

AGENDA
WYKOFF CITY COUNCIL
March 10, 2025

- 1. CALL MEETING TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF CONSENT AGENDA:**
 1. APPROVAL OF MINUTES- Regular Meeting February 10, 2025, February 10, 2025, Public Hearing, February 12, 2025 Township Meeting
 2. APPROVAL OF BILLS
 3. APPROVAL OF TREASURER'S REPORT
- 5. VISITORS**
- 6. COMMITTEE REPORTS**
 1. WWTP-Rick Whitney, Ryan Breckenridge, Jeff Hare
 - a. KLM Water Tower Proposal
 2. Fire Dept.-Mike Lund
 3. First Responders- Cory Bremseth
 4. Personnel Committee-Barb Fate and Kaleb Himli
 5. Streets-Mayor and Kalib Himli, Jane Baker
 6. Community Education -Barb Fate and Jane Baker
 7. Park and Recreation, Joint Trails Board Representatives-Kalib Himli and Jeff Hare
 8. Zoning-
 - a. Vacating Alley Petition removal
 9. Sheriff's Report-
 10. Mayor's Report
- 7. Old Business**
 - a) RFP Solid Waste Contract
 - b) Update on Grant Application for Library Funds
 - c) Cannabis Ordinance Discussion
 - d) Emailing Statements Update
 - e) Wireless Tower Request
 - f) New Siren Update
 - g) MiEnergy Response to request
- 8. New Business**
 - a. Resolution 2024-06 Adopting the Minnesota Basic Code of Ordinances, 2023 Edition and Amendments
 - b. City Picnic Update
 - c. Advertising Fall Fest and City -Evans Publishing- \$420
 - d. Arbor Day
 - e. New Revolving Loan Committee
 - f. Brownfield Conference- St Cloud \$225
- 9. ADJOURNMENT**

City of Wykoff

Minnesota Code Book 2023 Additions and Changes to City Ordinances

Public Hearing

February 10, 2025

The Public Hearing was called to order by Mayor Breckenridge at 6:30 p.m. in the Council Room located at 106 N. Gold St. Council members present were: Jeff Hare, Ryan Breckenridge, Barb Fate, Jane Baker and Kalib Himli. Also, present City Administrator Rebecca Schmidt.

Sign up sheet reflects that Brett Corson, Jessica Erickson, Fillmore County Public Health and Brenda Pohlman, Public Health were attendees.

Mayor Breckenridge noted that the scheduled Public Hearing for the Vacating of property had been cancelled.

Mayor Breckenridge opened the Public Hearing for City Ordinances. LuAnn Hare, Office Assistant, spoke in regard to the Ordinances to be covered beginning with:

Title I General Provisions

10.99 General Penalty and Enforcement

- LuAnn noted that the Council had in January adopted a Misdemeanor Fee of \$100 for first offence \$200 2nd offence and \$300 3rd offence dealing with the Misdemeanor charges that were not clear in the current ordinance.

Title V Public Works Ordinance was removed.

Title XI: Business Regulations

Chapter 114-Regulate Cannabis Business

Ordinance 114.1

LuAnn Hare stated that the council had reviewed and currently chose to move forward with the Ordinance #114.1 that was sent to the City from the League of Minnesota Cities. Brenda Pohlman addressed the council and reviewed the current status of the County Cannabis Ordinance which she compared to what the council is looking to adopt. She brought forward various questions that she did not see had been included in Ordinance #114.1 that was to be adopted by the City Council. Discussion with the council expressing their frustration that the council has been dealing with in developing their own ordinance. Brett Corson, Fillmore County Attorney also addressed the council stating that they will work with the city whichever way they choose to go but did feel that the County has worked through many of the frustrations and feels that the Fillmore County Ordinance meets the requirements that they see coming from the State. He did note that the city ordinance needs to be at their level or higher. Becky noted that she did not feel that any changes could be made to the sample received from the League or they would not back us if we deviate from what they proposed. Mayor Breckenridge thanked those that attended and spoke and felt that at this time the council is not prepared to pass the Ordinance #114.1 at this time.

Title XV

Land Use

Chapter 151 – Zoning

Ordinance #151.55 Section Permits Right of Way

A. Requirements to camera footage for all underground directional boring projects.

LuAnn reviewed the purpose for this addition to the council as Rick Whitney, City Water/Wastewater Superintendent had requested that this be added to the current ordinance so that any future utility companies would be aware of what the city expects upon completion of their project. The following will be added to Ordinance #151.55A

- (a) It shall be the utility contractor's responsibility to camera any private or city owned lateral or collection systems infrastructure that the utility contractor crosses or shares the same trench with to ensure that no penetrations into the private or city owned services have been damaged or interrupted in any way. This includes boring through or causing pipe damage due to undermining or bumping. This inspection activity shall be performed upon completion of any and all boring or excavation activities within city limits. All video work shall occur within 30 days of completion of the project and a copy of the video work shall be left at the city office.

Title XV

Land Usage

Ordinance #151.21.3

- (d) Increase to 16 feet in height

LuAnn Hare noted that it was the recommendation of the zoning committee to increase the current ordinance of 12 feet in height to 16 ft. in height.

Title XV

Land Usage

Ordinance #151.26.1

C-2 Central Business District

LuAnn Hare noted that when adopting the list of zoning districts for the City that the council did not include C-2. She noted that there could be circumstances in the future where the city would need to have this in place and with the following Information included:

- (A) Purpose. The purpose of the C-2 Commercial District is to provide for commercial development outside of the C-1 Central Business District
- (B) Permitted uses and structures. All uses of a commercial nature, including retail, light industrial, wholesale, service, office, financial, recreational, professional, lodging, and sexually oriented businesses in compliance with Chapters 119 and 153, including all uses permitted in the C-1 Central Business District, and those other commercial uses as are not considered industrial as listed in #151.27.
- (C) Accessory uses. Those accessories used permitted in the C-1 Central Business District.

- (D) Condition uses. Within the C-2 district no structure or land shall be used for the following except by conditional use permit and in conformance with the standards specified in section (I) of this ordinance: All conditional uses permitted in the C-1 District.
- (E) Lot requirements and setbacks. The following minimum requirements shall be observed in C-2 Districts, subject to additional requirements, exceptions and modifications set forth in this chapter.

There were no other comments concerning these ordinances from those present.

The Public Hearing adjourned at 7:00 p.m.

Adjournment

_____ Secretary	_____ Date of approval
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**Wykoff City Council Meeting
Regular Meeting Minutes
February 10, 2025
7:00 pm**

A meeting of the Wykoff City Council was held in the Council Room at 106 Gold St. N. on February 10, 2025, at 7:00 pm. Attendees included Mayor Ryan Breckenridge, Jeff Hare, Barb Fate, Kalib Himli and Jane Baker. Also, present City Administrator, Becky Schmidt.

Agenda-Mayor Breckenridge called for any additions, hearing none, motion by Fate and seconded by Baker to approve the agenda as presented. Mayor asked to have the Stantec Information New Business c) moved to the top of the agenda. Motion carried 5-0.

Consent Agenda- Mayor called for approval of the Consent Agenda. Motion to accept the consent agenda as presented by Hare and Himli. Motion carried 5-0.

Mayor Breckenridge noted that they had met last week in committee with Brett Grabau from Stantec to review the next steps in the 2025 Street Project. Brett stated that there had been a few minor changes made since that meeting. He referred to the timeline that needs to be kept in order to advertise for the bids with a Bid Opening Date of April 3, 2025. Hearing no questions from the council the following Resolution was read:

**CITY OF WYKOFF
RESOLUTION 2025-05**

Resolution Approving Plans and Specifications and Ordering Advertisement for Bids

WHEREAS, pursuant to a resolution passed by the council November 18, 2024, the city engineer (Stantec Consulting) has prepared plans and specifications for the 2025 Street and Utility Improvements project, N Line Street from W Fillmore Street to W Bartlett Street, W Bartlett Street from N Line Street to N Gold Street, and the Fire Hall Sanitary Sewer which includes the trunk sanitary sewer main within rear yards between the N Line Street residential homes and the Fire Hall as well as along the parking lot north of the Fire Hall extending to N Gold Street and has presented such plans and specifications to the council for approval;

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official paper (and in QuestCDN) advertisements for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for at least three weeks before the bids are to be opened, shall specify the work to be done, shall state that bids will be received by the clerk until 2 p.m. on April 3, 2025, at which time they will be publicly opened electronically by the city clerk and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on April 14, 2025 in the council chambers of the city hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on

the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to the clerk for 5 percent of the amount of such bid.

A motion by: Fate and 2nd by: Hare with a roll call vote being taken:

Ryan Breckenridge	Yes
Barb Fate	Yes
Kaleb Himli	Yes
Jane Baker	Yes
Jeff Hare	Yes

Motion carried 5-0.

I CERTIFY THAT the above resolution was adopted by the Wykoff City Council on February 10, 2025.

s/s Ryan Breckenridge

s/s Rebecca Schmidt

Ryan Breckenridge, Mayor

Rebecca Schmidt, City Administrator

Visitors- Kali Lentz, with Smith Schafer presented the 2024 Audit Summary. She noted there were no issues with the audit, and it was a clear reading of the city finances. She reviewed the document with the Mayor and Becky previously. She then went through the Power Point documents with the council. A full taping of the power point is available in the clerk's office. She thanked Becky for always providing the information needed on a timely basis.

WWTP- Mayor noted that Whitney had a family emergency and could not attend. Becky noted that the council had information from KLM Engineering about the cleaning of the water tower. Ryan asked the council to hold off on a decision until Rick could explain the proposal.

Mike Lund reported that he had been in contact with Fire Safety USA in regard to the denial of the claim through the League. The representative did not feel that the information they provided was correct and they are looking into seeing if they will approve a portion of the request. Mike noted that there are several air packs that were not working properly which Alex Air is aware of and will repair. They submitted a quote to go through all of the air packs as they are five years old so that they are all in compliance. The cost for the inspection would be \$1,374.10. Motion by Hare and seconded by Himli to approve. Motion carried 5-0. Mike noted that as the city will be replacing the light fixtures in the Community Center the Fire Hall is also in need of updates. He presented a proposal to do on their own at a cost of \$500 for the Office area and \$800-\$1,000 for the bay. However, after discussion the council would like to see if English Electric would give a quote and verify that the plan the department has would meet standards for liability.

First Responders- Cory sent a report to Becky that they had six calls in the last month and that he will be offering a class for EMR in Spring Valley in March. He has a commitment from three fire fighters to take the course with the city paying the fee. He will get back to the council on the cost.

Becky expressed concern about a commitment from the trainee, some towns have the person pay the cost and reimburse them over a period of time.

Personnel – No report

Streets- The Mayor noted that they had an informative meeting the week prior on streets and sewer so that all committees and departments were on the same page.

Community Education- Barb Fate reported that her and Jane Baker will be meeting on February 18th at 1:00 in the Council Room. Meeting will be posted as this is not their designated date.

Park and Recreation, Joint Trails Board- No meeting it was discussed that the Park Budget has about \$18,000 carry over which will not cover the lights. This was put into restricted funds to be used only for the park project.

Zoning – Becky noted that the vacating of the alley is tabled.

Sheriff's Report- None

Mayor's Report-none

Old Business-

Update on Grant Application for Library Funds-Becky noted that she had inquired if this type of grant is on hold due to the freeze from the President, but she had not heard back. Hare asked if they had to accept the money, which Becky noted that no we do not have to accept it. He asked about the costs involved. She noted that the grant proposal was for the library needs, city offices, council rooms and community spaces, media centers. We would not need to pay the lease for the current property as Sogla has drawn up the plans for the grant. It is a grant for \$340,000 which would make the building ADA compliant. She noted that the city has not spent any money except for her time for writing the grant. Mayor noted that we will discuss this further once we know we received the grant.

Arvig Right of Way Permit Application- Motion by Himli and seconded by Fate to approve the request from Arvig pending approval of the Ordinance Adoption. They will be made aware of the new ordinance about boring which they will need to adhere to upon completion of their project. Motion carried 5-0.

Revolving Loan Application-Becky reported that the council had met with applicants and reviewed their financial information. Corrine the city attorney has been working with their attorney to clear up a few points. Corrine feels comfortable moving forward. Motion by Fate and seconded by Baker to approve the loan. Motion carried 5-0.

Emailing Bills- Becky noted that the office is getting back some responses but at this point cannot

move forward. She stated that it would take at least 60 residents to make this cost saving. The cost from Banyon for the program would be \$695 with a \$195 support charge each year. The cost of sending out statements is \$1.14 each. No action taken.

Wireless Tower Request-Tabled

New Siren Update – They will be installing the new siren near the Fire Department on February 17th. Discussion followed on the location; John will let them know that it should be situated on the North Side.

New Business

Maier Tree Renewal – Becky presented the contact renewal \$273.81. Discussion followed on whether to keep the trees or remove them. They all need to be trimmed, which John stated he could do. Motion by Fate and seconded by Baker to not renew the contact. Motion carried 3-2.

MiEnergy Fire Bill- Becky noted that the department had responded to a call for an electrical issue on high wires on the property of Kalib Himli. The Fire Department responded and worked with MiEnergy to bring the situation under control. Because the department responded a flat charge of \$750.00 was issued for the call. There is a disagreement with the department that MiEnergy does not believe it was their issue, which Mike Lund, Fire Chief, disagrees with. Council agreed to send the bill to MiEnergy for payment.

The meeting was adjourned at 8:03 p.m.

Adjournment

Secretary

Date of approval

Wykoff City Council/Rural Board Meeting
Minutes
February 12, 2025 ~ 7:00 p.m.

A meeting of the Wykoff City Council and Rural Township Boards was held in the Council Room at 106 N. Gold St. on Tuesday, February 12, 2025. Attendees included Mayor Ryan Breckenridge, Jeff Hare, and Jane Baker. Becky Schmidt-City Administrator, Cory Bremseth-First Responder Director, Michael Lund-Fire Chief were also in attendance. Rural Board members were Bonnie Heidtke-Fillmore Township, Dan Schmidt-Fountain Twp, Gary Krahn-Fillmore Twp., Michael Juzwiak-Fillmore Twp., Robert Schmidt-Fillmore Twp.

Becky reviewed the budget printouts that all had received. The Rural Fire expense budget was \$21,240.00 and City was \$25,915.00. The Townships had approved a 6% increase for five years and there is one more year left. The EMS is set at \$6.00 per capita.

Michael Lund, Fire Chief, reported that the department has had a very quiet year. They had 13 calls with lift assists and 11 were from the rural townships. They are fully staffed with 22 members. There are four firefighters that are currently taking Fire Fighter I & II and Hazmat training. They are still looking into a new pumper and keeping an eye on what is out there for sale. They feel that this will need to be done in 2025 or 2026. Becky stated that there is \$229,000 in restricted funds for the Fire Dept. Lund feels that it could cost up to \$400,000 to replace the pumper, and there are options to sell the old one.

Cory Bremseth, Director of the EMS updated the members on the First Responders. He noted that he also serves on the ambulance service for Spring Valley. A training is being planned by Mike Zimmer which he believes he has three fire fighters who are interested in taking the course. He noted it has helped tremendously this year to have some of the Fire Department that respond to their calls to just drive. They will need more radios when they finish the training. Cory stated he had applied for a grant which paid for one of the radios that were purchased last year. The struggle is to maintain the members once they have taken the course. They are trying to get a commitment from them to stay on for at least a year. He stated that they had 69 calls in 2024. Everyone agreed that it is very hard in small communities to maintain the EMS and Fire Departments.

Becky noted several of the Townships had submitted to the county for assessments which helps the bottom line. There is only one outstanding call, and that person has continued to pay as they can. She noted that Jordan Township did not assess for their call which will come off of the township's budgets.

Mayor Breckenridge noted that the city had recently spent funds to repair the Fire Station as the foundation was sinking. They also had put in a new electrical panel as the new siren will be located near the fire station. Becky noted that the two sirens at each end of town were 35-40 years old and were becoming difficult to find parts for repairs. Mayor noted that the children

attending St. John's could not hear the siren in certain parts of the building. The siren is paid for by the City using Emergency Management Funds. The siren will rotate and should reach out into the Townships.

Mayor Breckenridge asked for any other questions or comments, hearing none, motion by Robert Schmidt and seconded by Dewey Krahn to adjourn at 7:30 p.m.

Adjournment

approval

City Administrator

Date of

CITY OF WYKOFF

02/24/25 11:15 AM

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Payments

Current Period: February 2025

Payments Batch 022425PAY		\$274.25	
Refer	1565 MINNESOTA ENERGY RESOURCE		
Cash Payment	E 101-42200-383 Heating Fuel	Fire Hall	\$0.00
Invoice	2/24/2025		
Cash Payment	E 240-42200-383 Heating Fuel	Rural Fire Hall	\$0.00
Invoice	2/24/2025		
Cash Payment	E 101-41944-383 Heating Fuel	City Shed	\$0.00
Invoice	2/24/2025		
Cash Payment	E 601-49430-383 Heating Fuel	pumphouse	\$0.00
Invoice	2/24/2025		
Cash Payment	E 101-41941-383 Heating Fuel	Community Center	\$0.00
Invoice	2/24/2025		
Cash Payment	E 101-41942-383 Heating Fuel	Municipal Building	\$215.98
Invoice	2/24/2025		
Cash Payment	E 602-49480-383 Heating Fuel	WWTP	\$58.27
Invoice	2/24/2025		
Transaction Date	2/24/2025	SECURITY STATE B 10100	Total \$274.25

Fund Summary

	10100 SECURITY STATE BANK	
101 GENERAL FUND		\$215.98
240 RURAL FIRE FUND		\$0.00
601 WATER FUND		\$0.00
602 SEWER FUND		\$58.27
		<u>\$274.25</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$274.25
Total	\$274.25

CITY OF WYKOFF

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Payments

Current Period: February 2025

Payments Batch 022025PAY-2

\$4,822.07

Refer 1563 MIENERGY COOPERATIVE

Cash Payment	E 101-41941-381	Electricity	Community Cente	\$166.36
Invoice	January2025			
Cash Payment	E 601-49410-381	Electricity	Pumphouse	\$164.04
Invoice	January2025			
Cash Payment	E 101-41942-381	Electricity	MB	\$220.43
Invoice	January2025			
Cash Payment	E 101-43160-381	Electricity	Streets	\$570.00
Invoice	January2025			
Cash Payment	E 101-41944-381	Electricity	City Shed	\$46.51
Invoice	January2025			
Cash Payment	E 602-49480-381	Electricity	WWTP	\$1,645.96
Invoice	January2025			
Cash Payment	E 601-49410-381	Electricity	City Well	\$230.76
Invoice	January2025			
Cash Payment	E 101-43160-381	Electricity	Downtown lights	\$125.83
Invoice	January2025			
Cash Payment	E 260-45176-381	Electricity	jail	\$46.75
Invoice	January2025	2/20/2025		
Cash Payment	E 260-45172-381	Electricity	Ed	\$58.38
Invoice	January2025	2/20/2025		
Transaction Date	2/20/2025		SECURITY STATE B 10100	Total \$3,275.02

Refer 1564 MINNESOTA ENERGY RESOURCE

Cash Payment	E 101-42200-383	Heating Fuel	Fire Hall	\$270.59
Invoice	January2025	2/20/2025		
Cash Payment	E 240-42200-383	Heating Fuel	Rural Fire Hall	\$270.59
Invoice	January2025	2/20/2025		
Cash Payment	E 101-41944-383	Heating Fuel	City Shed	\$358.39
Invoice	January2025	2/20/2025		
Cash Payment	E 601-49430-383	Heating Fuel	pumphouse	\$209.58
Invoice	January2025	2/20/2025		
Cash Payment	E 101-41941-383	Heating Fuel	Community Center	\$437.90
Invoice	January2025	2/20/2025		
Cash Payment	E 101-41942-383	Heating Fuel	Municipal Building	\$0.00
Invoice	January2025	2/20/2025		
Cash Payment	E 602-49480-383	Heating Fuel	WWTP	\$0.00
Invoice	January2025	2/20/2025		
Transaction Date	2/20/2025		SECURITY STATE B 10100	Total \$1,547.05

CITY OF WYKOFF

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Payments

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Current Period: February 2025

Fund Summary

	10100 SECURITY STATE BANK	
101 GENERAL FUND		\$2,196.01
240 RURAL FIRE FUND		\$270.59
260 HISTORICAL FUND		\$105.13
601 WATER FUND		\$604.38
602 SEWER FUND		\$1,645.96
		<u>\$4,822.07</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	<u>\$4,822.07</u>
Total	\$4,822.07

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Payments

Current Period: February 2025

Fund Summary

	10100 SECURITY STATE BANK	
101 GENERAL FUND		\$2,196.01
240 RURAL FIRE FUND		\$270.59
260 HISTORICAL FUND		\$105.13
601 WATER FUND		\$604.38
602 SEWER FUND		\$1,645.96
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		\$4,822.07

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$4,822.07
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Total	\$4,822.07

CITY OF WYKOFF

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Payments

Current Period: February 2025

Payments Batch 030325PAY

\$30,947.37

Refer 1586

Invoice

Transaction Date	3/6/2025	SECURITY STATE B 10100	Total
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Refer 1569

Cash Payment	E 101-41400-321	Cellphone/Telephone	\$65.69
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Invoice

Cash Payment	E 101-41400-325	Internet Service	\$65.90
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Invoice

Cash Payment	E 260-45176-325	Internet Service	\$85.95
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Invoice

Cash Payment	E 240-42200-325	Internet Service	\$46.09
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Invoice

Cash Payment	E 101-42200-325	Internet Service	\$46.09
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Invoice

Cash Payment	E 101-41941-325	Internet Service	\$86.95
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Invoice

Transaction Date	3/3/2025	SECURITY STATE B 10100	Total	\$396.67
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Refer 1570 *BADGER METER*

Cash Payment	E 601-49430-328	Service Contract	\$51.73
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Invoice 80186256

Transaction Date	3/3/2025	SECURITY STATE B 10100	Total	\$51.73
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Refer 1571 *BECKY SCHMIDT*

Cash Payment	E 260-45176-210	Operating Supplies	\$80.00
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Invoice Feb2025

3/3/2025

Cash Payment	E 101-41400-330	Transportation & Educat	\$45.56
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Invoice Feb2025

3/3/2025

Cash Payment	E 101-41400-321	Cellphone/Telephone	\$50.00
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Invoice Feb2025

3/3/2025

Transaction Date	3/3/2025	SECURITY STATE B 10100	Total	\$175.56
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Refer 1572 *BANYON DATA SYSTEMS INC*

Cash Payment	E 101-41400-328	Service Contract	\$865.00
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Invoice 00166315

3/3/2025

Cash Payment	E 101-41400-328	Service Contract	\$865.00
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Invoice 00166315

3/3/2025

Cash Payment	E 601-49430-328	Service Contract	\$432.50
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Invoice 00166315

3/3/2025

Cash Payment	E 602-49480-328	Service Contract	\$432.50
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Invoice 00166315

3/3/2025

Transaction Date	3/3/2025	SECURITY STATE B 10100	Total	\$2,595.00
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Refer 1573 *CARDMEMBER SERVICES*

Cash Payment	E 250-46500-210	Operating Supplies	background check	\$6.39
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Invoice feb2025

3/3/2025

Cash Payment	E 601-49410-220	Repair & Maintenance S	\$23.99
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Invoice feb2025

3/3/2025

CITY OF WYKOFF

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Payments

Current Period: February 2025

Cash Payment	E 601-49410-220	Repair & Maintenance S		\$7.98
Invoice feb2025	3/3/2025			
Cash Payment	E 101-41941-220	Repair & Maintenance S		\$32.98
Invoice feb2025	3/3/2025			
Cash Payment	E 101-41950-240	Small Tools and Minor E		\$58.20
Invoice feb2025	3/3/2025			
Cash Payment	E 101-41400-200	Office Supplies		\$19.93
Invoice feb2025	3/3/2025			
Cash Payment	E 101-41400-328	Service Contract	Adobe & Prime	\$396.57
Invoice feb2025	3/3/2025			
Transaction Date	3/3/2025	SECURITY STATE B 10100	Total	\$546.04
Refer	1574	GREAT AMERICA FINANCIAL SER		
Cash Payment	E 101-41400-329	Lease	Printer lease	\$98.79
Invoice 38633940	3/3/2025			
Transaction Date	3/3/2025	SECURITY STATE B 10100	Total	\$98.79
Refer	1575	FIRE SAFETY USA, INC		
Cash Payment	E 101-42200-243	Large Equipment	Turnout gear	\$3,994.97
Invoice 197846	3/3/2025			
Cash Payment	E 240-42200-240	Small Tools and Minor E	Turnout gear	\$3,994.97
Invoice 197846	3/3/2025			
Cash Payment	E 101-42200-221	Equipment Repair & Mai	Compressor Service	\$590.75
Invoice 197846	3/3/2025			
Cash Payment	E 240-42200-221	Equipment Repair & Mai	Compressor Service	\$590.75
Invoice 197846	3/3/2025			
Transaction Date	3/3/2025	SECURITY STATE B 10100	Total	\$9,171.44
Refer	1576	GOODIES AND GAS		
Cash Payment	E 101-45200-212	Motor Fuels	Fuel Parks	\$0.00
Invoice				
Cash Payment	E 101-42200-212	Motor Fuels	Fuel Fire	\$0.00
Invoice				
Cash Payment	E 240-42200-212	Motor Fuels	Fuel Fire	\$0.00
Invoice				
Cash Payment	E 101-43125-212	Motor Fuels	Snow Removal	\$162.91
Invoice 503478				
Cash Payment	E 101-43100-212	Motor Fuels	Streets	\$26.26
Invoice 503472				
Transaction Date	3/3/2025	SECURITY STATE B 10100	Total	\$189.17
Refer	1577	HAWKINS, INC.		
Cash Payment	E 601-49420-216	Chemicals and Chem Pr		\$10.00
Invoice 6986693				
Transaction Date	3/3/2025	SECURITY STATE B 10100	Total	\$10.00
Refer	1578	KRUEGELS INC		
Cash Payment	E 260-45172-383	Heating Fuel	Ed's Gas	\$332.48
Invoice 92168	3/3/2025			
Transaction Date	3/3/2025	SECURITY STATE B 10100	Total	\$332.48
Refer	1579	MED-COMPASS INC		

CITY OF WYKOFF

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Payments

Current Period: February 2025

Cash Payment	E 101-42200-300	Professional Services	fit test		\$127.50
Invoice	26746	3/3/2025			
Cash Payment	E 240-42200-300	Professional Services	fit test		\$127.50
Invoice	26746	3/3/2025			
Transaction Date	3/3/2025	SECURITY STATE B	10100	Total	\$255.00
Refer	1580	STATE OF MINNESOTA			
Cash Payment	G 601-20801	Accrued Water Test Fee	water test fee		\$593.00
Invoice	1st qua2025	3/3/2025			
Transaction Date	3/3/2025	SECURITY STATE B	10100	Total	\$593.00
Refer	1581	MN STATE FIRE DEPT ASS N			
Cash Payment	E 240-42200-430	Miscellaneous	MEMBERSHIP DUES		\$87.50
Invoice	2025				
Cash Payment	E 101-42200-430	Miscellaneous	MEMBERSHIP DUES		\$87.50
Invoice	2025				
Transaction Date	3/3/2025	SECURITY STATE B	10100	Total	\$175.00
Refer	1582	SMITH SCHAFFER & ASSOCIATES			
Cash Payment	E 101-41540-300	Professional Services	2024 AUDIT		\$11,900.00
Invoice	36859	3/3/2025			
Transaction Date	3/3/2025	SECURITY STATE B	10100	Total	\$11,900.00
Refer	1583	CITY OF SPRING VALLEY			
Cash Payment	E 101-42200-330	Transportation & Educat	CPR Fire		\$720.00
Invoice		3/3/2025			
Cash Payment	E 240-42200-330	Transportation & Educat	CPR Fire		\$720.00
Invoice		3/3/2025			
Transaction Date	3/3/2025	SECURITY STATE B	10100	Total	\$1,440.00
Refer	1584	UTILITY CONSULTANTS INC			
Cash Payment	E 602-41540-300	Professional Services			\$1,171.72
Invoice	123221	3/3/2025			
Transaction Date	3/3/2025	SECURITY STATE B	10100	Total	\$1,171.72
Refer	1585	CITY OF WYKOFF			
Cash Payment	E 101-41400-329	Lease			\$1,446.72
Invoice		3/3/2025			
Transaction Date	3/3/2025	SECURITY STATE B	10100	Total	\$1,446.72
Refer	1587	SE MINNESOTA EMS			
Cash Payment	E 230-42153-330	Transportation & Educat	CEVO Class		\$60.00
Invoice	13404	3/6/2025			
Transaction Date	3/6/2025	SECURITY STATE B	10100	Total	\$60.00
Refer	1588	SPRING VALLEY TECH SOLUTION			
Cash Payment	E 101-41400-240	Small Tools and Minor E	Laptop and repairs to desktop		\$335.00
Invoice	2135	3/6/2025			
Transaction Date	3/6/2025	SECURITY STATE B	10100	Total	\$335.00
Refer	1589	GOPHER STATE ONE-CALL, INC			
Cash Payment	E 601-41540-300	Professional Services	locating		\$4.05
Invoice	5020865	3/6/2025			
Transaction Date	3/6/2025	SECURITY STATE B	10100	Total	\$4.05

CITY OF WYKOFF

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Payments

Current Period: February 2025

Fund Summary

10100 SECURITY STATE BANK

101 GENERAL FUND	\$22,088.27
230 AMBULANCE FUND	\$60.00
240 RURAL FIRE FUND	\$5,566.81
250 REVOLVING LOANS	\$6.39
260 HISTORICAL FUND	\$498.43
601 WATER FUND	\$1,123.25
602 SEWER FUND	\$1,604.22
	<u>\$30,947.37</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	<u>\$30,947.37</u>
Total	\$30,947.37

CITY OF WYKOFF
Employee Pays Hours Detail2

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Page 1

Employee Name	Pay Rate
Baker, John H	23.23
HEUSINKVELD, PATRICK	19.98
HEUSINKVELD, PATRICK	19.98
RIDDLE, LARRY	0
RIDDLE, LARRY	19.98
Baker, John H	0
Baker, John H	0
Baker, John H	0
SCHMIDT, REBECCA	27.59
Baker, John H	23.23
SCHMIDT, REBECCA	27.59
Baker, John H	23.23
Baker, John H	23.23
Hare, LuAnn	0
Hare, LuAnn	22.02
Hare, LuAnn	22.02
Hare, LuAnn	22.02
SCHMIDT, REBECCA	27.59
Baker, John H	23.23
Baker, John H	23.23
HEUSINKVELD, PATRICK	19.98
HEUSINKVELD, PATRICK	19.98
HEUSINKVELD, PATRICK	19.98
RIDDLE, LARRY	0
RIDDLE, LARRY	19.98
Baker, John H	0
Baker, John H	0
HEUSINKVELD, PATRICK	19.98
Baker, John H	23.23
BAKER, TYLER	19.02
Baker, John H	23.23
Hare, LuAnn	0
Hare, LuAnn	22.02
Hare, LuAnn	22.02
Hare, LuAnn	22.02
SCHMIDT, DUANE D	22.02
SCHMIDT, REBECCA	27.59
BAKER, TYLER	19.02
Baker, John H	0

Environmental Water Services



Operations &
Maintenance



Water & Wastewater
Services

City Of Wykoff

Monthly Council Report

Reporting for the Month of March 2025

- 1.) Completed DMR no limit exceedances.
- 2.) Completed rounds, checks and process control.
- 3.) Conducted MLSS checks.
- 4.) Checked biological activity under microscope.
- 5.) Met with John Friel regarding current wastewater troubleshooting.
- 6.) Assisted with overseeing water main break repair.
- 7.) 3 alarm calls wet weather events no flooding.
- 8.) Performed 2 Locates.
- 9.) Met with Streets Committee
- 10.) Responded to low water pressure in system, filled tower.
- 11.) Called Morem's to come investigate control relays.
- 12.) Continued checking on and hand filling water tower.
- 13.) Climbed the water tower to reset radio for meters at City Hall.
- 14.) Replaced water pressure solenoid wastewater plant Screen.
- 15.) Reset pressure switch wellhouse.
- 16.) Corresponded with Brett concerning streets projects.

m DEPARTMENT OF
NATURAL RESOURCES

MNDNR PERMITTING AND REPORTING SYSTEM (MPARS)

WATER PERMIT INVOICE

Permit Number
1979-5203

Invoice Date
03/05/2025

Payment Due Date
02/15/2025

RICK WHITNEY
117 CROWN HILL RD W
PRESTON, MN 55965

**** PAYMENT DUE 02/15/2025 ****

Please pay the Total Due amount shown below:

#	Description	Amount
1	Water Use (2024), 6,402,973 gallons (50,000,001 gallons) @ \$140.00 minimum fee, Municipal/Public Water Supply, Fillmore County	\$140.00
2	Summer Surcharge 1,171,453 gallons X \$50.00 per million gallons for May-Sept overages	\$58.57
Comments -		
TOTAL DUE		\$198.57

Payment for the Total Due amount is due by February 15, 2025. If the due date falls on a weekend or holiday, payment must be received by the state's regular business day prior to the weekend and/or holiday. You can pay online or by mail.

Please be advised that water use reports are not considered complete until fees are paid. Failure to pay is grounds for termination of your permit.

PAY ONLINE (Visa, MasterCard, Discover, or automatic transfer from checking account)

- ☞ Sign-In to your MPARS account or create an account at <https://webapps11.dnr.state.mn.us/mpars/public>
- ☞ Click on the Financial tab
- ☞ Find the permit number "1979-5203" and select "Make Online Payment" from the "Action" column

PAY BY MAIL

- ☞ Make checks payable to: **MN DNR Ecological and Water Resources**
- ☞ Mail a copy of this invoice and your payment of **\$198.57** to:
MINNESOTA DEPARTMENT OF NATURAL RESOURCES - OMB
500 LAFAYETTE ROAD, BOX 10
ST. PAUL, MN 55155-4010

☞ **A COPY OF THIS INVOICE MUST BE INCLUDED WITH YOUR CHECK**

If you have any questions, please contact the Minnesota DNR by telephone (651-259-5678) or by email - MPARS.
dnr@state.mn.us

m DEPARTMENT OF NATURAL RESOURCES		DNR Use Only		Payment Method: R29029 OMB EWR Waters		Permit # 1979-5203	
Code 355	Amount 198.57	Received	Deposited	Entered	Amount		Check #

[Exit](#)

Confirmation

Please keep a record of your Confirmation Number, or print this page for your records. Click OK at the bottom of the page to return to your MPARS account.
Please keep a record of your Confirmation Number, or [print this page](#) for your records.

Confirmation Number **BURWAT000347303**

Payment Details

Description MNDNR Wtr Permits
MPARS
<http://www.mndnr.gov/mpars/signin>
Payment Amount \$198.57
Payment Date 03/05/2025
Status PROCESSED

Payment Method

Payer Name Rick Whitney
Card Number *3034
Card Type Master Card
Approval Code 858640
Confirmation Email rickwhitney1000@gamil.com

Billing Address

Address 1 101 Gold St N
Address 2 PO Box 97
City/Town Wykoff
State/Province/Region Minnesota
Zip/Postal Code 55990
Country USA



Corporate Office
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125

October 21, 2024

Sent via Email Only

Rick Whitney
Owner
Environmental Water Services LLC
101 N Gold Street
PO Box 97
Wykoff, MN 55990

**RE: 50,000-Gallon Elevated Water Tower
Wykoff, Minnesota**

Dear Rick:

KLM is pleased to submit this proposal for the remote operated vehicle (ROV) evaluation of the above-referenced water tower.

KLM Engineering provides NACE and AWS trained inspectors, certified in competent climbing, having experience and working knowledge of the Occupational Safety and Health Standards (OSHA), American Water Works Association (AWWA), American Concrete Industry (ACI) and State Regulations.

KLM Engineering provides evaluation reports that are reviewed by an engineer who has authored the report and/or were written under the engineer's direct supervision.

DOCUMENTATION

KLM will provide the Owner with an evaluation report, which will provide the following benefits:

1. Clearly stating the actual condition of the reservoir.
2. For coated reservoirs, provide a life expectancy estimate of the coatings and/or an estimated timeline for coating replacement.
3. Identify structure deficiencies and recommended repairs to bring the reservoir into compliance with ACI, AWWA and OSHA requirements.
4. Provide a schedule for performing recommended maintenance work.
5. Provide a Cost Estimate for all structure repairs and coating replacement.
6. Identify the quantity of sediment and recommend a timeline for cleanout, if warranted.
7. Include color photographs identifying current conditions and any required repairs.
8. Recommend a timeline for future evaluations.

The evaluation report will be provided to the City and Client in digital format (pdf). After which, KLM will contact the City and Client to discuss the report and answer any questions.



SCOPE OF WORK

ROV Evaluation

KLM plans to utilize a two-man crew and a remote operated vehicle (ROV) to perform the evaluation. This evaluation method can be performed in one day.

KLM will provide inspectors who are properly trained and qualified to perform this type of evaluation. KLM inspectors will place a disinfected ROV and tether into the reservoir for the interior evaluation of the roof, walls, partition walls, floor, piping and valves. Photos will be taken with an underwater camera, which will show the structure conditions and quantity of sediment. The interior of the inlet pipe is excluded from the evaluation, unless otherwise written into this Agreement.

Exterior and Interior Evaluation

The exterior and interior evaluation is critical to the evaluation to determine whether there are any structure deficiencies and OSHA compliance.

The exterior will be inspected from all areas accessible without rigging, unless otherwise written into this Agreement. Coating conditions of both the interior and exterior piping and reservoir coatings, when applicable, will be examined using dry film thickness (DFT) and standard ASTM tests.

Interior and Exterior:

- ◆ Roof structure (size and style).
- ◆ Vents (size and style).
- ◆ Roof manways (size and style).
- ◆ Ventilation manways (size and style).
- ◆ Overflow weir and pipe (size and style).
- ◆ Support column (size and style).
- ◆ Capacity level and head range.
- ◆ Inlet/outlet pipe.
- ◆ Mud ring.
- ◆ Site dimensions.
- ◆ Safety considerations.
- ◆ Drains.
- ◆ Floor condition.
- ◆ Pitting on piping.
- ◆ Ladders, cages, platforms and handrails.
- ◆ Base pad condition, including Flexcell and grout.
- ◆ Screens on vents and overflows.
- ◆ Overflow air breaks, splash pads and drainage.
- ◆ Safety devices.

OWNER'S RESPONSIBILITIES

The Owner's personnel shall also be responsible for:

- Set the water at, or near, the high-water operating level.
- Cease the water inlet and outlet operation during the ROV inspection.
- Taking and testing water samples, as required.
- Providing information on the reservoir, including maintenance records, construction drawings, previous evaluation reports and previous painting or reconditioning specifications. This information is most useful if obtained prior to the reservoir inspection and evaluation.

FEES

The fee for the above-referenced scope of work is..... \$3,500.00

The fee for gasket installation on state-required wet access manway is \$100.00.

It is the responsibility of the Owner to make sure that the tank is prepared for the evaluation per the schedule agreed to in advance by both parties. In the event KLM arrives on site and the tank is not ready, a second day will be charged as additional time and materials.

Should the tank be deemed unsafe by our inspectors, we reserve the right to revise the proposal to include necessary equipment and measures to ensure safe access to complete the scope of work. Said revised proposal would be subject to Client approval.

TERMS AND CONDITIONS

KLM has attached our standard Terms and Conditions. The Terms and Conditions are part of this Agreement between Environmental Water Services LLC and KLM Engineering, Inc. unless otherwise agreed to in writing by both parties.

Fees are subject to change if proposed work exceeds twelve (12) months from the date of this proposal.

ADDITIONAL INFORMATION

Additional information can be found at KLM's website at: www.klmengineering.com

Wykoff, Minnesota – ROV Evaluation

AGREEMENT

This proposal is valid for sixty (60) days from the date of this proposal. If Environmental Water Services LLC finds the proposal acceptable, please sign and return it by mail, fax or email. By signing and returning this signature page only, you agree to the terms of the entire proposal document submitted. When KLM receives the signed proposal, we will contact the client to coordinate an evaluation date. Upon delivery of the report to the City and Client, an invoice will be submitted according to the terms of this Agreement.

This Agreement, between Environmental Water Services LLC and KLM Engineering, Inc. is accepted by:

ENVIRONMENTAL WATER SERVICES LLC
101 N Gold Street
PO Box 97
Wykoff, MN 55990

KLM ENGINEERING, INC.
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125

Signature



Signature

Name

Dan Popehn
Name

Title

Director of Business Development
Title

Date

October 21, 2024
Date

We look forward to working with you.

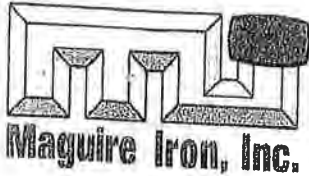
Sincerely,

KLM ENGINEERING, INC.
Dan Popehn
Director of Business Development
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125
Cell: 612-743-3102
Email: dpopehn@klmengineering.com

Attachment: KLM Terms and Conditions

Rev 2024.02.07





MAR 29 2021

WATER TOWER EXPERTS

info@maguireiron.com
1610 N. Minnesota Ave
Sioux Falls, SD 57104
(605) 334-9749

Cleaning and Inspection Service Contract

This contract made and entered into this 28th day of January, 2021 by and between the Wykoff, MN hereinafter called the "Owner" or "Customer" and Maguire Iron, Inc., a South Dakota Corporation with its principal office located in Sioux Falls, South Dakota, hereinafter called the "Contractor" or "Company" for and in consideration of the mutual covenants and promises hereinafter contained.

WITNESSETH:

Contractor agrees to make the following repairs and improvements on the Owner's water supply tank, and to furnish the necessary equipment, labor, material, as well as Workmen's Compensation Insurance and Contractor's Liability Insurance, and to do the work hereinafter stated in a good and workmanlike manner.

Cleaning and Inspection Schedule / 50 MG cone

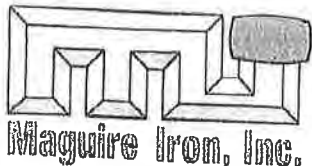
1. Contractor will furnish tools, labor, and materials as well as necessary insurance to perform the work in a good and workman like manner.
2. Contractor will furnish a pressure relief valve / blow off valve for use by the city if needed at no charge.
3. Contractor will clean out all sediment and deposit build up once the tank is emptied by the city
4. Contractor will rinse the Interior wet area of the water tower after all heavy sediment has been removed from the tank.
5. Contractor will do a complete inspection of the wet interior area and take photos for the use during the Inspection report. Photos will be supplied to the city upon request
6. Should any emergency repair or renovation be necessary, cost and details to be submitted. No extra work to be done without Owner's authorization.
7. Contractor will do a complete inspection along with photos of the complete Exterior of the water tower.
8. Contractor will work up a report of the findings during the Inspection of the city's water tower and send a detailed report that will include budget estimate of deficiencies, condition, and future recommendations as applicable.

2021	Cleaning and Inspection	\$1,850.00
2022	Cleaning and Inspection	\$1,850.00
2023	Cleaning and Inspection	\$1,850.00
2024	Cleaning and Inspection	\$1,850.00
2025	Cleaning and Inspection	\$1,850.00

The first service will be done in 2021 years. This contract will run for a period of 5 years, with the tank servicing to be done every

Owner will inspect the work as it progresses and upon completion and acceptance by Owner of the above work, the sum of \$ as above plus applicable sales, excise, and/or use tax shall become due and payable in full.

MAGUIREIRON.COM



WATER TOWER EXPERTS

✉ info@maguireiron.com
📍 1610 N. Minnesota Ave
Sioux Falls, SD 57104
☎ (605) 331-9749

Terms: Net 30 days from acceptance and invoicing. A service charge of 1 1/4% per month (annual rate of 18%) will be charged on past due accounts. Maguire Iron, Inc. reserves the right to impose fuel or other surcharges in effect at the time of project performance. During any exterior painting, Owner shall assist in removing any vehicles in the area which might receive paint damage. If there is any sandblasting involved in the work, Owner will be responsible for collection and disposal of any and all blast media. Maguire Iron, Inc. will exercise reasonable care and caution to avoid, but will accept no liability for damage to antenna, communication, telemetry and/or electrical system(s) which may be attached to the structure. Removal, repair and/or replacement of the antenna, communication, telemetry and/or electrical system(s) shall be the responsibility of the Owner. This Agreement is subject to termination by the Owner upon written notice of intent to terminate which must be received by the Company ninety (90) days prior to the effective date of termination. Notice of Termination is to be delivered by certified mail to Maguire Iron Inc. and signed by the Mayor City Manager or authorized agent for the city / owner. The owner will be responsible to the Company for the cost (at current market rates) of any work that has been performed prior to termination.

HAZARDOUS MATERIAL DISCLAIMER: In the event that hazardous materials are on the water tank and this information is not addressed in the specification or made known to Maguire Iron, Inc. prior to the price or bid being supplied by Maguire Iron, Inc., any additional means of hazardous material abatement or disposal costs will be born upon the Owner. Owner and the authorized agents signing this contract as such agents do hereby expressly warrant that Owner has authority to make and enter into this contract and that it becomes a party hereto pursuant to a lawful resolution duly and regularly adopted by the governing board of said Owner pursuant to the applicable statutes of this State. Customer shall reimburse Company for all travel, meal and entertainment expenses incurred by Company or its employees in connection with Company's performance under the contract. To the extent that any meal or entertainment expenses incurred by Company or its employees are subject to the limitation on deductibility under IRC Section 274(n) (1) and the Regulations thereunder, Customer shall be subject to the limitation and shall reduce its deduction accordingly.

This constitutes the entire contract. No verbal agreements or additions will be honored. Any amendments or additions hereto must be in writing and executed by the duly authorized agents and officers of the parties hereto.

IN WITNESS WHEREOF, we have set our hands and seals the day and year above written.

Owner: Wykoff, MN

By: [Signature]
(Name)

By: [Signature]
(Name)

[Signature]
(Title)
Chief Treasurer
(Title)

MAGUIRE IRON, INC.

By: Chad Edwards 1/28/21
(Authorized Agent) (Date)

Date Accepted: 3-23-21
Upon acceptance, please provide two (2) signatures and date the agreement.

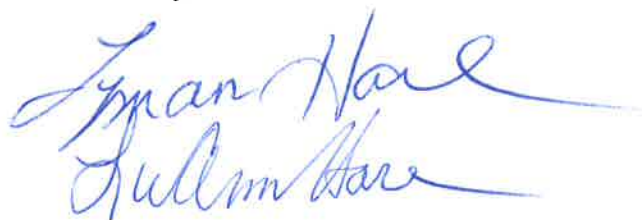
February 19, 2025

Dear Mayor Breckenridge, Wykoff City Council Members and City Administrator, Becky Schmidt:

As of February 19th, 2025, we are informing you that we are rescinding our Petition to Vacate the alley adjacent to our property at 115 S. Main St., Wykoff, MN 55990. We were not aware in our Petition to Vacate, which was submitted on January 9th, 2025, and recognized by the council at their January 14th regular meeting, that it was incorrect information. The Petition was signed by Lyman and LuAnn Hare and Rod Thompson, who at the time were considered the majority landowners. However, after the Public Hearing date was advertised in the Fillmore Journal, we were made aware through a conversation that the City Administrator and Mr. Vreeman had, that there was one more landowner. This information then changed the original Petition and no longer made it valid. This Petition and subsequent resolutions will now have to be reworded and reviewed by the City Attorney. We no longer wish to spend one more dime on this request nor do we want to drag this out any further. We feel that we have tried our best to comply with the requests made by the city. We understand that this is new ground for the council and that you were making every effort to comply with the guidelines that you were aware of. If the City chooses to continue with the vacating of the alley, so be it.

We apologize for the inconvenience this may cause the City. We will ask that Becky place this on your March agenda for you to take formal action on.

Sincerely,

The image shows two handwritten signatures in blue ink. The top signature is 'Lyman Hare' and the bottom signature is 'LuAnn Hare'. Both are written in a cursive, flowing style.

Lyman and LuAnn Hare

FILLMORE COUNTY SHERIFF



Office of the FILLMORE COUNTY SHERIFF

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

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

Date: February 8, 2025
To: Wykoff City Council
From: Jesse Grabau, Patrol Sergeant
John DeGeorge, Fillmore County Sheriff
Re: January Monthly Council Report

48 hours 1 minutes of routine patrol

Calls for Service/ Patrol Activity:

2025-01-01	Civil	GOLD ST
2025-01-03	Mental Health	SILVER ST
2025-01-06	Ambulance	4th ST
2025-01-07	Traffic	HWY 80
2025-01-14	Custody Dispute	BARTLETT ST
2025-01-16	Traffic	GOLD ST
2025-01-28	Information	LINE ST

FILLMORE COUNTY SHERIFF



Office of the FILLMORE COUNTY SHERIFF

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

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

Date: March 5, 2025
To: Wykoff City Council
From: Jesse Grabau, Investigator Sergeant
John DeGeorge, Fillmore County Sheriff
Re: February Monthly Council Report
35 hours 45 minutes of routine patrol

Calls for Service/ Patrol Activity:

2025-02-03	Suspicious Activity	GOLD ST
2025-02-10	Alarm	FILLMORE ST
2025-02-18	Terroristic Threats	CARIMONA ST
2025-02-22	Ambulance	South Main
2025-02-23	911 Hang Up	SILVER ST

TELECOMMUNICATION TOWERS

§ 150.145 PURPOSE AND INTENT.

The purpose and intent of this subchapter is:

- (A) To establish predictable and balanced regulations that protect the public health, safety, and general welfare of the city;
- (B) Facilitate the provision of telecommunications services and facilities, including commercial wireless telecommunication services in the city;
- (C) Minimize adverse visual effects of towers through careful design standards;
- (D) Avoid potential damage to adjacent properties from tower or antenna failure and weather related occurrences through structural standards, careful siting, and setback requirements; and
- (E) Encourage the use of existing towers and buildings to accommodate commercial wireless telecommunication service antennas in order to minimize the number of towers needed to serve the city.

§ 150.146 PERMITS REQUIRED.

It shall be unlawful for any person, firm, or corporation to erect, construct in place, place, or re-erect any tower, unless it shall replace a like tower, without first making application to the city and securing a permit. A change in construction, dimension, lighting design, or design type shall also require a permit. The placement of antennas on previously approved towers may be administratively approved by the city.

§ 150.147 TOWER AND ANTENNA DESIGN REQUIREMENTS.

Proposed or modified towers and antennas shall meet the following design requirements.

- (A) Towers and antennas shall blend into the surrounding environment through the use of color and camouflaging architectural treatment, except in instances where the color is dictated by federal or state authorities.
- (B) No tower shall have constructed thereon, or attached thereto, in any way, any platform, catwalk, crow's nest, or like structure, except during periods of construction or repair.
- (C) Towers and their antennas shall be certified by a qualified and licensed professional engineer to conform to applicable state structural building standards.
- (D) Towers and their antennas shall be designed to conform with accepted electrical engineering methods and practices and to comply with the provisions of the National Electrical Code.
- (E) Metal towers shall be constructed of, or treated with, corrosive resistant material.

§ 150.148 TOWER SETBACKS.

Towers and all accessory structures or buildings shall conform to the following minimum setback requirements.

- (A) The minimum setback from the boundary of the property on which the telecommunication tower is located shall be the principal building setback for the zoning district or the "fall Zone" as certified by a registered professional engineer licensed in Minnesota, whichever is greater. If the "fall zone" establishes the setback, then the required certification shall be filed with the Zoning Committee at time of site plan review. No habitable structures or places where people gather shall be located within any "fall zone."
- (B) Guy wires for towers shall be located no closer than 25 feet to any property line and shall meet the setback of the underlying land use district with respect to the public road right-of-way.

(C) Suitable protective anti-climbing fencing, with a minimum height of six feet, shall be provided around any tower and guy wires.

§ 150.149 TOWER LOCATION.

Towers less than 200 feet in height shall be located a minimum of one-half mile from the end of an airport clear zone as measured from the center point of the base of a freestanding tower. Towers that are 200 feet or more in height shall be located at a distance of at least three miles from any public or private airport.

§ 150.150 CO-LOCATION REQUIREMENTS.

All commercial wireless telecommunication towers erected, constructed, or located within the city shall comply with the following requirements.

(A) Documentation of the area to be served, including maps demonstrating the size of communication cells and a search ring for the antenna location. A narrative describing a search ring for the request, with not less than one mile radius clearly explaining why the site was selected, what existing structures were available, and why they are not suitable as locations or co-locations.

(B) Documentation that the communications equipment planned for the proposed tower cannot be accommodated on an existing or approved tower or building within the search ring of the service area due to one or more of the following reasons.

(1) The planned equipment would exceed the structural capacity of the existing or approved tower or building, as documented by a qualified and licensed professional engineer, and the existing or approved tower cannot be reinforced, modified, or replaced to accommodate planned equipment at a reasonable cost.

(2) The planned equipment would cause interference materially impacting the usability of other existing or planned equipment at the tower or building as documented by a qualified and licensed professional engineer or qualified radio frequency engineer, and the interference cannot be prevented at a reasonable cost.

(3) Existing or approved towers and buildings within the search radius that are 60 feet or over in height that cannot accommodate the planned equipment at a height necessary to function reasonably, as documented by a qualified and licensed professional engineer.

(4) Other unforeseen reasons that make it unfeasible to locate the planned telecommunications equipment upon an existing or approved tower or building.

(C) Any proposed tower shall be designed, structurally, electrically, and in all respects, to accommodate both the applicant's antennas and comparable antennas for at least two additional users if the tower is over 99 feet in height, or for at least one additional user if the tower is between 35 and 99 feet in height. Towers must be designed to allow for future rearrangement of antennas upon the tower and to accept mounting at varying heights.

(D) An agreement stating that the site will be designed for not less than three users with applicant and property owner commitment to collocation, whereby, any prohibition of additional users on a tower will be considered a violation of the permit and city policy. The agreement shall also include a statement that any unused or abandoned tower shall be removed by the property owner and/or applicant. Said agreement shall be signed by the applicant and the property owner and shall be attached to and become a part of the permit.

§ 150.151 ANTENNAS MOUNTED ON EXISTING BUILDINGS OR TOWERS.

The placement of telecommunication antennas, including wireless telecommunication antennas on existing buildings, towers, or structures, shall meet the requirements of the underlying land use district and this section. A site plan and building plan must be submitted to the city as part of the land use permitting process. Where a tower is non-conforming due to the requirements of this section, additional telecommunication antennas may be permitted to be placed on the tower after being reviewed by the Zoning Administrator.

§ 150.152 ACCESSORY UTILITY BUILDINGS.

All buildings and structures accessory to a tower shall:

- (A) Be architecturally designed to blend in with the surrounding environment and shall meet the height and setback limitations as established for each land use district; and
- (B) Have ground mounted equipment screened from view by suitable vegetation, except where a design of non-vegetative screening better reflects and complements the architectural character of the surrounding neighborhood.

§ 150.153 TOWER LIGHTING.

A tower shall not be illuminated by artificial means and shall not have affixed or attached to it in any way, except during time of repair or installation, any lights, reflectors, flashers, or other illuminating device, except as required by the Federal Aviation Administration or the Federal Communications Commission or state agency. When incorporated into the approved design of the tower, light fixtures used to illuminate ball fields, parking lots, or similar areas may be attached to the tower.

§ 150.154 ABANDONED OR UNUSED TOWERS.

Abandoned or unused towers and associated facilities shall be removed within 12 months of the cessation of operations at the site unless a time extension is approved by the Zoning Administrator. In the event that a tower is not removed within the 12 months of the cessation of operations at a site, the tower and associated facilities may be removed by the city and the costs of removal assessed against the property.

§ 150.155 PUBLIC SAFETY TELECOMMUNICATIONS INTERFERENCE.

Commercial wireless telecommunications services shall not interfere with public safety telecommunications. All applications shall include adequate information that will be reviewed by the Planning and Zoning Commission before a permit may be issued. Before the introduction of new service or changes in existing service, telecommunication providers shall notify the city at least ten calendar days in advance of any changes and allow the city to monitor interference levels during the testing process.

§ 150.156 SIGNS AND ADVERTISING.

The use of any portion of a tower for signs other than warning or equipment information signs is prohibited.

§ 150.157 NON-CONFORMING TOWERS.

(A) In order to avoid requiring new towers and to minimize the number of towers needed to serve the city, the following provisions shall apply to non-conforming towers. Telecommunication towers in existence at the time of this chapter may be permitted to increase tower height after being issued a conditional use permit.

(B) The Zoning Commission shall consider the following criteria as part of the conditional use permit process:

- (1) Tower safety concerns, including tower collapse, falling ice, and airplane traffic;
- (2) Land use character and history of tower(s);
- (3) Comparative visual impact to the surrounding lands of the proposed tower height increase;
- (4) Disturbance or conflict with agricultural uses on the property; and
- (5) Other factors which tend to reduce conflicts or are incompatible with the character and need of the area.

§ 150.158 SCREENING AND LANDSCAPING REQUIREMENT.

A screening and landscaping plan designed to screen the base of the tower, accessory utility buildings, utility structures, and security fencing shall be submitted. The plan shall show the location, size, quantity, and type of landscaping materials. Landscape materials shall be capable of screening all year and must be six feet in height by the end of the second growing season. Gravel or other durable surface, or other weed prevention measures, shall be applied within the fenced area to prevent the growth of weeds. A maintenance plan for landscaped materials shall also be submitted.

§ 150.159 ADDITIONAL SUBMITTAL REQUIREMENTS.

In addition to the information required elsewhere, applications shall include the following information:

(A) A report from a licensed professional engineer that describes the commercial wireless telecommunication service tower's capacity, including the number and type of antennas that it can accommodate;

(B) A letter of intent from the commercial wireless telecommunication service tower owner committing the tower owner and successors to allow the shared use of the tower if an additional user agrees in writing to meet reasonable terms and conditions for shared use;

(C) The location of all public and private airports within a three-mile radius of the tower site;

(D) Applicant must obtain FAA approval and/or provide documentation that FAA approval is not needed;

(E) Applicant must obtain FCC licensure and approval as required for various communications applications. No interference with local television and radio reception will be allowed;

(F) An intermodulation study which provides a technical evaluation of existing and proposed transmissions and indicates all potential interference problems, only if that is the basis for not co-locating;

(G) The applicant must submit proof of liability and worker's compensation;

(H) For towers over 500 feet, an environmental assessment worksheet (EAW) is required, and the applicant shall be responsible to provide the city with all information required to complete the EAW prior to the issuance of a permit from the city; and

(I) The owner of the tower shall provide the city with an acceptable financial guarantee in an amount equal to one and one-half times the cost to remove the tower and related infrastructure, including footings and other underground improvements to a depth of 36 inches below existing grade, and to restore the site. Failure to remove the structure shall be cause for the city to remove the tower and associated equipment at the expense of the property owners.

§ 150.160 TOWERS NOT REQUIRING A PERMIT.

Permits are not required for the following:

(A) A satellite earth station antenna four feet in diameter or less, located in an industrial or commercial district, meeting required setbacks;

(B) A satellite earth station antenna three feet or less in diameter, meeting the required setbacks; or

(C) A tower less than 50 feet, as measured from the ground.



Your Touchstone Energy® Cooperative 

This institution is an equal opportunity provider and employer.

Iowa Office

Street Address: 24049 Highway 9, Cresco, IA 52136

Mailing Address: PO Box 90, Cresco, IA 52136

Local: 563.547.3801 | **Fax:** 563.547.4033

Minnesota Office

Street Address: 31110 Cooperative Way, Rushford, MN 55971

Mailing Address: PO Box 626, Rushford, MN 55971

Local: 507.864.7783 | **Fax:** 507.864.2871

Toll-Free: 800.432.2285 | **Website:** www.MiEnergy.coop

February 25, 2025

City of Wykoff
Attn: Mayor and Council
217 Gold Street N.
PO Box 218
Wykoff, MN 55990

Dear Mayor Breckenridge and Members of the City Council,

The intent of this letter is to express a concern regarding a bill that was recently sent to MiEnergy Cooperative from the City of Wykoff. The invoice appears to be related to a response from the local fire department following a report on arcing powerlines due to a tree located at 215 Gold Street North.

We appreciate and understand the importance of emergency response services, however, MiEnergy does not own the tree in question, nor did we initiate the call to the fire department. MiEnergy crews responded promptly to the situation, trimmed the tree, and resolved the issue as part of our standard operational procedures. We respectfully believe that under these circumstances, MiEnergy is not responsible for the associated fire department charge.

MiEnergy appreciates the working relationship with the City of Wykoff, and we thank you for your time and consideration. We would appreciate the opportunity to discuss this matter further. Please feel free to contact me directly at 800-432-2285 or by email at soian@MiEnergy.coop at your earliest convenience.

Sincerely,



Steve Oian
VP of Operations
MiEnergy Cooperative

Resolution 2024-06
Adopting the Minnesota Basic Code of Ordinances
2023 Edition and Amendments

ORDINANCE NO. 10.01A
CITY OF WYKOFF
COUNTY OF FILLMORE
STATE OF MINNESOTA

AN ORDINANCE ENACTING THE CODE OF ORDINANCES FOR THE CITY OF
WYKOFF, MINNESOTA,
ADOPTING THE MINNESOTA BASIC CODE OF ORDINANCES, 2023 EDITION AND
AMENDING, RESTATING, REVISING, UPDATING, CODIFYING AND COMPILING
CERTAIN ORDINANCES OF THE CITY DEALING WITH THE SUBJECTS EMBRACED
IN THE CODE OF ORDINANCES, AND PROVIDING PENALTIES FOR THE VIOLATION
OF THE CODE OF ORDINANCES.

WHEREAS Minnesota Statutes Section 471.62 authorizes the city to adopt the Minnesota Basic Code of Ordinances by reference, and Sections 415.02 and 415.021 authorize the city to cause its ordinances to be codified and printed in a book,

2023 Supp.

NOW THEREFORE the City Council of the City of Wykoff, Minnesota, ordains:

Section 1. The Minnesota Basic Code of Ordinances, 2023 Edition, together with amendments and supplements contained therein, is hereby adopted and shall constitute the ACode of Ordinances of the City of Wykoff.@ This Code of Ordinances also adopts by reference certain statutes and administrative rules of the State of Minnesota as named in the Code of Ordinances. It is the intention of the City Council that, when adopting the Minnesota Basic Code of Ordinances, all future amendments and supplements are hereby adopted as if they had been in existence at the time this Ordinance was enacted, unless there is clear intention expressed in the Code to the contrary.

Section 2. The Code of Ordinances as adopted in Section 1 shall consist of the following titles and those existing city ordinances also listed in Section 3. *(The city may choose not to adopt some sections of the MBC by crossing them off or omitting them from the list below. However, please note that the decision to exclude MBC sections should be made only with the advice of the City Attorney. Certain MBC sections contain provisions mandated for cities by state law. These sections are marked with an (*) below and should not be crossed off or omitted from the list below. Other provisions are not mandated by state law, but are highly recommended for promoting the public health and welfare within the city. These highly recommended provisions are marked by a (**) below.)*

TITLE I: GENERAL PROVISIONS

- 10. General Provisions (*)

TITLE III: ADMINISTRATION

- 30. General Provisions (*)
- 31. Departments, Boards and Commissions (*)
- 32. Emergency Management (*)

TITLE V: PUBLIC WORKS

- 50. Garbage and Rubbish
- 51. Sewer Regulations
- 52. Water Regulations
- 53. Storm Water Drainage Utility
- 54. Rates and Charges

TITLE VII: TRAFFIC CODE

- 70. Traffic Regulations
- 71. Parking Regulations
- 72. Snowmobiles
- 73. Recreational Vehicles
- 74. Bicycles, Roller Blades, Roller Skates, Roller Skis and Skateboards

TITLE IX: GENERAL REGULATIONS

- 90. Abandoned Property
- 91. Animals (*)
- 92. Health and Safety; Nuisances (**)
- 93. Streets and Sidewalks (*)

TITLE XI: BUSINESS REGULATIONS

- 110. General Licensing Provisions
- 111. Commercial Amusements
- 112. Liquor Regulations
- 113. Peddlers and Solicitors
- 114. Reserved
- 115. Reserved
- 116. Regulating Lawful Gambling
- 117. Garage and Rummage Sales
- 118. Regulation of Public Dances and Special Events
- 119. Sexually Oriented Businesses (**)

TITLE XIII: GENERAL OFFENSES

- 130. General Offenses

TITLE XV: LAND USAGE

- 150. General Provisions (**)
- 151. Zoning (**)
- 152. Subdivision Control (**)
- 153. Anti-Blight Regulations (**)

TITLE XVII: GENERAL AND ADDITIONAL PROVISIONS

Section 3. All prior ordinances shall be deemed repealed from and after the effective date of this ordinance, except as they are listed in this section; provided, this repeal shall not affect any offense committed or penalty incurred or any right established prior to the effective date of this ordinance, nor shall this repeal affect the provisions of ordinances levying taxes, appropriating money, annexing or detaching territory, establishing franchises, or granting special rights to certain persons, authorizing public improvements, authorizing the issuance of bonds or borrowing of money, authorizing the purchase or sale of real or personal property, granting or accepting easements, plat or dedication of land to public use, vacating or setting the boundaries of streets or other public places; nor shall this repeal affect any other ordinance of a temporary or special nature or pertaining to subjects not contained in or covered by the Code of Ordinances. All fees and charges established in ordinances or resolutions adopted prior to the adoption of this city code shall remain in effect unless amended in this code or until an ordinance adopting a schedule of fees and charges is adopted or amended.

Amended Ordinances Codified:

Title I General Provisions

10 General Provisions

10.99 General Penalty and Enforcement (adopted 3/10/2025)

Title III. Administration

31. Departments, Boards and Commissions

31.20.1 Volunteer Fire Department Continued: Appointment of Officers (Adopted 6/12/2018)

31.22.1 Election of Officers (Adopted 6/12/2018)

31.26.1 Firefighters (Adopted 6/12/2018)

31.47.1 Organization, Meetings, Minutes and Expenditures (Adopted 6/12/2018)

Title V: Public Works

51.07.1 Inflow and Infiltration Inspection Requirements (Adopted 12/13/2021)

Title VII: Traffic Code

71. Parking Regulations

71.03.1 Other Parking Restrictions (Adopted 8/13/2018)

71.04.1 Declaration of Snow Emergency; Parking Prohibited (Adopted 6/12/2018)

71.08.1 Prohibiting Parking Areas in Front Yards in Residential Zones (Adopted 6/12/2018)

73. Recreational and Other Vehicles

73.08.1 Motorized Golf Carts, Utility Task Vehicles and Mini Trucks (Adopted 6/12/2018)

Title IX. General Regulations

91. Animals

91.02.1 Dogs and Cats (Adopted 6/12/2018)

91.04.1 Farm Animals (Adopted 4/10/2023)

91.06.1 Kennels (Adopted 6/12/2018)

92. Health and Safety: Nuisances

92.71.1 External Solid Fuel-Fired Heating Devices (Outdoor Wood Burning Stoves) (Adopted 6/12/2018)

Title XI. Business Regulations

117. Garage and Rummage Sale

117.02.1 Restrictions and Prohibitions (Adopted 6/12/2018)

113. Peddlers and Solicitors

113.03 Licensing Application and Permit Forms (Adopted 8/13/2019)

Title XV: Land Usage

151. Zoning

151.20.1 Classification of Zoning Districts (Adopted 9/14/2020)

151.21.2 R-1 Single-Family Residential District (Adopted 9/14/2020)

151.21.4 Storage Shed Height (Adopted 3/10/2025)

151.23.1 R-4 Manufactured Home Parks (Adopted 9/14/2020)

152.26	C-2 Commercial District (Adopted 3/10/2025)
151.471	Residential Regulations (Adopted 6/12/2018)
151.55	Zoning Right of Way (Adopted 3/10/2025)

Section 4. This ordinance adopting the Code of Ordinances shall be a sufficient publication of any ordinance included in it and not previously published in the city=s official newspaper. The Clerk of the city shall cause a substantial quantity of the Code of Ordinances to be printed for general distribution to the public at actual cost and shall furnish a copy of the Code of Ordinances to the County Law Library or its designated depository. The official copy of this Code of Ordinances shall be marked and kept in the office of the City Clerk.

Section 5. It is the intention of the City Council that, when adopting the Minnesota Basic Code of Ordinances and any supplements or additions to it, that all existing and future amendments to any state or federal rules and statutes adopted by reference or referenced in the Minnesota Basic Code of Ordinances and any supplements or additions to it are hereby adopted by reference or referenced as if they had been in existence at the time the Minnesota Basic Code of Ordinances and any supplements or additions to it was, are or may be in the future adopted, unless there is clear intention expressed in the Code to the contrary.

Section 6. It is the intention of the City Council that, when adopting the Minnesota Basic Code of Ordinances, all future supplements are hereby adopted as if they had been in existence at the time this code was enacted, unless there is clear intention expressed in the code to the contrary.

Section 7. The Code of Ordinances is declared to be prima facie evidence of the law of the city and shall be received in evidence as provided by Minnesota Statutes by the Courts of the State of Minnesota. A copy of the Code of Ordinances marked AOfficial Copy@ shall be filed as part of the official records of the city in the office of City Clerk. The City Clerk shall provide a copy of the Code of Ordinances to any person who requests a copy and shall charge that person the cost to the city of the copy of the Code of Ordinances.

Section 8. This ordinance adopting the Code of Ordinances, and the Code itself, shall take effect upon publication of this ordinance in the city=s official newspaper.

Section 9. Any amendments to a statute or rule adopted in this Code or any former code or ordinance which continues to be in effect, shall be included by reference as if the amended statute or rule had been in existence at the time the Code or ordinance was adopted.

PASSED BY THE CITY COUNCIL OF THE CITY OF WYKOFF, MINNESOTA THIS 10TH, DAY OF MARCH, 2025.

APPROVED:

MAYOR

ATTEST:

CITY CLERK

2014 Supp.

City of Wykoff

Gateway to Forestville

106 North Gold Street

Wykoff, MN 55990

507-352-4011

Wykoff@arvig.net

Wykoff Fall Festival



Ed's Museum



Wykoff Veterans Park

SEPTEMBER 27-29, 2024

Saturday

Grand Parade 11:00 AM

Tapping of the Keg after Parade

Events for all Ages

German Meal, Brat Stand, Food Vendors

Craft Sale, Firemen's Dance

Sunday

Bean Bag Tournament, Bingo and Tractor Pull



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www.11.org 7-7

BROWNFIELDS AND BEYOND:

225⁰⁰

2025 MINNESOTA REDEVELOPMENT CONFERENCE

Wednesday, April 23	Activity	Description	Speakers & Moderators
2:00 PM - 4:00 PM	Bus Tour St. Cloud/Sartell	See before and after examples of Brownfields projects in the St. Cloud area	
5:00 PM - 7:00 PM	Welcome Reception	Hosted by Minnesota Brownfields and Landmark Environmental	
Thursday, April 24	Activity	Description	Speakers & Moderators
7:30 AM	Registration Opens		
7:45 AM - 8:45 AM	Breakfast Buffet & Networking		
8:45 AM - 9:00 AM	Welcome	Start the day with a welcome message from Mayor Jake Anderson	Kristin Lukes and Mayor Anderson
9:00 AM - 9:15 AM	Plenary	Fireside Chat with Commissioner Varilek	Commissioner Varilek
9:15 AM - 10:15 AM	OPENING PLENARY Brownfields through the Years: Don't Know Where We're Going, but We Know Where We've Been	Take a musical magical journey through the history of Brownfields in Minnesota. Learn about how some of the programs came to be and the twists and turns along the way.	Meredith Udiobok, DEED, Kristin Lukes, DEED
10:15 AM - 10:30 AM	Break		
10:30 AM - 11:45 AM	CONCURRENT BREAKOUT SESSION Brownfields 102: Intermediate Planning, Assessment, Cleanup, and Redevelopment	A follow-up to our popular Brownfields 101 session from 2023. Attendees will learn how to overcome common brownfield challenges, including liability protection, environmental unknowns, reuse evaluation through market-analysis and community engagement, and be able to identify possible partners and resources. Previous session attendance not required.	Kristin Prososki, KSU TAB, Shanna Schmidt, MPCA Lindsay Brown, Stantec
10:30 AM - 11:45 AM	CONCURRENT BREAKOUT SESSION Forever Chemicals: The Persistent Puzzle of PFAS	The presentation for this panel will focus on the following key elements with respect to PFAS and brownfields redevelopment: what are PFAS, their regulatory status, site characterization, brownfield due diligence, cleanup, and grant considerations.	Mark Keefer, Braun Intertec Rick Kubler, Lathrop GPM LLP Amy Hadiaris, MPCA MODERATOR: Chris Thompson, Braun Intertec
11:45 AM - 12:45 PM	Lunch		
12:45 PM - 2:00 PM	PLENARY SESSION Risky Business: Small Cities Taking the Lead in Site Development	Sometimes the only option is for cities to take the reins and lead a site's development. That often means the city has to take on risk and liability to endure a site's successful development. Hear stories from four small cities on how they are navigating through the development process in different ways.	Tony Chladek, City of Rushford Anna Gruber, City of Sartell Neil Schlagel, City of Winsted Meghan Elliot, Jill Pine MODERATOR: Elizabeth Kluesner, Minnesota Brownfields

2:00 PM - 2:15 PM	Break		
2:15 PM - 3:15 PM	CONCURRENT BREAKOUT SESSION Funding, Plan B: (B=Bonds)	Learn about financing options for cities undertaking brownfield redevelopment projects, such as how to finance the city's local share if awarded a grant that requires a match or financing the project if no grants are available. This session will discuss what Minnesota law permits for the issuance of bonds by cities, the bonding process and statutory requirements and other redevelopment tools available to local units of government.	Mary Ippel, Taft Law
2:15 PM - 3:15 PM	CONCURRENT BREAKOUT SESSION Transforming Communities: The Power of Participatory Planning	Since its inception, Minnesota Design Team has assisted more than 100 communities in establishing a community vision, with assistance in the disciplines of architecture, landscape architecture, planning, and more. Session will explore how a participatory community engagement process can help cities uncover redevelopment potential while maintaining or creating a sense of place.	Beth Evanson Makhou, MDT Richard Baker, MDT Amber Egofski, MDT
3:15 PM - 3:30 PM	Break		
3:30 PM - 4:30 PM	PLENARY SESSION Reclaiming the Past: Deconstruction, Historic Reuse and Main Street Revitalization	Historic buildings are more than landmarks—they're assets that can drive economic growth and sustainability. This session will discuss how Historic Tax Credits and Catalyzing Underutilized Buildings (CUB) tax credits support adaptive reuse, and how integrating deconstruction into Main Street revitalization efforts can boost local economies, reduce waste, and strengthen the unique identity of historic districts.	Erin Hanafin Berg, Rethos
4:30 PM - 4:35 PM	Day 1 Wrap Up		DEED Staff
5:00 - 7:00 PM	Reception Following Day 1 of the Conference	Hosted by Inland Development Partners and Braun Intertec	
Friday, April 25	Activity	Description	Speakers & Moderators
8:00 AM - 8:45 AM	Breakfast Buffet and Networking		
8:45 AM - 9:00 AM	Welcome and Recap of Day 1		DEED Staff
9:00 AM - 10:15 AM	CONCURRENT BREAKOUT SESSION Environmental Reviews: Mitigating Impacts, Maximizing Benefits	What is an environmental review? What are the different types? When should reviews be conducted? What regulations pertain to the process? The Panel will provide their perspective of these topics and offer insight on pieces of an environmental review project that should be considered during the planning of a project.	Travis Fristed, Braun Intertec Steve Jansen, Braun Intertec Jon Knutson, Loucks Kelly Gragg-Johnson, SHPO
10:15 AM - 10:30 AM	Break		
10:30 AM - 11:45 AM	PLENARY SESSION Funding Gameshow	Get ready for an audience participation/gameshow format featuring Brownfields funding resource representatives.	Brownfields funding panel
11:45 AM - 12:00 PM	Closing		DEED Staff

From: Matthew Wesley <accounting@klmengineering.us>
Sent: Monday, March 3, 2025 6:51 AM
To: cityhall@cityofwykoff.gov
Subject: KLM Engineering (ACH/EFT Request Form)

Hi,

Kindly forward me an ACH/EFT vendors form. Also,
have you received any invoices for processing to date?

Regards,
Matthew Wesley
Accounting Administrator

KLM Engineering, Inc.
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125

Phone: (651) 773-5111

Email: accounting@klmengineering.us



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