

**AGENDA
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 19, 2021
7:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

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

APPROVAL OF MINUTES:

1. Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City Council for January 5th, 2021
2. Consider approving the minutes of the "Special Meeting" of the Wyoming, Minnesota City Council for January 7th, 2021
3. Consider approving the minutes of the "Work Session Meeting" of the Wyoming, Minnesota City Council for January 13, 2021

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.

4. To consider **Resolution 21-01-08** a resolution accepting the donation from the Wyoming Fire Relief Association for a donation for a Memorial at Lions Park in Memory of Alan Geisenkotter.

5. To consider **Resolution 20-01-09** a resolution approving BerganKDV to conduct annual audit services for the year ended December 31, 2020 in the amount of \$33,850
6. Consider authorizing payment of recommended bills, payroll and Journal Entries for the period of January 6, 2021 through January 19, 2020

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

7. Report of the Public Safety Director, Paul Hoppe for January 14th, 2021
8. Report of City Building Official, Fred Weck, IV for, January 13th, 2021
9. Report of City Attorney Tom Loonan for January 14th, 2021
10. Report of City Engineer, Mark Erichson for, January 15th, 2021
11. Report of Public Works Superintendent Chuck Almhjeld for January 19th, 2021

COMMUNICATIONS:

12. Lion's Park Memorial

OLD BUSINESS:

NEW BUSINESS:

13. To consider an employment agreement between the City of Wyoming and Police Sergeant Brian Rod
14. To consider an employment agreement between the City of Wyoming and Police Sergeant Lance Beardsley
15. To consider **Resolution 20-01-10** a resolution approving the purchase of a 2021 F550 Truck with dump box and snow plow for the combined cost of \$73,048.30 from Midway Ford, Towmaster Truck Equipment, and Hitch-It
16. To consider a council work session on Wednesday, February 10, 2021 at 6:00PM

COUNCIL REPORTS:

ADJOURN

**DRAFT MINUTES
CITY COUNCIL
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 5, 2021
7:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the Regular Meeting of the Wyoming City Council for January 5, 2021 to order at 7:00 PM

CALL OF ROLL:

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

ABSENT: None

Also Present: Tom Loonan, Eckberg Lammers, Robb Linwood, City Administrator, Kelly Dumais, Assistant City Administrator, Mark Erichson-WSB, Paul Hoppe - Public Safety Director, Fred Weck, Zoning Administrator/Building Official and Chuck Almhjeld, Public Works Superintendent

DETERMINATION OF A QUORUM:

Mayor Iverson – Read aloud a statement explaining that the Council is meeting via teleconference due to the COVID-19 pandemic. She explained that tonight's meeting would be held according to State Statute 13D.021, will be live streamed on the City's YouTube page, and will be recorded as part of the public record on the City's website

PLEDGE OF ALLEGIANCE:

SWEARING IN OF ELECTED MAYOR AND COUNCILMEMBERS:

Mayor Iverson, Councilmember Nanko Yeager and Councilmember Ohnstad read aloud statements and were sworn into office.

SWEARING IN OF POLICE OFFICER ALLISON EDWARDS:

Public Safety Director Hoppe introduced Officer Allison Edwards, who has been a lifetime resident in the City and gave a brief history lesson surrounding the importance of a badge.

Mayor Iverson administered the oath of office to Officer Allison Edwards.

ANNUAL MEETING

1. Designate Official Newspaper for 2021 – *Forest Lake Times*

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE RESOLUTION 21-01-01, "A RESOLUTION DESIGNATING THE *FOREST LAKE TIMES* AS THE OFFICIAL NEWSPAPER FOR THE CITY OF WYOMING FOR THE YEAR 2021."

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

2. Designate Official Depository for City Funds for 2021

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 21-01-02, "A RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORIES FOR THE CITY OF WYOMING FOR THE CALENDAR YEAR 2021."

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

3. Elect an Acting Mayor to Serve in Absence of Mayor during 2021 (Minn. Stat. 412.121)

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE COUNCILMEMBER LUGER TO SERVE AS ACTING MAYOR IN THE ABSENCE OF THE MAYOR.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

4. Review Council Appointments to Boards, Commissions, Committees and Boards of Trustees of Fire Department Relief Associations

Councilmember Nanko Yeager – Noted that the watershed district position is currently listed as open, but the Letter of Interest from Mark Lobermeier indicated that he would like to continue to serve in that capacity.

City Administrator Linwood – Stated that he would like to confirm with Mr. Lobermeier that that was his actual intent because he thinks they letter may have just been a template.

Councilmember Nanko Yeager – Asked why the Rush Line liaison was yet to be determined.

Mayor Iverson – Stated that several of the sister cities in the area have decided not to send a liaison since it will be so long before the line reaches the area. She stated that the City does not feel like this committee is an important one right now and should be reconsidered in 10 or 20 years when it comes closer to the area.

Councilmember Nanko Yeager – Gave examples of why she thinks it is still a good idea for there to be a representative on the Rush Line Committee and noted that she is still willing to serve as the liaison for this committee.

The Council discussed the Rush Line Committee liaison position.

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE RESOLUTION 21-01-03, "A RESOLUTION MAKING APPOINTMENTS TO BOARDS AND COMMISSIONS, COMMITTEES AND BOARDS OF TRUSTEES OF FIRE DEPARTMENT VOLUNTEER RELIEF ASSOCIATION FOR 2021."

Roll Call Vote:

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

Voting Nay: None
Abstain: None
Absent: None

5. Establishing 2021 Regular Meeting Nights of the City Council of the City of Wyoming and Budget Calendar for 2022 Budget

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE 2021 REGULAR MEETING NIGHTS OF THE CITY COUNCIL OF THE CITY OF WYOMING AND THE BUDGET CALENDAR FOR THE 2022 BUDGET.

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

6. Set Annual Fee for City Services for 2021

Public Works Director Almhjeld – Gave an overview of the recommended changes for the fees for City services.

Mayor Iverson – Stated that she would like to see the City eliminate some of the fees Under Chapter 6, Amusements and Entertainments. She gave examples of the bowling alley first lane and additional lane fee as well as the annual license fee for pool halls and game rooms and noted that she feels the regular business licenses should cover these areas. She stated that she thinks the time for this type of fee has come and gone.

The Council discussed the change recommended by Mayor Iverson and other possible fees in this chapter that could possibly be eliminated.

Following discussion, the Council determined that the Entertainment License Fee; the License fee for Bowling Alleys, First Lane and Additional Lane; License Fee for Pool Halls, First Table, Additional Table; Game Room License Fee; Special One Day License Fee; and both Public Dance Fees be eliminated.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 21-01-04, “A RESOLUTION ESTABLISHING THE ANNUAL FEES FOR CITY SERVICES FOR 2021.”

A FRIENDLY AMENDMENT TO THE MOTION WAS MADE BY COUNCILMEMBER NANKO YEAGER, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE RESOLUTION 21-01-04 “A RESOLUTION ESTABLISHING THE ANNUAL FEES FOR CITY SERVICES FOR 2021”, WITH THE FOLLOWING REMOVALS FROM CHAPTER 6: THE ENTERTAINMENT LICENSE FEE; THE ANNUAL LICENSE FEE FOR BOWLING ALLEYS, FIRST LANE, EACH ADDITIONAL LANE; THE ANNUAL LICENSE FEE FOR POOL HALLS, FIRST TABLE, EACH ADDITIONAL TABLE; ANNUAL LICENSE FEE FOR PUBLIC DANCE; PUBLIC DANCE FEE CONDUCTED BY A NON-PROFIT ORGANIZATION; GAME ROOM LICENSE FEES; AND SPECIAL ONE DAY LICENSE FEE.

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

OPEN FORUM: NONE

APPROVAL OF MINUTES:

7. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City Council for December 15, 2020

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER LUGER, TO APPROVE THE MINUTES OF THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR DECEMBER 15, 2020 AS SUBMITTED.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

8. Consider approving the minutes of the “Special Meeting” of the Wyoming, Minnesota City Council for December 22, 2020

A MOTION WAS MADE BY COUNCILMEMBER LUGER, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE THE MINUTES OF THE “SPECIAL MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL FOR DECEMBER 22, 2020 AS SUBMITTED.

Roll Call Vote:

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.

9. To consider **Resolution 21-01-05** a resolution accepting a donation to the City from WSB Engineer of \$700 for the 4th Annual Tree Lighting Ceremony at Railroad Park on December 5, 2020
10. To consider **Resolution 21-01-06** a resolution accepting a donation to the City from WSB Engineer of \$300 for No Hunger November City of Wyoming Food Drive.
11. To consider **Resolution 21-01-07** a resolution accepting a donation to the City from Xcel Energy for the donation of \$500 for the 4th Annual Tree Lighting Ceremony at Railroad Park on December 5, 2020.
12. Consider authorizing payment of recommended bills, payroll and Journal Entries for the period of December 16, 2020 through January 5, 2021

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO APPROVE #9, #10, #11, and #12 OF THE WYOMING CITY COUNCIL CONSENT AGENDA

Roll Call Vote:

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

Voting Nay: None

Abstain: None

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

13. Report of the Public Safety Director, Paul Hoppe for January 5, 2021

Councilmember Nanko Yeager – Asked if the COVID vaccination clinic would be run by the State or the County.

Public Safety Director Hoppe – Explained that the vaccinations have been distributed to each of the counties and the Chisago County Public Health Department will be responsible for disseminating the vaccine.

Councilmember Nanko Yeager – Asked if the County would be reimbursing the City for the overtime expenses incurred for law enforcement.

Public Safety Director Hoppe – Stated that will continue to be discussed at upcoming meetings.

14. Report of City Building Official, Fred Weck, IV for January 5, 2021

15. Report of City Attorney Tom Loonan for January 5, 2021

16. Report of City Engineer Mark Erichson, WSB for January 5, 2021

17. Report of Public Works Superintendent Chuck Almhjeld for January 5, 2021

COMMUNICATIONS:

18. Joe Triplett, Chisago County Engineer/Public Works Director Highway 8 Update

Joe Triplett, Chisago County Engineer gave a brief update on the Highway 8 project and noted that they are looking to garner feedback from the Council and City staff so they can complete the staff approved layout to present to MnDot. He stated that he would like to know from the City what kind of “character” they want Highway 8 to have and how the intersection options fit into the City goals with relation to pedestrian and bicycles. He suggested that the City engage the Planning Commission and City Engineer to review the existing and proposed lane uses throughout the corridor. He noted that there will be additional public involvement, however, due to COVID-19, they are not sure how it will take place at this point.

City Administrator Linwood – Noted that he is planning to put this on the work session agenda for January 13, 2021 for further discussion and believes that Zoning Administrator Weck will also be bringing this to the Planning Commission to get their input.

The Council discussed details of reduced conflict intersection, loon heads, roundabout usage, and the possibility of using only State and Federal funds.

OLD BUSINESS: NONE

NEW BUSINESS

19. To Consider Starting the Hiring Process for a Full-Time Maintenance Worker 1 Position

Public Works Superintendent Almhjeld – Noted that this position has been approved for the 2021 budget year and he would like to begin the hiring process by advertising on the League of Minnesota Cities website. He answered questions from the Council regarding the position.

Council Member Nanko Yeager – Expressed concern about the need to hire another person right now.

Public Works Superintendent Almhjeld – Noted that it had been 13 years since the Public Works Department has added an employee and the City has continued to grow in that time period.

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD, SECONDED BY COUNCILMEMBER SCHILLING, TO APPROVE ADVERTISING THE FULL-TIME MAINTENANCE WORKER 1 POSITION ON THE LEAGUE OF MINNESOTA CITIES WEBSITE.

Roll Call Vote:

Voting Aye: Schilling, Luger, Ohnstad, Iverson

Voting Nay: Nanko Yeager

Abstain: None

Absent: None

20. To consider a Wyoming City Council Work Session meeting on January 13, 2021 at 6:00 P.M. to Discuss the City of Wyoming Long Term Plan, Franchise Fees, Wold Architects Needs Assessment and the 2021 East Viking Boulevard Utility Project

Mayor Iverson – Indicated that the Highway 8 project discussion would be added to this meeting also.

A MOTION WAS MADE BY COUNCILMEMBER IVERSON, SECONDED BY COUNCILMEMBER LUGER, TO SCHEDULE A WYOMING CITY COUNCIL WORK SESSION MEETING ON JANUARY 13, 2021 AT 6:00 P.M.

Roll Call Vote:

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

Voting Nay: None

Abstain: None

Absent: None

COUNCIL REPORTS:

Council Member Ohnstad – No report.

Council Member Nanko Yeager – Attended the Special Council meeting.

Council Member Luger – Attended the Special Council meeting and the Park Advisory Commission meeting.

Council Member Schilling – Attended the Special Council meeting.

Mayor Iverson – Attended the Special Council meeting and the Park Advisory Commission meeting.

City Engineer Erichson – Gave an update on the recent virtual open house and answered questions from the Council.

A MOTION WAS MADE BY COUNCILMEMBER SCHILLING, SECONDED BY COUNCILMEMBER OHNSTAD, TO ADJOURN THE JANUARY 5, 2021 “REGULAR

**MEETING” OF THE WYOMING, MINNESOTA CITY COUNCIL REGULAR MEETING AT
8:34 PM**

Roll Call Vote:

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 19, 2021

7:00PM

**UNAPPROVED MINUTES
CITY COUNCIL
SPECIAL MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 7, 2021
5:30PM**

CALL TO ORDER:

Mayor Lisa Iverson called the City Council Special Meeting of the Wyoming City Council for January 7, 2021 to order at 5:38 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, Joe Zerwas and Claire Luger

ABSENT: NONE

Also Present: Robb Linwood, City Administrator, Kelly Dumais, Assistant City Administrator, Paul Hoppe, Public Safety Director, and Soren Mattick, Labor Attorney, Campbell and Knutson

Mayor Iverson – Read aloud a statement explaining that the Council is meeting via teleconference due to the COVID-19 pandemic. She explained that tonight's meeting would be held according to State Statute 13D.021 and will be recorded as part of the public record.

NEW BUSINESS:

1. To enter a closed session under MN State Statute 13D.03 to discuss labor negotiation strategies for contracts with the bargaining unit of Law Enforcement Labor Services (LELS) and Police Sergeants

A MOTION WAS MADE BY COUNCILMEMBER OHNSTAD SECONDED BY COUNCILMEMBER SCHILLING TO ENTER INTO CLOSED SESSION UNDER MN STATE STATUTE 13D.03 TO DISCUSS LABOR NEGOTIATION STRATEGIES FOR CONTRACTS WITH THE BARGAINING UNITS OF LELS LAW ENFORCEMENT LABOR SERVICES EMPLOYMENT AGREEMENTS FOR THE POLICE SERGEANTS 5:43PM

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

Voting Nay: None

Abstain: None

Absent: None

A MOTION WAS MADE BY COUNCIL MEMBER SCHILLING SECONDED BY COUNCILMEMBER OHNSTAD TO OPEN THE CLOSED SESSION AND GO BACK TO THE REGULAR OPEN SESSION AT 6:19PM

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

Voting Nay: None

Abstain: None

Absent: None

MAYOR IVERSON ADJOURNED THE JANUARY 7, 2021 WYOMING CITY COUNCIL SPECIAL MEETING AT 6:20PM

**UNAPPROVED MINUTES
CITY COUNCIL
WORK SESSION MEETING
CITY OF WYOMING, MINNESOTA
JANUARY 13, 2021
6:00PM**

CALL TO ORDER:

Mayor Lisa Iverson called the City Council Special Meeting of the Wyoming City Council for January 13, 2021 to order at 6:01 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: Robb Linwood, City Administrator, Kelly Dumais, Assistant City Administrator, Public Safety Director, Paul Hoppe, Building Official/Zoning Administrator Fred Weck, City Engineer Mark Erichson, WSB, Engineer Paul Hornsby, WSB, Jonathan Loose, Wold Architects, and Melissa Stein, Wold Architects

Mayor Iverson – Read aloud a statement explaining that the Council is meeting via teleconference due to the COVID-19 pandemic. She explained that tonight's meeting would be held according to State Statute 13D.021 and will be recorded as part of the public record.

NEW BUSINESS:

1. Wold Architects Needs Assessment

Jonathan Loose and Melissa Stein of Wold Architects gave a presentation to the Wyoming city council an update of the needs assessment of existing city facilities. Wold discussed the guiding principles for the needs assessment that included the following: Focus on Function and Operations, Sustainability, Financial Resilience They discussed the condition assessment and deferred maintenance items at all city facilities. Examples included buildings not being ADA complaint in entrances, bathrooms and shower rooms not being ADA compliant, buildings not being sprinkled, roof conditions, electrical systems end of life, HVAC issues, lack of fire alarm systems, ventilation in fire bays, pest issues in buildings, security issues and ballistic security issues at police department.

Representatives from Wold continued to explain how the core planning group prioritized the most important aspects of building improvements that included Life Safety, Deterioration, Health Issues, Accessibility Issue, Hazardous Materials, Energy Issues, Modernization and Hazardous Materials. Wold architects presented the council with a spreadsheet of priorities and costs for city hall, the police station, public works and the fire station. Wold then discussed the assessment of each building and the normal space standards that would be seen for normal industry standard currently. Wold went on to discuss options on the existing facilities that included do nothing, replace with all new buildings, reuse city hall for a public safety facility, have a new public safety facility and renovate city hall. City Administrator Linwood then explained to the council that he would ask that the facility information be added to the long term plan so we can present the council some options and different financial scenarios. The council did agree to move forward with the information and have facility options presented in the long term plan.

2. East Viking Blvd Utility Project

Mark Erichson and Paul Hornsby from WSB Engineering gave a presentation to the council discussing the project of upsizing the sewer along East Viking Blvd, between Fallbrook Ave. and Fenwick Ave. this spring. Council indicated that communication about navigation of detours and how to access local businesses in the detour area would be a critical item. Mr. Hornsby did explain that there would be a detour to the Sunrise Prairie Trail that would go from around East Viking Blvd, Fenwick Ave and back up Wyoming Trail. The Engineers then discussed the timelines on the project and the communication efforts to businesses and residents that included Postcards, a business handout mailed, a downloadable business toolkit, and an animated detour video. The city council did ask that staff work with the school district and other events (MS150) to ensure they are prepared for the detours.

3. Hwy 8 Design Discussion

City Engineer Erichson presented a map of the corridor and service roads presented by Chisago County. Mr. Erichson went through the design and allowed to have the council ask questions and provide input on the design. After considerable discussion the council had consensus they were not in favor of the designs that had reduced conflict intersections. It was also discussed if the planning commission and EDA had any thoughts if the design allows for economic development and will not encourage motorists to stop in Wyoming and utilize our businesses. Both the Planning Commission and EDA thought that the service roads and the continued access would be positive for continued development. The input was stated to try to ensure the road design encouraged traffic to stop in Wyoming.

MAYOR IVERSON ADJOURNED THE JANUARY 13, 2021 WYOMING CITY COUNCIL WORK SESSION MEETING AT 8:13PM

RESOLUTION NO. 21-01-08

**A RESOLUTION ACCEPTING A DONATION TO THE CITY FROM THE WYOMING FIRE
RELIEF ASSOCIATION FOR A MEMORIAL AT LION'S PARK IN MEMORY OF ALAN
GEISENKOTTER JR.**

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 \$297.95 to the City of Wyoming Lion's Park memorial in memory of Alan Geisenkotter Jr.:

<u>Name of Donor</u>	<u>Value</u>
Wyoming Fire Relief Association	\$297.95

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

THEREFORE, BE IT RESOLVED, The City of Wyoming accepts the donation from the Wyoming Fire Relief Association and acknowledge the value of the donation at \$297.95.

**HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS
19th DAY OF JANUARY 2021.**

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator

Sent via electronic mail.

January 14, 2021

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

Dear Mr. Linwood:

This letter is to confirm and summarize our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

Summary of Engagement Terms:

Level of Attest Service: Audit in accordance with Governmental Auditing Standards (Governmental Yellow Book Audit)

Financial Statements: Governmental activities, each major fund and the aggregate remaining fund information

Financial Reporting Framework: Accounting principles generally accepted in the United States of America

Period: As of and for the Year Ended December 31, 2020

Required Supplementary Information: Management's Discussion and Analysis (MD&A), Schedule of Employer's and Non-employer's Proportionate Share of Net Pension Liability - Minnesota PERA Plans, Schedule of Employer Contributions - Minnesota PERA Plans, Schedule of Changes in the Fire Relief Association's Net Pension Liability and Related Ratios, and Schedule of Employer's Fire Relief Association Contributions.

Supplementary Information:

- **Combining and Individual Fund Financial Statements and Schedules/Supplemental Schedules:** Opinion in relation to the financial statements as a whole
- **Introductory Section and Statistical Section of the Comprehensive Annual Financial Report:** N/A

Engagement Partner: Nancy Schulzetenberg

Fees: We estimate that our fees for services will be \$30,000 for the audit, \$3,000 for a single audit, if necessary and \$3,850 for the Fire Relief Association

Non-attest Services: Preparation of the financial statements.

We appreciate the opportunity to be of service to you and believe this letter and attached **audit engagement agreement** accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter and as further detailed in the attached **audit engagement agreement**, please acknowledge your acceptance by signing and returning it to us.

I have read, and I agree to the summary of engagement terms listed above and the terms in the attached audit engagement agreement.

Sincerely,

Nancy Schulzetenberg

Nancy Schulzetenberg, Certified Public Accountant
BerganKDV

Acknowledged by:

Title:

This agreement is to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services we are to provide.

We will audit the financial statements as identified in the summary of engagement terms, including the related notes to the financial statements, which collectively comprise the basic financial statements of the governmental entity. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the governmental entity's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the governmental entity's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The required RSI is identified in the summary of engagement terms and will be subjected to certain limited procedures but will not be audited.

We may also be engaged to report on supplementary information other than RSI that accompanies the governmental entity's financial statements. If we opine on the supplementary information, accompanying the financial statements as identified in the summary of engagement terms, we will subject the supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole.

If we do not provide an opinion or any assurance on the supplementary information other than RSI as identified in the summary of engagement terms, the other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements and our auditor's report will not provide an opinion or any assurance on that other information.

AUDIT OBJECTIVES

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with the financial reporting framework identified in the summary of engagement terms and to report on the fairness of the supplementary information for which we opine on as identified in the summary of engagement terms when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and will include tests of the accounting records of the governmental entity and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the governmental entity's financial statements. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by Government Auditing Standards. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the governmental entity is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards may not satisfy the relevant legal, regulatory, or contractual requirements.

AUDIT PROCEDURES – GENERAL

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, Government Auditing Standards do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, an unavoidable risk exists that some material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by auditing standards generally accepted in the United States of America.

AUDIT PROCEDURES – INTERNAL CONTROL

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and Government Auditing Standards.

AUDIT PROCEDURES – COMPLIANCE

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the governmental entity's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

OTHER SERVICES

We will also assist in preparing the financial statements and related notes of the governmental entity in conformity with the financial reporting framework identified in the summary of engagement terms based on information provided by you. These

non-attest services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards.

We may provide other non-attest services, as identified in the summary of engagement terms. These services may not be fully covered under this engagement agreement and may be billed separately under other agreements with you.

We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

MANAGEMENT RESPONSIBILITIES

Management is responsible for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; and (3) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with the financial reporting framework identified in the summary of engagement terms, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, including identification of all related parties and all related-party relationships and transactions, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with the financial reporting framework identified in the summary of engagement terms. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with the financial reporting framework identified in the summary of engagement terms; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with the financial reporting framework identified in the summary of engagement terms; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this agreement. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also

responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities for the non-attest services identified in the summary of engagement terms and any other non-attest services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the non-attest services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

THIRD-PARTY SERVICE PROVIDERS

We may, from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

ENGAGEMENT ADMINISTRATION, FEES, AND OTHER

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the governmental entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of BergankDV and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to oversight, regulatory, state agencies or their designees pursuant to authority given to them by law or regulation, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of BergankDV personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the oversight, regulatory or state agencies. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the parties contesting the audit finding for guidance prior to destroying the audit documentation.

The engagement partner, as identified in the summary of engagement terms, is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fees for these services are detailed in the summary of engagement terms. The fee estimate is based on anticipated cooperation from your personnel, the assumption that all requested information will be provided timely and accurately, and we will not encounter any significant or unusual circumstances which will affect the scope of our engagement, including unforeseen changes in operations or disruptions in providing our services. If significant additional time is necessary, we will keep you informed of any problems we encounter, and our fees will be adjusted accordingly. Additional time incurred for assistance with implementation of new accounting standards (ASU) will be billed separately and will be based in part upon the amount of time required at our standard billing rates, plus out-of-pocket expenses.

Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed

upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket expenses through the date of termination. A service charge of 1% per month, which is an annual rate of 12%, will be added to all accounts unpaid 30 days after billing date. If collection action is necessary, expenses and reasonable attorney's fees will be added to the amount due.

You may request that we perform additional services not contemplated by this engagement agreement or summary of engagement terms. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fee. We also may issue a separate engagement agreement and summary of engagement terms covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement agreement and summary of engagement terms.

During the course of our engagement, we may accumulate records containing data which should be reflected in your books and records. You will determine that all such data will be so reflected. Accordingly, you will not expect us to maintain copies of such records in our possession.

This engagement agreement and summary of engagement terms includes your authorization for us to supply you with electronically formatted financial statements or drafts of financial statements, financially sensitive information, spreadsheets, trial balances or other financial data from our files, upon your request.

If you intend to publish or otherwise reproduce the financial statements and make reference to our Firm name, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed. Additionally, if you include our report or a reference to our Firm name in an electronic format, you agree to provide the complete electronic communication using or referring to our name to us for our review and approval prior to distribution.

During the course of our engagement, we will request information and explanations from management regarding the entity's operations, internal controls, future plans, specific transactions, and accounting systems and procedures. At the conclusion of our engagement, we will require, as a precondition to the issuance of our report, that management provide certain representations in a written representation letter. The procedures we will perform in our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the written and oral representations that we receive from management. Accordingly, false representations could cause us to expend unnecessary efforts or could cause a material error or a fraud to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of false or misleading representations that are made to us by management.

Any disputes between us that arise under this agreement, or for a breach of this agreement, or that arise out of any other services performed by us for you, must be submitted to nonbinding mediation before either of us can start a lawsuit against the other. To conduct mediation, each of us shall designate a representative with authority to fully resolve any and all disputes, and those representatives shall meet and attempt to negotiate a resolution of the dispute. If that effort fails, then a competent and impartial third party acceptable to each side shall be appointed to hold and conduct a nonbinding mediation proceeding. You and we will equally share in the expenses of the mediator and each of us will pay for our own attorneys' fees, if any. No lawsuit or legal process shall be commenced until at least 60 days after the mediator's first meeting with the parties.

The nature of our engagement makes it inherently difficult, with the passage of time, to present evidence in a lawsuit that fully and fairly establishes the facts underlying any dispute that may arise between us. We both agree that notwithstanding any statute of limitation that might otherwise apply to a claim or dispute, including one arising out of this agreement or the services performed under this agreement, or for breach of contract, fraud or misrepresentation, a lawsuit must be commenced within 24 months after the date of our report. This 24-month period applies and starts to run on the date of each report, even if we continue to perform services in later periods and even if you or we have not become aware of the existence of a claim or the basis for a possible claim. In the event that a claim or dispute is not asserted at least 60 days before the expiration of this 24-month period, then the period of limitation shall be extended by 60 days, to allow the parties to conduct nonbinding mediation.

Our role is strictly limited to the engagement described in this agreement and summary of engagement terms, and we offer no assurance as to the results or ultimate outcomes of this engagement or of any decisions that you may make based upon our communications with, or our reports to you. Your entity will be solely responsible for making all decisions concerning the contents of our communications and reports, for the adoption of any plans and for implementing any plans you may develop, including any that we may discuss with you.

You agree that it is appropriate to limit the liability of BergankDv, its shareholders, directors, officers, employees and agents to the fullest extent permitted by applicable law.

You further agree that you will not hold us liable for any claim, cost or damage, whether based on warranty, tort, contract or other law, arising from or related to this agreement, the services provided under this agreement, the work product, or for any plans, actions or results of this engagement, except to the extent authorized by this agreement. In no event shall we be liable to you for any indirect, special, incidental, consequential, punitive or exemplary damages, or for loss of profits or loss of goodwill, costs or attorney's fees.

The exclusive remedy available to you shall be the right to pursue claims for actual damages that are directly caused by acts or omissions that are breaches by us of our duties under this agreement.

SEVERABILITY

If any portion of this engagement agreement and summary of engagement terms is held to be void, invalid, or otherwise unenforceable in whole or in part, for any reason whatsoever, such portion of this engagement agreement and summary of engagement terms shall be amended to the minimum extent required to make the provision enforceable and the remaining portions of the engagement agreement and summary of engagement terms shall remain in full force and effect.

POWER AND AUTHORITY

Each of the parties hereto has all requisite power and authority to execute and deliver this engagement agreement and summary of engagement terms and to carry out and perform its respective obligations hereunder. This agreement constitutes the legal, valid and binding obligations of each party, enforceable against such party in accordance with its terms.

PEER REVIEW REPORT

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of contract. Our peer review report is attached as follows.



Report on the Firm's System of Quality Control

October 16, 2017

To the Partners of BerganKDV, Ltd.
and the Peer Review Committee of the Minnesota Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of BerganKDV, Ltd. (the firm) in effect for the year ended March 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

211 S. 84th Street
Lincoln, NE 68510
www.bmgcpas.com

Phone: 402.483.7781
Fax: 402.483.5198
Email: info@bmgcpas.com

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of BergankDV, Ltd. in effect for the year ended March 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. BergankDV, Ltd. has received a peer review rating of *pass*.

BMG Certified Public Accountants, LLP

A handwritten signature in black ink, consisting of the letters 'B', 'M', and 'G' in a stylized, cursive-like font.

Lincoln, Nebraska

RESOLUTION NO. 21-01-09

**CITY OF WYOMING
CHISAGO COUNTY, MINNESOTA**

**A RESOLUTION APPROVING BERGANKDV
TO CONDUCT THE ANNUAL AUDIT SERVICES
FOR THE YEAR ENDED DECEMBER 31, 2020
IN THE AMOUNT OF \$33,850**

WHEREAS, the City of Wyoming annually enters into agreements for auditing services; and

WHEREAS, BerganKDV was selected by the city council as part of an RFP process to prepare the 2018, 2019 and 2020 Audits

WHEREAS, The City of Wyoming is required by State Statute to conduct an annual audit of city funds; and

WHEREAS, the City of Wyoming will need the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information audited.

NOW, THEREFORE, BE IT RESOLVED by the City Council hereby authorizes the City Administrator to contract with BerganKDV

Herupon said resolution was declared duly passed and adopted by the city council of the city of Wyoming this 19th day of January, 2021

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk

CITY OF WYOMING

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***Check Detail Register©**

JANUARY 2021

	Check Amt	Invoice	Comment
10100 gen checking			
Paid Chk# 012367E 1/5/2021	DEPARTMENT OF TREASURY		
G 101-21701 Federal Withholding	\$7,217.85		Federal
G 101-21703 FICA Tax Withholding	\$1,042.74		Medicare
G 101-21703 FICA Tax Withholding	\$2,684.69		Social Security
G 101-21703 FICA Tax Withholding	\$2,684.69		Social Security Benefit
G 101-21703 FICA Tax Withholding	\$1,042.74		Medicare Benefit
Total DEPARTMENT OF TREASURY	\$14,672.71		
Paid Chk# 012368E 1/5/2021	MN DEPARTMENT OF REVENUE		
G 101-21702 State Withholding	\$3,152.54		State Tax - MN
Total MN DEPARTMENT OF REVENUE	\$3,152.54		
Paid Chk# 012369E 1/5/2021	P.E.R.A.		
G 101-21704 PERA	\$2,923.63		Cord Pera
G 101-21704 PERA	\$3,698.12		PF Pera
G 101-21704 PERA	\$3,373.42		Pera City match
G 101-21704 PERA	\$5,547.23		PF pera city match
Total P.E.R.A.	\$15,542.40		
Paid Chk# 012370E 1/5/2021	SELECTACCOUNT		
G 101-21707 H.S.A	\$2,095.08		HSA CONTRIBUTION
Total SELECTACCOUNT	\$2,095.08		
Paid Chk# 051381 1/5/2021	LAW ENFORCEMENT LABOR SERVICE		
G 101-21713 UNION (POLICE)	\$381.00		UNION (POLICE)
otal LAW ENFORCEMENT LABOR SERVICE	\$381.00		
Paid Chk# 051382 1/5/2021	PACIFIC LIFE INSURANCE COMPANY		
G 101-21712 ROTH-PACIFIC LIFE	\$230.77		ROTH
Total PACIFIC LIFE INSURANCE COMPANY	\$230.77		
10100 gen checking	\$36,074.50		

CITY OF WYOMING

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***Check Detail Register©**

JANUARY 2021

Check Amt Invoice Comment

Fund Summary**10100 gen checking**

101 GENERAL FUND

\$36,074.50

\$36,074.50

Mayor Iverson

Councilmember Luger

Councilmember Nanko/Yeager

Councilmember Schilling

Councilmember Zerwas

CITY OF WYOMING

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JANUARY 2021

Check Amt Invoice Comment

10100 gen checking

Paid Chk# 051383 1/6/2021 TOLZMANN, KENNETH A

G 800-20522 CHERRY HILL-2 ESCROW \$1,030.15 01062021 CHERRY HILL-2 ESCROW RELEASE

Total TOLZMANN, KENNETH A \$1,030.15**10100 gen checking** \$1,030.15

Fund Summary

10100 gen checking

800 PROJECTS AND DEVELOPMENTS \$1,030.15

\$1,030.15

Mayor Iverson_____
Councilmember Luger_____
Councilmember Nanko/Yeager_____
Councilmember Schilling_____
Councilmember Zerwas

CITY OF WYOMING

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***Check Detail Register©**

JANUARY 2021

			Check Amt	Invoice	Comment
10100 gen checking					
Paid Chk#	051384	1/19/2021	ADAMS PEST CONTROL INC		
E 101-43100-231	CONTRACTED SERVICES		\$37.58	3242651	PEST CONTROL SHOP
E 101-43100-231	CONTRACTED SERVICES		\$64.43	3242652	PEST CONTROL FAXTON SHOP
E 101-42110-231	CONTRACTED SERVICES		\$37.58	3242653	PEST CONTROL PD
Total	ADAMS PEST CONTROL INC		\$139.59		
Paid Chk#	051385	1/19/2021	AEM FINANCIAL SOLUTIONS, LLC		
E 401-41000-500	CAPITAL OUTLAY		\$3,000.00	01142021	LONG TERM PLAN
E 101-41500-300	PROFESSIONAL SERVICE (GE		\$3,875.00	438390	FINANCIAL MANAGEMENT SERVICES
Total	AEM FINANCIAL SOLUTIONS, LLC		\$6,875.00		
Paid Chk#	051386	1/19/2021	ALLIED MEDICAL TRAINING		
E 101-42110-208	TRAINING AND INSTRUCTION		\$885.00	1672	NCCP EMT CERT COURSE
Total	ALLIED MEDICAL TRAINING		\$885.00		
Paid Chk#	051392	1/19/2021	CHISAGO LAKES JOINT SEWAGE TRE		
E 602-47000-611	BOND INTEREST		\$13,036.32	13015	2004 GO SEWER REV NOTE INTEREST
otal	CHISAGO LAKES JOINT SEWAGE TRE		\$13,036.32		
Paid Chk#	051393	1/19/2021	CINTAS/G & K SERVICES		
E 101-43100-418	UNIFORMS		\$16.12	4072422005	STREETS
E 101-43100-210	OPERATING SUPPLIES		\$87.51	4072422005	SHOP SUPPLIES
E 101-42110-360	CLEANING SERVICE		\$25.00	4072422103	POLICE
E 101-41400-360	CLEANING SERVICE		\$25.00	4072422144	CITY HALL
E 101-43100-418	UNIFORMS		\$87.51	4073085046	STREETS
E 101-43100-210	OPERATING SUPPLIES		\$3.50	4073085046	SHOP SUPPLIES
Total	CINTAS/G & K SERVICES		\$244.64		
Paid Chk#	051402	1/19/2021	ECONOMIC DEVELOP ASSOC OF MN		
E 280-41000-300	PROFESSIONAL SERVICE (GE		\$295.00	300001712	MEMBERSHIP
Total	ECONOMIC DEVELOP ASSOC OF MN		\$295.00		
Paid Chk#	051406	1/19/2021	F.I.R.E		
E 101-42110-208	TRAINING AND INSTRUCTION		\$400.00	4753	NFPA INSTRUCTOR CLASS-T SCHNEIDER
Total	F.I.R.E		\$400.00		
Paid Chk#	051407	1/19/2021	FACILICARE		
E 101-41400-360	CLEANING SERVICE		\$299.00	16545	CITY HALL/FIRE
E 101-45500-360	CLEANING SERVICE		\$1,263.40	16546	LIBRARY
E 101-42110-360	CLEANING SERVICE		\$159.00	16550	POLICE
Total	FACILICARE		\$1,721.40		
Paid Chk#	051409	1/19/2021	FBI NATIONAL ACADEMY ASSOCIATE		
E 101-42110-433	DUES & SUBSCRIPTIONS		\$110.00	39942-2021	2021 FBINAA MEMBERSHIP DUES
Total	FBI NATIONAL ACADEMY ASSOCIATE		\$110.00		
Paid Chk#	051410	1/19/2021	FERGUSON WATERWORKS		
E 601-49425-229	METERS		\$736.70	0468432	HORNS FOR WATER METERS

CITY OF WYOMING

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JANUARY 2021

		Check Amt	Invoice	Comment
Total FERGUSON WATERWORKS		\$736.70		
Paid Chk#	051413 1/19/2021	H & W FUND I.U.O.E LOCAL 49		
G 101-21706	Hospitalization/Medical Ins	\$6,325.00	022021	FEBRUARY PREMIUMS
Total H & W FUND I.U.O.E LOCAL 49		\$6,325.00		
Paid Chk#	051415 1/19/2021	HEALTH PARTNERS		
G 101-21706	Hospitalization/Medical Ins	\$1,879.38	102224096	FEBRUARY PREMIUMS
Total HEALTH PARTNERS		\$1,879.38		
Paid Chk#	051419 1/19/2021	HOME DEPOT CREDIT SERVICES		
E 101-43100-240	SMALL TOOLS/MINOR EQUIPM	\$535.78	70423	SHOP TOOLS, BATTERY
Total HOME DEPOT CREDIT SERVICES		\$535.78		
Paid Chk#	051421 1/19/2021	INNOVATIVE OFFICE SOLUTIONS		
E 101-42110-200	SUPPLIES - OFFICE/COPY/CO	\$76.41	IN3223054	OFFICE SUPPLIES
Total INNOVATIVE OFFICE SOLUTIONS		\$76.41		
Paid Chk#	051422 1/19/2021	IUOE LOCAL #49		
G 101-21714	PW UNION DUES	\$210.00	01052021	JANUARY DUES
Total IUOE LOCAL #49		\$210.00		
Paid Chk#	051425 1/19/2021	LEAGUE OF MN CITIES		
E 101-41110-208	TRAINING AND INSTRUCTION	\$95.00	333190	2021 ELECTED LEADERS PROGRAM-IVERSON
E 101-41110-208	TRAINING AND INSTRUCTION	\$95.00	333409	2021 ELECTED LEADERS PROGRAM-LUGER
E 101-41110-208	TRAINING AND INSTRUCTION	\$175.00	333791	2021 ELECTED LEADERS PROGRAM-OHNSTAD
E 101-41400-208	TRAINING AND INSTRUCTION	\$30.00	333791	MCMA MEMBER-LINWOOD
Total LEAGUE OF MN CITIES		\$395.00		
Paid Chk#	051428 1/19/2021	MENARDS - FOREST LAKE		
E 101-43100-240	SMALL TOOLS/MINOR EQUIPM	\$52.87	54972	TOOLBAG & WASHER FLUID
Total MENARDS - FOREST LAKE		\$52.87		
Paid Chk#	051429 1/19/2021	MIDCONTINENT		
E 101-41400-321	TELEPHONE	\$113.27		CITY HALL
E 101-41400-231	CONTRACTED SERVICES	\$899.04		FIBER
E 101-42110-321	TELEPHONE	\$188.88		POLICE DEPT
E 101-43100-321	TELEPHONE	\$64.07		PUBLIC WORKS
E 601-49425-321	TELEPHONE	\$192.74		WELL
E 602-49425-321	TELEPHONE	\$140.75		LIFTSTATIONS
Total MIDCONTINENT		\$1,598.75		
Paid Chk#	051430 1/19/2021	MN CHIEFS OF POLICE ASSOC.		
E 101-42110-433	DUES & SUBSCRIPTIONS	\$305.00	11613	2021 MEMBERSHIP DUES
E 101-42110-210	OPERATING SUPPLIES	\$62.50	11655	HANDGUN PERMIT APPLICATIONS
Total MN CHIEFS OF POLICE ASSOC.		\$367.50		
Paid Chk#	051434 1/19/2021	MVTL		
E 601-49425-311	LAB COSTS	\$97.50	1069130	LAB TESTS

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Total MVTL			\$97.50		
Paid Chk#	051435	1/19/2021	NAPA AUTO PARTS		
E 101-43100-212	MOTOR FUELS		\$199.80	010315	DEF FLUID FOR TRUCKS
E 101-43100-240	SMALL TOOLS/MINOR EQUIPM		\$417.90	011039	TOOLS FOR TRUCK 904
Total NAPA AUTO PARTS			\$617.70		
Paid Chk#	051438	1/19/2021	RICOH BUSINESS SYSTEMS		
E 101-41400-215	COPIER		\$146.23	104499635	CITY HALL
E 101-42110-224	MAINTENANCE CONTRACTS		\$77.19	104499635	POLICE
E 101-42110-224	MAINTENANCE CONTRACTS		\$20.71	104499635	FIRE
Total RICOH BUSINESS SYSTEMS			\$244.13		
Paid Chk#	051443	1/19/2021	ST PAUL-RAMSEY CTY PUBLIC HEAL		
E 101-41400-210	OPERATING SUPPLIES		\$20.00	DUMAIS	NOTARY PUBLIC COMMISSION INSTRUCTIONS
Total ST PAUL-RAMSEY CTY PUBLIC HEAL			\$20.00		
Paid Chk#	051444	1/19/2021	STORM TRAINING GROUP		
E 101-42110-208	TRAINING AND INSTRUCTION		\$798.00	1126	TRAINING
Total STORM TRAINING GROUP			\$798.00		
Paid Chk#	051447	1/19/2021	US BANK EQUIPMENT FINANCE		
E 101-42400-200	SUPPLIES - OFFICE/COPY/CO		\$194.40	432603314	JANUARY PLOTTER
Total US BANK EQUIPMENT FINANCE			\$194.40		
Paid Chk#	051455	1/19/2021	WILLIAMS SCOTSMAN, INC.		
E 401-43100-500	CAPITAL OUTLAY		\$429.40	8440300	LEASE ON PW TRAILER
Total WILLIAMS SCOTSMAN, INC.			\$429.40		
Paid Chk#	051456	1/19/2021	WINNICK SUPPLY INC.		
E 101-43100-240	SMALL TOOLS/MINOR EQUIPM		\$207.23	422222	TRANSFER PUMP
E 101-43100-210	OPERATING SUPPLIES		\$45.64	422296	OXYGEN FOR CUTTING TORCH
E 101-43100-240	SMALL TOOLS/MINOR EQUIPM		(\$207.23)	CM-422222	RETURNED TRANSFER PUMP
Total WINNICK SUPPLY INC.			\$45.64		
Paid Chk#	051458	1/19/2021	ZIEGLER INC.		
E 101-43100-212	MOTOR FUELS		\$262.50	20C340836	HYD OIL
Total ZIEGLER INC.			\$262.50		
10100 gen checking			\$38,593.61		

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Fund Summary**10100 gen checking**

101 GENERAL FUND	\$20,665.20
280 EDA	\$295.00
401 CAPITAL EQUIPMENT FUND	\$3,429.40
601 WATER FUND	\$1,026.94
602 SEWER FUND	\$13,177.07
	\$38,593.61

Mayor Iverson

Councilmember Luger

Councilmember Nanko/Yeager

Councilmember Schilling

Councilmember Zerwas

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10100 gen checking				
Paid Chk#	051387	1/19/2021	ASPEN MILLS	
E 101-42110-408	UNIFORMS	\$104.95	266839	BOOTS-ROD
E 101-42110-408	UNIFORMS	\$109.98	266883	ROD-MOCK
E 101-42110-408	UNIFORMS	\$18.85	266921	EDWARDS-BADGE HOLDER
Total ASPEN MILLS		\$233.78		
Paid Chk#	051388	1/19/2021	AT & T MOBILITY	
E 101-42110-320	COMMUNICATIONS (GENERAL)	\$1,445.80	01032021	WIRELESS CHARGES
Total AT & T MOBILITY		\$1,445.80		
Paid Chk#	051389	1/19/2021	AXON ENTERPRISE, INC.	
E 101-42110-210	OPERATING SUPPLIES	\$249.00	SI-1705458	BATTERY SIGNAL SIDEARM
Total AXON ENTERPRISE, INC.		\$249.00		
Paid Chk#	051390	1/19/2021	BRUCES FOODS	
E 101-42110-210	OPERATING SUPPLIES	\$11.85	0248	WATER
Total BRUCES FOODS		\$11.85		
Paid Chk#	051391	1/19/2021	CHISAGO COUNTY RECORDER	
E 101-41400-351	LEGAL NOTICE PUBLICATION	\$46.00	202100000003	CERT OF COMPLETION
E 101-41500-351	LEGAL NOTICE PUBLICATION	\$46.00	202100000003	SATISFACTION OF MORTGAGE
E 101-41500-351	LEGAL NOTICE PUBLICATION	\$46.00	202100000003	RELEASE
G 800-20565	MARANATHA RADIO TOWER ESCR	\$46.00	202100000003	CTY RECORDER-REZONE PROPERTY
G 800-20570	HOPPE ESCROW	\$46.00	202100000003	CTY RECORDER USE PERMIT
G 800-20571	KEVINS KAR WASH	\$46.00	202100000003	CTY RECORDER VARIANCE
G 800-20568	MOXNESS SUMMER FIELDS ESCR	\$46.00	202100000003	CTY RECORDER REZONE PROPERTY
G 800-20568	MOXNESS SUMMER FIELDS ESCR	\$46.00	202100000003	CTY RECORDER-RESOLUTION
G 800-20568	MOXNESS SUMMER FIELDS ESCR	\$46.00	202100000003	CTY RECORDER USE PERMIT
G 800-20568	MOXNESS SUMMER FIELDS ESCR	\$46.00	202100000003	CTY RECORDER RESOLUTION
G 800-20565	MARANATHA RADIO TOWER ESCR	\$46.00	202100000003	CTY RECORDER-USE PERMIT
Total CHISAGO COUNTY RECORDER		\$506.00		
Paid Chk#	051392	1/19/2021	CHISAGO LAKES JOINT SEWAGE TRE	
E 602-49425-389	SEWER PLANT FEES	\$23,531.31	13022	NOVEMBER TREATMENT CHARGES
E 602-49425-389	SEWER PLANT FEES	\$23,911.47	13022	DECEMBER TREATMENT CHARGES
otal CHISAGO LAKES JOINT SEWAGE TRE		\$47,442.78		
Paid Chk#	051393	1/19/2021	CINTAS/G & K SERVICES	
E 101-43100-418	UNIFORMS	\$89.76	4071832868	STREETS
E 101-43100-210	OPERATING SUPPLIES	\$3.50	4071832868	SHOP SUPPLIES
Total CINTAS/G & K SERVICES		\$93.26		
Paid Chk#	051394	1/19/2021	CONNEXUS ENERGY	
E 101-43100-380	UTILITIES-GAS/ELEC/SEWER/	\$35.53	12302020	LAKE DR & HEATH - ST LIGHTS
E 101-42110-380	UTILITIES-GAS/ELEC/SEWER/	\$5.00	12302020	HAMLET DR
E 101-42110-380	UTILITIES-GAS/ELEC/SEWER/	\$5.00	12302020	FALLBROOK SIREN
E 101-43100-386	STREET LIGHTS	\$16.38	12302020	250TH STREET NE SIGN

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E 101-42110-380	UTILITIES-GAS/ELEC/SEWER/	\$5.00	12302020	PIONEER RD
	Total CONNEXUS ENERGY	\$66.91		
Paid Chk# 051395	1/19/2021 CORNERSTONE			
E 101-41400-429	REIMBURSEMENTS & REFUND	\$30.00	2021	LICENSE REFUND-GAMING MACHINE
	Total CORNERSTONE	\$30.00		
Paid Chk# 051396	1/19/2021 CULLIGAN WATER CONDITIONING			
E 101-42110-210	OPERATING SUPPLIES	\$55.80	12312020	WATER
	Total CULLIGAN WATER CONDITIONING	\$55.80		
Paid Chk# 051397	1/19/2021 CW TECHNOLOGY			
E 101-41400-209	NETWORK MUNICIPAL COMPU	\$2,859.00	CW62383	MONTHLY SERVICES
E 101-42110-200	SUPPLIES - OFFICE/COPY/CO	\$10.00	INV00068916	HARD DRIVE DESTRUCTION
	Total CW TECHNOLOGY	\$2,869.00		
Paid Chk# 051398	1/19/2021 DAN S TOWING			
E 202-42110-231	CONTRACTED SERVICES	\$402.25	81189	TOWING
E 202-42110-231	CONTRACTED SERVICES	\$91.06	81346	TOWING
E 202-42110-231	CONTRACTED SERVICES	\$91.27	81353	TOWING
E 202-42110-231	CONTRACTED SERVICES	\$91.27	81513	TOWING
E 202-42110-231	CONTRACTED SERVICES	\$483.19	81517	TOWING
E 202-42110-231	CONTRACTED SERVICES	\$91.27	81580	TOWING
E 202-42110-231	CONTRACTED SERVICES	\$252.33	81603	TOWING
E 202-42110-231	CONTRACTED SERVICES	\$85.00	81634	TOWING
E 202-42110-231	CONTRACTED SERVICES	\$306.02	81678	TOWING
E 202-42110-231	CONTRACTED SERVICES	\$160.69	81772	TOWING
E 202-42110-231	CONTRACTED SERVICES	\$158.55	81784	TOWING
	Total DAN S TOWING	\$2,212.90		
Paid Chk# 051399	1/19/2021 DAVIS EQUIPMENT CORP			
E 101-43100-440	SALT & SAND	\$55.11	J155295	FILTER FOR BRINE TANK
	Total DAVIS EQUIPMENT CORP	\$55.11		
Paid Chk# 051400	1/19/2021 ECKBERG LAMMERS P.C.			
E 101-41400-304	ATTORNEY FEES	\$650.00	22483	GENERAL
E 101-41400-304	ATTORNEY FEES	\$1,560.00	22483	MEETINGS
E 101-41400-304	ATTORNEY FEES	\$1,111.00	22483	AGREEMENTS
E 101-41400-304	ATTORNEY FEES	\$490.00	22483	GENERAL EMPLOYMENT
G 800-20531	AADLAND WEST	\$962.50	22483	ECKBERG-AADLAND DEVELOPMENT AGREEMENT
	Total ECKBERG LAMMERS P.C.	\$4,773.50		
Paid Chk# 051401	1/19/2021 ECM PUBLISHERS INC.			
E 101-41500-351	LEGAL NOTICE PUBLICATION	\$70.00	812920	BUDGET SUMMARY
	Total ECM PUBLISHERS INC.	\$70.00		
Paid Chk# 051403	1/19/2021 EDWARDS, ALLISON			
E 101-42110-433	DUES & SUBSCRIPTIONS	\$90.00	01122021	POST LICENSE

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Total EDWARDS, ALLISON			\$90.00		
Paid Chk# 051404	1/19/2021	EMPIRE PIPE SERVICES			
E 602-49425-231	CONTRACTED SERVICES		\$2,820.00	3187	SEWER INSPECTION 2020 ST PROJECT INS CLAIM
Total EMPIRE PIPE SERVICES			\$2,820.00		
Paid Chk# 051405	1/19/2021	EVERWOOD INDUSTRIES, INC			
E 101-41400-210	OPERATING SUPPLIES		\$60.24	258	ROSEWOOD PLAQUE
Total EVERWOOD INDUSTRIES, INC			\$60.24		
Paid Chk# 051408	1/19/2021	FAIRVIEW HEALTH SERVICES			
E 101-42110-300	PROFESSIONAL SERVICE (GE		\$87.00	15005128865	DOT SCREEN
Total FAIRVIEW HEALTH SERVICES			\$87.00		
Paid Chk# 051411	1/19/2021	GOPHER STATE ONE CALL			
E 601-49425-465	LOCATES (GOPHER STATE)		\$26.32	0120854	LOCATES
E 602-49425-465	LOCATES (GOPHER STATE)		\$26.33	0120854	LOCATES
Total GOPHER STATE ONE CALL			\$52.65		
Paid Chk# 051412	1/19/2021	GRAINGER INC.			
E 101-43100-404	REPAIRS & MAINT. - EQUIPME		\$244.70	9751012197	MIRRORS FOR TRUCK 902
Total GRAINGER INC.			\$244.70		
Paid Chk# 051414	1/19/2021	HASTINGS, JACQUE			
E 101-42110-208	TRAINING AND INSTRUCTION		\$513.39	12312020	OFFICER TEST SKILLS
Total HASTINGS, JACQUE			\$513.39		
Paid Chk# 051416	1/19/2021	HITCH-IT			
E 101-45200-404	REPAIRS & MAINT. - EQUIPME		\$7,684.80	3772	SNOW PLOW
Total HITCH-IT			\$7,684.80		
Paid Chk# 051417	1/19/2021	HOLIDAY 3550 WYOMING			
E 101-43100-212	MOTOR FUELS		\$49.00	12312020	UNLEADED FUEL
Total HOLIDAY 3550 WYOMING			\$49.00		
Paid Chk# 051418	1/19/2021	HOLIDAY COMPANIES			
E 101-42110-390	VEHICLE MAINTENANCE		\$45.00	060101012100	WASHES
Total HOLIDAY COMPANIES			\$45.00		
Paid Chk# 051420	1/19/2021	HYDRAULICS PLUS & CONSULTING			
E 101-43100-404	REPAIRS & MAINT. - EQUIPME		\$58.61	13789	FITTINGS & HOSES
E 101-43100-404	REPAIRS & MAINT. - EQUIPME		\$87.20	13798	FITINGS & HOSES
Total HYDRAULICS PLUS & CONSULTING			\$145.81		
Paid Chk# 051423	1/19/2021	K-TECH SPECIALTY COATINGS, LLC			
E 101-43100-440	SALT & SAND		\$1,187.42	202012-K0074	BEET HEET FOR PREVENTING SALT
Total K-TECH SPECIALTY COATINGS, LLC			\$1,187.42		
Paid Chk# 051424	1/19/2021	LANO EQUIPMENT INC			

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E 101-43100-404	REPAIRS & MAINT. - EQUIPME		\$3,217.25	02-804981	SNOW PUSHER BUCKET
	Total LANO EQUIPMENT INC		\$3,217.25		
Paid Chk# 051426	1/19/2021	LTG POWER EQUIPMENT			
E 101-45200-260	TRAIL MAINTENANCE		\$704.68	255240	PRUNER FOR TREESE ON TRAILS
	Total LTG POWER EQUIPMENT		\$704.68		
Paid Chk# 051427	1/19/2021	MACQUEEN EMERGENCY			
E 101-42110-230	SAFETY EQUIPMENT		\$1,689.44	16631	FIRE BOOTS
	Total MACQUEEN EMERGENCY		\$1,689.44		
Paid Chk# 051431	1/19/2021	MN DEPT OF LABOR			
G 101-22810	SURCHARGE PAYABLE		\$351.35	12312020	DECEMBER0251052020
	Total MN DEPT OF LABOR		\$351.35		
Paid Chk# 051432	1/19/2021	MN FIRE SERVICE CERT. BOARD			
E 101-42110-208	TRAINING AND INSTRUCTION		\$240.00	8323	FIREFIGHTER 1 CERT EXAM-ALEXANDER, LONG
E 101-42110-208	TRAINING AND INSTRUCTION		\$340.00	8323	HAZMAT OPERATIONS-ALEXANDER, LONG
E 101-42110-208	TRAINING AND INSTRUCTION		\$240.00	8323	FIREFIGHTER 2CERT EXAM-ALEXANDER, LONG
E 101-42110-208	TRAINING AND INSTRUCTION		\$480.00	8355	OFFICER 1 CERT EXAM-BERGAN,JA HASTINGS,A HYRKAS,PARSON
	Total MN FIRE SERVICE CERT. BOARD		\$1,300.00		
Paid Chk# 051433	1/19/2021	MUNICIPAL EMERGENCY SERVICES			
E 101-41400-227	COVID-19		\$651.11	IN1527935	BOOTS
	Total MUNICIPAL EMERGENCY SERVICES		\$651.11		
Paid Chk# 051436	1/19/2021	NORTHERN TOOL & EQUIPMENT			
E 101-45200-401	REPAIRS & MAINT. - BUILDING		\$50.31	0363186678	HOSE EXTENSION-HOCKEY RINK
	Total NORTHERN TOOL & EQUIPMENT		\$50.31		
Paid Chk# 051437	1/19/2021	RAPIT PRINTING			
E 101-42110-200	SUPPLIES - OFFICE/COPY/CO		\$59.12	224997	EDWARDS-BUSINESS CARDS
	Total RAPIT PRINTING		\$59.12		
Paid Chk# 051439	1/19/2021	RICOH USA			
E 101-42110-224	MAINTENANCE CONTRACTS		\$36.43	506109259	POLICE
E 101-42110-224	MAINTENANCE CONTRACTS		\$1.62	506109259	FIRE
E 101-41400-215	COPIER		\$92.44	506109259	CITY HALL
	Total RICOH USA		\$130.49		
Paid Chk# 051440	1/19/2021	ROETTGER, JOHN			
E 101-42110-208	TRAINING AND INSTRUCTION		\$1,726.20	01122021	50% TUITION REIMBURSEMENT
	Total ROETTGER, JOHN		\$1,726.20		
Paid Chk# 051441	1/19/2021	SPLITROCKS			
E 101-41400-429	REIMBURSEMENTS & REFUND		\$800.00	2021	LICENSE REFUND 2021 CANCELLED FEES
	Total SPLITROCKS		\$800.00		

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Paid Chk#	051442	1/19/2021	SRC		
E 101-41400-384	REFUSE		\$86.52	01012021	804 CITY OF WYOMING
E 101-45500-384	REFUSE		\$15.60	01012021	1715 WYOMING LIBRARY
E 101-45200-384	REFUSE		\$124.11	01012021	930 WYOMING CITY GARAGE
E 101-43100-384	REFUSE		\$298.64	01012021	803 CITY OF WYOMING
Total SRC			\$524.87		
Paid Chk#	051445	1/19/2021	THOMSON REUTERS-WEST PUBLISH		
E 101-42110-436	INVESTIGATIONS		\$159.54	843622470	INVESTIGATIVE SUITE
Total THOMSON REUTERS-WEST PUBLISH			\$159.54		
Paid Chk#	051446	1/19/2021	TIMESAVER OFF SITE SECRETARIAL		
E 101-41400-231	CONTRACTED SERVICES		\$219.00	M26137	CITY COUNCIL MEETING
E 101-41910-231	CONTRACTED SERVICES		\$148.00	M26137	PLANNING COMMISSION MEETING
Total TIMESAVER OFF SITE SECRETARIAL			\$367.00		
Paid Chk#	051448	1/19/2021	VERIZON		
E 101-43100-321	TELEPHONE		\$453.71	9870035824	PUBLIC WORKS
E 101-41400-321	TELEPHONE		\$166.84	9870035824	ADMINISTRATION
E 101-42400-321	TELEPHONE		\$83.42	9870035824	BUILDING
Total VERIZON			\$703.97		
Paid Chk#	051449	1/19/2021	VICTORY AUTOMOTIVE SERVICE		
E 101-42110-390	VEHICLE MAINTENANCE		\$41.83	800850	OIL CHANGE
E 101-42110-390	VEHICLE MAINTENANCE		\$216.56	800879	BATTERY, OIL CHANGE
E 101-42110-390	VEHICLE MAINTENANCE		\$385.87	800894	BRAKE PADS & ROTORS
Total VICTORY AUTOMOTIVE SERVICE			\$644.26		
Paid Chk#	051450	1/19/2021	VISA		
E 101-43100-440	SALT & SAND		\$478.00	123120-0300	TOTES
E 101-43100-230	SAFETY EQUIPMENT		\$159.00	123120-0300	BOOTS
E 651-49425-240	SMALL TOOLS/MINOR EQUIPM		\$151.01	123120-0300	WADERS
Total VISA			\$788.01		
Paid Chk#	051451	1/19/2021	VISA		
E 101-42400-208	TRAINING AND INSTRUCTION		\$385.00	123120-0292	CONTINUE ED
Total VISA			\$385.00		
Paid Chk#	051452	1/19/2021	VISA		
E 101-42110-210	OPERATING SUPPLIES		\$62.60	123120-0284	CAMERA CLIP
E 101-42110-208	TRAINING AND INSTRUCTION		\$75.00	123120-0284	BCA TRAINING
E 101-42110-580	OTHER EQUIPMENT		\$2,367.00	123120-0284	TASER & HOLSTER
E 101-42110-210	OPERATING SUPPLIES		\$12.87	123120-0284	DROPBOX
E 101-42110-210	OPERATING SUPPLIES		\$49.55	123120-0284	KEY TAGS, & LAMINATE POUCHES
E 101-42110-210	OPERATING SUPPLIES		\$42.90	123120-0284	CASE FOR SURFACE PRO
E 101-42110-210	OPERATING SUPPLIES		\$85.81	123120-0284	CHARGER, & CABLE TIES
E 101-42110-436	INVESTIGATIONS		\$19.98	123120-0284	BUSHNELL
Total VISA			\$2,715.71		

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Paid Chk#	051453	1/19/2021	VISA		
E 101-41400-210	OPERATING SUPPLIES		\$4.00	123120-0243	SUBSCRIPTION
E 101-41400-210	OPERATING SUPPLIES		\$26.83	123120-0243	BATTERIES
E 101-41400-227	COVID-19		\$63.99	123120-0243	ZOOM
E 601-49425-240	SMALL TOOLS/MINOR EQUIPM		\$71.25	123120-0243	GLOVES
E 601-49425-240	SMALL TOOLS/MINOR EQUIPM		\$40.11	123120-0243	GLOVES
E 101-41400-433	DUES & SUBSCRIPTIONS		\$127.78	123120-0243	YEARLY SUBSCRIPTION
	Total VISA		\$333.96		
Paid Chk#	051454	1/19/2021	WEX FLEET UNIVERSAL		
E 101-42400-212	MOTOR FUELS		\$26.36	69124272	BLDG DEPT
E 101-42110-212	MOTOR FUELS		\$249.73	69124272	FIRE DEPT
E 101-42110-212	MOTOR FUELS		\$1,568.64	69124272	POLICE DEPT
E 101-43100-212	MOTOR FUELS		\$318.55	69124272	STREETS DEPT
E 101-45200-212	MOTOR FUELS		\$0.00	69124272	
E 601-49425-212	MOTOR FUELS		\$159.28	69124272	WATER DEPT
E 602-49425-212	MOTOR FUELS		\$159.27	69124272	SEWER DEPT
	Total WEX FLEET UNIVERSAL		\$2,481.83		
Paid Chk#	051457	1/19/2021	XCEL ENERGY		
E 101-43100-386	STREET LIGHTS		\$5,536.38	714514475	STOP LIGHTS
E 101-43100-380	UTILITIES-GAS/ELEC/SEWER/		\$38.13	715176475	TRAFFIC SIGNAL
	Total XCEL ENERGY		\$5,574.51		
	10100 gen checking		\$98,454.31		

CITY OF WYOMING

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JANUARY 2021

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Fund Summary**10100 gen checking**

101 GENERAL FUND	\$44,014.56
202 POLICE IMPOUNDS & TOWS	\$2,212.90
601 WATER FUND	\$296.96
602 SEWER FUND	\$50,448.38
651 SURFACE/STORM WATER FUND	\$151.01
800 PROJECTS AND DEVELOPMENTS	\$1,330.50
	\$98,454.31

Mayor Iverson

Councilmember Luger

Councilmember Nanko/Yeager

Councilmember Schilling

Councilmember Zerwas

CITY OF WYOMING

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JANUARY 2021

	Check Amt	Invoice	Comment
10100 gen checking			
Paid Chk# 012378E 1/19/2021	DEPARTMENT OF TREASURY		
G 101-21701 Federal Withholding	\$439.76		Federal
G 101-21703 FICA Tax Withholding	\$234.52		Medicare
G 101-21703 FICA Tax Withholding	\$1,002.47		Social Security
G 101-21703 FICA Tax Withholding	\$1,002.47		Social Security Benefit
G 101-21703 FICA Tax Withholding	\$234.52		Medicare Benefit
Total DEPARTMENT OF TREASURY	\$2,913.74		
Paid Chk# 012379E 1/19/2021	MN DEPARTMENT OF REVENUE		
G 101-21702 State Withholding	\$231.74		State Tax - MN
Total MN DEPARTMENT OF REVENUE	\$231.74		
Paid Chk# 012381E 1/19/2021	P.E.R.A.		
G 101-21704 PERA	\$16.67		DCP Pera
G 101-21704 PERA	\$16.67		DCP Pera City Match
Total P.E.R.A.	\$33.34		
10100 gen checking	\$3,178.82		
Fund Summary			
10100 gen checking			
101 GENERAL FUND	\$3,178.82		
	\$3,178.82		

Mayor Iverson

Councilmember Luger

Councilmember Nanko/Yeager

Councilmember Schilling

Councilmember Zerwas

CITY OF WYOMING

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JANUARY 2021

	Check Amt	Invoice	Comment
10100 gen checking			
Paid Chk# 012374E 1/19/2021	DEPARTMENT OF TREASURY		
G 101-21701 Federal Withholding	\$6,730.74		Federal
G 101-21703 FICA Tax Withholding	\$1,010.80		Medicare
G 101-21703 FICA Tax Withholding	\$2,497.84		Social Security
G 101-21703 FICA Tax Withholding	\$2,497.84		Social Security Benefit
G 101-21703 FICA Tax Withholding	\$1,010.80		Medicare Benefit
Total DEPARTMENT OF TREASURY	\$13,748.02		
Paid Chk# 012375E 1/19/2021	MN DEPARTMENT OF REVENUE		
G 101-21702 State Withholding	\$2,967.08		State Tax - MN
Total MN DEPARTMENT OF REVENUE	\$2,967.08		
Paid Chk# 012376E 1/19/2021	P.E.R.A.		
G 101-21704 PERA	\$2,724.24		Cord Pera
G 101-21704 PERA	\$3,793.65		PF Pera
G 101-21704 PERA	\$3,143.37		Pera City match
G 101-21704 PERA	\$5,690.46		PF pera city match
Total P.E.R.A.	\$15,351.72		
Paid Chk# 012377E 1/19/2021	SELECTACCOUNT		
G 101-21707 H.S.A	\$2,270.08		HSA CONTRIBUTION
Total SELECTACCOUNT	\$2,270.08		
Paid Chk# 051459 1/19/2021	PACIFIC LIFE INSURANCE COMPANY		
G 101-21712 ROTH-PACIFIC LIFE	\$230.77		ROTH
Total PACIFIC LIFE INSURANCE COMPANY	\$230.77		
10100 gen checking	\$34,567.67		

CITY OF WYOMING

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JANUARY 2021

Check Amt Invoice Comment

Fund Summary**10100 gen checking**

101 GENERAL FUND

\$34,567.67

\$34,567.67

Mayor Iverson_____
Councilmember Luger_____
Councilmember Nanko/Yeager_____
Councilmember Schilling_____
Councilmember Zerwas



Council Report

January 14, 2021

Mayor Iverson and City Council Members

Re: Public Safety Activity Report for Jan 19th, 2020 City Council Meeting

With the uptick in protests around the nation, in Minnesota and in anticipation for continuation demonstrations this coming year, I have decided to send our entire PD to Mobile Field Force training. This will give all our employees the basic skills to respond if our participation is requested or a local need arises. I have assigned three officers to a County wide multi agency Mobile Field Force task force, similar to our SWAT team participation. The three members will respond to local requests and regional requests on a case by case basis.

I have scheduled a speed survey in the speed reduction zone on E. Viking. Patrol will be doing multiple 1 hour surveys at different times of the day to analyze where the impact of the new speed limits. I'll have the feedback available for the February.

Paul Hoppe
Public Safety Director



PUBLIC SAFETY

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



CAD Summary Report

Printed On: 01/13/21 10:03

Wyoming

	12/20	01/21	Total
911 call received from text.		1	1
911 Hangup or Open Line		1	1
ADULT-Missing Person		1	1
ALARM-Commercial		1	1
ALARM-Residential		1	1
ALL OTHER than Financial Fraud		1	1
ANIMAL-Found		1	1
Assist Other Agency	1	7	8
ATV/Off Road Veh Complaint		1	1
Break		2	2
Burn Permit	1	3	4
Burning Complaint		1	1
CHECK-Area	4	57	61
CHECK-Business	4	32	36
CHECK-Park	4	30	34
CHECK-Residence		5	5
CHECK-the welfare		9	9
Civil Complaint		1	1
CRASH-Property Damage ONLY		3	3
CRASH-Veh vs Animal (Deer)		3	3
CRIM DAMAGE to property (not in progress)	1		1
Death of Person		2	2
Detail/Activities	3	6	9
Disturbance (in progress)		1	1
DOMESTIC-Verbal (not in progress)		1	1
Driving Complaint		6	6
Dumping/Littering Complaint		1	1
Executive Order Violation	1		1
Extra Patrol		3	3
Financial Fraud-Check CCard		1	1



CAD Summary Report

Printed On: 01/13/21 10:03

	12/20	01/21	Total
FIRE Call		4	4
FOUND-Property		1	1
Gun Permit		4	4
Informational ICR		3	3
Lift Assist		2	2
LOST Property		1	1
MEDICAL	2	17	19
Motorist Assist		1	1
Natural Gas/Propane Leak		1	1
Parking Complaint		1	1
Phone Fraud		1	1
Public Assist	3	4	7
Road Hazard		2	2
Slumper		1	1
SQUAD CHECK	2	23	25
Stoparm Violation		1	1
Suicidal Person		1	1
Suspicious Activity		3	3
Suspicious Person		1	1
Suspicious Vehicle		3	3
THEFT-FROM Vehicle		1	1
Theft-of Identity		1	1
THREATS (not in progress)		1	1
Traffic Enforcement/Radar	2	5	7
TRAFFIC Stop	1	20	21
Vehicle Fire		1	1
Vehicle Lockout		2	2
Vehicle Off Road		1	1
Total	29	289	318



January 13, 2021
Honorable Mayor and City Council
City of Wyoming
26885 Forest Boulevard
Wyoming, MN 55092

RE: January 19, 2021 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.

Maranatha Radio Tower

The foundation for the tower has been placed. The permit for the radio tower antenna has been issued.

Midco Data Center

The plumbing final inspection has been approved. Interior work continues, including sheetrock and a large duct system to provide cooling for the electronic equipment room. Framing plumbing and mechanical systems rough-in inspections have been approved. The floor slab have been installed. Installation of the “tip-up” wall panels and the roof structure are complete. Underground plumbing in the building has been inspected and approved. Footings and foundation have been inspected and approved. Connections to city sewer & water have been inspected and approved. Stormwater treatment features have been constructed. The parking lot has been paved.

Wyoming Grange Daycare

Construction has restarted with the installation of the fire separation assemblies. The building permit has been issued to remodel the former Galleberg Chiropractic office into a daycare facility.

CU Recovery Parking Area Expansion

Ponding areas have been seeded and blacktop with parking lanes has been done as well. The contractor has not scheduled a final inspection.

260th Street Water Tower

Antennas on the temporary poles are being placed back on to the water tower; the steel tower has been removed.

Gopher State Mini-Storage

One structure has had its final inspection approved. Framing on the other building has been delayed because of lumber prices and availability.

Sincerely,

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



DEPARTMENT OF BUILDING SAFETY

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

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

January 14, 2021

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

Delivered via Email

Re: City of Wyoming
Status Update for the Period of – December 31, 2020 – January 14, 2021

Dear Robb:

Our office is reviewing documents and advising the City as with regard to questions relating to the City contracts and public area. We continue to provide legal assistance relating to the COVID-19 Pandemic. We continue our general counsel role of fielding questions and addressing general concerns raised by City staff relating to any other legal matters relevant to the City.

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

Very Truly Yours,

s/ Thomas R. Loonan

Thomas R. Loonan
City Attorney



Engineer's Report



January 15, 2021

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

Re: January 19, 2020 City Council Meeting
WSB Project No. 015228-000

Dear Mayor and Council Members:

This engineers 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.

2020 Street Improvement Project

Project is substantially complete. The assessments have been certified to Chisago. No further updates on this project are expected until spring. Final payment will be made next spring once vegetation is established and all punch list items have been addressed.

2021 Street Improvement Project

Mailed notice to residents has gone out to residents informing them of the potential 2021 project. Survey, televising, soil borings, utility locates, and coordination with public works to understand any infrastructure needs/repairs in this area is underway. Survey work has been completed and staff is preparing the feasibility study.

A neighborhood meeting was held on 12/16/20 to inform property owners of the potential project, the public improvement process, and to get feedback from property owners prior to the finalization of the feasibility study. Staff will be bringing the feasibility study to the City council for consideration at the February 2nd City Council meeting. It is anticipated that a Public Hearing will be scheduled for the March 2nd City Council meeting. Staff would look to hold a second informational meeting on February 17th.

MS4 Story Map

The story map is now up and running on the City website.

Summer Fields Development

The preliminary plat proposal has been heard by the Planning Commission and the City Council. The preliminary plat has been conditionally approved. At the 11/24 Planning Commission meeting the Planning Commission moved to recommend to the City Council approval of the CUP for a planned unit development for the entire 106 lots identified in the preliminary plat as well as moved to recommend to the City Council approval of the Summer Fields final plat consisting of 19 lots. Council approved these items at the 12/1 City Council meeting. Staff will be reviewing the recently submitted plans to verify all of our comments have been addressed and begin work on the development agreement.

Wetland Banking Project (Former Golf Course Property)

Staff and Mayor Iverson had a meeting with the property owner and his team regarding plans for a wetland bank creation project. Staff will continue to work with the applicant to understand the scope of the project.

Certificate of Mileage

Staff has submitted the City of Wyoming Certificate of Mileage to MNDOT. Since we added to our overall street mileage, staff will be reviewing if we can potentially add to our MSA network of roads. Map revisions for the City have also been submitted to MNDOT. Additions are due in March of 2021.

Preserve at Comfort Lake

Work on the project has ended for the construction season and will resume in the spring of 2021. The first layer of asphalt has been placed on the development as well as the portion of Heritage Lane that needed to be upgraded. The finalization of the filtration basin, final layer of asphalt, and restoration are the main remaining items to be completed.

Small utility construction (electric, gas, communications) is complete. Restoration of boulevards, pond filtration media and seeding is ongoing.

Aadland Development

The development agreement has been prepared and provided to the developer for review. Staff has approved the plans for the project and the applicant is working on gaining approval from the CLFLWD. No schedule has been provided on construction of the public infrastructure. Staff has granted a driveway access for this property for viewing of the lots where surveyors identified lot boundaries. Staff believes this development will start construction in the spring of 2021.

Diamond Ridge Development

This is a plat that was approved many years ago. We have received plans after many years of no activity on this project. It consists of 6 single family lots at the end of 261st Street and will connect to Emerald Avenue. Staff has provided comments on the construction plans and have also prepared a draft development agreement. Staff is awaiting revised construction plans and expect construction will begin in the spring of 2021.

Wellhead Protection Plan

WSB had submitted for a Source Water Protection Implementation Grant from the Minnesota Department of Health to continue to implement the actions outlined in our Wellhead Protection Plan. We successfully received the \$10,000 we requested. Staff has begun working on these efforts. There is not a City matching funds requirement.

TH 61 and East Viking Sanitary Sewer Upsizing Project

Staff and council discussed the project at a work session on January 13th. Staff will be finalizing plans and requesting authorization to advertise for bids in February with construction anticipated to begin in the Spring. Many ongoing efforts related to public engagement will continue.

East Viking Bridge over the Sunrise River

Plans have been submitted to MNDOT for review. Design parameters had been set with the Minnesota Department of Natural Resources and staff worked to find the most economical and least impactful design (both environmentally and duration of construction) to replace this bridge. The proposed design is wider than what exists today to meet minimum design standards. Our intention is to wait for bridge bonding to become available to help fund the building of this bridge. We are on the wait list.

Access will be restricted as the bridge construction will require the roadway to be closed when this construction takes place. Coordination with Polaris, residents, Chisago City and others will be important.

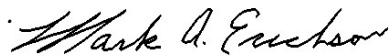
Annual Bridge Inspections

Wyoming Annual Bridge Inspections have been completed. MNDOT had a load rating completed for the bridge over the Sunrise River and the result was slightly restricting the weight from what it is currently posted at.

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

Sincerely,

WSB and Associates, Inc.



Mark A. Erichson, PE



City Council Report

Mayor Iverson and City Council Members

Public Works Report for January 19th, 2021 Council Meeting

Honorable Mayor Iverson and City Council Members,

I wanted to provide an update on the Supervisory Control and Data Acquisition System (SCADA) that has been implemented. I have provided snapshots of the actual system for your review. The supervisory control is the wells, water towers, and the lift stations. The data acquisition is then Excel Spreadsheets that collect the daily information. The city is able to collect more data that is not on the spreadsheets and we will implement that feature in the future. This data is used in monthly fluoride reports and the DNR water usage reports. We also have daily drawdowns of our wells for reporting purposes. The system is now live for remote viewing by myself and the on-call person.

The trees overhanging, in some areas of the city, are being pruned so our equipment will not hit them when snow plowing.

The position for the new Maintenance Worker has been posted.

Parks:

Opening up the winter trail.

Sanitary Sewer:

Daily Rounds have been completed.

Water:

Daily and monthly water tests have been completed

Correspondence continues from MDH on Coronavirus

Streets:

2021 Street Project work

Dead or trouble boulevard trees continue to be removed or pruned.

Snow plowing and clear lane salt ordered.

Surface Water:

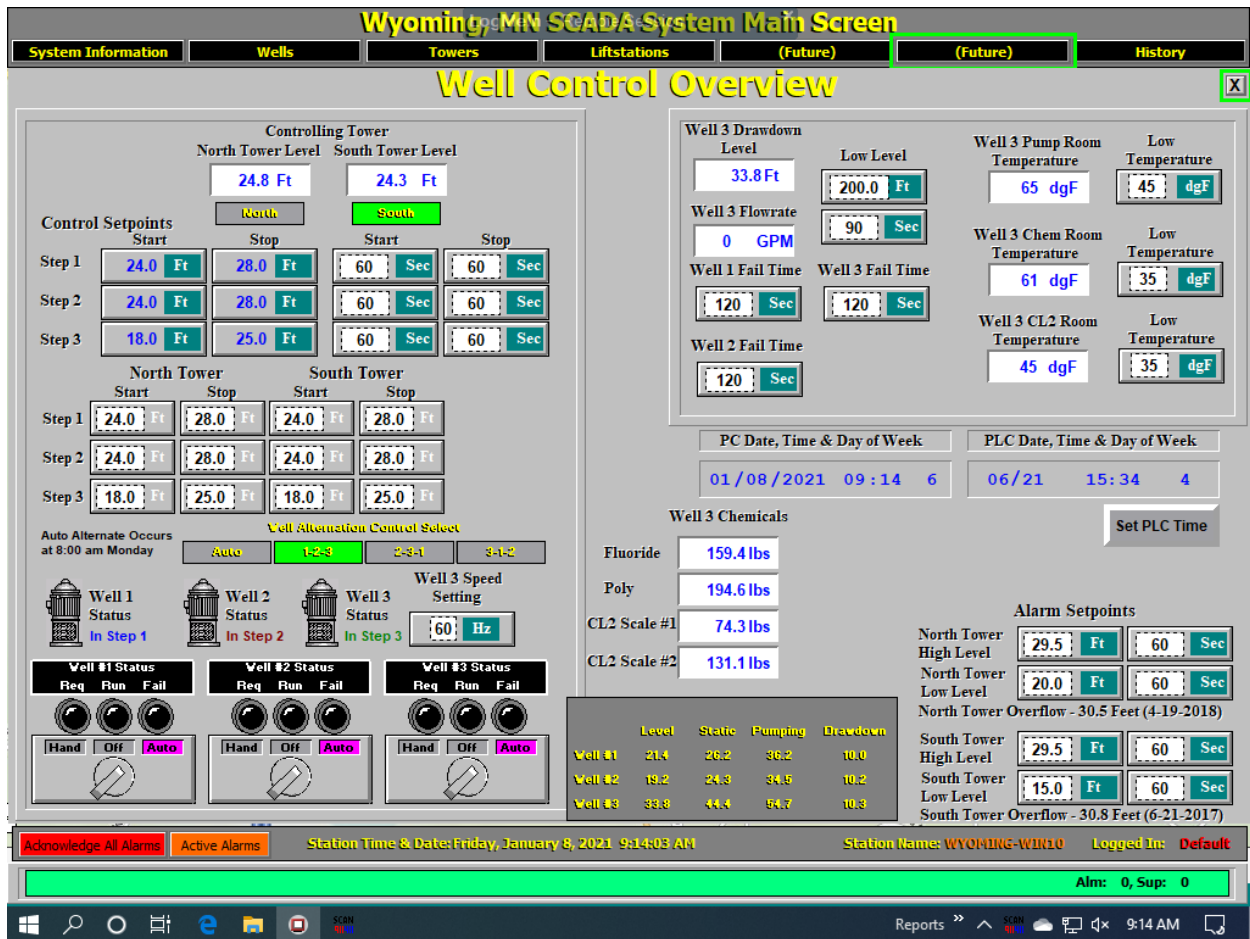
Large culvert by Hawk Meadows continues to plug and Public Works has been keeping it open.

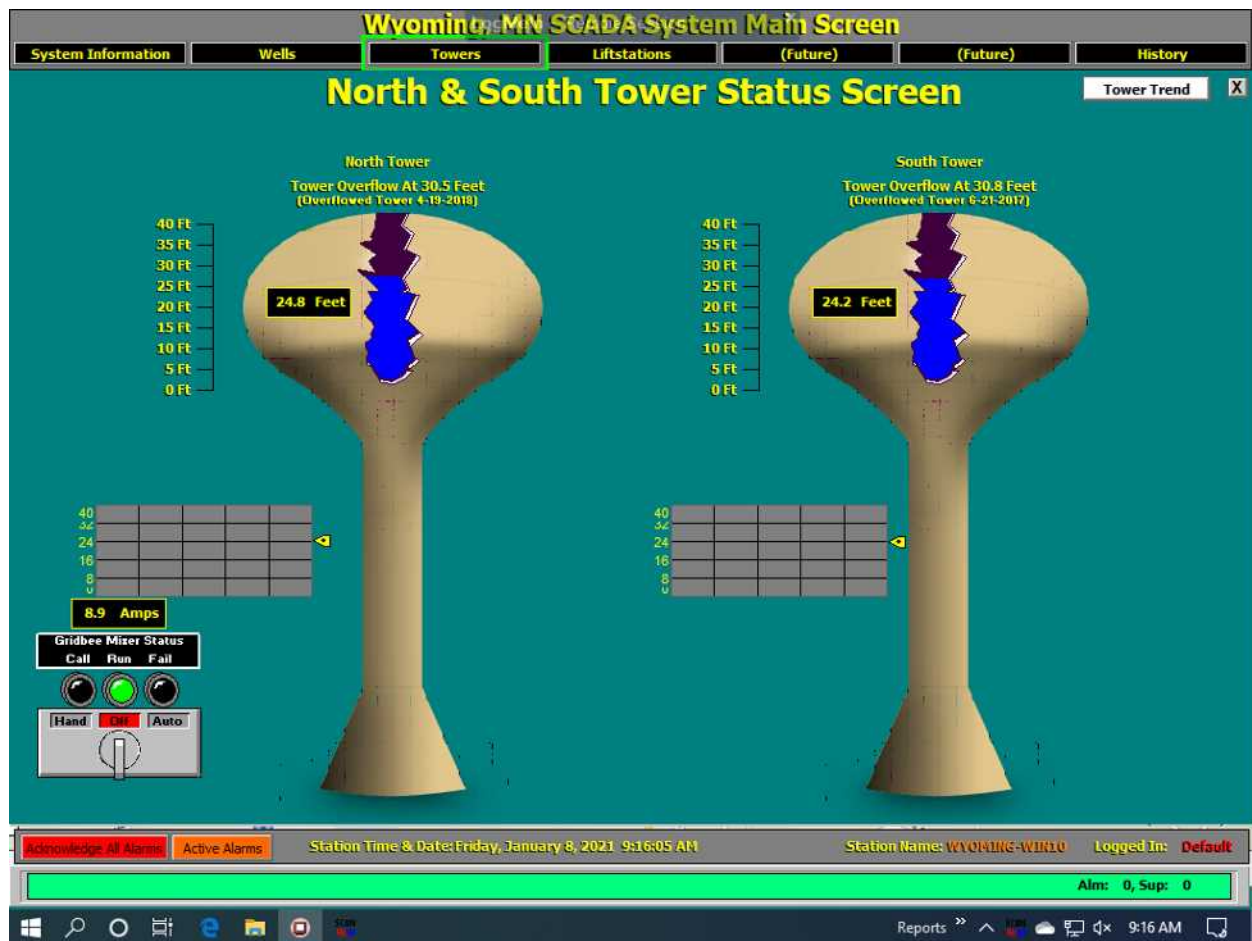
Working with WSB for a solution.

Sincerely,

Chuck Almhjeld

Public Works Superintendent







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Council Communication

Date: January 15, 2021

Presented to: Mayor Iverson and City Council Members

Presented by: Kelly Dumais – Assistant City Administrator

Department: Administration

Reference: Lion's Park Memorial

Method: Council Communication

Background Information:

In February of 2018, Wyoming experienced a tragedy when a snowmobile accident resulted in the death of 8 year old Alan Geisenkoetter Jr. In August of the same year, a new Minnesota law was put into place, called "Little Alan's Law" which extends license suspension resulting from a DWI charge to include recreational vehicles as well. "Little Alan" enjoyed playing in Lion's Park and the Fire Relief Association planted an apple tree in the park in his honor. The Park Advisory Commission has discussed and recommended the addition of a memorial stone to be placed at the apple tree with the inscription: "In Memory of Little Alan Geisenkoetter." The Wyoming Fire Relief Association has voted to donate the funds for the memorial stone to be placed in Lion's Park.

Example:



Product Features:

- Made in the USA
- Made to Last a Lifetime
- Delivery Time 3 - 4 Weeks

Approximate Product Details:

- Size: 16" W x 11" H
- Weight: 12 lbs.



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 13, 2021

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Employment Agreements for Sergeant's Brian Rod and Lance Beardsley – 2021-2023

The Sergeants of the Wyoming Police Department and the Wyoming City Council have been negotiating a bargaining agreement over the last few months for an employment agreement for the years 2021 – 2023. Wyoming city staff sent an updated employment agreement on January 8, 2021. We received notice from both Sergeants that they have accepted the city's most recent proposal.

If approved by the city council the duration of the new agreement is from 2021-2023. The contract includes the following features:

- 3% compensation increase in each year of the contract
- An Increase in Uniform Allowance of \$125/Annually

Recommendation: The council ratifies Employment Agreements between the City of Wyoming and Sergeant Brian Rod and Sergeant Lance Beardsley for the years of 2021-2023



CITY OF WYOMING

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

EMPLOYMENT AGREEMENT

THIS AGREEMENT ("Agreement") is made and entered into this 19th day of January, 2021, between the **City of Wyoming** ("City"), and **Brian Rod** ("Employee").

RECITALS

- A. The City wishes to continue to employ the services of Employee as Sergeant in the Police Department of the City.
- B. The City and Employee desire to provide for certain procedures, benefits and requirements regarding the employment of Employee by the City.
- C. Employee wishes to continue employment as Sergeant in the Police Department of the City, under the terms and conditions of this Agreement.

TERMS OF AGREEMENT

In consideration of the facts mentioned above and the mutual promises set out below, the parties agree as follows:

- 1. **Duties**: City agrees to employ Employee as a Sergeant in the Police Department of the City to perform all duties as specified by law and ordinance and perform such other proper duties as assigned by the City Council and as set forth in the Sergeant job description.
- 2. **Compensation**: The compensation of Employee shall be:

Effective January 1, 2021:	\$ 94,565
Effective January 1, 2022:	\$ 97,402
Effective January 1, 2023:	\$100,324
- 3. **Term**: This Agreement shall be for an indefinite term until terminated by one or both parties. Employee will serve at the will of the Council and may be terminated at any time for cause as provided in paragraph 16 below.
- 4. **Personnel Policy**: The City of Wyoming's Personnel Policy, as it may be amended from time to time ("Personnel Policy"), shall apply to Employee's employment with the City. To the extent that the terms of this Agreement conflict with the terms of the Personnel Policy, the terms of this Agreement shall control.
- 5. **Hours of Work**:
 - i. **Normal Schedule**: The normal work day for Employee shall be 8-12 hours. The normal work year for Employee shall be 2080 hours. Such hours may include: assigned shifts, paid holidays, assigned training, and paid leave time. For the

purpose of this agreement, the normal work week shall start at 00:01 am on Monday Morning and shall run through 12:00 midnight of the following Sunday evening.

- ii. Paid Breaks: Employee shall be allowed two (2) fifteen-minute paid rest periods and one (1) thirty-minute meal period per 8-hour shift. Employee shall be allowed three (3) fifteen-minute paid rest periods and two (2) thirty-minute meal periods per 12-hour shift. Service to the public may interrupt such breaks.
- iii. Compensatory Time: Employee earns compensatory time at the rate of one (1) hour of compensatory time for each hour of "Call Back" work completed upon mutual agreement between the Employee and the City, not to exceed sixty (60) hours. Employee may use compensatory time by mutual agreement. As of last pay period in December of each year, all accumulated compensatory time over twenty-three (23) hours shall be paid to the Employee.
- iv. Call Back: Off-duty call back for any matter, including, but not limited to court appearances or police affiliated matters, shall be considered beyond the normal work week and Employee shall be compensated for a minimum of four (4) hours of compensatory time.
- v. Overtime Allowance: Employee will be eligible to work overtime only at those events which are outside their normal work schedule and for which the cost for providing police services are reimbursed by a third party to the City of Wyoming. Employee will be eligible to receive compensation at the following rates for those events:

2021 - \$68.18/Hr.
2022 - \$70.23/Hr.
2023 - \$72.39/Hr.

- 6. **Uniform & Safety Gear Allowance**: Employee will receive a uniform allowance of Eight Hundred Dollars (\$800.00) per year for basic uniforms and body protection as approved by the Public Safety Director.
- 7. **Professional Development**: The City will reimburse fifty percent (50%) of the employee's cost for tuition only for educational classes, subject to the following conditions:
 - i. Employee must have the approval of the Public Safety Director.
 - ii. Employee must present written proof through a report card or similar method that they have passed the class.
 - iii. Reimbursement will occur after the Employee has presented the proof passing with a "c" or greater to the Public Safety Director.
 - iv. Education path must be job related.

The City will make available, and pay for, such training as required for Employee to maintain licenses and/or certifications as required by the City or the State of Minnesota. The CITY will reimburse Employee for their P.O.S.T. license fee upon presentation of a receipt or other evidence that their license fee has been paid.

8. **Vacation:**

- i. **Accrual.** Employee shall receive vacation benefits in the amount of 200 hours per year, credited each January 1st, which shall be paid at their regular rate of compensation and shall be used in a minimum of four hour increments.
- ii. **Selection.** Employee shall submit vacation requests to the Public Safety Director or designee in advance. Public Safety Director shall evaluate the requests and provide a written response to each employee within a reasonable amount of time. Such requests shall not be unreasonably denied. Requests submitted prior to April 1st shall be granted by seniority if there is a conflict between employee requests within the same classification. Requests submitted after April 1st shall be granted on a first-come-first-served basis, without regard to seniority.
- iii. **Carry Over.** No more than one hundred (100) hours of vacation may be carried over into the following year unless otherwise approved by the City Administrator.
- iv. **Accrual While on Paid Leave.** Use of earned vacation leave shall be considered to be hours in compensated payroll status.
- v. **Cash Out Upon Separation.** City shall pay Employee for all unused accrued vacation time upon separation of employment. In the case of employee death, City shall pay this benefit to beneficiary or personal representative accordingly.

9. **Leaves of Absence.**

- i. **Funeral Leave.** Employee will be granted a maximum of three (3) working days funeral leave with pay in the event of a death of the employee's spouse, or the children, grandchildren, step children, parents, grandparents, step parents, brothers, or sisters of the Employee or the Employee's spouse (collectively, "Immediate Family"). Additional days for funeral leave may be granted at the discretion of the Public Safety Director for extenuating and unusual circumstances, which additional time shall be charged against the employee's sick leave.
- ii. **Jury Duty.** Employee will receive an automatic leave of absence when called for jury duty. Employee will be paid at the regular rate of compensation by the City less jury duty service pay.

- iii. Other Leave. Employee may request a leave of absence without pay for a period of not more than one year, and all requests in excess of four working days shall be in writing and directed to the Public Safety Director. When the request is for five (5) working days or less, the request shall be answered by the Public Safety Director within two (2) working days. When the request is for more than five (5) working days, the request shall be answered within fifteen (15) working days. Requests for leave of absence of more than fifteen (15) working days shall only be granted with the approval of the City Council and shall cause the employee's anniversary date for seniority privileges to be advanced by the number of days in excess of fifteen (15) working days.
- iv. Parenting leave. Parenting leaves of absence will be granted pursuant to Minnesota Statutes.

10. **Holiday Pay.**

- i. Designated Holidays. The following eleven (11) holidays are recognized for holiday pay:

New Year's Day
Martin Luther King Day
President's Day
Memorial Day
Easter Sunday
Fourth of July
Labor Day
Columbus Day
Veteran's Day
Thanksgiving Day
Christmas Day

- ii. Floating Holidays. Employee shall receive two (2) Floating Holidays on January 1 of each year. Floating Holidays must be taken during the same calendar year at a time approved by the Public Safety Director.
- iii. Working Holidays. Employee is expected to work those holidays which fall on their regular scheduled work days, except Floating Holidays. For that reason, the Employee will be cashed out of eleven (11) holidays in lieu of being absent on those indicated holidays. Employee shall be paid on the 1st pay period of each December the following rate:

Effective January 1, 2021: \$5,750/yr.
Effective January 1, 2022: \$5,923/yr.
Effective January 1, 2023: \$6,100/yr.

11. **Sick Leave.**

- i. **Accrual Rates.** Sick leave for Employee shall be accumulated at the rate of eight (8) hours per calendar month of service with a maximum accrual. Compensation under this Article shall be at the Employee's regular rate of pay, and shall be used in a minimum of ½ hour increments. Employee may not accumulate more than 1280 hours.
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- iv. **Worker's Compensation.** When Employee is eligible for worker's compensation payments, the City will pay the complete salary to the Employee and the same shall be charged to their sick leave until worker's compensation takes over. Employee may supplement their worker's compensation payments with a portion of their sick leave so that the combination of the two will equal the Employee's regular pay, provided it is not ruled illegal either by the Attorney General's opinion or Court decision. The City shall continue to contribute to the Employee's group health premium at the regular rate while eligible for worker's compensation payments.
- v. **Accrual While on Paid Leave.** Use of earned sick leave shall be considered to be hours in compensated payroll status.
- vi. **Unpaid Sick Leave.** In the event Employee does not qualify for leave under the Family Medical Leave Act of 1993 (FMLA) and Employee needs a temporary leave due to a health condition of the Employee or the Employee's Immediate Family that requires their presence, and the Employee has exhausted all other paid leave benefits, the City shall grant Unpaid Sick Leave if as follows: Twelve (12) weeks if Employee has worked 1040+ hours in the past 12 months, and City contribution to health care premium shall continue at the regular rate.
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payment shall not exceed one-thousand-two-hundred-eighty (1280) hours, and shall be paid at the Employee's normal rate of pay at the time of separation.

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- iv. Insurance Carrier. The selection of the insurance carrier shall be made by the City as provided by law. Any additional cost or premium beyond 11.1 and 11.2 shall be the responsibility of the Employee, and paid through payroll deduction. Any proposed change to the aggregate value of the plan must be negotiated in good faith between the City and the Employee.
- v. City Protection. The City's responsibility under this Article is limited to selection of the carrier and payment of the premiums as stated in 11.1 and 11.2. The City has no liability for the failure or refusal of the insurance carrier to honor an Employee's claim or to pay benefits and no such action on the part of the insurance carrier shall be attributable to the City. Disputes between the insurance carrier and the Employee are not subject to the grievance procedure outlined in this Agreement
- vi. Life Insurance. The City will purchase and maintain at its expense, a Term Life insurance policy in the amount of \$20,000 for Employee.

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 - x. Investment Options. Employees may select their individual investment options for their contributions to their deferred compensation.
13. **Safety and Health.** As required by OSHA, the City shall make provisions for the safety and health of Employees during the hours of employment. Protective devices (both personal and mechanical) and protective clothing as required for the compliance with the Act shall be provided for and maintained by the City. The City agree that they will cooperate in the enforcement of any safety and health standards and rules that may be established by the City to comply with State, Federal or other legal regulations. Employee may be required to attend safety meetings or safety training meetings if required by the City. Time spent in safety meetings are considered hours worked. A Safety Committee consisting of a representative from the City Council and a duly appointed representative from each of the following departments: Police, Public Utilities and Street, shall meet regularly for the purpose of reviewing accident records and making recommendations to improve the safety and health program. Minutes shall be taken and copies posted in a conspicuous place for employee access.
14. **Layoff & Recall.**
- i. Layoff. In case of the need to eliminate positions, Employee will be laid off based on inverse seniority within their job classification. Employee will be given a minimum of fourteen (14) days advance notice prior to layoff.
 - ii. Recall. Employee will be recalled from layoff based on seniority within their job classification. Notice of recall shall be sent to Employee's last known address by registered/certified mail. Employee will be given seven (7) days after receipt of

recall notice to inform the City of their intent to return to work. Failure to response within the seven (7) day period will terminate recall rights.

- iii. **Trial Period.** If Employee accepts a new position outside of their current job classification, they shall serve a six (6) month trial period to determine 1) their desire to remain in the new classification; and 2) their ability to perform the job. During this trial period, the Employee shall have the right to revert back to their former position and salary without loss of seniority or other benefits. During this trial period, if the City determines that the Employee is not able to perform the job, notice to revert back to their previous position shall be submitted in writing, with reasons, to both the Employee.

- 15. **Grievance Procedure.** A dispute between the parties as to the application or interpretation of this Agreement (“Grievance”) shall be resolved in conformance with the City of Wyoming Personnel Policy.

- 16. **Discipline.** The City will discipline employees for just cause only consistent with the City of Wyoming’s Personnel Policy. Discipline will be in one of the following forms:

- Oral reprimand;
- Written reprimand;
- Suspension’
- Demotion; or
- Discharge

Suspensions, demotions and discharges will be in written form. Written reprimands, notices of suspension, notices of demotion and notices of discharge which are to become part of an Employee’s personnel file shall be read and acknowledged by signature of the Employee. Employees will receive a copy of such reprimands and/or notices. Employees may examine their own individual personnel files at reasonable times under the direct supervision of the City. Grievances relating to this Section may be initiated by the Employee at Step 3 of the grievance procedure under the City of Wyoming Personnel Policy.

- 17. **Calculating Time.** All references to “days” in this Agreement shall mean calendar days excluding Saturdays, Sundays and legal holidays as defined by Minnesota Statutes.

- 18. **Entire Agreement.** The parties hereby repeal, renounce, and terminate any and all prior agreements which address a term of employment of the Employee with the City. It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all written and oral agreements and negotiations between the parties relating to the subject matter hereof. Any alterations, amendments, deletions and waivers of the provisions of this Agreement shall be valid only when reduced to writing and duly signed by each party.

19. **Binding Effect.** This is the entire Agreement between the parties and shall be binding on the City and Employee and the successor's assigns, and heirs of each respectively.
20. **Severability.** If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement or portion thereof shall be deemed severable, shall not be affected, and shall remain in full force and effect.

THIS AGREEMENT is now being executed by the parties as of the date stated above.

City of Wyoming

By: _____
Lisa Iverson, Mayor

By: _____
Robb Linwood, City Administrator/Clerk

Employee

EMPLOYMENT AGREEMENT

THIS AGREEMENT ("Agreement") is made and entered into this 19th day of January, 2021, between the **City of Wyoming** ("City"), and **Lance Beardsley** ("Employee").

RECITALS

- A. The City wishes to continue to employ the services of Employee as Sergeant in the Police Department of the City.
- B. The City and Employee desire to provide for certain procedures, benefits and requirements regarding the employment of Employee by the City.
- C. Employee wishes to continue employment as Sergeant in the Police Department of the City, under the terms and conditions of this Agreement.

TERMS OF AGREEMENT

In consideration of the facts mentioned above and the mutual promises set out below, the parties agree as follows:

- 1. **Duties**: City agrees to employ Employee as a Sergeant in the Police Department of the City to perform all duties as specified by law and ordinance and perform such other proper duties as assigned by the City Council and as set forth in the Sergeant job description.
- 2. **Compensation**: The compensation of Employee shall be:

Effective January 1, 2021:	\$ 94,565
Effective January 1, 2022:	\$ 97,402
Effective January 1, 2023:	\$100,324
- 3. **Term**: This Agreement shall be for an indefinite term until terminated by one or both parties. Employee will serve at the will of the Council and may be terminated at any time for cause as provided in paragraph 16 below.
- 4. **Personnel Policy**: The City of Wyoming's Personnel Policy, as it may be amended from time to time ("Personnel Policy"), shall apply to Employee's employment with the City. To the extent that the terms of this Agreement conflict with the terms of the Personnel Policy, the terms of this Agreement shall control.
- 5. **Hours of Work**:
 - i. **Normal Schedule**: The normal work day for Employee shall be 8-12 hours. The normal work year for Employee shall be 2080 hours. Such hours may include: assigned shifts, paid holidays, assigned training, and paid leave time. For the

purpose of this agreement, the normal work week shall start at 00:01 am on Monday Morning and shall run through 12:00 midnight of the following Sunday evening.

- ii. Paid Breaks: Employee shall be allowed two (2) fifteen-minute paid rest periods and one (1) thirty-minute meal period per 8-hour shift. Employee shall be allowed three (3) fifteen-minute paid rest periods and two (2) thirty-minute meal periods per 12-hour shift. Service to the public may interrupt such breaks.
- iii. Compensatory Time: Employee earns compensatory time at the rate of one (1) hour of compensatory time for each hour of "Call Back" work completed upon mutual agreement between the Employee and the City, not to exceed sixty (60) hours. Employee may use compensatory time by mutual agreement. As of last pay period in December of each year, all accumulated compensatory time over twenty-three (23) hours shall be paid to the Employee.
- iv. Call Back: Off-duty call back for any matter, including, but not limited to court appearances or police affiliated matters, shall be considered beyond the normal work week and Employee shall be compensated for a minimum of four (4) hours of compensatory time.
- v. Overtime Allowance: Employee will be eligible to work overtime only at those events which are outside their normal work schedule and for which the cost for providing police services are reimbursed by a third party to the City of Wyoming. Employee will be eligible to receive compensation at the following rates for those events:

2021 - \$68.18/Hr.
2022 - \$70.23/Hr.
2023 - \$72.39/Hr.

- 6. Uniform & Safety Gear Allowance: Employee will receive a uniform allowance of Eight Hundred Dollars (\$800.00) per year for basic uniforms and body protection as approved by the Public Safety Director.
- 7. Professional Development: The City will reimburse fifty percent (50%) of the employee's cost for tuition only for educational classes, subject to the following conditions:
 - i. Employee must have the approval of the Public Safety Director.
 - ii. Employee must present written proof through a report card or similar method that they have passed the class.
 - iii. Reimbursement will occur after the Employee has presented the proof passing with a "c" or greater to the Public Safety Director.
 - iv. Education path must be job related.

The City will make available, and pay for, such training as required for Employee to maintain licenses and/or certifications as required by the City or the State of Minnesota. The CITY will reimburse Employee for their P.O.S.T. license fee upon presentation of a receipt or other evidence that their license fee has been paid.

8. **Vacation:**

- i. **Accrual.** Employee shall receive vacation benefits in the amount of 200 hours per year, credited each January 1st, which shall be paid at their regular rate of compensation and shall be used in a minimum of four hour increments.
- ii. **Selection.** Employee shall submit vacation requests to the Public Safety Director or designee in advance. Public Safety Director shall evaluate the requests and provide a written response to each employee within a reasonable amount of time. Such requests shall not be unreasonably denied. Requests submitted prior to April 1st shall be granted by seniority if there is a conflict between employee requests within the same classification. Requests submitted after April 1st shall be granted on a first-come-first-served basis, without regard to seniority.
- iii. **Carry Over.** No more than one hundred (100) hours of vacation may be carried over into the following year unless otherwise approved by the City Administrator.
- iv. **Accrual While on Paid Leave.** Use of earned vacation leave shall be considered to be hours in compensated payroll status.
- v. **Cash Out Upon Separation.** City shall pay Employee for all unused accrued vacation time upon separation of employment. In the case of employee death, City shall pay this benefit to beneficiary or personal representative accordingly.

9. **Leaves of Absence.**

- i. **Funeral Leave.** Employee will be granted a maximum of three (3) working days funeral leave with pay in the event of a death of the employee's spouse, or the children, grandchildren, step children, parents, grandparents, step parents, brothers, or sisters of the Employee or the Employee's spouse (collectively, "Immediate Family"). Additional days for funeral leave may be granted at the discretion of the Public Safety Director for extenuating and unusual circumstances, which additional time shall be charged against the employee's sick leave.
- ii. **Jury Duty.** Employee will receive an automatic leave of absence when called for jury duty. Employee will be paid at the regular rate of compensation by the City less jury duty service pay.

- iii. Other Leave. Employee may request a leave of absence without pay for a period of not more than one year, and all requests in excess of four working days shall be in writing and directed to the Public Safety Director. When the request is for five (5) working days or less, the request shall be answered by the Public Safety Director within two (2) working days. When the request is for more than five (5) working days, the request shall be answered within fifteen (15) working days. Requests for leave of absence of more than fifteen (15) working days shall only be granted with the approval of the City Council and shall cause the employee's anniversary date for seniority privileges to be advanced by the number of days in excess of fifteen (15) working days.
- iv. Parenting leave. Parenting leaves of absence will be granted pursuant to Minnesota Statutes.

10. **Holiday Pay.**

- i. Designated Holidays. The following eleven (11) holidays are recognized for holiday pay:
 - New Year's Day
 - Martin Luther King Day
 - President's Day
 - Memorial Day
 - Easter Sunday
 - Fourth of July
 - Labor Day
 - Columbus Day
 - Veteran's Day
 - Thanksgiving Day
 - Christmas Day
- ii. Floating Holidays. Employee shall receive two (2) Floating Holidays on January 1 of each year. Floating Holidays must be taken during the same calendar year at a time approved by the Public Safety Director.
- iii. Working Holidays. Employee is expected to work those holidays which fall on their regular scheduled work days, except Floating Holidays. For that reason, the Employee will be cashed out of eleven (11) holidays in lieu of being absent on those indicated holidays. Employee shall be paid on the 1st pay period of each December the following rate:
 - Effective January 1, 2021: \$5,750/yr.
 - Effective January 1, 2022: \$5,923/yr.
 - Effective January 1, 2023: \$6,100/yr.

11. **Sick Leave.**

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THIS AGREEMENT is now being executed by the parties as of the date stated above.

City of Wyoming

By: _____
Lisa Iverson, Mayor

By: _____
Robb Linwood, City Administrator/Clerk

Employee



Request for Action

Date: January 19, 2021

Presented to: Mayor Iverson and City Council Members

Presented by:

Chuck Almhjeld

Department: Public Works

Reference: Purchase of a 2021 F550 Truck with Dump Box and Snow Plow

Background Information:

The Public Works Department is seeking to replace the 15 year old 2006 F550 dump box truck. The two ton chassis, dump box, and snow plow have surpassed their useful life expectancy. The engine currently has 7264 hours and 101847 miles on the odometer and has a diesel engine. The chassis has had welding performed on it at different occasions.

The new proposed truck is very similar to the old one. The chassis is a single cab, the dump box would be from Towmaster Truck Equipment and be the standard 11 foot box. The snow plow would also be the same as the one we are replacing. The main difference is the engine. Public Works has decided that we do not need a diesel engine for this truck. The gas engine is sufficient as we are hauling specific weights of gravel, dirt, leaves, and debris with the dump box. The towing weight is also limited to the size of the trailers and Public Works has equipment such as skid loaders, ATVs, mini-excavator, and attachments. The trips made with the equipment and aggregate are short and the gas engine will be more than sufficient.

State of Minnesota contract pricing was received from Midway Ford, Roseville, MN. for \$43,271.13 for the 2021 F550 chassis. Towmaster Truck Equipment, Litchfield, MN also gave a State bid for the dump box. The dump box and accessories came in at \$22,202.00. The snow plow estimate from Hitch-It, Forest Lake, MN. is \$7575.17. The Boss snowplow is the same brand as our other plows and we would like to purchase locally and stay with the same interchangeable plows.

The total cost of the truck with the box and plow is \$73,048.30. The cost of the truck was budgeted as part of our Capital Improvement Program (CIP) Fund. This truck would have an expected life of 10-12 years. Funds from the sale of our current truck will be directed back to the CIP fund. Delivery would be in 12-15.

Recommended Action: To authorize the purchase of a 2021 F550 truck with dump box and snow plow for the combined cost of \$73,048.30 from Midway Ford, Towmaster Truck Equipment, and Hitch-It



CITY OF WYOMING

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



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
TOWMASTERTRUCK.COM

Reference No.
QT 60107

**** QUOTATION ****

Ship To:	Cust:	3261	Phone:	Bill To:	Phone:
WYOMING, CITY OF				WYOMING, CITY OF	
26490 FAXTON AVE				P.O. BOX 188	
WYOMING		MN 55092	USA	WYOMING	MN 55092 USA

ATTN: CHUCK ALMHJELD

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	CHRIS GUGGEMOS	NET 30 DAYS	12/17/20	1/06/21	0/00/00

Serial No.	
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Order Comments: STATE OF MN CONTRACT
#167105

Qty	Part No.	Description	Price Ea.	Net Amt.
1	1997229	- Body 11'6" FSS w/15" high 12 ga SS Fold-Down Sides, 21" high 10 ga SS Lever Top Pin release Tailgate, 40" high 10 ga SS Front, & 3/16" Hardox-450 floor. S-T-T light on Front Headboard. Cabshield, 12 VDC Tailgate trip release, & rear mudflaps included. Mill finish, with underside blasted, seam-sealed, primed and painted gloss black.	\$10,471.00	\$10,471.00
1	9901442	- Hoist OSP 11' 515SF HOIST W/SUB FRAME, ELECTRIC PUMP Dump angle: 45 [°] , DOUBLE acting W/rear hinge point & OSHA approved safety prop	\$2,966.00	\$2,966.00
1	9901454	- INSTALLATION OF DUMP BODY & ELECTRIC HOIST	\$2,286.00	\$2,286.00
1	9902777	- Body Option Aluminum Fold-Down Sides in lieu of Stainless Steel		
1	9904691	- INSTALLATION of (Initial) Single camera system **NOTE: IF HAS FACTORY CAMERA RELOCATE IT	\$288.00	\$288.00
1	9902494	- Hitch 7 contact RV (flat pin) socket installed	\$142.00	\$142.00
1	9900775	- Hitch TMTE Medium Duty STD Hitch Plate assembly	\$355.00	\$355.00
1	9901172	- Hitch Installation of med duty hitch (Weld On) **NOTE: HITCH PLATE FACE TO BE LOCATED: _____ IN REFERENCE TO REAR TIRE FACE.	\$194.00	\$194.00
1	9900777	- Hitch Combo Pintle/Ball (2"). NOTE: DERATES Hitch to 3,000 lbs vertical & 16,000 lbs GTW, installed	\$173.00	\$173.00

--- Continued ---

Accepted by

Date

Price:

Total Discounts:

Net Cost:

Freight

Total:



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
TOWMASTERTRUCK.COM

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QT 60107

**** QUOTATION ****

Ship To:	Cust:	3261	Phone:	Bill To:	Phone:
WYOMING, CITY OF				WYOMING, CITY OF	
26490 FAXTON AVE				P.O. BOX 188	
WYOMING		MN 55092	USA	WYOMING	MN 55092 USA

ATTN: CHUCK ALMHJELD

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	CHRIS GUGGEMOS	NET 30 DAYS	12/17/20	1/06/21	0/00/00

Serial No.	
------------	--

1 SPECIAL REQUEST - Special Request Charges for:	\$1,500.00	\$1,500.00
PULL TARP		
1 9901110 - FMVSS LIGHT PKG	\$164.00	\$164.00
Consists of Clearance, Marker, and Tri-Light cluster lights, Rubber grommets, & wiring Pig-Tails.		
1 9901111 - INSTALLATION OF FMVSS LIGHT PKG	\$285.00	\$285.00
1 9901112 - ICC BUMPER	\$129.00	\$129.00
1 9901113 - INSTALLATION OF ICC BUMPER	\$192.00	\$192.00
1 9901564 - Tool Box PRO-TECH 18" x 18" x 36" SINGLE DROP DOOR tool box	\$639.00	\$639.00
1 9901572 - Tool Box Labor and install kit to INSTALL 24"-48" TOOL BOX	\$292.00	\$292.00
1 9906289 - TRIPPLE OVAL LIGHT HOUSING 1 TON PAIR INSTALLED	\$265.00	\$265.00
Parts 2025104,2025105 1hr labor		
1 9901897 - TMTE-6 2 L32LAF TOP MOUNT LED STROBES, 2 5VA02ZAD REAR STROBES WITH GROMMETS INSTALLED	\$1,261.00	\$1,261.00
1 9901171 - Fenders M1900 W/Brkts for 19.5" Installed	\$600.00	\$600.00
1 WARRANTY - TOWMASTER EXCLUSIVE WARRANTY: 5 yr Steel/Stainless Steel Body Structure; 5 yr Whelen LED Light Systems; 3 yr Palfinger Hoists; 4 yr SwapLoader Hoists; 1 year Swenson Spreaders, 2 yr Hyd, FALLS Snow Equip, Tele Hoists, and all other items.		

Accepted by

Date

Price: \$22,202.00

Total Discounts:
Net Cost: \$22,202.00

Freight

Total: \$22,202.00

Midway Ford Commercial
Fleet and Government Sales
 2777 N. Snelling Ave.
 Roseville MN 55113



Travis Swanson
 651-343-5212
tswanson@rosevillemidwayford.com

Fax # 651-604-2936

FCCM40 Contract # 170310

2021 F-550 4x4 Regular Cab- 84" CA DRW XL F5H

Standard

Automatic Transmission

Dual Front Air Bags

AM/FM Radio

Tilt Wheel

Upfitter Switches

40/20/40 Vinyl Front Seat

4-Wheel ABS Brakes

Air Conditioning

225/70r19.5 All Season Tires

Bluetooth

Front Tow Hooks

Rubber Floor Covering

Black Bumper

7.3L V8

Options	Code	Price	Select
Power Equipment Group	90L	\$787	x
XL Value Package	96V	\$360	x
(Chrome Bumpers, Cruise Control)			
397 Amp Alternator	67B	\$104	x
Dual Batteries	91M	\$191	x
Rear View Camera & Prep	872	\$377	x
Traction Tires	TGM	\$197	x
Brake Controller	52B	\$245	x
4.88 Limited Slip	X8L	\$327	x
19,500 GVWR	68M	\$1,051	x
Heated Mirrors	54K	N/C	x
Utility Lighting System	63A	\$145	x
Running boards	18B	\$291	x
Spare Wheel & Tire	512	\$319	x
Snow Plow Prep Pkg	473	\$228	x
Block Heater	41H	\$91	x
Back-up Alarm	76C	\$128	x
Wheel Well Liners	61L	\$164	x
110V Outlet	43C	\$160	x
Tiger Tough Seat Covers		\$399	x
Husky Liners		\$110	x
Option Total		\$5,674	

Exterior Colors	Code	Select
Blue Jeans Metallic	N1	
Race Red	PQ	
Caribou Metallic	LQ	
Agate Black	UM	
Magnetic Metallic	J7	
Ingot Silver Metallic	UX	
Oxford White	Z1	x

Extended Service Contracts	Cost	Select
7 year/75,000 mile	\$2,570	
PremiumCare Warranty		
(Bumper to Bumper)		

Base Price	Totals
	\$34,761.80
Options Price Totals	\$5,674.00
Extended Warranty	
Transit Impr Excise Tax	\$20.00
Tax Exempt Lic	\$62.00
6.5% Sales Tax	\$2,628.33
Document fee	\$125.00
Sub total per vehicle	\$43,271.13
Number of Vehicles	1
Grand Total for all units	\$43,271.13

You must have a active FIN code to participate in this purchase contract : FIN code #
Purchase Order required prior to order placement

PO #

Name of Organization

Address

City, State, Zip

Acceptance Signature

Contact Person/ Phone #

Print Name and Title

Date

Contact's e-mail address and fax #



Prepared by: Dale Thomas

10/23/2020

Midway Ford Company | 2777 N Snelling Roseville Minnesota | 551131796

2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options

Selected	Code	Description	Invoice
Packages			
☒	660A	Order Code 660A	N/C
<i>Includes:</i> - Engine: 7.3L 2V DEVCT NA PFI V8 Gas - Transmission: TorqShift 10-Speed Automatic Includes neutral idle and selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery. - 4.88 Axle Ratio - GVWR: 18,000 lbs Payload Package - Tires: 225/70Rx19.5G BSW A/P - Wheels: 19.5" x 6" Argent Painted Steel Hub covers/center ornaments not included. - HD Vinyl 40/20/40 Split Bench Seat Includes center armrest, cupholder and driver's side manual lumbar. - Radio: AM/FM Stereo w/MP3 Player Includes 4 speakers. - SYNC Communications & Entertainment System Includes enhanced voice recognition, 911 Assist, 4.2" LCD center stack screen, AppLink, 1 smart-charging USB-C port and steering wheel audio controls.			
Powertrain			
☒	99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas	STD
☐	99T	Engine: 6.7L 4V OHV Power Stroke V8 Turbo Diesel B20	\$8,486.00
<i>Includes Diesel Exhaust Fluid (DEF) tank, intelligent oil-life monitor and manual push-button engine-exhaust braking.</i> <i>Includes:</i> - Dual 78-AH 750 CCA Batteries - 4.10 Axle Ratio - 240 Amp Alternator			
☒	44G	Transmission: TorqShift 10-Speed Automatic	STD
<i>Includes neutral idle and selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery.</i>			
☒	X48	4.88 Axle Ratio	STD
☐	X41	4.10 Axle Ratio	N/C
☐	X4N	Limited Slip w/4.10 Axle Ratio	\$327.00
☐	X4L	Limited Slip w/4.30 Axle Ratio	\$327.00

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2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
☐	X8L	Limited Slip w/4.88 Axle Ratio	\$327.00
☒	STDGV	GVWR: 18,000 lbs Payload Package	STD
☐	68D	GVWR: 17,500 lb Payload Downgrade Package	N/C
☐	68M	GVWR: 19,500 lb Payload Plus Upgrade Package	\$1,051.00
<i>Includes upgraded frame, rear-axle and low deflection/high capacity springs. Increases max RGAWR to 14, 706. Note: See Order Guide Supplemental Reference for further details on GVWR.</i>			

Wheels & Tires

☒	TGJ	Tires: 225/70Rx19.5G BSW A/P	STD
☐	TGM	Tires: 225/70Rx19.5G BSW Traction <i>Includes 4 traction tires on the rear and 2 A/P tires on the front.</i>	\$173.00
☐	TGK	Tires: 225/70Rx19.5G BSW Traction (TGK) <i>Includes 4 traction tires on the rear and 2 traction tires on the front. Not recommended for over the road applications; could incur irregular front tire wear and/or NVH.</i>	\$195.00
☒	64Z	Wheels: 19.5" x 6" Argent Painted Steel <i>Hub covers/center ornaments not included.</i>	STD
☐	512	Spare Tire, Wheel & Jack Required in Rhode Island. <i>Excludes carrier. Includes: - 6-Ton Hydraulic Jack</i>	\$319.00
☐	51D	Spare Tire & Wheel Delete (Regional) Only available to pool accounts for sales to Rhode Island.	-\$78.00

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2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
☐	945	Stainless Steel Wheel Covers (Pre-Installed) <i>Custom accessory. Front and rear.</i>	\$373.00

Seats & Seat Trim

☒	A	HD Vinyl 40/20/40 Split Bench Seat <i>Includes center armrest, cupholder and driver's side manual lumbar.</i>	STD
☐	1	Cloth 40/20/40 Split Bench Seat <i>Includes center armrest, cupholder and driver's side manual lumbar.</i>	\$91.00
☐	L	Vinyl 40/Mini-Console/40 Front Seat <i>Includes driver's side manual lumbar.</i>	\$323.00
☐	4	Cloth 40/Mini-Console/40 Front Seat <i>Includes driver's side manual lumbar.</i>	\$468.00

Other Options

☒	PAINT	Monotone Paint Application	STD
☒	169WB	169" Wheelbase	STD
☒	STDRD	Radio: AM/FM Stereo w/MP3 Player <i>Includes 4 speakers. Includes: - SYNC Communications & Entertainment System Includes enhanced voice recognition, 911 Assist, 4.2" LCD center stack screen, AppLink, 1 smart-charging USB-C port and steering wheel audio controls.</i>	STD
☐	531	Trailer Tow Package <i>Includes aftermarket trailer brake wiring kit. Trailer brake controller not included. Note: Salespersons source book or Ford RV trailer towing guide should be consulted for specific trailer towing or camper limits and corresponding required equipment, axle ratios and model availability.</i>	\$41.00
☐	96V	XL Value Package	\$360.00

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2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
		<i>Includes:</i> - XL Decor Group - Chrome Front Bumper - Steering Wheel-Mounted Cruise Control	
☐	90L	Power Equipment Group <i>Deletes passenger side lock cylinder. Includes upgraded door-trim panel.</i> <i>Includes:</i> - Accessory Delay - Advanced Security Pack - Includes SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors. - Manual Telescoping Folding Trailer Tow Mirrors - Includes power/heated glass and heated convex spotter mirror. - MyKey - Includes owner controls feature. - Power Front Side Windows - Includes 1-touch up/down driver/passenger window. - Power Locks - Remote Keyless Entry	\$787.00
☐	67H	Heavy-Service Front Suspension Package <i>Includes pre-selected heavy-service front springs (see Order Guide Supplemental Reference for springs/FGAWR of specific vehicle configurations). Recommended only on vehicles which will permanently utilize aftermarket equipment such as heavy-duty winches, brush guards or other apparatus which loads the front axle to the specified Gross Axle Weight Rating (GAWR). NOTE 1: May result in a deterioration of ride quality. NOTE 2: Vehicle ride height will increase with the addition of this package.</i>	\$114.00
☐	67X	Extra Heavy-Service Suspension Package <i>Includes pre-selected extra heavy-service front springs (see Order Guide Supplemental Reference for springs/FGAWR of specific vehicle configurations). Recommended only on vehicles which will permanently utilize aftermarket equipment such as heavy-duty winches, brush guards or other apparatus which loads the front axle to the specified Gross Axle Weight Rating (GAWR). NOTE 1: May result in a deterioration of ride quality. NOTE 2: Vehicle ride height will increase with the addition of this package.</i>	\$114.00
☐	67P	Extra Heavy-Duty Front End Suspension - 7,500 GAWR <i>Includes upgraded front axle and max 7,500 lbs. Front springs/GAWR rating for configuration selected. Incomplete vehicle package - requires further manufacture and certification by a final stage manufacturer.</i>	\$260.00
☐	473	Snow Plow Prep Package <i>Includes pre-selected springs (see Order Guide Supplemental Reference for springs/FGAWR of specific vehicle configurations). Note 1: Restrictions apply; see Supplemental Reference or Body Builders Layout Book for details. Note 2: Also allows for the attachment of a winch.</i>	\$228.00
☐	535	High Capacity Trailer Tow Package	\$528.00

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2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
☐	98G	CNG/Propane Gaseous Engine Prep Package <i>Includes hardened engine intake valves and valve seats. Note: This package does not include CNG/propane fuel tanks, lines, etc. Vehicle will be equipped with the standard factory gasoline fuel system. Additional equipment combined with certified calibration reflash is required, from an external upfitter, to convert the vehicle to a CNG/propane fueled vehicle. See Alternative Fuel Buyers Guide: www.ford.com/altfuelbuyersguide. Ford Motor Company does not provide an exhaust or evaporative emissions certificate with this option when converted to use CNG or propane fuel. Ford does not represent that a vehicle converted to use CNG or propane will comply with all applicable U.S. or Canadian safety standards. It is the responsibility of the final stage manufacturer (body-builder, installer, alterer or subsequent stage manufacturer) to determine that any vehicle converted to use CNG or propane complies with U.S. federal, California or Canadian exhaust and evaporative emission requirements, federal fuel economy standards, U.S. and Canadian safety standards, labeling and any other requirements.</i>	\$286.00
☐	86S	Low Deflection Package <i>Includes 2-inch spacer blocks. Recommended for rear-biased loading, such as wrecker/retriever applications.</i>	\$100.00
☐	63C	Aft-Axle Frame Extension Pack <i>32.4" aft-of-axle frame extension increases AF dimension to 79.6"</i>	\$104.00
☐	41H	Engine Block Heater	\$91.00
☐	41P	Transfer Case Skid Plates	\$91.00
☐	61J	6-Ton Hydraulic Jack	\$50.00
☐	61J_	6-Ton Hydraulic Jack (Regional) Standard in Rhode Island.	N/C
☐	62R	Transmission Power Take-Off Provision <i>Includes transmission mounted live drive and stationary mode PTO.</i>	Variable
☐	86A	Programmable Engine Idle Shutdown - 5 Minute	\$228.00
☐	86B	Programmable Engine Idle Shutdown - 10 Minute	\$228.00
☐	86C	Programmable Engine Idle Shutdown - 15 Minute	\$228.00

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2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
☐	86D	Programmable Engine Idle Shutdown - 20 Minute	\$228.00
☐	98R	Operator Commanded Regeneration	\$228.00
☐	86M	Dual 78 AH Battery	Variable
☐	18A	Upfitter Interface Module	\$269.00
☐	67A	332 Amp Alternator	N/C
☐	67B	397 Amp Alternator	\$104.00
☐	65M	26.5 Gallon Mid Ship Fuel Tank Removes 40 gallon fuel tank.	\$114.00
☐	65C	Dual Diesel Fuel Tanks <i>Combines 40 gallon aft-of-axle and 26.5 gallon mid ship tank.</i>	\$569.00
☐	54K	Folding Trailer Tow Mirrors w/Power Heated Glass <i>Includes manual telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals.</i>	N/C
☐	54L	Folding Trailer Tow Mirrors <i>102" width. Includes manual telescoping power/heated glass, heated convex spotter mirror and integrated clearance lamps/turn signals. Includes: - Utility Lighting System Includes LED side-mirror spotlights.</i>	\$587.00
☐	63A	Utility Lighting System <i>Includes LED side-mirror spotlights.</i>	\$145.00
☐	52B	Trailer Brake Controller <i>Includes smart trailer tow connector. Verified to be compatible with electronic actuated drum brakes only.</i>	\$245.00

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2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
☐	18B	Platform Running Boards	\$291.00
☐	60C	Audible Lane Departure Warning	\$104.00
☐	94P	Pre-Collision Assist <i>Includes Automatic Emergency Braking (AEB), automatic high beam and forward collision warning.</i>	\$104.00
☐	59H	Center High-Mounted Stop Lamp (CHMSL)	N/C
☐	872	Rear View Camera & Prep Kit <i>Pre-installed content includes cab wiring and frame wiring to the rear most cross member. Upfitters kit includes camera with mounting bracket, 20' jumper wire and camera mounting/aiming instructions.</i>	\$377.00
☐	153	Front License Plate Bracket <i>Standard in states requiring 2 license plates and optional to all others.</i>	N/A
☐	43B	Fixed Rear-Window w/Defrost	\$54.00
☐	924	Privacy Glass	\$28.00
☐	41A	Rapid-Heat Supplemental Cab Heater <i>Includes: - 397 Amp Alternator</i>	\$228.00
☐	43C	110V/400W Outlet <i>Includes 1 in-dash mounted outlet.</i>	\$160.00
☐	76S	Remote Start System	\$228.00
☐	39S	SiriusXM Radio <i>Includes 1 I/P mounted center speaker and a 6-month prepaid subscription. Service is not available in Alaska and Hawaii. Subscriptions to all SiriusXM services are sold by SiriusXM after trial period. If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. To cancel you must call SiriusXM at 1-866-635-2349. See SiriusXM customer agreement for complete terms at www.siriusxm.com. All fees and programming subject to change. Sirius, XM and all related marks and logos are trademarks of Sirius XM Radio Inc.</i>	\$169.00

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Midway Ford Company | 2777 N Snelling Roseville Minnesota | 551131796

2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
☐	87H	Black Molded Hood Deflector (Pre-Installed) <i>Custom accessory.</i>	\$119.00
☐	76C	Exterior Backup Alarm (Pre-Installed) <i>Custom accessory.</i>	\$128.00
☐	91S	Amber LED Warning Strobes (Pre-Installed) <i>Custom accessory. Includes center high-mounted stop light bar and 2 hood mounted lights.</i>	\$615.00
☐	91G	Amber-White LED Warning Strobes (Pre-Installed) <i>Custom accessory. Includes 4-corner strobe LT, center high-mounted stop light bar and 2 hood mounted lights.</i>	\$660.00
☐	61L	Front Wheel Well Liners (Pre-Installed) <i>Custom accessory.</i>	\$164.00
☐	79V	COV Required	N/A
☐	C09	Priced DORA	N/C

Fleet Options

☐	76X	Aerial Lift/Severe Duty Prep Package Requires valid FIN code. <i>Includes additional frame reinforcements. Recommended on vehicles which will permanently utilize aftermarket equipment such as aerial bucket lifts and heavy lift cranes. Also recommended for applications used in extreme off-road environments such as oil, gas and mining operations.</i>	\$401.00
☐	47A	Ambulance Prep Package (LPO) Requires valid FIN code.	\$1,096.00

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2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
		Includes 7,000 lbs. max front springs/GAWR rating for configuration selected. Incomplete vehicle package - requires further manufacture and certification by a final stage manufacturer. Ford vehicles are suitable for producing ambulances only if equipped with the Ford Ambulance Prep Package. In addition, Ford urges ambulance manufacturers to follow the recommendations of the Ford Incomplete Vehicle Manual and the Ford Truck Body Builders Layout Book (and pertinent supplements). Using a Ford vehicle without the Ford Ambulance Prep Package to produce an ambulance voids the Ford warranty. Note: Stationary Elevated Idle Control (SEIC) has been integrated into the engine control module. Includes: - 397 Amp Alternator	
☐	47L	Ambulance Prep Pkg w/Special Emissions (LPO)	\$1,096.00
		Requires valid FIN code.	
		Includes EPA Special Emergency Vehicle Emissions and 7000 lbs. max front springs/GAWR rating for configuration selected. Incomplete vehicle package - requires further manufacture and certification by a final stage manufacturer. Ford vehicles are suitable for producing ambulances with special emissions only if equipped with the Ford Ambulance Prep Package with EPA Special Emergency Vehicle Emissions. In addition, Ford urges ambulance manufacturers to follow the recommendations of the Ford Incomplete Vehicle Manual and the Ford Truck Body Builders Layout Book (and pertinent supplements). Using a Ford vehicle without the Ford Ambulance Package with EPA Special Emergency Vehicle Emissions to produce an ambulance with special emissions voids the Ford warranty. NOTE 1: Stationary Elevated Idle Control (SEIC) has been integrated into the engine control module. NOTE 2: Engine calibration significantly reduces the possibility of depower mode when in stationary PTO operation. NOTE 3: Operator commanded regen allowed down to 30% of DPF filter full, instead of 100%. NOTE 4: Must meet the definition of an emergency vehicle, an ambulance or fire truck per 40 CFR 86.1803.01 in the federal register. NOTE 5: California Code of Regulations allows for the sale of federally certified emergency vehicles in California. Includes: - 397 Amp Alternator - Operator Commanded Regeneration	
☐	47J	Fire/Rescue Prep Pkg w/EPA Special Emissions (LPO)	\$1,096.00
		Requires valid FIN code.	
		Includes 7,000 lbs. max front springs/GAWR rating for configuration selected. Incomplete vehicle package - requires further manufacture and certification by a final stage manufacturer. Ford urges Fire/Rescue vehicle manufacturers to follow the recommendations of the Ford Incomplete Vehicle Manual and the Ford Truck Body Builders Layout Book (and pertinent supplements). NOTE 1: Stationary Elevated Idle Control (SEIC) has been integrated into the engine control module. NOTE 2: Engine calibration significantly reduces the possibility of depower mode when in stationary PTO operation. NOTE 3: Operator commanded regen allowed down to 30% of DPF filter full, instead of 100%. NOTE 4: Must meet the definition of an emergency vehicle, an Ambulance or Fire Truck per 40 CFR 86.1803.01 in the federal register. NOTE 5: California Code of Regulations allows for the sale of federally certified emergency vehicles in California. Includes: - 397 Amp Alternator - Operator Commanded Regeneration	
☐	525	Steering Wheel-Mounted Cruise Control (LPO)	\$214.00
		Requires valid FIN code.	
☐	525_	Steering Wheel-Mounted Cruise Control	N/C

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2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
☐	942	Daytime Running Lamps (DRL) (LPO)	\$41.00
	Requires valid FIN code.		
	<i>The non-controllable 942 Daytime Running Lamps (DRL) replace the standard Daytime Running Lamps (DRL) on/off cluster controllable.</i>		
☐	926	Speed Limitation - 65-MPH Governed Top Speed (LPO)	\$73.00
	Requires valid FIN code.		
☐	927	Speed Limitation - 75-MPH Governed Top Speed (LPO)	\$73.00
	Requires valid FIN code.		
☐	63G	Bright Grille (LPO)	N/C
	Requires valid FIN code.		
☐	17F	XL Decor Group (LPO)	\$200.00
	Requires valid FIN code.		
	<i>Includes: - Chrome Front Bumper</i>		
☐	D9E	Built: Kentucky Truck Plant	N/C
☐	D9D	Built: Ohio Plant	N/C
☐	311	Ship Thru: Dejana	\$625.00
☐	31U	Ship-Thru: General Truck Body	N/C
☐	319	Ship-Thru: KC Truck Systems Inc.	\$625.00
☐	31Y	Ship Thru: Zoresco Equipment	\$15.00

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2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
☐	31A	Ship-Thru: Altec	N/C
☐	315	Ship-Thru: Alt Fuel Innovations, LLC (AFI)	\$625.00
☐	31B	Ship-Thru: Reading Equipment & Distribution	\$543.00
☐	31C	Ship-Thru: Zoresco Equipment	\$15.00
☐	31E	Ship-Thru: L&Z Co.	\$800.00
☐	31F	Ship-Thru: Venchurs Vehicle System	\$400.00
☐	31G	Ship-Thru: NBC Truck Equipment	\$271.00
☐	313	Ship-Thru: National Fleet Services	\$625.00
☐	31L	Ship-Thru: Louisville Truck Equipment	N/C
☐	31M	Ship-Thru: Manning Truck Equipment	N/C
☐	31H	Ship-Thru: Manning Truck Equipment	\$15.00
☐	31N	Ship-Thru: Monroe Truck Equipment	N/C
☐	31P	Ship-Thru: Roush Industries	\$132.00
☐	31S	Ship-Thru: Reading Equipment	N/C
☐	31W	Ship-Thru: Knapheide - IN	N/C

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Dale Thomas

10/23/2020

Midway Ford Company | 2777 N Snelling Roseville Minnesota | 551131796

2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
☐	31V	Ship-Thru: Knapheide Truck Equipment	\$625.00
☐	316	Ship-Thru: Westport Dallas Inc	\$630.00
☐	314	Ship-Thru: Reading Equipment & Distribution LLC	\$625.00
☐	31Q	Ship-Thru: IMPCO	\$215.00
☐	FLADCR	Fleet Advertising Credit	-\$865.00
☐	FINAL2	Fleet Final Order Date: TBD	N/C
☐	56M	Ford US National Fleet Incentives Ford US National - 08/28/20	Variable
☐	96V_	XL Value Package (Fleet)	\$360.00
	<i>Includes:</i> - XL Decor Group (LPO) - Chrome Front Bumper - Steering Wheel-Mounted Cruise Control		
☐	595	Fog Lamps (Fleet)	\$119.00

Emissions

☒	425	50-State Emissions System	STD
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General Info

☐	ORDER1	Initial Order Date: TBD	N/C
☐	START1	Start-Up Date: TBD	N/C

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Dale Thomas
10/23/2020

Midway Ford Company | 2777 N Snelling Roseville Minnesota | 551131796

2021 F-550 Chassis 4x4 SD Regular Cab 169" WB DRW XL (F5H)

Price Level: 115

Available Options (cont'd)

Selected	Code	Description	Invoice
☐	FINAL1	Final Order Date: TBD	N/C
☐	BUILD1	Build-Out Date: TBD	N/C

HITCH - IT

24249 Greenway Ave
FOREST LAKE, MN 55025
651-464-7250

Estimate

Date	Estimate #
1/7/2021	281

Name / Address
CITY OF WYOMING ERIC 651 955 1348 fax 462-0581

			Project
Description	Qty	Rate	Total
9'2" VXT STEEL BOSS PLOW PACKAGE 2020 FORD F550 INSTALLED	1	6,955.00	6,955.00T
BOSS SNOW DEFLECTOR	1	350.00	350.00T
CASTER DOLLY KIT V-PLOW	1	270.17	270.17T
It's been a pleasure working with you!		Subtotal	\$7,575.17
		Sales Tax (0.0%)	\$0.00
		Total	\$7,575.17

RESOLUTION NO. 21-01-10

A RESOLUTION APPROVING THE PURCHASE OF A 2021 F550 TRUCK WITH DUMP BOX AND SNOW PLOW FOR THE COMBINED COST OF \$73,048.30 FROM MIDWAY FORD, TOWMASTER TRUCK EQUIPMENT, AND HITCH-IT

WHEREAS, the Wyoming Public Works department currently has a vehicle that has exceeded its useful life, and;

WHEREAS, the current vehicle used by public works has a diesel engine which exceeds the needs for the use of this vehicle while also being less efficient and more expensive to operate than the proposed gas engine alternative; and

WHEREAS, the proposed vehicle would be able to use interchangeable parts with our existing snow plows.

THEREFORE BE IT RESOLVED, the City of Wyoming authorizes the purchase of a 2021 f550 truck with dump box and snow plow for the combined cost of \$73,048.30 from midway ford, towmaster truck equipment, and hitch-it.

HEREUPON SAID RESOLUTION WAS DECLARED DULY PASSED AND ADOPTED THIS 19TH DAY OF January, 2021.

CITY OF WYOMING

By: _____
Lisa Iverson, Mayor

ATTEST:

Robb Linwood, City Administrator/Clerk



Request for Council Action

Date: January 15, 2021

Presented to: Mayor Iverson and City Council Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: City Council 2021 Goal and Initiatives work session

Method: New Business

Background Information:

An important annual exercise is the city council holding an annual strategic planning/goal setting work session. Last year the council completed a goal setting session that outlined the goals and initiatives for 2020. In addition, we would like to review the Board and Commissions 2021 Goals and have the city council determine their 2021 goals and initiatives. The goals developed by the Commissions and City Council are used by staff to direct our work priorities in addition to the normal daily work assignments.

Recommendation: That the Wyoming City Council set a work session date to take place on Wednesday, February 10, 2021 at 6:00pm.



CITY OF WYOMING

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