLS/MIN	$10.78	SMALL TOOLS/MINOR EQUIPMENT
	Total for MENARDS- FOREST LAKE		$355.07	
57287	**12/31/2024**	**METRO SALES**		
INV2668162				
	101-2400-44330	DUES & SUBSCRIP	$230.85	DUES & SUBSCRIPTIONS
	Total for METRO SALES		$230.85	
57288	**12/31/2024**	**MIDCONTINENT COMMUNICATIONS**		
37852500114449				
	101-3100-43210	TELEPHONE	$32.79	PUBLIC WORKS
	601-9425-43210	TELEPHONE	$32.80	WELL
	602-9425-43210	TELEPHONE	$32.80	LIFTSTATIONS
	Total for MIDCONTINENT COMMUNIC/		$98.39	

City of Wyoming
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57289	**12/31/2024**	**MINNESOTA VALLEY TESTING LABS**		
1285535				
	601-9425-43110	LAB COSTS	$116.00	LAB TESTS
1285533				
	601-9425-43110	LAB COSTS	$112.50	LAB TESTS
	Total for MINNESOTA VALLEY TESTINC		$228.50	
57290	**12/31/2024**	**MN DEPT OF LABOR AND INDUSTRY**		
ABR0344220X				
	101-5500-44010	REPAIRS & MAINT.	$10.00	REPAIRS & MAINT. - BUILDINGS
	Total for MN DEPT OF LABOR AND IND		$10.00	
57291	**12/31/2024**	**MUNICIPAL EMERGENCY SERVICES**		
IN2169206				
	101-2200-44040	REPAIRS & MAINT.	$419.86	REPAIRS & MAINT. - EQUIPMENT
	Total for MUNICIPAL EMERGENCY SER		$419.86	
57292	**12/31/2024**	**NAPA AUTO PARTS**		
240175				
	101-3100-42400	SMALL TOOLS/MIN	$41.79	SMALL TOOLS/MINOR EQUIPMENT
	Total for NAPA AUTO PARTS		$41.79	
57293	**12/31/2024**	**NORTH COUNTRY BEAVER CONTROL**		
2024 - 1				
	651-9425-42310	CONTRACTED SER	$250.00	CONTRACTED SERVICES
	Total for NORTH COUNTRY BEAVER CC		$250.00	
57294	**12/31/2024**	**NORTHERN TOOL & EQUIPMENT**		
541202348247765				
	101-3100-44400	SALT & SAND	$61.74	SALT & SAND
541202348247793				
	101-3100-44400	SALT & SAND	$34.18	SALT & SAND
541201346247631				
	101-3100-44400	SALT & SAND	$37.95	SALT & SAND
541202358248605				
	101-3100-42400	SMALL TOOLS/MIN	$161.45	SMALL TOOLS/MINOR EQUIPMENT
541201361248521				
	101-3100-42400	SMALL TOOLS/MIN	$45.53	SMALL TOOLS/MINOR EQUIPMENT
	Total for NORTHERN TOOL & EQUIPME		$340.85	
57295	**12/31/2024**	**OLSONS SEWER SERVICE**		
105049				
	601-9425-42310	CONTRACTED SER	$4,470.41	CONTRACTED SERVICES
	Total for OLSONS SEWER SERVICE		$4,470.41	
57296	**12/31/2024**	**ON SITE, INC**		
0001829688				
	101-5200-44050	SATALLITE RENTAI	$82.60	030626-0012 SWENSON PARK
0001832146				
	101-5200-44050	SATALLITE RENTAI	$175.00	030626-0012 SWENSON PARK
	Total for ON SITE, INC		$257.60	

City of Wyoming
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Check # / Invoice #	Check Date / General Ledger #		Vendor Name / Amount	Comment
57297	**12/31/2024**	**POMP'S TIRE SERVICE, INC.**		
150188275				
	101-3100-44040	REPAIRS & MAINT.	$1,153.33	REPAIRS & MAINT. - EQUIPMENT
	Total for POMP'S TIRE SERVICE, INC.		$1,153.33	
57298	**12/31/2024**	**PRECISE MRM LLC**		
IN200-2002429				
	101-3100-42310	CONTRACTED SER	$180.00	CONTRACTED SERVICES
	Total for PRECISE MRM LLC		$180.00	
57299	**12/31/2024**	**PRO-TEC DESIGNS, INC.**		
117188				
	601-9425-45350	IMPROVEMENTS	$72.51	IMPROVEMENTS
	Total for PRO-TEC DESIGNS, INC.		$72.51	
57300	**12/31/2024**	**RAPIT PRINTING INC**		
430345				
	101-3100-44180	UNIFORMS	$196.62	UNIFORMS
429566				
	101-1110-44180	UNIFORMS	$75.60	NANKO YAEGER BUSINESS CARDS
	101-1400-42100	OPERATING SUPPL	$75.59	LINWOOD BUSINESS CARDS
	Total for RAPIT PRINTING INC		$347.81	
57301	**12/31/2024**	**RCM SPECIALTIES INC**		
9826				
	101-3100-44410	STREET MAINT MA	$4,375.00	STREET MAINT MATERIALS
	Total for RCM SPECIALTIES INC		$4,375.00	
57302	**12/31/2024**	**RIES FARMS LLC**		
31252				
	651-9425-42310	CONTRACTED SER	$1,146.56	CONTRACTED SERVICES
	Total for RIES FARMS LLC		$1,146.56	
57303	**12/31/2024**	**SAM & MORGAN DUFAULT**		
12/23/2024				
	602-0000-11500	ACCOUNTS RECEI\	$37.21	Sewer Usage
	601-0000-11500	ACCOUNTS RECEI\	$10.24	Water Usage
	601-0000-11500	ACCOUNTS RECEI\	$8.08	Water - Base Fee
	651-0000-11500	ACCOUNTS RECEI\	$1.79	Surface Water Mgmt
	601-0000-11500	ACCOUNTS RECEI\	$0.46	State Surcharge
	Total for SAM & MORGAN DUFAULT		$57.78	
57304	**12/31/2024**	**STAPLES**		
6020840859				
	101-1110-42000	SUPPLIES - OFFICE	$1,550.00	SUPPLIES - OFFICE/COPY/COMPUTR
6020461466				
	101-1400-42000	SUPPLIES - OFFICE	$38.24	SUPPLIES - OFFICE/COPY/COMPUTR
6019990505				
	101-2400-42000	SUPPLIES - OFFICE	$349.99	SUPPLIES - OFFICE/COPY/COMPUTR
	Total for STAPLES		$1,938.23	

City of Wyoming
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Check # / Invoice #	Check Date / General Ledger #	Vendor Name	mount	Comment
57305	**12/31/2024**	**STATE OF MINNESOTA**		
14423				
	101-3100-44400	SALT & SAND	$2,125.00	SALT & SAND
	Total for STATE OF MINNESOTA		$2,125.00	
57306	**12/31/2024**	**SYMBOLARTS**		
0510224				
	101-2110-44040	REPAIRS & MAINT.	$257.70	REPAIRS & MAINT. - EQUIPMENT
	Total for SYMBOLARTS		$257.70	
57307	**12/31/2024**	**TIMESAVER OFF SITE SECRETARIAL**		
M29742				
	101-1400-42310	CONTRACTED SER'	$167.00	CITY COUNCIL MEETING
	101-1910-42310	CONTRACTED SER'	$167.00	PLANNING COMMISSION MEETING
	Total for TIMESAVER OFF SITE SECRET		$334.00	
57308	**12/31/2024**	**TOTAL CONTROL SYSTEMS**		
11395				
	601-9425-42310	CONTRACTED SER'	$1,308.30	CONTRACTED SERVICES
	602-9425-42310	CONTRACTED SER'	$1,120.00	CONTRACTED SERVICES
11502				
	601-9425-42050	SOFTWARE UPGRA	$5,000.00	SOFTWARE UPGRADES
	602-9425-42050	SOFTWARE UPGRA	$4,995.00	SOFTWARE UPGRADES
	Total for TOTAL CONTROL SYSTEMS		$12,423.30	
57309	**12/31/2024**	**TOWN & COUNTRY DISPOSAL**		
DS000009258				
	101-3100-43840	REFUSE	$90.00	803 CITY OF WYOMING
	Total for TOWN & COUNTRY DISPOSAI		$90.00	
57310	**12/31/2024**	**UNITED TACTICAL SYSTEMS, LLC**		
0082902				
	101-2110-45800	OTHER EQUIPMEN	$2,588.00	OTHER EQUIPMENT
	Total for UNITED TACTICAL SYSTEMS,		$2,588.00	
57311	**12/31/2024**	**VC3, INC.**		
INV3559011VC3				
	101-3100-42050	SOFTWARE UPGRA	$4,628.27	SOFTWARE UPGRADES
INV3558847VC3				
	101-1400-42180	COMPUTER MAINT	$1,589.00	COMPUTER MAINT/REPAIR
INV3558728VC3				
	101-2400-42100	OPERATING SUPPL	$4,722.62	OPERATING SUPPLIES
	Total for VC3, INC.		$10,939.89	

City of Wyoming
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57312	**12/31/2024**	**VERIZON**		
6101268673				
	602-9425-43210	TELEPHONE	$80.04	MACHINE-TO-MACHINE
6102163301				
	602-9425-43210	TELEPHONE	$269.82	TELEPHONE
	601-9425-43210	TELEPHONE	$269.82	TELEPHONE
	101-1400-43210	TELEPHONE	$83.24	TELEPHONE
	101-2400-43210	TELEPHONE	$83.24	TELEPHONE
	Total for VERIZON		$786.16	
57313	**12/31/2024**	**VISU-SEWER, INC.**		
38799				
	602-9425-44800	SEWER MAIN MAIN	$17,795.00	SEWER MAIN MAINTENANCE
	Total for VISU-SEWER, INC.		$17,795.00	
57314	**12/31/2024**	**WEX BANK**		
101571244				
	101-2400-42120	MOTOR FUELS	$39.25	MOTOR FUELS
	101-2200-42120	MOTOR FUELS	$242.44	MOTOR FUELS
	101-2110-42120	MOTOR FUELS	$2,013.98	MOTOR FUELS
	101-3100-42120	MOTOR FUELS	$997.80	MOTOR FUELS
	101-5200-42120	MOTOR FUELS	$121.79	MOTOR FUELS
	601-9425-42120	MOTOR FUELS	$506.83	MOTOR FUELS
	602-9425-42120	MOTOR FUELS	$506.82	MOTOR FUELS
	Total for WEX BANK		$4,428.91	
57315	**12/31/2024**	**WILLIAMS SCOTSMAN, INC.**		
9022657091				
	101-3100-44100	RENTALS (EQUIPM	$692.88	RENTALS (EQUIPMENT)
	Total for WILLIAMS SCOTSMAN, INC.		$692.88	

City of Wyoming
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Check # / Invoice #	Check Date / General Ledger #	Vendor Name	Amount	Comment
57316	**12/31/2024**	**XCEL ENERGY**		
906233536				
	101-3100-43860	STREET LIGHTS	$54.73	STOP LIGHTS
906219179				
	101-3100-43800	UTILITIES-GAS/ELI	$13.46	SPEED SIGN
906422133				
	601-9425-43800	UTILITIES-GAS/ELI	$226.28	WELLHOUSE
906214695				
	101-3100-43800	UTILITIES-GAS/ELI	$25.12	SPEED SIGN
906257617				
	101-3100-43800	UTILITIES-GAS/ELI	$27.32	PARKS
906274484				
	101-3100-43800	UTILITIES-GAS/ELI	$13.80	PARKS
906243728				
	101-3100-43860	STREET LIGHTS	$17.34	STOP LIGHTS
906444608				
	101-3100-43800	UTILITIES-GAS/ELI	$14.15	SPEED SIGN
906449301				
	101-3100-43800	UTILITIES-GAS/ELI	$12.81	SPEED SIGN
907194708				
	101-3100-43800	UTILITIES-GAS/ELI	$1,809.50	PARKS
	101-3100-43860	STREET LIGHTS	$230.80	STOP LIGHTS
	601-9425-43800	UTILITIES-GAS/ELI	$2,445.68	WELLHOUSE
	101-2110-43800	UTILITIES-GAS/ELI	$880.16	POLICE/PUBLIC WORKS
	101-1400-43800	UTILITIES-GAS/ELI	$891.08	CITY HALL
	101-5500-43800	UTILITIES-GAS/ELI	$1,612.27	LIBRARY
	101-5200-43800	UTILITIES-GAS/ELI	$153.84	UTILITIES-GAS/ELEC/SEWER/WATER
907744955				
	602-9425-43800	UTILITIES-GAS/ELI	$1,118.70	LIFT STATIONS
	601-9425-43800	UTILITIES-GAS/ELI	$116.36	WELLHOUSE
	Total for XCEL ENERGY		$9,663.40	

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

General Checking Account 10100
Total Amount Being Paid: $166,201.13
Total Number of Checks: 57

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

City of Wyoming
Check Detail Register

01-07-2024

Check # / Invoice #	Check Date / General Ledger #	Vendor Name	Amount	Comment
57317	**01/07/2025**	**FACILICARE INC**		
17699				
	101-5500-43600	CLEANING SERVIC	$1,389.00	LIBRARY
	101-1400-43600	CLEANING SERVIC	$540.00	CITY HALL/FIRE
	101-2110-43600	CLEANING SERVIC	$358.00	POLICE
	101-3100-42310	CONTRACTED SER	$225.00	PUBLIC WORKS
	Total for FACILICARE INC		$2,512.00	
57318	**01/07/2025**	**FOREST LAKE CONTRACTING**		
PAYVOUCHER4				
	408-9425-45350	IMPROVEMENTS	$32,873.71	IMPROVEMENTS
	Total for FOREST LAKE CONTRACTING		$32,873.71	
57319	**01/07/2025**	**HEALTH PARTNERS**		
036083945958 2				
	101-0000-21706	HOSPITALIZATION	$21,508.67	JANUARY PREMIUMS
036087460429				
	101-0000-21706	HOSPITALIZATION	$21,508.67	HOSPITALIZATION/MEDICAL INS
	Total for HEALTH PARTNERS		$43,017.34	
57320	**01/07/2025**	**LEAGUE OF MN CITIES**		
419623				
	101-1400-42080	TRAINING AND IN!	$75.00	TRAINING AND INSTRUCTION
418740				
	101-1400-44330	DUES & SUBSCRIP	$9,680.00	DUES & SUBSCRIPTIONS
2025IVERSON				
	101-1110-42080	TRAINING AND IN!	$30.00	TRAINING AND INSTRUCTION
	Total for LEAGUE OF MN CITIES		$9,785.00	
57321	**01/07/2025**	**MARK & DAWN WOLLE**		
12/16/2024				
	651-0000-11500	ACCOUNTS RECEI\	$25.28	Surface Water Mgmt
	Total for MARK & DAWN WOLLE		$25.28	
57322	**01/07/2025**	**MCMA**		
01012025				
	101-1400-44330	DUES & SUBSCRIP	$180.00	DUES & SUBSCRIPTIONS
	Total for MCMA		$180.00	
57323	**01/07/2025**	**MN POLLUTION CONTROL AGENCY**		
LOPEZ				
	101-3100-42080	TRAINING AND IN!	$585.00	TRAINING AND INSTRUCTION
	Total for MN POLLUTION CONTROL AG		$585.00	

City of Wyoming
Check Detail Register

01-07-2024

Check # / Invoice #	Check Date / General Ledger #	Vendor Name	mount	Comment
57324	**01/07/2025**	**UNUM LIFE INSURANCE**		
01012025				
	101-1400-41310	LIFE INSURANCE	$191.56	ADMIN
	101-2110-41310	LIFE INSURANCE	$661.54	POLICE
	101-1910-41310	LIFE INSURANCE	$70.58	PLAN & ZONE
	101-2400-41310	LIFE INSURANCE	$95.16	BLDG
	101-3100-41310	LIFE INSURANCE	$347.64	STREETS
	601-9425-41310	LIFE INSURANCE	$174.86	WATER
	602-9425-41310	LIFE INSURANCE	$174.86	SEWER
	101-0000-21715	VOLUNTARY TERM	$340.69	VOLUNTARY TERM LIFE
Total for UNUM LIFE INSURANCE			$2,056.89	
57325	**01/07/2025**	**VC3, INC.**		
INV3559029VC3				
	101-1400-42090	NETWORK MUNICI	$1,538.00	NETWORK MUNICIPAL COMPUTERS
Total for VC3, INC.			$1,538.00	

City of Wyoming
Check Detail Register

01-07-2024

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

General Checking Account 10100

Total Amount Being Paid: $92,573.22

Total Number of Checks: 9

Mayor Iverson

Councilmember Luger

Councilmember Nanko Yeager

Councilmember Schilling

Councilmember Ohnstad

RESOLUTION NO. 25-01-09

A RESOLUTION ACCEPTING A DONATION TO THE CITY FROM SPLITROCKS FOR A DONATION TO THE MAYOR FOR A DAY CONTEST

WHEREAS, the City of Wyoming is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to donate $75.00 in gift cards ($25 a gift card) to the 2024 City of Wyoming Mayor for a Day Contest.

Name of Donor	Value
Splitrocks	$75.00

WHEREAS, the City Council finds it appropriate to accept the donations offered.

THEREFORE, BE IT RESOLVED, the City of Wyoming accepts the donation from Splitrocks and acknowledge the value of the donation at $75.00.

HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 7TH DAY OF JANUARY, 2025.

By:_________________________
Lisa Iverson, Mayor

ATTEST:

____
Robb Linwood, City Administrator

Request for Council Action

Date: January 2, 2025

To: Wyoming City Council, Mayor Lisa Iverson, Councilmembers Claire Luger, Linda Nanko Yeager, Brett Ohnstad and Dennis Schilling

Cc: Robb Linwood; File

From: City Engineer, Mark Erichson, PE

RE: 2023 Fallbrook Avenue and 264th Street Improvements Public Hearing and Consider approval of final payment to Forest Lake Contracting, Inc. in the amount of $32,873.71.

Background and supporting documentation of request:

The 2023 Fallbrook Avenue and 264th Street Improvements includes full depth reclamation of the existing street section and a full width bituminous overlay along Fallbrook Avenue and 264th Street, including complete curb replacement along Fallbrook Avenue from Fairview Boulevard to 260th Street. Additional utility improvements include replacing two storm sewer culvert crossings and minor improvements to the existing sanitary sewer.

The contract for the work was awarded to Forest Lake Contracting, Inc. on September 5, 2023, in the amount of $853,256.05. One Change Order was issued in the amount of $6,998.82.

Forest Lake Contracting, Inc. has completed all work required of the contract. The final pay voucher shows the amount to complete the project is $858,778.29. The final Pay Voucher No. 4 in the amount of $32,873.71 is the final balance due to Forest Lake Contracting, Inc. for the work.

Recommendation:

Approve Resolution No. 25-01-06, a resolution making final payment of $32,873.71 to Forest Lake Contracting, Inc. for the work completed on the 2023 Fallbrook Avenue and 264th Street Improvements.

January 2, 2025

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

Re: 2023 Fallbrook Avenue and 264th Street Improvements
SAP 248-110-004 and SAP 248-106-001
City of Wyoming, MN
WSB Project No. 021438-000

Dear Mr. Linwood:

Pay Voucher No. 4 for the above referenced project in the amount of $32,873.71 is enclosed. The quantities have been reviewed and agreed upon by the contractor. We hereby recommend that the City of Wyoming approve the final Construction Pay Voucher No. 4 for Forest Lake Contracting, Inc.

We have also enclosed the following required documents:

1. Satisfactory showing that the contractor has complied with the provisions of Minnesota Statutes 290.92 requiring withholding state income tax (IC134 forms).
2. Consent of Surety to Final Payment certification from the contractor's surety.
3. Two-year maintenance bond.

We will send you the evidence in the form of an affidavit that all claims against the contractor by reasons of the contract have been fully paid or satisfactorily secured (lien waivers), shortly. Once this is received, please include one executed copy of the pay voucher with the payment to Forest Lake Contracting, Inc. and return one executed copy to our office for our file. If you have any questions or comments regarding this voucher, please contact me. Thank you.

Sincerely,

WSB

Mark A. Erichson

Mark Erichson, PE
Director of Municipal Program Delivery

Attachments

kkp

178 E 9TH STREET | SUITE 200 | SAINT PAUL, MN | 55101 | 651.286.8450 | WSBENG.COM

2023 Fallbrook Avenue and 264th Street Improvements

Final Pay Voucher 4

wsb

Client:	City of Wyoming 26885 Forest Blvd. Wyoming, MN 55092-0188	**Contractor:**	Forest Lake Contracting, Inc. 14777 Lake Dr Forest Lake, MN 55025-9461

WSB Project No.: 021438-000	
Client Project No.:	
State Project No.: SAP 248-110-004	SAP 248-106-001
Federal Project No.:	

Contract Amount		**Funds Encumbered**	
Original Contract	$853,256.05	Original	$853,256.05
Contract Changes	$6,998.82	Additional	N/A
Revised Contract	$860,254.87	Total	$853,256.05

Work Certified To Date	
Base Bid Items	$786,782.27
Contract Changes	$71,996.02
Material On Hand	$0.00
Total	$858,778.29

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
$16,018.51	$858,778.29	$0.00	$825,904.58	$32,873.71	$858,778.29
		Percent Retained: 0%			Percent Complete: 99.83%

FINAL PAY VOUCHER

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By Forest Lake Contracting, Inc.

Signature

12-23-2024

Date

Approved By WSB

Signature

12/16/2024

Date

Approved By City of Wyoming

Signature

Date

Payment Summary				
No.	**Up Through Date**	**Work Certified Per Voucher**	**Amount Retained Per Voucher**	**Amount Paid Per Voucher**
1	10/09/2023	$215,604.70	$10,780.24	$204,824.46
2	11/15/2023	$547,049.54	$27,352.47	$519,697.07
3	04/12/2024	$80,105.54	($21,277.51)	$101,383.05
4	12/16/2024	$16,018.51	($16,855.20)	$32,873.71

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
LOCAL	$249,315.64	$0.00	$244,329.33	$4,986.31	$249,315.64
SAP 248-106-001	$52,293.10	$0.00	$51,247.24	$1,045.86	$52,293.10
SAP 248-110-004	$557,169.55	$0.00	$530,328.01	$26,841.54	$557,169.55

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	State Aid	$26,841.54	$592,752.15	$588,876.15	$557,169.55
2	State Aid	$1,045.86	$64,921.90	$64,975.90	$52,293.10
3	Local	$4,986.31	$202,580.82	$199,404.00	$249,315.64

Contract Item Status									
Line No.	**Item**	**Description**	**Unit**	**Unit Price**	**Contract Quantity**	**Quantity This Voucher**	**Amount This Voucher**	**Quantity To Date**	**Amount To Date**
1	2021.501	MOBILIZATION	LS	$45,000.00	1	0	$0.00	1	$45,000.00
2	2104.502	REMOVE SIGN	EA	$35.00	2	0	$0.00	8	$280.00
3	2104.502	SALVAGE SIGN	EA	$35.00	7	0	$0.00	7	$245.00
4	2104.503	REMOVE CURB & GUTTER	LF	$5.00	2020	4	$20.00	2123	$10,615.00
5	2104.503	REMOVE SEWER PIPE (SANITARY)	LF	$13.00	133	0	$0.00	167	$2,171.00
6	2104.503	REMOVE SEWER PIPE (STORM)	LF	$11.00	220	0	$0.00	366	$4,026.00
7	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	L F	$3.00	500	0	$0.00	484	$1,452.00
8	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	$5.00	300	0	$0.00	145.5	$727.50
9	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	$6.00	600	0	$0.00	441.7	$2,650.20
10	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	$6.00	800	0	$0.00	751.4	$4,508.40
11	2104.518	REMOVE CONCRETE WALK	S F	$4.00	300	0	$0.00	225	$900.00
12	2104.518	REMOVE TIMBER DECK	S F	$15.00	60	0	$0.00	38.5	$577.50
13	2104.604	SALVAGE LANDSCAPE ROCK	S Y	$36.00	20	0	$0.00	3.5	$126.00
14	2104.604 /srb1	REMOVE GRAVEL DRIVEWAY	S Y	$22.00	40	0	$0.00	35	$770.00

Contract Item Status									
Line No.	**Item**	**Description**	**Unit**	**Unit Price**	**Contract Quantity**	**Quantity This Voucher**	**Amount This Voucher**	**Quantity To Date**	**Amount To Date**
15	2104.607	SALVAGE RIPRAP SPECIAL	C Y	$100.00	20	0	$0.00	6.25	$625.00
16	2106.507	EXCAVATION - COMMON	C Y	$48.00	260	0	$0.00	1177.56	$56,522.88
17	2106.507	EXCAVATION - SUBGRADE	C Y	$22.00	390	0	$0.00	509.6	$11,211.20
18	2106.507	SELECT GRANULAR EMBANKMENT (CV)	C Y	$30.00	390	0	$0.00	226.68	$6,800.40
19	2106.601	DEWATERING	LS	$30,000.00	1	0	$0.00	1	$30,000.00
20	2106.603	DITCH CLEANING	L F	$17.00	800	251	$4,267.00	1051	$17,867.00
21	2112.604	SUBGRADE PREPARATION	S Y	$5.00	1150	0	$0.00	1529.2	$7,646.00
22	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	$160.00	20	0	$0.00	3	$480.00
23	2123.610	1.5 CU YD BACKHOE	HOUR	$152.00	20	15	$2,280.00	30.28	$4,602.56
24	2130.523	WATER	MGAL	$65.00	30	0	$0.00	12	$780.00
25	2211.509	AGGREGATE BASE CLASS 5	TON	$29.00	500	0	$0.00	659.65	$19,129.85
26	2215.504	FULL DEPTH RECLAMATION	S Y	$6.00	9380	0	$0.00	9318	$55,908.00
27	2331.603	JOINT ADHESIVE	L F	$3.00	2300	0	$0.00	2792	$8,376.00
28	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	$3.65	490	0	$0.00	470	$1,715.50
29	2360.509	TYPE SP 12.5 WEARING COURSE MIX (3,C)	TON	$84.00	3000	0	$0.00	3066.16	$257,557.44
30	2411.502	CONCRETE FLUME	EACH	$1,000.00	2	0	$0.00	2	$2,000.00
31	2501.502	12" RC PIPE APRON	EACH	$1,200.00	2	0	$0.00	0	$0.00
32	2501.502	15" RC PIPE APRON	EACH	$1,200.00	2	0	$0.00	0	$0.00
33	2501.502	18" RC PIPE APRON	EACH	$2,100.00	2	0	$0.00	0	$0.00
34	2501.502	24" RC PIPE APRON	EACH	$1,600.00	2	0	$0.00	2	$3,200.00
35	2501.502	22" SPAN RC PIPE-ARCH APRON	EACH	$1,600.00	2	0	$0.00	2	$3,200.00
36	2501.503	22" SPAN RC PIPE-ARCH CULV CL IIA	L F	$145.00	54	0	$0.00	56	$8,120.00
37	2501.503	12" RC PIPE CULVERT DES 3006 CL V	L F	$84.00	40	0	$0.00	0	$0.00
38	2501.503	15" RC PIPE CULVERT DES 3006 CL V	L F	$92.00	40	0	$0.00	0	$0.00

Contract Item Status										
Line No.	**Item**	**Description**	**Unit**	**Unit Price**	**Contract Quantity**	**Quantity This Voucher**	**Amount This Voucher**	**Quantity To Date**	**Amount To Date**
39	2501.503	18" RC PIPE CULVERT DES 3006 CL V	L F	$99.00	40	0	$0.00	0	$0.00
40	2501.503	24" RC PIPE CULVERT DES 3006 CL III	L F	$180.00	40	0	$0.00	40	$7,200.00
41	2501.602	TRASH GUARD FOR 24" PIPE APRON	EA	$1,500.00	2	0	$0.00	2	$3,000.00
42	2501.602	TRASH GUARD FOR 22" SPAN PIPE APRON	EACH	$1,200.00	2	0	$0.00	2	$2,400.00
43	2503.601 /M9498	SANITARY SEWER BYPASS PUMPING	L S	$15,000.00	1	0	$0.00	1	$15,000.00
44	2503.602	CONNECT TO EXISTING SANITARY SEWER	EA	$925.00	14	0	$0.00	14	$12,950.00
45	2503.602	CONNECT TO EXISTING SANITARY SEWER SER	EACH	$1,000.00	2	0	$0.00	2	$2,000.00
46	2503.602	8"X6" PVC WYE	EACH	$925.00	1	0	$0.00	1	$925.00
47	2503.602	10"X6" PVC WYE	EACH	$1,100.00	1	0	$0.00	1	$1,100.00
48	2503.603 /M8622	8" PVC PIPE SEWER SDR 35	L F	$367.00	90	0	$0.00	121.54	$44,605.18
49	2503.603 /M8625	10" PVC PIPE SEWER SDR 35	L F	$220.00	45	0	$0.00	47	$10,340.00
50	2504.602	ADJUST GATE VALVE & BOX	EACH	$500.00	7	0	$0.00	8	$4,000.00
51	2505.601 /M8617	UTILITY COORDINATION	L S	$100.00	1	0	$0.00	1	$100.00
52	2506.502	ADJUST FRAME & RING CASTING	EACH	$600.00	9	0	$0.00	10	$6,000.00
53	2506.602 /M7857	CHIMNEY SEAL	EACH	$600.00	9	0	$0.00	10	$6,000.00
54	2511.507	RANDOM RIPRAP CLASS IV	C Y	$125.00	21	0	$0.00	21	$2,625.00
55	2511.607	INSTALL RIPRAP SPECIAL	C Y	$30.00	20	0	$0.00	6.25	$187.50
56	2521.518	6" CONCRETE WALK	SF	$16.00	410	0	$0.00	543	$8,688.00
57	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LF	$20.00	2200	0	$0.00	0	$0.00
58	2531.504	8" CONCRETE DRIVEWAY PAVEMENT	S Y	$88.00	400	83.6	$7,356.80	367.6	$32,348.80
59	2531.618	TRUNCATED DOMES	S F	$60.00	30	0	$0.00	28	$1,680.00
60	2540.602	TEMPORARY MAIL BOX	EA	$100.00	2	0	$0.00	0	$0.00
61	2540.604	INSTALL LANDSCAPE ROCK	S Y	$30.00	20	0	$0.00	3.5	$105.00

Contract Item Status

Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
62	2563.601	TRAFFIC CONTROL	LS	$12,000.00	1	0	$0.00	1	$12,000.00
63	2564.502	INSTALL SIGN	EACH	$300.00	7	0	$0.00	7	$2,100.00
64	2564.518	SIGN PANELS TYPE C	S F	$75.00	135	0	$0.00	135	$10,125.00
65	2573.501	STABILIZED CONSTRUCTION EXIT	LS	$1,500.00	1	0	$0.00	0	$0.00
66	2573.502	STORM DRAIN INLET PROTECTION	EACH	$200.00	4	0	$0.00	0	$0.00
67	2573.503	SILT FENCE, TYPE MS	L F	$2.10	4300	0	$0.00	899	$1,887.90
68	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	$2.70	2700	470	$1,269.00	593	$1,601.10
69	2574.507	COMMON TOPSOIL BORROW	C Y	$17.00	495	0	$0.00	75.6	$1,285.20
70	2574.508	FERTILIZER TYPE 1	LB	$2.75	80	0	$0.00	0	$0.00
71	2574.508	FERTILIZER TYPE 3	LB	$0.99	520	28.35	$28.07	323.35	$320.12
72	2575.504	RAPID STABILIZATION METHOD 4	S Y	$1.60	5420	0	$0.00	0	$0.00
73	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	$1.40	5420	50	$70.00	1040	$1,456.00
74	2575.505	SEEDING	ACRE	$1,125.00	1.15	0.09	$101.25	0.97	$1,091.25
75	2575.508	SEED MIXTURE 21-112	LB	$2.50	40	0	$0.00	0	$0.00
76	2575.508	SEED MIXTURE 25-121	LB	$4.70	90	5	$23.50	95	$446.50
77	2575.508	SEED MIXTURE 25-131	LB	$8.25	80	12.42	$102.47	120.42	$993.47
78	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	$1.80	1260	234.9	$422.82	2264.9	$4,076.82
79	2575.508	HYDRAULIC REINFORCED FIBER MATRIX	LB	$25.00	20	0	$0.00	0	$0.00
80	2575.523	WATER	MGAL	$55.00	250	0	$0.00	0	$0.00
81	2582.503	24" SOLID LINE PAINT	L F	$3.00	28	0	$0.00	28	$84.00
82	2582.518	CROSSWALK PAINT	S F	$3.00	90	0	$0.00	90	$270.00
83	2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	SYS	$18,000.00	1	0	$0.00	1	$18,000.00
84	2506.602 /MSS01	RECONSTRUCT MANHOLE (SANITARY)	EACH	$19,500.00	1	0	$0.00	0	$0.00
Bid Totals:							**$15,940.91**		**$786,782.27**

Project Category Totals		
Category	**Amount This Voucher**	**Amount To Date**
2023 FALLBROOK AVENUE & 264TH STREET IMPROVEMENTS	$15,940.91	$768,782.27
ALTERNATE 1 - PEDESTRIAN CROSSWALK FLASHER SYSTEM	$0.00	$18,000.00
ALTERNATE 2 - SANITARY SEWER MANHOLE REPAIR	$0.00	$0.00

Contract Change Item Status

CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
CO	1	85	2531.503	CONCRETE CURB & GUTTER DESIGN B418	L F	$19.40	2200	4	$77.60	2238	$43,417.20
CO	1	86	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	($20.00)	2200	0	$0.00	0	$0.00
CO	1	87	2501.503	15" CS PIPE CULVERT	L F	$62.00	166	0	$0.00	166	$10,292.00
CO	1	88	2501.502	15" CS PIPE APRON	EACH	$575.00	10	0	$0.00	10	$5,750.00
CO	1	89	2106.607	HAUL & STOCKPILE RECLAIM MATERIAL (CV)	C Y	$14.00	33.3	0	$0.00	33.3	$466.20
CO	1	90	2106.607	HAUL & STOCKPILE RECLAIM MATERIAL (CV)	C Y	$16.28	166.5	0	$0.00	166.5	$2,710.62
CO	1	91	2531.604	7" CONCRETE VALLEY GUTTER	S Y	$130.00	70	0	$0.00	72	$9,360.00
CO	1	92	2501.503	12" RC PIPE CULVERT DES 3006 CL V	L F	($84.00)	40	0	$0.00	0	$0.00
CO	1	93	2501.503	15" RC PIPE CULVERT DES 3006 CL V	L F	($92.00)	40	0	$0.00	0	$0.00
CO	1	94	2501.503	18" RC PIPE CULVERT DES 3006 CL V	L F	($99.00)	40	0	$0.00	0	$0.00
CO	1	95	2501.502	12" RC PIPE APRON	EACH	($1,200.00)	2	0	$0.00	0	$0.00
CO	1	96	2501.502	15" RC PIPE APRON	EACH	($1,200.00)	2	0	$0.00	0	$0.00
CO	1	97	2503.502	18" RC PIPE APRON	EA	($2,100.00)	2	0	$0.00	0	$0.00
Contract Change Totals:									**$77.60**		**$71,996.02**

Contract Change Totals				
No.	**Contract Change**	**Description**	**Amount This Voucher**	**Amount To Date**
1	CO	In accordance with the terms of this Contract, you are hereby authorized and instructed to perform the work as altered by the following provisions. The Engineer in concurrence with the City of Wyoming, have agreed that lowering the roadway from station 12+00 to 22+00 Fallbrook is necessary to help with existing drainage to the roadway. Due to this change, B418 curb will be installed in lieu of B618 curb along with reclaim removal. The City of Wyoming directed the contractor to haul some of the reclaim to locations throughout the City for their use.	$77.60	$71,996.02

Contract Change Totals

No.	Contract Change	Description	Amount This Voucher	Amount To Date
		This work will be considered "Contract Revisions" as provided for by Specification 1402. Payment for this work will be at Negotiated Unit Prices. The Engineer in concurrence with the City of Wyoming, have agreed that replacing the existing driveway culverts with CMP in lieu of RCP is more favorable. Due to the shallow depth of the existing driveway culverts, it was determined that CMP pipe would be a better fit than concrete. This work will be considered "Contract Revisions" as provided for by Specification 1402. Payment for this work will be at Negotiated Unit Prices. The Engineer in concurrence with the City of Wyoming, have agreed that installing a valley gutter at 260th street is necessary to aid drainage across the intersection. This work will be considered "Contract Revisions" as provided for by Specification 1402. Payment for this work will be at negotiated prices.		

Material On Hand Additions

Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance

Line No.	Item	Description	Date	Added	Used	Remaining

MAINTENANCE BOND

Bond No. 30199048

KNOW BY ALL THESE PRESENTS, that we, Forest Lake Contracting, Inc. (hereinafter called the "Principal"), as Principal, and Western Surety Company South Dakota Corporation 151 N Franklin St., Chicago, IL 60606 (hereinafter called the "Surety"), as Surety, are held and firmly bound unto the City of Wyoming (hereinafter called the "Obligee"), as Obligee in the amount of Eight Hundred Fifty-eight Thousand Seven Hundred Seventy-eight & 29/100 ($858,778.29)

for the payment of which are well and truly to be made, we, the said Principal, and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Sealed with our seals and dated this 20th day of December, 2024

WHEREAS, the said Principal has heretofore entered into a contract with City of Wyoming for 2023 Fallbrook Avenue and 264th Street Improvements, Wyoming, MN; SAP 248-110-004 and SAP 248-106-001, WSB Project No. 021438-000 and,

WHEREAS, the said Principal is required to guarantee to the City of Wyoming said contract against possible future repairs or replacement costs because of defaults in materials or workmanship which may develop during the period of 2 years(s) from the date of acceptance of said work under said contract.

This bond shall be effective from January 7, 2025 to January 7, 2027

NOW, THEREFORE, if the Principal shall repair any defects in said work occasioned by and resulting from defects in materials furnished by, or workmanship of, the Principal in the performing of the work covered by said contract, occurring within a period of 2 years after date of acceptance of said work by the Obligee, then this obligation shall be null and void, otherwise to remain in full force and effect.

FOREST LAKE CONTRACTING, INC. CORPORATE SEAL 1975 MINNESOTA

Forest Lake Contracting, Inc.

By: Robert O. Vollhaber

ROBERT D. VOLLHABER, PRESIDENT

Western Surety Company

By: [signature]

Joshua R. Loftis, Attorney-in-Fact

WESTERN SURETY COMPANY CORPORATE SEAL

ACKNOWLEDGEMENT OF PRINCIPAL

STATE OF Minnesota)

COUNTY OF Anoka)

On this 23RD day of DECEMBER, in the year 2024, before me personally appeared ROBERT D VOLLHAGEN, PRESIDENT of Forest Lake Contracting, Inc., known to me to be the person whose name is subscribed to the instrument, and acknowledge that he/she executed the same.

In WITNESS WHEREOF, I have hereunto set my hands and affixed my official seal, the day and year in this certificate first above written.

, Notary Public

My Commission Expires:

CHRISTOPHER MICHAEL BROWN
Notary Public
State of Minnesota
My Commission Expires
January 31, 2030

ACKNOWLEDGEMENT OF SURETY

STATE OF Wisconsin)

COUNTY OF Dane)

On this 20th day of December, in the year 2024, before me personally come(s) Joshua R. Loftis, Attorney-in-Fact of Western Surety Company, with whom I am personally acquainted, and who, being by me duly sworn, says that he/she is the Attorney-in-Fact of Western Surety Company, the company described in and which executed the within instrument; that he/she know(s) the corporate seal of such Company; and that the seal affixed to the within instrument is such corporate seal and that it was affixed by order of the Board of Directors of said Company, and that he/she signed said instrument as Attorney-in-Fact of the said Company by like order.

In WITNESS WHEREOF, I have hereunto set my hands and affixed my official seal, the day and year in this certificate first above written.

NICOLE STILLINGS
NOTARY PUBLIC
STATE OF WISCONSIN

Nicole Stillings, Notary Public

My Commission Expires: 09/19/2026

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

R. W. Frank, Nicole Stillings, Rachel Thomas, Joshua R. Loftis, Melinda C. Blodgett, Brian J. Oestreich, Ted Jorgensen, Sandra M. Engstrum, R. C. Bowman, Lin Ulven, Emily White, Nathan Weaver, Colby D White, Michelle Morrison, Individually

of Minneapolis, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 30th day of January, 2024.

WESTERN SURETY COMPANY CORPORATE SEAL SOUTH DAKOTA

WESTERN SURETY COMPANY

Larry Kasten

Larry Kasten, Vice President

State of South Dakota } ss
County of Minnehaha

On this 30th day of January, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires
March 2, 2026

M. BENT
NOTARY PUBLIC
SOUTH DAKOTA
SEAL SEAL

M. Bent

M. Bent, Notary Public

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this **8th** day of **September** , **2023**

WESTERN SURETY COMPANY CORPORATE SEAL SOUTH DAKOTA

WESTERN SURETY COMPANY

Paula Kolsrud

Paula Kolsrud, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

Form F4280-6-2023

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	2-130-466-016
Submitted Date and Time:	23-Dec-2024 4:14:43 PM
Legal Name:	FOREST LAKE CONTRACTING INC
Federal Employer ID:	41-1244861
User Who Submitted:	ChrisB
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1904357376**
Minnesota ID:	6645286
Project Owner:	CITY OF WYOMING
Project Number:	248-110-004
Project Begin Date:	01-Sep-2023
Project End Date:	31-May-2024
Project Location:	WYOMING MN
Project Amount:	$858,778.29

Subcontractor Summary

Name	ID	Affidavit Number
BLAKE DRILLING CO INC	1011248	1894567936
CENTRAL LANDSCAPING INC	7663076	190828544
CENTRAL MN SAWING LLC	7155198	1500434432
EMPIRE PIPE WENNER HOLDINGS LLC	9957283	963563520
KNIFE LAKD CONCRETE INC	5836054	1294061568
MID STATE RECLAMATION INC	1719563	517918720
RUM RIVER CONTRACTING INC.	1657255	1606209536
SAFETY SIGNS LLC	5139558	473616384

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-320-728-416
Submitted Date and Time:	12-Jul-2024 2:42:41 PM
Legal Name:	BLAKE DRILLING CO INC
Federal Employer ID:	41-1741858
User Who Submitted:	blakedrilling
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1894567936**
Minnesota ID:	1011248
Project Owner:	CITY OF WYOMING
Project Number:	SAP 248-110-004
Project Begin Date:	22-Aug-2023
Project End Date:	19-Oct-2023
Project Location:	WYOMING
Project Amount:	$26,008.00
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-564-401-376
Submitted Date and Time:	20-Dec-2024 2:59:13 PM
Legal Name:	CENTRAL LANDSCAPING INC
Federal Employer ID:	41-0968934
User Who Submitted:	RobinA
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**190828544**
Minnesota ID:	7663076
Project Owner:	CITY OF WYOMING
Project Number:	SAP 248-110-004
Project Begin Date:	20-Sep-2023
Project End Date:	25-Jun-2024
Project Location:	FALLBROOK WYOMING
Project Amount:	$14,947.75
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

Chris Brown

From:	Tanya Doering <tanya@cmsawing.com>
Sent:	Monday, June 10, 2024 8:22 AM
To:	Chris Brown
Subject:	FW: Your Recent Contractor Affidavit Request

23-14

Here you go Chris!
Thank you!

Tanya Doering, President
Central Minnesota Sawing, LLC
tanya@cmsawing.com
320-743-2001
10975 37th St Clear Lake, MN 55319

From: MN Revenue e-Services <eservices.mdor@state.mn.us>
Sent: Monday, June 10, 2024 8:21 AM
To: Tanya Doering <tanya@cmsawing.com>
Subject: Your Recent Contractor Affidavit Request

This email is an automated notification and is unable to receive replies.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-230-666-592
Submitted Date and Time:	10-Jun-2024 8:20:52 AM
Legal Name:	CENTRAL MINNESOTA SAWING LLC
Federal Employer ID:	16-1704720
User Who Submitted:	cmsawing
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1500434432**
Minnesota ID:	7155198
Project Owner:	CITY OF WYOMING
Project Number:	248-110-004
Project Begin Date:	08-Sep-2023
Project End Date:	31-Dec-2023
Project Location:	WYOMING
Project Amount:	$3,842.75
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

How to View and Print this Request

You can see copies of your requests by going into your History.

This message and any attachments are solely for the intended recipient and may contain nonpublic / private data. If you are not the intended recipient, any disclosure, copying, use, or distribution of the information included in this message and any attachments is prohibited. If you have received this communication in error, please notify us and immediately and permanently delete this message and any attachments. Thank you.

DEPARTMENT OF REVENUE

23.14

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-138-424-672
Submitted Date and Time:	10-Jun-2024 8:22:25 AM
Legal Name:	WENNER HOLDINGS LLC
Federal Employer ID:	26-4635343
User Who Submitted:	Empire
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**963563520**
Minnesota ID:	9957283
Project Owner:	CITY OF WYOMING
Project Number:	248-110-004
Project Begin Date:	23-Oct-2023
Project End Date:	23-Oct-2023
Project Location:	FALLBROOK AVE WYOMING, MN
Project Amount:	$4,466.70
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-765-065-056
Submitted Date and Time:	18-Jul-2024 3:36:11 PM
Legal Name:	KNIFE LAKE CONCRETE INC
Federal Employer ID:	41-1375740
User Who Submitted:	knifelakeconcrete
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1294061568**
Minnesota ID:	5836054
Project Owner:	CITY OF WYOMING
Project Number:	SAP 248-110-004 / FLC #23-14
Project Begin Date:	18-Oct-2023
Project End Date:	18-Jul-2024
Project Location:	FALLBROOK AVENUE
Project Amount:	$90,798.50
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

Chris Brown

From: MN Revenue e-Services <eservices.mdor@state.mn.us>
Sent: Friday, July 12, 2024 2:20 PM
To: Julia Ohmann
Subject: Your Recent Contractor Affidavit Request

Caution: This is an external email. Please take care when clicking links or opening attachments. When in doubt, contact your IT Department

This email is an automated notification and is unable to receive replies.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-913-913-696
Submitted Date and Time:	12-Jul-2024 2:20:01 PM
Legal Name:	MID STATE RECLAMATION INC
Federal Employer ID:	39-1727526
User Who Submitted:	Juliao
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**517918720**
Minnesota ID:	1719563
Project Owner:	CITY OF WYOMING
Project Number:	248-110-004
Project Begin Date:	19-Sep-2023
Project End Date:	19-Sep-2023
Project Location:	FALLBROOK AVE
Project Amount:	$6,220.00
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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How to View and Print this Request

You can see copies of your requests by going into your History.

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-305-074-016
Submitted Date and Time:	22-Jul-2024 8:23:52 AM
Legal Name:	RUM RIVER CONTRACTING INC
Federal Employer ID:	41-1713456
User Who Submitted:	rumriver
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**1606209536**
Minnesota ID:	1657255
Project Owner:	CITY OF WYOMING
Project Number:	248-110-004
Project Begin Date:	24-Oct-2023
Project End Date:	02-Nov-2023
Project Location:	FALLBROOK AVE, WYOMING, MN
Project Amount:	$268,682.99
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-340-143-456
Submitted Date and Time:	15-Jul-2024 3:49:34 PM
Legal Name:	SAFETY SIGNS LLC
Federal Employer ID:	41-1991774
User Who Submitted:	beth novak
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**473616384**
Minnesota ID:	5139558
Project Owner:	CITY OF WYOMING
Project Number:	SAP 248-110-004
Project Begin Date:	18-Sep-2023
Project End Date:	16-Nov-2023
Project Location:	FALLBROOK AVENUE - WYOMING, MN
Project Amount:	$22,480.40
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

Forest Lake Contracting, Inc.

14777 Lake Drive
Forest Lake, MN 55025
PH: (651) 464-4500
FAX: (651)464-4722

December 23, 2024

Mr. Paul Kyle
WSB Engineering
701 Xenia Ave. So.; Suite 300
Mpls, MN 55416

RE: 2023 Fallbrook Avenue Improvements
S.A.P. No. 24-110-004

Dear Mr. Klye:

As all work on the above project has been completed we are submitting the completed Withholding Affidavit for Contractors, form IC-134, for Forest Lake Contracting and its sub-contractors. We are also submitting the Consent of Surety to Final Payment.

This letter also certifies that all labor, materials, services and supplies used in the construction of the above project have been paid for in full.

Best Regards,

Christopher M. Brown, CPA
Controller

AIA Document G707™ – 1994

Consent Of Surety to Final Payment

Bond No: 30199048

PROJECT: *(Name and address)* **2023 Fallbrook Avenue and 264th Street Improvements, Wyoming, MN; SAP 248-110-004 and SAP 248-106-001, WSB Project No. 021438-000**	**ARCHITECT'S PROJECT NUMBER:** **CONTRACT FOR: General Construction**	OWNER: ☑ ARCHITECT: ☐ CONTRACTOR: ☐ SURETY: ☐ OTHER: ☐
TO OWNER: *(Name and address)* **City of Wyoming** **26885 Forest Blvd.,** **Wyoming, MN 55092**	**CONTRACT DATED: September 5, 2023**	

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Western Surety Company
151 N Franklin St.
Chicago, IL 60606

, SURETY,

on bond of
(Insert name and address of Contractor)

Forest Lake Contracting, Inc.
14777 Lake Drive NE
Forest Lake, MN 55025

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to
(Insert name and address of Owner)

City of Wyoming
26885 Forest Blvd.
Wyoming, MN 55092

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: **December 20, 2024** .
(Insert in writing the month followed by the numeric date and year.)

Western Surety Company
(Surety)

(Signature of authorized representative)

Joshua R. Loftis, Attorney-in-Fact
(Printed name and title)

Attest:
(Seal):
Nicole Stillings

WESTERN SURETY COMPANY CORPORATE SEAL SOUTH DAKOTA

User Notes: (1466710072)

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

R. W. Frank, Nicole Stillings, Rachel Thomas, Joshua R. Loftis, Melinda C. Blodgett, Brian J. Oestreich, Ted Jorgensen, Sandra M. Engstrum, R. C. Bowman, Lin Ulven, Emily White, Nathan Weaver, Colby D White, Michelle Morrison, Individually

of Minneapolis, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 30th day of January, 2024.

WESTERN SURETY COMPANY CORPORATE SEAL SOUTH DAKOTA

WESTERN SURETY COMPANY

Larry Kasten

Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 30th day of January, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

March 2, 2026

M. BENT
SEAL NOTARY PUBLIC SOUTH DAKOTA SEAL

M. Bent

M. Bent, Notary Public

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this **8th** day of **September** , **2023** .

WESTERN SURETY COMPANY CORPORATE SEAL SOUTH DAKOTA

WESTERN SURETY COMPANY

Paula Kolsrud

Paula Kolsrud, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

Form F4280-6-2023

RESOLUTION NO. 25-01-06

A RESOLUTION APPROVING FINAL PAY VOUCHER TO FOREST LAKE CONTRACTING, INC. FOR THE 2023 FALLBROOK AVENUE AND 264TH STREET IMPROVEMENTS PROJECT IN THE AMOUNT OF $32,873.71

WHEREAS, the City of Wyoming entered into a Contract with Forest Lake Contracting, Inc. to complete the 2023 Fallbrook Ave and 264th Street Improvements Project; and.

WHEREAS, the City Engineer, Mark Erichson, has inspected and approved the work on this project; and,

WHEREAS, all work for this project has been completed and the project has concluded.

NOW, THEREFORE BE IT RESOLVED that the City of Wyoming authorizes the "Payment of Final Pay Voucher" in the amount of $32,873.71 to Forest Lake Contracting, Inc. for the 2023 Fallbrook Ave and 264th Street Improvements Project.

THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING ON THE 7TH DAY OF JANUARY, 2025.

CITY OF WYOMING

____
Lisa Iverson, Mayor

ATTEST:

____
Robb Linwood, City Administrator/Clerk

CITY OF WYOMING ESTABLISHED 1855 Minnesota

PUBLIC WORKS

Council Communication

Date: December 19, 2024

Presented to: Mayor Iverson and City Council Members
Presented by: Steve Reeves, Public Works Superintendent
Department: Public Works
Reference: Lining of Sanitary Sewer on Fallbrook Ave
Method: Consent Agenda

Background Information:
A sink hole developed in the drive line of Fallbrook Ave near the 26000 block. Wyoming Public Works Department worked with Olson's Sewer Service to perform an exploratory dig & find the root cause of the sink hole. With the wet season we have had it was unknown if it was a storm water issue or not. Once the dig was underway we learned there was a crack in a joint and ground water was entering the sanitary sewer main. Olson's recommended lining the sewer from manhole to manhole. Competitive bids were gathered from 4 reputable contractors including, HK Solutions Group, Ouverson Sewer & Water, Insituform and Visu-Sewer. Visu-Sewer came in with the lowest and most responsible bid.

This is an urgent repair and needs to be completed at the company's earliest availability. Visu-Sewer has it on their schedule for January, however they completed a lining scheduled for December last week. This means that they may be able to perform our project sooner than expected.

Council originally authorized payment for this project in the amount of $16,250.00 at their September 17, 2024 Council meeting. A change order was made to the project in the amount of $1,545.00 due to the pipe was initially thought to be 10" in diameter. When Visu-sewer did their preliminary televising, the pipe was shown to be 12" in diameter amounting to $1,545.00 in additional materials needed for pipe liner.

Recommendation: To authorize payment to Visu-Sewer for lining 187 linear feet of sewer main in the amount of $17,950.00

RESOLUTION NO. 25-01-07

A RESOLUTION TO AUTHORIZE PAYMENT FOR LINING OF SANITARY SEWER ON FALLBROOK AVE BY VISU-SEWER FOR THE WYOMING PUBLIC WORKS DEPARTMENT IN THE AMOUNT OF $17,950.00

WHEREAS, The Public Works Department discovered a sink hole that developed in the drive line of Fallbrook Ave near the 26000 block; and,

WHEREAS, Olson's Sewer Service has identified the root cause as a crack in a joint which allowed ground water to enter the sanitary sewer main; and,

WHEREAS, Lining the sanitary sewer from manhole to manhole was determined to be the best possible fix; and,

WHEREAS, The Public Works Department went out for bids on the project; and,

WHEREAS, Visu-Sewer provided the lowest and most responsible bid for the project at the amount of $16,250.00; and,

WHEREAS, Preliminary televising revealed that the pipe was 12" in diameter as opposed to the 10" it was initially believed to be; and,

WHEREAS, Visu-Sewer has provided a change order for the additional work in the amount of $1,545.00; and.

THEREFORE, BE IT RESOLVED, the City of Wyoming authorizes payment for the lining of sanitary sewer on Fallbrook Ave by Visu-Sewer for the Wyoming Department of Public Works in the amount of $17,950.00.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 7TH DAY OF JANUARY, 2025.

CITY OF WYOMING

By:____________________________
Lisa Iverson, Mayor

ATTEST:

____
Robb Linwood, City Administrator/Clerk

PUBLIC WORKS

Council Communication

Date: January 2, 2024

Presented to: Mayor Iverson and City Council Members
Presented by: Steve Reeves, Public Works Superintendent
Department: Public Works
Reference: Purchase of Valve Turner
Method: Consent Agenda

Background Information:
As a part of the 2023 Rate Study, a Valve Turner in the amount of $17,000 was approved for purchase. This valve turner will be utilized by the Wyoming Public Works maintenance workers for the purpose of operating valves as a part of our valve exercising program. Due to inflation in the market and the rising costs of materials, this piece of equipment now costs $18,450 plus freight. This tool will be valuable for our department as it prevents fatigue and injury to our employees during the valve exercising process. It provides additional benefits to our residents by allowing us to efficiently, effectively and safely operate water valves thus ensuring that they can be successfully turned off in the event of an emergency (ex: water main break) and during bi-annual hydrant flushing programing.

Recommendation: To approve payment to Ferguson Waterworks for a Spin Doctor valve turner in the amount of $19,275.00

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

RESOLUTION NO. 25-01-08

A RESOLUTION TO AUTHORIZE PAYMENT FOR A SPIN DOCTOR VALVE TURNER FROM FERGUSON WATERWORKS FOR THE WYOMING PUBLIC WORKS DEPARTMENT IN THE AMOUNT OF $19,275.00

WHEREAS, the 2023 Rate Study determined that a valve turner as a needed piece of equipment for the Public Works Department; and,

WHEREAS, the valve turner is a tool that enables the Public Works department to work more efficiently, effectively, and safely; and,

WHEREAS, the valve turner tool is available for purchase from Ferguson Waterworks for the total cost of $19,275.00 including freight fees.

THEREFORE, BE IT RESOLVED, the City of Wyoming authorizes payment for a Spin Doctor valve turner from Ferguson Waterworks for the Wyoming Department of Public Works in the amount of $19,275.00.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF WYOMING THIS 7TH DAY OF JANUARY, 2025.

CITY OF WYOMING

By:____________________________
Lisa Iverson, Mayor

ATTEST:

____
Robb Linwood, City Administrator/Clerk

January 2, 2025

Re: Public Safety Activity Report – January 7, 2025, City Council Meeting

Radio Update

All of the new ARMER/Motorola radios have been programmed by Chisago County and were installed in all police/fire vehicles. We were able to save install fees by installing them in-house. Huge thank you Chief Milligan and Captain Parson on the fire side for taking time this holiday season to get these installed. Officer Breitbach and Cadet Strang did the majority of the installs on the police side. This saved the City several thousand dollars!

Police Update

Community Outreach Resource with Chisago County

Chisago County has hired a Community Outreach Case Manager within the Health and Human Services department, to bridge the gap in services for community members that need to be connected with services. Our officers can refer community members to this case manager to help get them connected to mental health resources and other programs.

The position was developed to focus on community-based care coordination to residents of Chisago County presenting as at risk, barriers to accessing resources and services, and underserved. They will have the opportunity to offer interventions, support, and services without first determining eligibility for a specific program. The case manager will work with individuals that have been in contact with law enforcement in the community, have been in jail, or is currently incarcerated and may benefit from release planning.

Detective Columbus met with the new case manager this week to establish a good understanding of how the referral process would work. This is a great resource for our residents and we can hopefully help get people connected to resources early before they are in crisis situations.

Fire Update

Calls for Service 2024

Calls for service within the fire service decreased in 2024, ending the year at 289 calls. Previous years were at 305 (2023) and 335 (2022). We look forward to providing better detail in 2025 with improved performance measures.

Upcoming Community Outreach Events

Spring 2025	Wyoming Police Multicultural Advisory Committee Event
August 5, 2025	Night to Unite – Swenson Park

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

January 3, 2025
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: JANUARY 7, 2025 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.

Fairview Hospital #1
The final inspections for Phase 1 have been approved. Phase 2 consists of minor work in the control room. Framing, plumbing, and HVAC rough-ins have been approved. The permit to remodel the CT scanner room has been issued.

Fairview Hospital #2
Framing inspections have been approved. The permit to remodel the hospital pharmacy has been issued.

Polaris Industries
All inspection except the building final have been approved. Framing Inspections have been approved. An application to create a small film studio in the facility has been issued.

Rosenbauer Damaged Siding Replacement
Work is nearing completion.

Commercial Plumbing and Heating
The interior remodel is complete. With the exception of the installation of the overhead doors and final electrical work the addition is also nearing completion. The exterior walls are up and remodeling of a small interior space has begun. The footing and foundation inspections have been approved. Permits for the addition and to replace the existing septic system have been issued.

Sincerely,

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

ECKBERG LAMMERS
ATTORNEYS AT LAW

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(715) 808-8842

Writer's Email:
tloonan@eckberglammers.com

January 2, 2025

Robb Linwood — ***Delivered via Email***
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

Re: ***City of Wyoming***
Status Update for the Period of – December 5th-31st

Dear Robb:

Our office has advised and is assisting in the review and preparation of contracts for the City. We broadly continue our role as general counsel, answering questions, addressing legal concerns and reviewing items for the City including development matters, law updates, employment matters and policy considerations as requested.

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

January 3, 2025

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

Re: January 7, 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

The paving subcontractor had some quality issues that they will need to address in the spring and these items are not being paid on this pay voucher. I had met with the owner of this company, and they agreed they had some issues that will require corrective work. We are awaiting the paving subcontractors' plan for corrective measures and we are supported by the general contractor for withholding payment for all of the final layer of asphalt at this time. We have spoken with a number of residents regarding this and have sent a letter to residents providing a year end update and noting the contractor will be completing some corrective work on the initial phase in the spring. Work will be completed for the year on phase one very soon with work resuming in the spring of 2025.

Trunk Watermain and Sanitary Sewer Forcemain upsizing

The project has been completed and final payment has been made. As-builts are being added to the City's asset management system and have also been submitted to MNDOT. The Contractor will be required to keep a bond in place as required by MNDOT for 1 - year.

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

The project has been completed and final payment has been made. As-builts have been added to the City's asset management system.

Katies Glen
Sanitary sewer, watermain, storm sewer, and retaining walls and the first layer of asphalt has been placed. As-built grading plans have been reviewed and a number of modifications are needed. The developer's engineer is working with the contractor on these necessary grading modifications to be in compliance with approved plans. The majority of this re-grading has been completed with the remaining to be completed with final grading of a lot currently being addressed with a home currently under construction. A punch has been created for the project.

2024 Pavement Management Plan
Pavement management inspection and corresponding results have been mapped and staff will begin working to evaluate funding and confirm priority projects followed by reviewing with City Council. Identifying next year's improvement project with City Council and moving forward with the public improvement process will be considered at an upcoming City Council meeting. Staff has been working with AEM on the funding model for the roadway CIP and staff will be meeting on January 9th to further develop a plan of action for the 2025 street improvement project.

Sunrise Riverbank Development (residential and commercial)
Staff meet with the development team to review current plans for the development of this site. The wetland bank portion of the site is progressing slowly. They have changed engineering companies. The residential portion of the development appears to have more momentum, and we encouraged the developers to prepare a concept for the commercial portion of the site that is supported by the City, County, and State. This will help them work with potential buyers on what actually may be approved. This has been a recurring item that we have discussed with them.

Diamond Ridge Development
The contractor is completing punch list items and has placed the final lift of asphalt. We expect to bring this development to Council for acceptance of the public improvements once this work and remaining punch list items are taken care of. We have also requested the as-builts for the project.

Heims Lake Villas North
The contractor has completed paving the final lift of pavement. Punch list items have been completed. The project is nearing the point of project acceptance by City Council. CLFLWD has authorized the security to be released. We need as-builts submitted and warranty information provided to the City prior to acceptance.

Fallbrook Avenue and 264th Street Improvement Project
The project is now substantially complete and we have an agenda item asking the council to accept the improvements and make final payment.

Bingham Property – Hallberg Project (Multi-Tennent)
All testing has now passed, and a site walk through has been completed. The final punch list has been completed with the exception of providing the City with and as-built/record drawing.

Su**mmer Fields Development**
No new update:

First Addition (19 lots): The contractor has indicated the project has been completed and all punch list items are complete as well. Upon inspection, there are a few items that remain; however, it is expected that this will be brought to the City in the near future for consideration of acceptance and release of escrow. The developer is working to address these remaining punch list items. The Developer started work installing pipes in the filtration basin on 12/12/2022. Staff has reduced the cash escrow to $10,000. The remaining work is primarily related to the removal of silt fence and ensure restoration efforts have been made.

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 list station. The lead time on this is significant and that information has been provided to the developer to make sure this does not impede the timing of this next phase. Lift station design is currently underway as requested by the developer.

Hallberg Storage
The final punch list has been completed. We are waiting to received the as-built. Once we have it, we can accept the improvements and return the escrow balance.

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

CITY OF WYOMING ESTABLISHED 1855 Minnesota

PUBLIC WORKS

January 2, 2025

Honorable Mayor Iverson and City Council Members Nanko Yeager, Luger, Ohnstad and Schilling,

RE: January 7, 2024 City Council Meeting

Public Works Department Activity

- We responded to 4 snow and ice events since the 12/17/24 council meeting totaling over 700 miles cleared/treated. When it comes to snow removal we clear snow mechanically first and utilize chemical (salt) after. Pre-treating with salt brine was deployed prior to these events to reduce the bond to the roadways allowing us time to respond to the event before it gets packed down and is harder to remove.
- Through December 31, 2024 we have had 10 snow or ice events totaling 1300 miles, 360 gallons of fuel and 80 tons of salt deployed.
- Ongoing updating of safety related items after having a mock OSHA inspection through our Safety Consultant, Safe Assure. Wyoming Public Works maintenance crew has been performing these tasks with materials from local vendors.
- Flooded rinks at Swenson Park in hopes of opening the rink before Christmas which Mother Nature thwarted. With the recent dip in temps we are flooding again.
- Continuing to partner with Lindstrom, Stacy, and City of Chisago on burning of brush pile at compost site.
- Performing maintenance work at the Library including painting, repairs to wall surfaces and replacement of ceiling tiles.

Streets:

Pre-treated roads in advance of snow/ice events. We replaced the pump for the truck mounted brine pre-treatment system. Ongoing maintenance to plow equipment and dump trucks including unloading after snow events, washing of equipment and greasing.

Utilities:

The crew completed utility locates in the city. Meter installs as they come through.

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

- Sanitary Sewer

Staff continue to do rounds checking lift stations. The new collection logs of data are underway and providing information on our critical infrastructure that we didn't have in the past. This includes run time hours on pumps as well as generator exercising duration. Staff continue to perform maintenance to generators in town, Kodiak Power Systems made repairs to Lift Station 2 block heater, 7 radiator and coolant system maintenance to Lift Station 6. Kodiak also preformed inspections on the generator at the Police Department, City Hall and Lift Stations and Well 3.

- Water:

Continuing water testing and monitoring the City's water distribution system. Completed monthly bacterial sample test with results being negative. Irrigation meters are accounted for and put away for the season.

Surface/Storm Water:

Fall sweep is complete. Hauling Fall 2024 sweepings, less than 3 loads remain. Reported enhanced street sweeping reports to the Comfort Lake Forest Lake Watershed for grant reimbursement. Street sweeper has been winterized and is ready for annual maintenance.

Parks:

Flooding is ongoing at Swenson Park hockey rink as well as pleasure skating rink. Trash pick up as needed. Barks & Rec Dog Park is closed for the season and will reopen weather dependent in the spring.

Fleet:

Annual DOT inspections have been completed on all plow trucks and 90% of the fleet over all. Regular and routine maintenance is occurring on all vehicles and equipment including replacement of tires paired with alignment on vehicles that were in for service and tire replacement was called for in the inspection.

Respectfully submitted,
Steve Reeves
Public Works Superintendent

Request for Council Action

Date:	January 2, 2025
To:	Mayor Iverson and Members of City Council
From:	Neil D. Bauer, Public Safety Director
Subject:	Request to Hire Rebekah Peterson - Police Officer
Method:	New Business

The police department is requesting authorization to fill one of the vacant police officer positions. Our hiring process identified Ms. Rebekah Peterson after she has successfully completed all of the requirements of the conditional offer of employment.

Rebekah brings a well-rounded background in security and community service, making her an excellent addition to the department. Rebekah has worked as a security officer at a university in Minneapolis, where she was responsible for ensuring the safety and security of students, faculty, and visitors, further developing her ability to handle various public safety situations. Rebekah has shown a long-term commitment to the Wyoming community through her volunteer work as both a Reserve Officer and a Reserve Cadet. The City's Reserve Cadet program offers tuition reimbursement to future police officer candidates, and Rebekah has taken full advantage of this opportunity to further her career aspirations with the Wyoming Police Department. Rebekah holds a degree in Early Childhood Education and a degree in Theater. Rebekah's hands-on experience in security and community-oriented volunteer roles, makes her an ideal fit for the Wyoming Police Department.

Rebekah has completed the required education to become a police officer in the State of Minnesota and has completed all of the requiring screening and testing for the police officer position.

We are recommending that she starts at $37.72 per hour (2025 starting rate) in the LELS Wyoming Police Officer collective bargaining unit.

Recommendation

Staff recommends hiring Rebekah Peterson for the police officer position, effective January 12, 2025.

Request for Council Action

Date:	January 6, 2025
To:	Mayor Iverson and Members of City Council
From:	Neil D. Bauer, Public Safety Director
Subject:	Request to Hire Joseph Vang - Police Officer
Method:	New Business

The police department is requesting authorization fill one of the vacant police officer positions. Our hiring process identified Mr. Joseph Vang after he has successfully completed all of the requirements of the conditional offer of employment, and will be taking the Minnesota Peace Officer licensing examination on January 8, 2025.

Joseph brings a wealth of experience from both his military service and his current role in law enforcement, along with a commitment to community service and cultural awareness. He served in the U.S. Army, where he gained critical experience in leadership, discipline, and problem-solving in high-pressure situations. He was deployed to Baghdad, Iraq, where he gained invaluable experience working in complex and dynamic environments. In his current position as a Community Service Officer with the City of Blaine, Joseph has been actively involved in supporting law enforcement efforts and engaging with the community. Joseph holds a degree in Law Enforcement from North Hennepin Community College. Joseph is fluent in both English and Hmong, providing him with the ability to effectively communicate with a diverse range of individuals in the community. Joseph Vang's military background, law enforcement experience, and dedication to community service make him an exceptional fit for the City of Wyoming Police Department.

Joseph has completed the required education to become a police officer in the State of Minnesota and has completed all of the requiring screening and testing for the police officer position. He has an appointment scheduled to complete the licensing examination.

We are recommending that he starts at $37.72 per hour (2025 starting rate) in the LELS Wyoming Police Officer collective bargaining unit.

Recommendation

Staff recommends hiring Joseph Vang for the police officer position, effective January 13, 2025, pending the successful completion of the MN Peace Officer licensing examination.

Request for
Council Action

Date: *January 6, 2025*
Presented to: Mayor Iverson and City Council Members
Presented by: Fred Weck, Building Official
Department: Department of Building Safety
Reference: Building Inspector Hiring Recommendation
Method: New Business

Background Information:
The Department of Building Safety has completed the selection process on a group of candidates for our Building Inspector Position. Over three rounds of application submittals we reviewed and scored 12 applications for the position, and conducted interviews with the top applicants. Employment will be contingent on the applicant passing the background check.

Vincent (Vinny) Schilling was selected as the top candidate for the position of Building Inspector. Mr. Schilling has received a 2 year Building Inspection Technology Certificate from North Hennepin Community College. Mr. Schilling had a 6-month building inspection internship with the city of Blaine and has been working as a building inspector for Rum River Construction Consultants doing building inspections and plan review in multiple jurisdictions. Mr. Schilling holds certification with the State of Minnesota as a Building Official Limited and holds Building Inspector 1 certification with the International Code Council.

Based on his qualifications, wage history, and work experience I am recommending starting Vincent Schilling's wage at Step 3 of the positions scale at $36.81 per hour with a 6 month probationary period per the City of Wyoming Personnel policy.

Recommendation: The Department of Building Safety is requesting council authorization for the hiring of Vincent Schilling for the Building Inspector Position with a tentative start date of January 27, 2025 at a starting salary of $36.81 per hour.

DEPARTMENT OF BUILDING SAFETY
P.O. Box 188, 26885 Forest Blvd., Wyoming, MN 55092
Phone: 651-462-4947 Fax: 651-462-3938

CITY OF WYOMING Minnesota

Request for Council Action

Date: January 3, 2025

Presented to: Mayor Iverson and City Council Members
Presented by: Robb Linwood, City Administrator
Department: Administration
Reference: State Licensing of Cannabis
Method: Work Session

***Background Information*:**

As state licensing of cannabis operations draws closer, staff is requesting a work session on Tuesday, January 21, 2025, to discuss the topic of cannabis retail stores and sales within the City of Wyoming. This session will provide an opportunity for the council to review relevant regulatory frameworks, economic considerations, and community impacts related to cannabis retail operations.

Recommendation: To hold a council work session on January 21, 2025 at 5:30PM