

**AGENDA**  
**WYKOFF CITY COUNCIL**  
**May 11th, 2026, 7:00 PM**

- 1. CALL MEETING TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF CONSENT AGENDA:**
  1. APPROVAL OF MINUTES-
  2. APPROVAL OF BILLS
  3. APPROVAL OF TREASURER'S REPORT
- 5. VISITORS**
- 6. COMMITTEE REPORTS**
  1. WWTP-Rick Whitney, Ryan Breckenridge, Jeff Hare
  2. Fire Dept.-Mike Lund
    - a) Bids for new Heating System
  3. First Responders- Cory Bremseth
  4. Personnel Committee-Barb Fate and Missy Musel
  5. Streets-Mayor and John Baker, Jane Baker, Rick Whitney
  6. Community Outreach -Barb Fate and Jane Baker
  7. Park and Recreation -Jane Baker and Jeff Hare- See minutes
  8. Joint Trails Board Representatives
  9. Zoning-
    - a) Fence Application- Klingsporn
    - b) New Ramaker Home
    - c) Daniels Patio
  10. Sheriff's Report-
  11. Mayor's Report
- 7. Old Business**
  - a) CHS Property outside of town
  - b) Bruce Turner (Old Fertilizer Building) Complaint
  - c) The Gateway RV
  - d) Picnic
  - e) Stantec- Spring Walk Through
- 8. New Business**
  - a) Poll- Sink Hole at Mike Lund Residence Repair
  - b) INI Ordinance- Barb
- 9. ADJOURNMENT**



Wykoff City Council Meeting  
Public Hearing for Tax Abatement in the Mundfrom Addition  
April 13, 2026

Public hearing for Tax Abatement in the Mundfrom Addition was held at the Council Room at 106 Gold 6:45 p.m. Meeting called to order by Mayor Breckenridge.

No discussion.

Meeting adjourned at 6:48 p.m.

Wykoff City Council Meeting  
Regular Meeting Minutes  
April 13, 2026

A meeting of the Wykoff City Council was held in the Council Room at 106 Gold St. N. on April 13, 2026, at 7:00 p.m. Attendees included Mayor Ryan Breckenridge, Jeff Hare, Missy Musel. Absent: Jane Baker, Barb Fate. Also, present City Administrator, Becky Schmidt.

Pledge of Allegiance was said.

**Agenda** - Mayor Breckenridge called for any additions to the agenda.

**Additions** – Zoning of Aaron Nash property.

Motion was made by Musel and seconded by Hare to approve the revised agenda.

Motion carried 3-0.

**Consent Agenda** - Motion was made by Musel and seconded by Hare to accept the Consent Agenda with the following amendment. Previous minutes stated, “Hare requested the committee be made aware of these plans prior to the council meeting. Schmidt informed Hare that he had been notified.” Amendment: “Hare was informed but did not have all the information for a discussion.”

Motion carried 3-0.

**Visitors** –

Len – Co-owner of Gateway Restaurant:

Addressed the council concerning the frustrations and treatment he has received in the community.

Jen Moreland – Co-owner of Gateway Restaurant:

Moreland addressed her current living situation. According to Moreland, at the July 2025 council meeting, the council approved of their stay in an RV located behind the Gateway



restaurant. Moreland assumed they had a variance until the restaurant was renovated. She assured the council that within 30 days of completion of the building, they would be out of the RV. Moreland stated the restaurant should be open next week.

Rich Ramaker:

Ramaker questioned if there is a volume control for the water to the retention pond in the Mundfrom addition. Mayor Breckenridge responded he did not have an answer and would research it.

Angela Terrance:

Terrance addressed the council on several issues.

1. Additional cooking utensils are needed at the Community Center.
2. Terrance informed the council she lives next to the fertilizer plant and is tired of the debris. She also noted that scaffolding has been left up since last fall.
3. Terrance requested the RV from behind the restaurant be removed. She is concerned about where the waste is going, the view from Veterans Park, and rodents in haybales.

#### **COMMITTEE REPORTS:**

**WWTP** – Rick Whitney reported to the council the list as stated below:

Water Department – Operations and Maintenance

- Completed and submitted Fluoride Report.
- Ordered fluoride reagents for sampling.
- Peterson Well drilling installed pressure gauge.
- Video inspection of the water tower.
- Conducted daily chlorine and fluoride sampling.
- McCarthy conducted well inspection.
- Sent quarterly fluoride and disinfection samples.
- No violations or exceptions.

Wastewater Department – Operations and Maintenance

- Cleaned WWTP office and lab operations.
- Completed all sampling as required by permit and regulations.
- Completed Monthly Dmr submitted to MPCA no limit exceedances or violations.
- Assisted with two locates and reviewed line video.
- Ordered Micro C (bug food).
- Ordered Microorganisms (Bugs).
- Followed up on EQ grant.



- Received a letter from Stantec stating the grant money has been approved. City would need to incur 10% or 5000.00. Schmidt reminded Whitney that no work can be done prior to receiving the grant.

A motion to move forward with the grant was made by Hare and seconded by Musel.  
Motion approved 3-0.

**Fire Department** - Fire Chief Mike Lund reported to the council:

- Department had two fire calls this month.
- Fire Hall heaters need to be raised or moved. Vents going out of the roof will be eliminated.
- \$2500.00 DNR Grant approved.
- Found a fire truck – a 2020 Rescue Pumper for \$100,000. Lund asked for financial support to send someone to Texas with purchasing power. Lund estimated the cost for flights and motels for two firefighters would be approximately \$2000.00. Mayor Breckenridge suggested a committee work with the fire department to prepare the council for these discussions. He advised them to see the truck prior to purchasing. Musel suggested a veteran firefighter be selected to make the trip. Lund reported that he was considering firefighter Cody Meyer. Finances were discussed as the expense had not been budgeted. Lund reminded the council that the profit from their recent banquet and the sale of two currently owned trucks would be applied to the expense.

A motion to send a firefighter to Texas to look at the firetruck was made by Musel and seconded by Hare.

Motion was rescinded. A motion to send a firefighter to Texas to make an offer on the firetruck was made by Musel and seconded by Hare.

Motion passed 3-0.

- Lund informed the council that CHS is selling property and inquiring if the city is interested. The property, which is located two miles east of Wykoff on Hwy #80, could be used for firefighter training. The land has been tested for hazardous materials, and none were found. The 1.8 acres would cost \$10,000. The Council will enquire if the city can legally purchase land outside of the city.

**First Responders** - Cory Bremseth, First Responder Director reported:

- Great response to all calls.



- Grant from South EMS approved. Director signed the purchase orders for new equipment from Fillmore County to First Responders. There is no out-of-pocket expense for the city.

**Personnel Committee** - Fate and Musel – No updates

**Streets Committee** – Mayor Breckenridge, John Baker, Jane Baker

- South Street Maintenance  
John reported that he spoke with O’Connell regarding the condition of South Street. The street is heaved and breaking in several areas. O’Connell will complete necessary repairs.
- South Silver and south South Streets  
Scott Mickelson will repair a dip in the roadway on south Silver Street and a crack in the roadway on south South Street. The estimated cost for repairs is approximately \$500. A motion to hire Mickelson was made by Hare and seconded by Musel. Motion passed 3-0.
- Manhole Repair – Jail Haus Area  
The manhole located near the Jail Haus needs repair. The repair is planned for this summer. John will obtain bids for the project.
- Schmidt received bids for four street repair areas: Bob Niemeyer driveway - \$1,300., St. John’s curb - \$1,300., Ed’s Museum new sidewalk - \$3,600., Thompson Motors curb - \$600.

A motion to accept the repair bids was made by Musel and seconded by Hare. Motion passed 3-0.

- Snow Plowing  
In addition to current snowplow operators John Baker and Leroy Eickhoff, Rick Whitney is available to assist with snow removal. Rick confirmed with his insurance company that he is covered to perform this work.

Motion to hire Rick Whitney to assist with snow removal was made by Mayor Breckenridge and seconded by Hare. Motion carried 3-0.

Whitney will also be added to the Streets Committee.

- East Carimona Street Waterway Repair  
City property currently being maintained by Finseth’s was discussed and identified as a potential safety hazard.  
Whitney obtained estimates for repairing the waterway. Estimates received are as follows: Dan Ramaker (Concrete) \$11,725 and O’Connell (ground work)\$21,275. Street Committee recommended we hire both contractors to complete the work this summer for a cost of \$32,000.  
Hare questioned if this project was budgeted. Schmidt informed the council that \$10,000 had been budgeted.



Whitney stated the erosion would continue to worsen and this is a safety issue. A motion to hire Ramaker and O'Connell to make the necessary repairs on the Carimona Street waterway was made by Musel and seconded by Hare.

Motion passed 3-0.

- **School Crossing Sign**  
Schmidt ordered a new School Crossing sign. The exact location for the sign will be determined.
- **Solar Grant – Wykoff or Mabel Canton** are first on the list to begin the solar project.

#### **Community Outreach – Fate and Baker - No Report**

Baker attended Kingsland's first 5-year Outlook Meeting for plans and ideas.

#### **Park & Rec. Committee - Baker and Hare – Hare reported that the committee is great.**

- **Ball Field Lights:** Produced a program called, "Light up the Field." Grants are available and committee members are willing to assist in writing grants. The committee has several fundraising ideas. The Softball Association attended the meeting and offered suggestions.
- **Horseshoe pits - Jeff Erding** agreed to assist. The committee will have a price at the May Council meeting.
- **Tree Program.** The committee would like to purchase 12 Red Maple trees for 105.00 apiece. Total cost \$1260.00. Anyone building a new home would have first opportunity to receive a tree. Remaining trees would be in a tree lottery for Wykoff citizens. Hare explained the process of the lottery.

A motion to purchase twelve red maple trees at \$1260.00 for a community tree lottery was made by Hare and seconded by Musel. Motion carried 3-0.

- Hare suggested the \$3740.00, which was budgeted for city trees, be put towards city beautification projects.

#### **Joint Trails Board Outreach - Schmidt, Fate, Burmeister, Montgomery – No report**

#### **Zoning –**

- **Anderson Complaint Letter – Mayor Breckenridge** reported the area is improved. Tires need to be removed and there is a camper issue. Mayor will stay in contact.
- **Fertilizer Complaint Letter – Schmidt** sent the property owner a letter. The owner was called but not responding. Individual could be fined \$100.00 for not cleaning up the property. If not cleaned following the fine, the issue would go to court. Schmidt recommended the city go to court to get a court order, which is necessary before having access to the property. Schmidt will reach out to the Sheriff department concerning the hazard caused by the scaffolding and to issue a fine. Clint Laganiere was thanked for cleaning up the property.



- Aaron Nash Variance - Schmidt requested a motion to hold a public hearing on April 29<sup>th</sup> concerning a variance for Aaron Nash's property. Letters to neighbors will be sent tomorrow (April 14). Nash qualifies for the variance if proper steps are followed. Payment for the variance has been made.

A motion to hold a public hearing on April 29<sup>th</sup> was made by Musel and seconded by Mayor Breckenridge. Motion carried 3-0.

### **Sheriff's Report** – No report

**Mayor's report** – Fall Fest committee voted to have John Baker as Grand Marshall for the Fall Festival Parade.

### **Old Business:**

- Flower Bed Bids – Mayor Breckenridge reported he decided not to get bids from landscaping companies due to the expense. Instead, he will cut the perennials and see what grows back and replace them as needed. He will rake the rocks and put in new weed barrier. Expenses will include a new landscaping border. Money saved could be used to enhance city entrance signs.

- Pavillion Bids – 5 Bids were received.

The cost of the project would vary depending on the number of posts needing to be replaced.

Motion to accept Dan Ramaker's bid of \$12,400.00 and 225.00 per post as needed was made by Hare and seconded by Musel. Schmidt stated this project was budgeted and came under budget.

- The Gateway RV – There was a disagreement on the variances allowed. According to Moreland, owner of the Gateway Café, at the July 2025 Council Meeting it was voted that the restaurant owners were allowed to live in the RV behind the Gateway until the reconstruction was completed. Moreland stated, if the complaint is a cleanup matter, they are waiting for warmer weather, and the hale bales will be removed. Until the café is opened, they are without income.

Mayor Breckenridge asked for a time frame when the upstairs (living quarters) of the building would be complete. Moreland stated that some construction is completed but it will not be done soon. Moreland hoped to be living there before the end of the summer.

Hare commented that the administration and the council are not picking on them. Complaints are made and by law the council must act on the written complaints. We want the café.

Musel inquired about the sewer line for the camper. Rick Whitney explained the situation that the line had been a shared line but is no longer shared. Restaurant owners followed Whitney's directions, and the issue was taken care of over a year ago.



Musel thanked the owners for starting the clean-up. Musel appreciated the owners wanting to help build the city. However, the council is not picking but listening to the rest of the city too.

According to Moreland there is a variance. Permission was granted from the city by a vote which constitutes a legal precedence. We (restaurant owners) are at the mercy of the city. All matter of complaints have been brought against us as we try to get the café reopened.

Mayor Breckenridge announced a solution. The council has a written complaint on record concerning the RV. Moving forward, the correct procedure is to request and official variance in writing. Residents pay \$300.00 to get any variances. Present the variance to the city before next council meeting. The council will discuss it at the next council meeting. If council approves the variance, a public hearing will be held.

- Picnic – Sunday, June 28<sup>th</sup>.

Schmidt reported that Party's Made Simple does not have tables available for the community picnic. The Fall Fest committee has agreed to purchase tables.

Mayor Breckenridge asked if the Wykoff Farmers Market could operate at the picnic. The council agreed that this was an excellent idea.

The musicians, Raven's Fire, is unavailable on June 28<sup>th</sup>. Schmidt will investigate availability of another band.

- Wykoff Farmers Market

Mayor Breckenridge reported the Wykoff Farmers Market will be held on the first Monday of each month. The first market will be May 4<sup>th</sup>. A Facebook page and flyers were created and distributed. Next, Farmers Market meeting is 6:30 p.m. on April 20<sup>th</sup> Mayor Breckenridge thanked the committee.

- Kids Bingo Report –

Schmidt reported that thirty-eight kids participated. The Lions club donated \$100.00 towards Easter baskets. A profit of \$175.00 was donated back to Fall Fest.

### **New Business:**

- Veterans Park Sign – Schmidt stated the Veterans will design their own sign. Schmidt will design the section of the sign which prevents posters from being damaged. The Veteran's portion of the expense would be discussed later.
- New Stove for Community Center – The Ramaker family donated an LP stove that would need to be converted to natural gas. Local plumber, Greg Stender stated the cost to convert would be \$250-300. Schmidt recommended the council purchase a new stove for the community center. Excess pavilion money will be used to pay for the stove.



A motion to purchase a new stove for the south side of the community center was made by Musel and seconded by Mayor Breckenridge. Motion carried 3-0.

- Richards Fuel Surcharge – Prices have increased 18% this month due to fuel rates. An increase cost of \$3.60 per month per resident. The surcharge will come off when prices drop.

A motion to add additional costs to the residents' utility bills was made by Hare and regretfully seconded by Musel. Motion passed 2-1. Mayor Breckenridge opposed.

- Poll for new POS - Point of Sale. The current machine is ten years old and the wiring is bad. Cost for a new machine is \$897.00.

Results of the polling:

Missy Musel – Yes

Jane Baker – Yes

Mayor Breckenridge – Yes

Jeff Hare – Yes

Barb Fate – Yes

- Tax Abatement Resolution

#### Resolution No. 2026-6

#### Approving Property Tax Abatements

Whereas, the City of Wykoff (City) proposes to approve tax abatements in connection with the Mundfrom Addition located in the City; and

Whereas, the City proposes to use the abatement for the purposes provided for in Minnesota Statutes (M.S.) 55 469.1812 - 469.181 5 (Abatement Law); and

Whereas, the proposed term of the abatement will be for 5 years; and

Whereas, the tax abatement will apply to the City's share of the property taxes (Abatement) derived from the property identified by the tax parcel identification numbers listed below and will only pertain to homesteaded parcels

(Property): 300274000, 300273000, 300272000, 300271000, 300270000, 300269000, 300268000, 300267000, 300266000, 300265000, 300264000, 300263000 and 300264000

Whereas, the Council held a public hearing on the same date hereof on the question of the Abatement, and said hearing was preceded by at least 10 days but not more than 30 days prior published notice thereof; and



Whereas, the City Council hereby makes the following findings:

- 1 . The Abatement is authorized under Abatement Law.
- 2. The Council expects the benefits to the City of the Abatement to at least equal or exceed the costs to the City thereof.
- 1. Granting the Abatement is in the public interest because it will increase the tax base and result in the installation of public infrastructure.
- 3. The Property is not located in a tax increment financing district.

Therefore, be it resolved, that the City Council of the City of Wykoff hereby approves the Abatement. The terms are as follows:

- 1 . The abatement shall apply to each parcel for a period of five (5) years and is anticipated to commence with the homesteaded taxes payable in the second year following the increase in value resulting from completion of the home. The City reserves the right to modify the commencement date; however, the abatement period shall not exceed five (5) years. No new abatement agreements will be entered into after August 2033, and the final abatement payment will be made in August 2039.
- 2. In accordance with M.S. 5 469.181 5 the City will add to its levy each year during the term of the Abatement the total estimated amount of current year Abatement granted under this resolution.
- 3. The Abatement shall be subject to all the terms and limitations of the Abatement Law.

Passed and adopted by the City Council of the City of Wykoff this 13th<sup>rd</sup> day of April 13, 2026.

\_\_\_\_\_  
Rebecca Schmidt -City Administrator

\_\_\_\_\_  
Ryan Breckenridge- Mayor

Roll Call Vote:  
Jeff Hare – Yes  
Barb Fate - Absent  
Mayor Breckenridge – Yes  
Jane Baker – Absent  
Missy Musel – Yes



**RESOLUTION NO. 2026-7**

**A RESOLUTION GOVERNING WRITE-IN VOTE COUNTING.**

**WHEREAS**, Minnesota Statute § 204B.09, subd. Three authorizes a city to adopt a resolution governing the counting of write-in votes;

**WHEREAS**, a city that adopts a resolution must do so before the first day of filing for office and must notify the county auditor;

**WHEREAS**, city election officials spend considerable time and resources to count and individually record write-in votes cast, many of which are frivolous; and

**WHEREAS**, in order to save city time and resources, it is in the best interest of the City of Wykoff, to enforce restrictions on the counting of write-in votes consistent with the provisions of Minnesota Statute § 204B.09, subd. 3.

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

Any candidate wishing to have their write-in votes individually recorded must file a written request with the City Administrator/ Head Election Judge no later than the nineteenth day before any municipal election.

**BE IT FURTHER RESOLVED**, that pursuant to Minnesota Statute § 204B.09, subd. 3, the city clerk is hereby directed to notify the county auditor before the first day of filing for office of the adoption of this resolution.

**BE IT FURTHER RESOLVED**, that pursuant to Minnesota Statute § 204B.09, subd. 3, this resolution shall remain in effect until a subsequent resolution on the same subject is adopted by the City of Wykoff.

Passed by the City Council of Wykoff, Minnesota this 13 day of April 2026.

\_\_\_\_\_  
Mayor

Attested:  
  
\_\_\_\_\_  
City Clerk



Roll Call Vote:

**Jeff Hare** – Yes

**Barb Fate** - Absent

**Mayor Breckenridge** – Yes

**Jane Baker** – Absent

**Missy Musel** – Yes

Meeting adjourned at 9:00 p.m.

City Administer \_\_\_\_\_ Date of Approval \_\_\_\_\_



**CITY OF WYKOFF**

**POLLING OF COUNCIL MEMBERS**

DATE: 4-8-24

QUESTION PRESENTED TO COUNCIL MEMBERS:

Purchase POS for 897<sup>00</sup>  
\_\_\_\_\_  
\_\_\_\_\_

REASON FOR PHONE VOTE:

Need ASAP  
\_\_\_\_\_  
\_\_\_\_\_

VOTING IN FAVOR:

Missy, Ryan, Jeff, Jane, Barb

VOTING AGAINST

DATE ENTERED INTO THE OFFICIAL MINUTES

[Signature]

Signature City Administrator

8-13-26

8-13-24

Date



Wykoff City Council Meeting  
Public Hearing for a Variance  
Owner: Aaron Nash at 304 East Bartlett Street  
April 29, 2026

Public hearing for a variance on the property of Aaron Nash at 304 East Bartlett Street was held at the Council Room at 106 Gold 6:30 p.m. Meeting was called to order by Mayor Breckenridge.

Attendees included: Mayor Breckenridge, Jeff Hare, Missy Musel, Jane Baker. Absent: Barb Fate. Also, present City Administrator, Becky Schmidt.

Visitor Ben Keyes stated that the east section of Bartlett Street was incorrectly installed. The lot is 50 feet. A portion of the road is on Nash's property.

Keyes questioned if there could be a drainage issue between the neighbors.

After a brief discussion a motion to allow the variance was made by Hare and seconded by Baker. Motion carried 4-0.

Meeting adjourned at 6:55 p.m.

City Administrator \_\_\_\_\_ Date of Approval \_\_\_\_\_



Wykoff City Council Meeting  
Special Meeting  
May 5, 2026

A special meeting was held in the Council Room at 106 Gold St. N. on Tuesday, May 5, 2026, at 6:30 p.m. Attendees included: Mayor Breckenridge, Jeff Hare, Barb Fate, Jane Baker. Absent: Missy Musel. Also, present City Administrator, Becky Schmidt.

Meeting was called to order by Mayor Breckenridge.

Agenda:

1. Purchase and approval of new fire truck.
2. Approval of proceeding with USDA Loan Application.

Council member Fate opened the discussion asking if the purchase of a new fire truck is a need or a want. Fireman Bremseth replied that it is both a need and a want. Bremseth stated the current equipment is very old and needs more repairs, which are costly.

Council member Hare reminded everyone that the funds for the new fire apparatus are being paid out of the gambling proceeds. The money is not coming from city tax dollars. City Administrator Schmidt explained that the gambling funds are split 75/25 with 25% going towards the fire department budget and the remaining 75% goes into the restricted 406 truck fund.

Firemen Wade Baker and Mike Lund traveled to Texas and investigated the 2020 Sutphen Rescue Pumper the Fire Department is seeking to purchase. Baker named several repairs that would be needed on the salvaged truck. He estimated \$50,000 would cover the cost of all repairs. Current owner of the firetruck lowered the price \$75,000 to cover the repair expenses.

Shipping expenses and insurance enroute are included in the purchase price of \$325,000.

Baker was unsure if the new truck was certified.

The council commended the fire department stating the department has been financially responsible in seeking out a used truck with low miles. Schmidt recommended 100% of gambling dollars be transferred to the 406-fund going forward to pay the loan stating that the fire department will have to have some cutbacks to cover the loss of the income into the fire department budget. At this time the city will place a down payment of \$150,000 which will come out of the restricted truck fund. The \$250,000 loan will pay the remaining balance of \$175,000, use \$50,000 for improvements and upfitting the new truck. The



remaining \$25,000 will go back into the restricted truck fund to cover the first payments on the truck because it was not budgeted in 2026.

Schmidt informed the council that purchasing a new fire truck for the city of Wykoff needs to be published 10 days prior to loan closing.

**CITY OF WYKOFF  
COUNTY OF FILLMORE  
STATE OF MINNESOTA  
#2026-8**

**RESOLUTION DETERMINING THE NECESSITY TO ISSUE A GENERAL OBLIGATION  
EQUIPMENT CERTIFICATE NOTE, SERIES 2026A**

WHEREAS, Minnesota Statutes, Section 412.301 authorizes the issuance of equipment certificates within existing debt limits for the purpose of purchasing capital equipment; and

WHEREAS, the statute also provides that if the amount of the equipment certificates to be issued to finance such equipment exceeds 0.25% of the market value of taxable property in the city, excluding money and credits, the equipment certificates shall not be issued for at least ten days after publication in the official newspaper of the city of a council resolution determining to issue the equipment certificates; and, if before the end of that time, a petition asking for an election on the proposition signed by voters equal to ten percent of the number of voters at the last regular municipal election is filed with the City Clerk, equipment certificates shall not be issued until the proposition of their issuance has been approved by a majority of the votes cast on the question at a regular or special election; and

WHEREAS, the council contemplates issuing equipment certificates for said purpose in an amount which exceeds 0.25% of the market value of taxable property in the city, excluding money and credits; and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Wykoff (the "City"), as follows:

1. Necessity to Issue Equipment Certificates. It is necessary and expedient for the city council to issue general obligation equipment certificates, pursuant to Minnesota Statutes, Section 412.301. The amount of the overall Note allocated to financing the acquisition of a fire truck and associated equipment for the City will be \$250,000.
2. Equipment Certificates in Excess of 0.25% of Market Value. The amount of equipment certificates is hereby determined and declared to be in excess of 0.25% of the market value of the City, excluding money and credits.



3. Publication of Resolution and Days to Lapse Before Equipment Certificates are Issued. The City Clerk is authorized and directed to publish this resolution in the City's official newspaper and at least ten days shall elapse after publication before the equipment certificates may be issued.

BY ORDER OF THE CITY COUNCIL

/s/ Rebecca Schmidt

City Clerk

STATE OF MINNESOTA    )  
CITY OF WYKOFF         )  
COUNTY OF FILLMORE   ) SS.

I, the undersigned, being the duly qualified and acting Clerk of the City of Wykoff, Minnesota, DO HEREBY CERTIFY that the attached resolution is a true and correct copy of an extract of minutes of a meeting of the City Council duly called and held, as such minutes relate to calling for a public hearing on the necessity to issue equipment certificates.

Dated May 5th, 2026

\_\_\_\_\_  
City Administrator

**Roll Call Vote:**

**Mayor Breckenridge-Yes**

**Barb Fate-Yes**

**Jeff Hare-Yes**

**Jane Baker-Yes**

**Missy Musel-Absent**

Meeting adjourned at 7:11 p.m.

City Administrator \_\_\_\_\_ Date of Approval \_\_\_\_\_



# Proposal for Purchase of 2020 Sutphen Rescue Pumper

City of Wykoff, Minnesota

## Executive Summary

This proposal recommends the purchase of a 2020 Sutphen Rescue Pumper to enhance fire protection services for the City of Wykoff and surrounding townships.

Through strong financial planning and existing reserves, the City is in a favorable position to acquire this apparatus while limiting new debt. This purchase represents a balanced approach between fiscal responsibility and public safety.

## Apparatus Overview



Rear View – Chevron safety striping and rear access



Side Profile – Compartment layout and storage access



Front View – Cab visibility and lighting

The 2020 Sutphen Rescue Pumper is a modern, multi-functional truck designed for both firefighting and rescue operations. The apparatus is in excellent condition and configured to meet the needs of a rural fire department.

## Financial Plan

Total Project Cost:

- Purchase Price: \$325,000
- Improvements/Upfitting: \$50,000



- Total Investment: \$375,000

Funding Strategy:

- Truck Fund Contribution: ~\$135,000

- Amount to Finance: \$240,000

- Remaining Truck Fund Balance: ~\$125,000

Prepared by:

Rebecca Schmidt, City Administrator

City of Wykoff



City of Wykoff, Minnesota

5/4/2026

\$250,000

General Obligation Equipment Certificate of Indebtedness, Series 2026A  
(MN Rural Water Micro-Loan)

FINAL



Uses of Funds	
Equipment	240,000.00
Rounding	-
Capitalized Interest	7,564.41
Micro Loan Fee	5,550.00
<b>Total Project Costs</b>	<b>253,114.41</b>

Sources of Funds	
Micro Loan	250,000.00
Cash Contribution	3,114.41
Construction Fund Earnings (excess proceeds)	-
	<b>253,114.41</b>

**Schedule for Approval and Closing**

Application Received	12/1/2025
Governing Board Resolution Approving Loan	5/11/2026
Closing and Transfer of Funds	6/8/2026

**Cashflow & Budget Requirements**

Payment Schedule					Pledged Revenues			Account Balances	
12-Month	Annual	Semi-annual	Annual	Collection	Tax	Other	Surplus	Account	
Period ending	Principal	Rate	Interest	Payment	Year	Levies	Revenues	(deficit)	Balance
6/8/2026	Dated Date								7,564
2/1/2027	-	4.675%	7,564.41	7,564.41	2026			(7,564)	-
8/1/2027		4.675%	5,843.75	5,843.75					
2/1/2028	21,000	4.675%	5,843.75	26,843.75	2027	34,322			
8/1/2028		4.675%	5,352.88	5,352.88					
2/1/2029	22,000	4.675%	5,352.88	27,352.88	2028	34,341			
8/1/2029		4.675%	4,838.63	4,838.63					
2/1/2030	23,000	4.675%	4,838.63	27,838.63	2029	34,311			
8/1/2030		4.675%	4,301.00	4,301.00					
2/1/2031	24,000	4.675%	4,301.00	28,301.00	2030	34,232			
8/1/2031		4.675%	3,740.00	3,740.00					
2/1/2032	25,000	4.675%	3,740.00	28,740.00	2031	34,104			
8/1/2032		4.675%	3,155.63	3,155.63					
2/1/2033	25,000	4.675%	3,155.63	28,155.63	2032	32,877			
8/1/2033		4.675%	2,571.25	2,571.25					
2/1/2034	26,000	4.675%	2,571.25	28,571.25	2033	32,700			
8/1/2034		4.675%	1,963.50	1,963.50					
2/1/2035	27,000	4.675%	1,963.50	28,963.50	2034	32,473			
8/1/2035		4.675%	1,332.38	1,332.38					
2/1/2036	28,000	4.675%	1,332.38	29,332.38	2035	32,198			
8/1/2036		4.675%	677.88	677.88					
2/1/2037	29,000	4.675%	677.88	29,677.88	2036	31,874			
	<b>250,000</b>		<b>75,118.16</b>	<b>325,118.16</b>		<b>333,431</b>	-	<b>(7,564.41)</b>	

David Drown Associates, Inc.

CASHFLOW and BUDGET

**City of Wykoff, Minnesota**

**\$250,000**

**General Obligation Equipment Certificate of Indebtedness, Series 2026A**

**(MN Rural Water Micro-Loan)**

5/4/2026

FINAL



**Bond Details**

Dated Date	6/8/2026
Sale Date Council Passes Resolution)	5/11/226
Closing Date	6/8/2026
1st Interest Payment	2/1/2027
Proceeds spent by...	12/31/2027
Call Option	8/1/2028
Authority	M.S. 412, 475
Tax Status	Tax-exempt, Bank Qualified
Continuing Disclosure	none
Rebate	Exempt, \$5 million small issuer

**Participants**

Purchaser	Frandsen Bank, Minnesota (Zumbrota Branch)
Bond Counsel	Taft Law
Financial Advisor	David Drown Associates, Inc.
Pay Agent	Clerk

**Financial Statistics**

Net Effective Rate (calculated to dated date)	4.67500%
Average Coupon	4.67500%
Issue Price	250,000.00
Weighted Average Maturity (to close)	6.427
Yield (calculated to closing date)	4.67312%

**Closing Amounts and Allocations**

Purchase Price		250,000.00
plus accrued interest	0 days	-
Net Proceeds		<u>250,000.00</u>
Closing by (cashier check or wire transfer)		cashier check
Amount to Borrower		244,450.00
Amount to David Drown Associates, Inc.		3,050.00
Amount to Taft Law		1,900.00
Amount to MN Rural Water Association		600.00
		<u><u>250,000.00</u></u>

**Funds and Allocations**

Deposit to Construction Fund - for equipment purchase	240,000.00
Deposit to Debt Service Fund*	<u>4,450.00</u>
	244,450.00

\* City will partially fund Capitalized Interest with cash reserves on hand

**Statutory Tests & Limits**

Population (>200)	State Demographer	436
Estimated Outstanding GO Debt (including this issue)		2,610,412
Debt per capita		5,987
Debt to EMV	Dept. of Revenue	6.2%
Borrowing > 0.25% of EMV?	EMV>> \$ 41,897,600	yes
Publication Required?		yes



# Minnesota Rural Water Association Loan Application Form v.5 7.2019

## PROGRAM CRITERIA

	<u>Micro-Loan</u>	<u>Midi-Loan</u>	<u>Mega-Loan</u>
Loan Amount	up to \$250,000 up	up to \$1,000,000	up to \$3,000,000
Repayment Term	to 10 years	up to 15 years	up to 20 years
Security	General Obligation	General Obligation	General Obligation
Borrower Population	200 persons	400 (200 if not declining)	600 Persons
Borrower Debt Levels	< \$5,000 per capita <10% debt/market value	< \$5,000 per capita <10% debt/market value	< \$5,000 per capita <10% debt/market value

Additional Terms for Mega-Loans:  
 Maximum Average Life of 12 years  
 General Fund unassigned balance at least 35% of current year expenditures

## PROGRAM FEES (all inclusive\*)

<u>Loan Amount</u>	<u>Micro-Loan</u>	<u>Midi-Loan</u>	<u>Mega-Loan</u>
Under \$50,000	\$3,700	-	-
\$50,001 to \$100,000	\$5,000	-	-
\$101,001 to \$250,000	\$5,550	\$10,200	-
\$250,001 - \$500,000	-	13,925	-
\$500,001 - 750,000	-	16,250	-
\$750,001 - \$1 million	-	18,200	-
\$500,000 - \$1 million	-	-	19,250
\$1 million - \$2 million	-	-	23,600
\$2 million - \$3 million	-	-	26,850

\* Additional fees may apply if applicant elects to use non-program lenders / bond counsels or for special exemptions. Loans may be subject to annual pay agent fees. All loans may be subject to additional fees if special statutory authority process is required. Contact David Drown Associates for exact fees at 612-920-3320, ext. 102.

## APPLICATION INFORMATION

(or simply apply on-line at [www.daviddrown.com](http://www.daviddrown.com) or [www.mrwa.com](http://www.mrwa.com))

TYPE OF LOAN: Micro-Loan  Midi-Loan \_\_\_\_\_ Mega-Loan \_\_\_\_\_

PROJECT: Please provide a brief description of the project:

Purchase 2020 Sutphen Rescue Pumper

Project cost: 400,000 Requested Repayment term: 10 years

Loan Amount Request: 240000 Date Funds are Needed: ASAP

BORROWER: City of Wykoff Primary Contact: Rebecca Schmidt

Phone Number: 507-352-4011 Contact email: cityhall@cityofwykoff.gov

Mailing Address: PO 218, 106 North Gold Street, Wykoff, MN 55990

Office Hours: Mon -Thurs 8-3 Federal Tax ID Number: 41-6005657

APPROVAL: When will Council/Board meet to approve final loan documents? (allow 1 week to process)

Date: 5/5/26 Time: 6:30

Documents for agenda packets are needed by: \_\_\_\_\_

Regular Council/Board meetings are held (day of the week/time): 2nd Monday 7:00 PM



**OFFICIALS**

<u>Name</u>	<u>Office</u>	<u>Year Term Began</u>	<u>Year Term Ends</u>
Ryan Brecekenridge	Mayor/ Chair	2020	2026
Barb Fate	Member	2021	2028
Missy Musel	Member	2025	2026
Jeff Hare	Member	2022	2026
Jane Baker	Member	2024	2028
Rebecca Schmidt	Clerk/Treasurer		
Rebecca Schmidt	Administrator		

**REQUIRED ATTACHMENTS**

- Electronic copy of the borrower's most recent audited financial statement (3 years for Mega.)
- Provide a payment schedule for any debt obligations not shown in last audit. (None: 0 \_\_\_\_\_)
- Provide a list of any capital projects/debt to be issued during the next 12 months. (None: 0 \_\_\_\_\_)
- Mega borrowers will be required to provide additional information – we will advise what is needed.


**CLOSING:** Transfer of funds is normally accomplished by cashier or certified check mailed to the borrower on the date of closing. Midi- and Mega-Loan borrowers (not Micro-Loan) have the *option* of receiving funds by wire if wiring instructions are provided below (or attached):

Wiring Instructions: \_\_\_\_\_

**CERTIFICATIONS**

- The Borrower is applying for a Micro-, Midi- or Mega-Loan. The final loan terms will be outlined in a resolution to be approved by the governing board at a future date.
- The Program Fees (outlined above) will be added to the requested loan amount and paid automatically at closing. Payment of the program fee is contingent upon Loan closing. Payment of the rating fee, if required, is the Borrower's responsibility if Loan is not closed.
- For all Loans, David Drown Associates, Inc. will be retained as your financial advisor. MSRB rules require municipal advisors to act in the Borrower's best interest. The Borrower does hereby certify it has read and accepted the terms outlined in the attached Standard Agreement and Engagement Letter
- Fryberger, Buchanan, Smith & Frederick, P.A serves as the Program's standard bond counsel.
  - We wish to use the Program's bond counsel and hereby certify we have read and accepted the terms outlined in the Standard Bond Counsel Services Agreement. (document on file at [www.MRWA.com](http://www.MRWA.com)).
  - We wish to use another bond counsel firm or lender (additional fees will apply).  
Name of firm and/or lender: \_\_\_\_\_
- When required, Northland Trust Services will be retained as the paying agent, registrar, transfer and fiscal agent for the Loan. The Borrower hereby certifies it has read and accept the terms outlined in the Standard Trust Services Agreement (document on file at [www.MRWA.com](http://www.MRWA.com)).
- The Borrower does hereby certify that the project financed by the Loan will be owned, occupied, used and operated entirely/exclusively by the Borrower. No part of the project will be leased to, occupied by, or provide a special benefit to a non-governmental entity (*attach a note describing any exceptions*).
- The Borrower further certifies that there is no litigation threatened or pending that would question the Borrower's right to issue debt or impair the Borrower's ability to make payments on debt outstanding or contemplated (*attach a note describing any exceptions*).
- The Borrower has never defaulted in the payment of any indebtedness (*attach a note if exceptions*).

By our signatures below, the Borrower certifies that all the above information is true and accurate

  
\_\_\_\_\_  
Authorized Official

5-4-26  
\_\_\_\_\_  
Date



Please submit complete application to either of the following addresses. Allow at least one week for processing.

Lori Blair  
Minnesota Rural Water Association  
217 12<sup>th</sup> Avenue SE  
Elbow Lake, MN 56531  
Phone (218) 685-5197 | Fax (218) 685-5272  
[mrwa@mrwa.com](mailto:mrwa@mrwa.com)

David Drown, President  
David Drown Associates, Inc.  
5029 Upton Avenue South  
Minneapolis, MN 55410  
Phone (612) 920-3320 | Fax (612)-605-2375  
[david@daviddrown.com](mailto:david@daviddrown.com)



## STANDARD AGREEMENT & ENGAGEMENT LETTER FOR MUNICIPAL ADVISORY SERVICES

David Drown Associates, Inc. ("Municipal Advisor") has been selected to serve as the Municipal Advisor for Issuers participating in the Micro, Midi and Mega Loan programs (the "Program"). By submitting a signed Minnesota Rural Water Association Loan Application Form (the "Application") for a Program Loan and by approving a Resolution providing for the sale of Bonds through the Program, you are designating David Drown Associates, Inc. to serve as the Municipal Advisor for the loan. This document is our written arrangement on the role the Municipal Advisor will serve and responsibilities the Municipal Advisor will assume in connection with the issuance of general obligation bonds by the Issuer (the "Loan") as described in the Application completed by the Issuer and also the fees the Municipal Advisor will charge.

**Section 1: Municipal Advisor Role.** The Municipal Advisor is engaged as a recognized independent expert whose primary responsibility is to give objective fiscal advice on the structure and issuance of the Loan under state and federal securities law. We will provide some, or all, of the following services to determine suitability of the Loan for the applicant:

- a. Evaluate legal options/alternatives for issuance of debt taking into account borrower's objectives, revenue availability and other factors
- b. Prepare preliminary financing schedules and options for review and consideration by the Borrower
- c. Evaluate the suitability of Program loans to meet borrower's objectives and advise the borrower of other suitable alternatives.
- d. Upon receipt of a completed Application, the Municipal Advisor will prepare final payment and cashflow schedules and related offering documents
- e. For certain Mega loans, prepare application materials and assist the borrower in securing a bond rating
- f. Secure a binding commitment for the sale/placement of the loan with pre-screened program lenders and/or other underwriters or lenders as necessary
- g. Work with bond counsel to prepare a Resolution and other documents necessary to finalize and close the loan.
- h. Provide assistance in coordinating closing and transfer of funds.
- i. Draft a closing letter summarizing the transaction and providing guidance in accounting for loan proceeds and budgeting for future payments

**Section 2: Engagement Letter & Disclosure of Conflicts of Interest.** Rules established by the Municipal Securities Rulemaking Board ("MSRB") and the Securities Exchange Commission ("SEC") requires the registered Municipal Advisor tasked with administering the various low cost loan programs offered via MN Rural Water Association ("MRWA"), to provide a written description of its advisory relationship and to make certain other disclosures in regards to potential conflicts of interest. The applicant recognizes that by submitting the attached application that it has requested and approved David Drown Associates, Inc. ("DDA") to act as Municipal Advisor to the community on this particular engagement. This means that DDA is to be held to the very highest standard of loyalty and care with an **explicit fiduciary duty** to act in your community's best interests. This means several important things:

- DDA has a duty to exercise due care in performing municipal advisory activities.
- DDA has a duty of loyalty, requiring us to act in your best interest without regard to our own financial or other interests
- DDA must have the knowledge and expertise needed to provide you with informed advice.
- DDA has a duty understand you and your specific situation and to follow your directions, so our advice is suitable for you.
- DDA is required to make reasonable inquiries and investigations as to the facts supporting our recommendations and work products.
- DDA has a duty to discuss with you material risks, benefits, and alternatives considered that might serve your interests better

**Disclosure of Conflicts of Interest:** A municipal advisor may not undertake an engagement without disclosing in writing how *potential* conflicts of interest will be managed and mitigated. There are several potential conflicts of interest that may apply to our engagement with you:

### Compensation Conflicts of Interest

**Fixed Fees or "Lump Sum".** This form of compensation represents a potential conflict of interest because if the transaction requires more work than originally contemplated, the financial advisor may suffer a loss. Thus, the advisor may recommend less time-consuming alternatives or fail to do a full analysis of alternatives

**Fee Based upon Principal Amount.** This form of compensation presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation.

**Contingent Fee.** This form of compensation presents a potential conflict of interest because the advisor may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the client. When facts or circumstances arise that could cause the financing to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances.

Our plan to mitigate conflicts of interest regarding compensation is to assure the program standard fee schedule reasonably reflects the expected costs of standard services.

**MN Rural Water Association Conflicts of Interest.** David Drown Associates, Inc. serves as the financial advisor for MRWA's MEGA, MIDI, MICRO and Interim Funding Programs. In that capacity, we process loan requests and serve as municipal advisor to borrowers seeking to utilize these funding programs. This relationship with MRWA represents a potential conflict of interest in that we have an incentive to recommend the use of these funding programs and to exclude due consideration of other options or alternatives. We have mitigated this conflict of interest by agreement with MRWA that we will not process loans where other financing mechanisms are clearly superior, and we maintain internal procedures that explicitly include a review of other funding options before acting upon a loan request.

**Section 3: Term of Engagement.** Upon closing and delivery of closing, our responsibilities as Municipal Advisor will be concluded with respect to this financing and we do not undertake (unless separately engaged) to provide continuing advice to you or any other party

**Section 4: Fees & Expenses.** The Municipal Advisor's fees will be incorporated into and paid from the Program Fee shown on the Application Form. Our fee shall be contingent upon successful sale and closing of a Loan (see disclosure of conflicts of interest above). In the event we are asked to provide additional services outside the scope of Program activities, we will notify you of these services and costs in advance

## CERTIFICATION OF ENGAGEMENT

By submitting a signed application, the applicant hereby certifies that David Drown Associates, Inc. is hereby engaged to serve as our community's Municipal Advisor associated with the attached loan application. It is further certified that DDA has fully and completely disclosed all potential conflicts of interest and the plans to mitigate such conflicts. We understand that DDA will investigate our financial position to determine the suitability of the loan programs for our project. We understand and accept any findings that determine the loan programs may be unsuitable for our community or if more beneficial financing alternatives may be suggested.



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## Park and Rec Meeting 5/2/2026

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In attendance: Ryan Breckenridge, Jeff Hare, Becca Erding, Chelsay Gartner, Amelia Garter, Harvey Gartner, Amanda Hansen

### New Business:

Elected Officers: Becca Erding – Secretary; Chelsay Gartner – Treasurer; Amanda Hansen – President

Discussed the placement of the basketball hoops and agreed that the parking lot by the fire hall doesn't seem to be the best idea. Agreeing wholeheartedly that basketball hoops are needed though.

Discussed the possibility of a new multi-sport court that would include sports like basketball, badminton, volleyball, pickle ball, four square, hopscotch, agility ladders and shuffleboard. Tetherball and Gaga ball were also mentioned. We discussed possible locations, ultimately thinking it would best serve the community if this replaced the old Finseth bin site on the corner of N. Gold St. and W. Front St. Amanda will touch base with Becky to see if this is something that would help qualify the bin site for the Brownfield Program.

### Old Business:

Light up the field: John is still working on securing poles that can be repurposed. Jeff shared a current estimate for the project from Morem Electric for \$64,700. We could save \$11,000 if we provided poles and pole installation. We are moving forward with the grant process; Chelsay will connect with Chris and Lydia Shultz to share our progress.

Horseshoes: Jeff Erding is donating all labor and materials for the backstops. 4 backstops will be made to start with; we can add a third lane later on if needed. Jeff E. asked for design templates, Becca will find some to show us and pass on the final decision to Jeff E.

We discussed making a Facebook page

Eds Museum Parking Lot Flower Beds: Mayor Breckenridge shared that he trimmed plants back and will freshen rocks for the summer. In the fall when Kingsland Students are in town for their community service day, they will help replace the landscaping fabric. We will also address any plants that need to be replaced then.

Tree Lottery: will be announced on the Facebook page. We have 10 Red Maples about 1.25" in diameter



**CITY OF WYKOFF**  
**Payments**

05/06/26 12:49 PM

Page 1

**Current Period: April 2026**

<b>Payments Batch 050626PAY</b>				<b>\$869.75</b>
Refer	2041	<i>MINNESOTA ENERGY RESOURCE</i>		
Cash Payment	E 101-42200-383	Heating Fuel	Fire Hall	\$112.63
	Invoice April 2026			
Cash Payment	E 240-42200-383	Heating Fuel	Rural Fire Hall	\$112.63
	Invoice April 2026			
Cash Payment	E 101-41944-383	Heating Fuel	City Shed	\$193.40
	Invoice April 2026			
Cash Payment	E 601-49430-383	Heating Fuel	pumphouse	\$107.23
	Invoice April 2026			
Cash Payment	E 101-41941-383	Heating Fuel	Community Center	\$235.95
	Invoice April 2026			
Cash Payment	E 101-42200-383	Heating Fuel	Municipal Building	\$80.89
	Invoice April 2026			
Cash Payment	E 602-49480-383	Heating Fuel	WWTP	\$27.02
	Invoice April 2026			
Transaction Date	5/6/2026	SECURITY STATE B	10100	<b>Total</b> <u>\$869.75</u>

**Fund Summary**

10100 SECURITY STATE BANK

101 GENERAL FUND	\$622.87
240 RURAL FIRE FUND	\$112.63
601 WATER FUND	\$107.23
602 SEWER FUND	\$27.02
	<u>\$869.75</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	<u>\$869.75</u>
Total	<u>\$869.75</u>



# CITY OF WYKOFF

05/07/26 10:06 AM

Page 1

## Payments

Current Period: May 2026

Payments Batch 050626PAY-2		\$24,370.93
<b>Refer 2042 ALEX AIR APPARATUS INC</b>		
Cash Payment	E 101-42200-240 Small Tools and Minor E	\$612.50
Invoice 54104	5/6/2026	
Cash Payment	E 240-42200-240 Small Tools and Minor E	\$612.50
Invoice 54104	5/6/2026	
Transaction Date	5/6/2026 SECURITY STATE B 10100	<b>Total</b> \$1,225.00
<b>Refer 2043 ANCOM COMMUNICATIONS</b>		
Cash Payment	E 101-42200-323 Radios & Pagers	\$1,077.50
Invoice 133203	5/6/2026	
Cash Payment	E 240-42200-323 Radios & Pagers	\$1,077.50
Invoice 133203	5/6/2026	
Transaction Date	5/6/2026 SECURITY STATE B 10100	<b>Total</b> \$2,155.00
<b>Refer 2044 ARVIG</b>		
Cash Payment	E 101-41400-321 Cellphone/Telephone	\$50.86
Invoice apr2026		
Cash Payment	E 101-41400-325 Internet Service	\$75.25
Invoice apr2026		
Cash Payment	E 260-45176-325 Internet Service	\$85.95
Invoice apr2026		
Cash Payment	E 240-42200-325 Internet Service	\$46.09
Invoice apr2026		
Cash Payment	E 101-42200-325 Internet Service	\$46.09
Invoice apr2026		
Cash Payment	E 101-41941-325 Internet Service	\$86.95
Invoice apr2026		
Transaction Date	5/6/2026 SECURITY STATE B 10100	<b>Total</b> \$391.19
<b>Refer 2045 BADGER METER</b>		
Cash Payment	E 601-49430-328 Service Contract	\$120.39
Invoice 80233626		
Transaction Date	5/6/2026 SECURITY STATE B 10100	<b>Total</b> \$120.39
<b>Refer 2046 BECKY SCHMIDT</b>		
Cash Payment	E 260-45176-210 Operating Supplies Fire wood storage	\$120.81
Invoice april2026	5/6/2026	
Transaction Date	5/6/2026 SECURITY STATE B 10100	<b>Total</b> \$120.81
<b>Refer 2047 KWIK TRIP</b>		
Cash Payment	E 101-42200-212 Motor Fuels	\$28.01
Invoice 5/5/26	5/6/2026	
Transaction Date	5/6/2026 SECURITY STATE B 10100	<b>Total</b> \$28.01
<b>Refer 2048 CHATFIELD PARTS HOUSE</b>		
Cash Payment	E 101-42200-221 Equipment Repair & Mai	\$73.53
Invoice 991179	5/6/2026	
Transaction Date	5/6/2026 SECURITY STATE B 10100	<b>Total</b> \$73.53
<b>Refer 2049 CATALYST ART DESIGNE</b>		
Cash Payment	E 101-42200-240 Small Tools and Minor E	\$21.63
Invoice 11109	5/6/2026	



CITY OF WYKOFF

05/07/26 10:06 AM

Page 2

Payments

Current Period: May 2026

Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$21.63
Refer	2050	CARDMEMBER SERVICES	-	
Cash Payment	E 101-41941-240	Small Tools and Minor E		\$165.97
Invoice apr2026	5/6/2026			
Cash Payment	E 101-41400-240	Small Tools and Minor E		\$59.99
Invoice apr2026	5/6/2026			
Cash Payment	E 601-49400-200	Office Supplies		\$456.82
Invoice apr2026	5/6/2026			
Cash Payment	E 602-49450-200	Office Supplies		\$456.82
Invoice apr2026	5/6/2026			
Cash Payment	E 101-00000-240	Small Tools and Minor E		\$3,219.77
Invoice apr2026	5/6/2026			
Cash Payment	E 101-43100-240	Small Tools and Minor E		\$23.24
Invoice apr2026	5/6/2026			
Cash Payment	E 101-41941-221	Equipment Repair & Mai		\$207.81
Invoice apr2026	5/6/2026			
Cash Payment	E 101-41400-200	Office Supplies		\$99.75
Invoice apr2026	5/6/2026			
Cash Payment	E 101-42200-330	Transportation & Educati		\$501.46
Invoice apr2026	5/6/2026			
Cash Payment	E 240-42200-330	Transportation & Educati		\$501.46
Invoice apr2026	5/6/2026			
Cash Payment	E 101-41941-221	Equipment Repair & Mai		\$274.50
Invoice apr2026	5/6/2026			
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$5,967.59
Refer	2051	FILLMORE COUNTY JOURNAL	-	
Cash Payment	E 101-41700-350	Printing & Publishing	Nas variance	\$36.63
Invoice 191607	5/6/2026			
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$36.63
Refer	2052	GREAT AMERICA FINANCIAL SER	-	
Cash Payment	E 101-41400-329	Lease	Printer lease	\$131.00
Invoice 41831677	5/6/2026			
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$131.00
Refer	2053	GOPHER STATE ONE-CALL, INC	-	
Cash Payment	E 601-41540-300	Professional Services		\$22.95
Invoice 6040866	5/6/2026			
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$22.95
Refer	2054	GOODIES AND GAS	-	
Cash Payment	E 101-45200-212	Motor Fuels	Fuel Parks	\$20.89
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	\$107.85
Invoice				
Cash Payment	E 101-43100-212	Motor Fuels	Streets	\$38.07
Invoice				



CITY OF WYKOFF

05/07/26 10:06 AM

Page 3

Payments

Current Period: May 2026

Cash Payment	E 101-41950-240	Small Tools and Minor E fall fest		\$16.98
Invoice		5/6/2026		
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$183.79
Refer	2055	HAWKINS, INC.	-	
Cash Payment	E 601-49430-221	Equipment Repair & Mai		\$466.00
Invoice	7399067	5/6/2026		
Cash Payment	E 601-49420-216	Chemicals and Chem Pr		\$10.00
Invoice	7399067	5/6/2026		
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$476.00
Refer	2056	KLM ENGINEERING	-	
Cash Payment	E 601-41540-300	Professional Services CLEANING WATER TOWER		\$3,500.00
Invoice	11413	5/6/2026		
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$3,500.00
Refer	2057	KRUEGELS INC	-	
Cash Payment	E 260-45172-383	Heating Fuel		\$265.44
Invoice	4018	5/6/2026		
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$265.44
Refer	2058	MIKE LUND	-	
Cash Payment	E 101-42200-330	Transportation & Educati FIRE TRUCK EVALUATION		\$199.89
Invoice		5/6/2026		
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$199.89
Refer	2059	LEAGUE OF MINNESOTA CITIES	-	
Cash Payment	E 101-00000-130	Insurance-Employer Pai Work Comp		\$122.00
Invoice		5/6/2026		
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$122.00
Refer	2060	OCONNELL EXCAVATING AND SN	-	
Cash Payment	E 101-43100-224	Street Repair & Mainten South Street		\$2,240.00
Invoice	1469	5/6/2026		
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$2,240.00
Refer	2061	RICHARDS SANITATION	-	
Cash Payment	E 101-43200-436	Contracted Services		\$4,468.65
Invoice	181704	5/6/2026		
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$4,468.65
Refer	2062	SPRING VALLEY ACE HARDWARE	-	
Cash Payment	E 101-45200-240	Small Tools and Minor E edging		\$71.96
Invoice	2777792			
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$71.96
Refer	2063	SE MINNESOTA EMS	-	
Cash Payment	E 230-41540-300	Professional Services training		\$1,000.00
Invoice	13758	5/6/2026		
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$1,000.00
Refer	2064	TRI-STATE BUSINESS MACHINE	-	
Cash Payment	E 101-41400-328	Service Contract		\$69.60
Invoice	652067	5/6/2026		
Transaction Date	5/6/2026	SECURITY STATE B 10100	<b>Total</b>	\$69.60



**CITY OF WYKOFF**

05/07/26 10:06 AM

Page 4

**Payments**

**Current Period: May 2026**

Refer	2065	CITY OF WYKOFF	-		
Cash Payment	E 101-41400-329	Lease			\$337.19
Invoice		5/6/2026			
Transaction Date	5/6/2026		SECURITY STATE B 10100	<b>Total</b>	\$337.19
Refer	2066	UTILITY CONSULTANTS INC	-		
Cash Payment	E 602-41540-300	Professional Services			\$1,142.68
Invoice	127691	5/6/2026			
Transaction Date	5/6/2026		SECURITY STATE B 10100	<b>Total</b>	\$1,142.68

**Fund Summary**

10100 SECURITY STATE BANK

101 GENERAL FUND	\$14,485.52
230 AMBULANCE FUND	\$1,000.00
240 RURAL FIRE FUND	\$2,237.55
260 HISTORICAL FUND	\$472.20
601 WATER FUND	\$4,576.16
602 SEWER FUND	\$1,599.50
	<u>\$24,370.93</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$24,370.93
<b>Total</b>	<u>\$24,370.93</u>





Good Morning, Rebecca Schmidt

## DAILY CASH POSITION

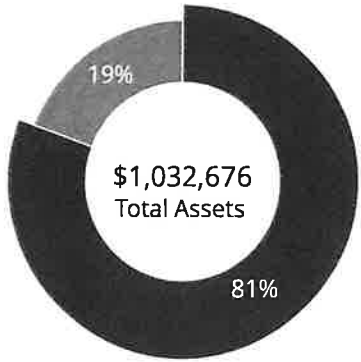
### ACCOUNTS

Ledger: \$1,032,676.13 ⓘ  
SweepBal: \$832,676.13 ⓘ

Minnwest Bank Checking 0058	
Ledger Balance	<b>\$200,000.00</b>
SweepBal	<b>\$832,676.13</b>
Minnwest Bank CITY OF WYKOFF 0058	
Available Balance	<b>\$832,676.13</b>



# Asset Summary



**CITY OF WYKOFF**  
0058

80.63%

Available Balance

\$832,676.13



CITY OF WYKOFF

Employee Pays Hours Summary

Employee Name	Amount	Hours
Baker, John H	\$2,945.72	119.8
BAKER, TYLER	\$173.00	8.25
EICKHOFF, LEROY	\$71.33	3.75
HEUSINKVELD, PATRICK	\$941.36	42.75
NASH, SUSAN J	\$997.81	51.25
RIDDLE, LARRY	\$352.32	16
SCHMIDT, REBECCA	\$3,403.28	115.8
	<u>\$8,884.82</u>	<u>357.5</u>



May 7th 2026

Wykoff Minnesota

Rick Whitney

Water & Wastewater Superintendent

May O & M Report



# City Of Wykoff

## Water Department

### Operations and Maintenance

Completed and submitted Fluoride Report (MDH).

Ordered Injector for well house

Completed MDH multiwell report.

Obtained quote for cleaning of the water tower.

Conducted daily chlorine and Fluoride sampling.

Reviewed report for the Water tower.

Sent quarterly fluoride and Disinfection samples.

No Violations or exceptions.

## Wastewater Department

### Operations & Maintenance

Cleaned WWTP Office and lab operations.

Completed all sampling as required by permit and regulations.

Completed Monthly Dmr submitted to MPCA no limit exceedances or violations.

Assisted with two locates reviewed line video

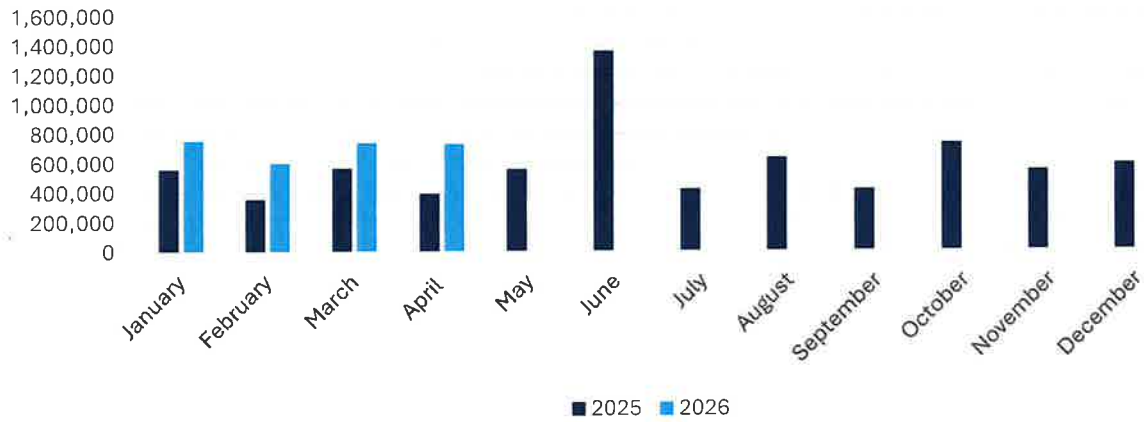
Oversaw plant operation for shut down.

Had Preston Equipment out to assess Plant generator.

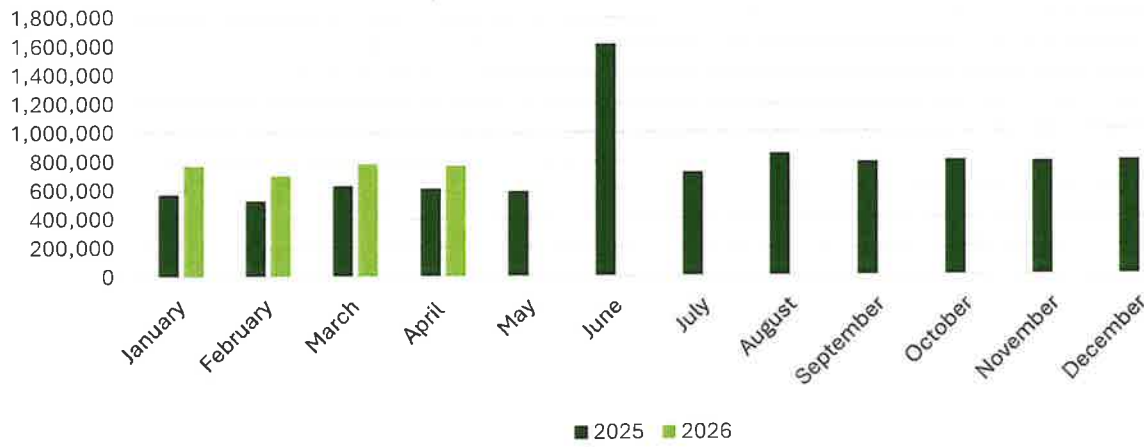
Called Aimee Duchane to Follow up on EQ grant.



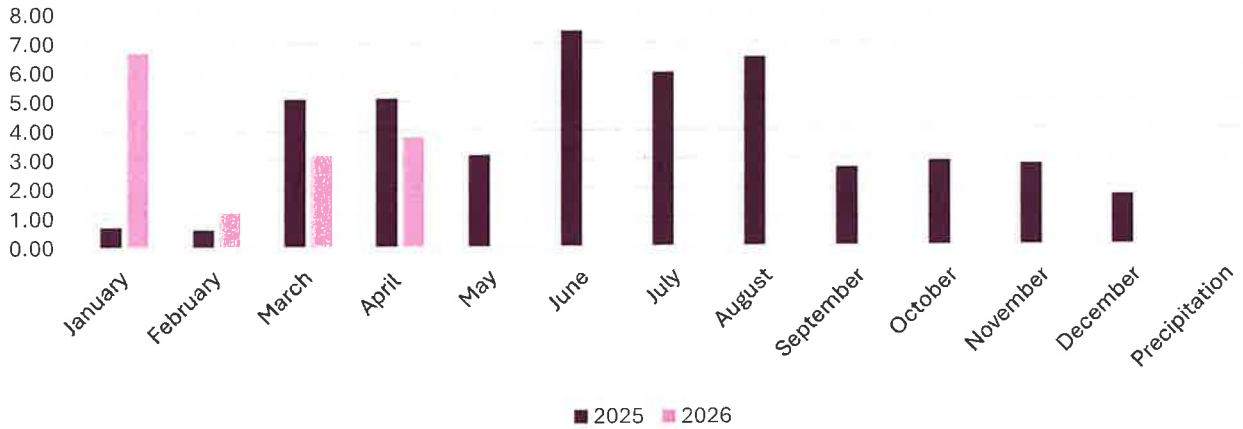
### Well Water Pumped



### Wastewater Effluent Flows

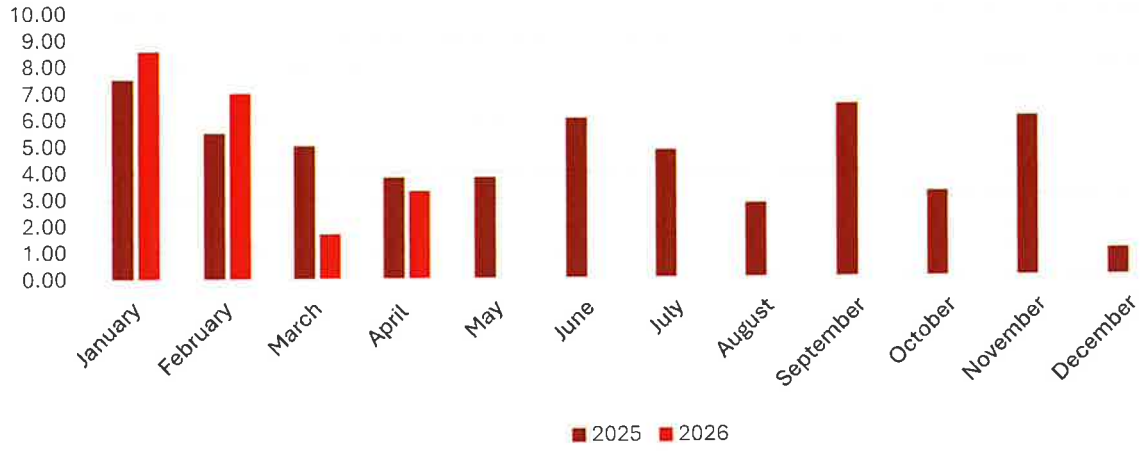


### Precipitation

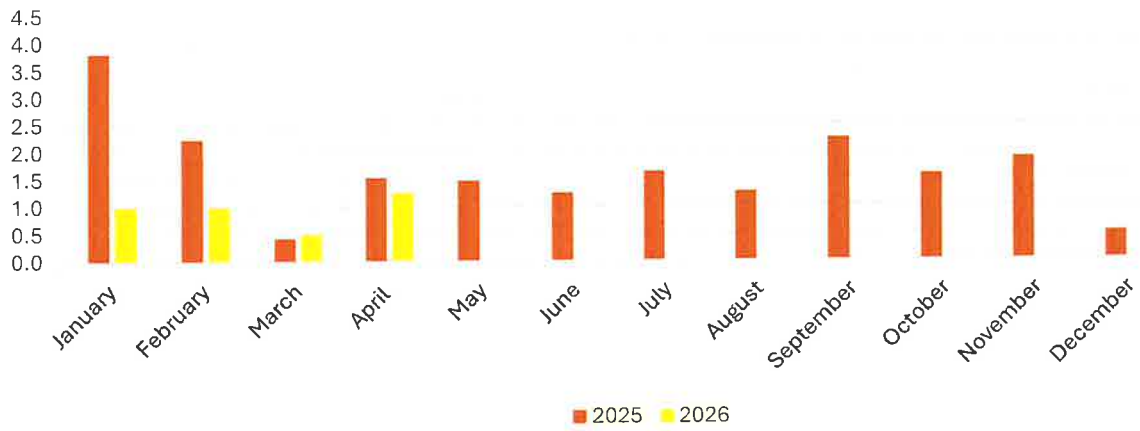




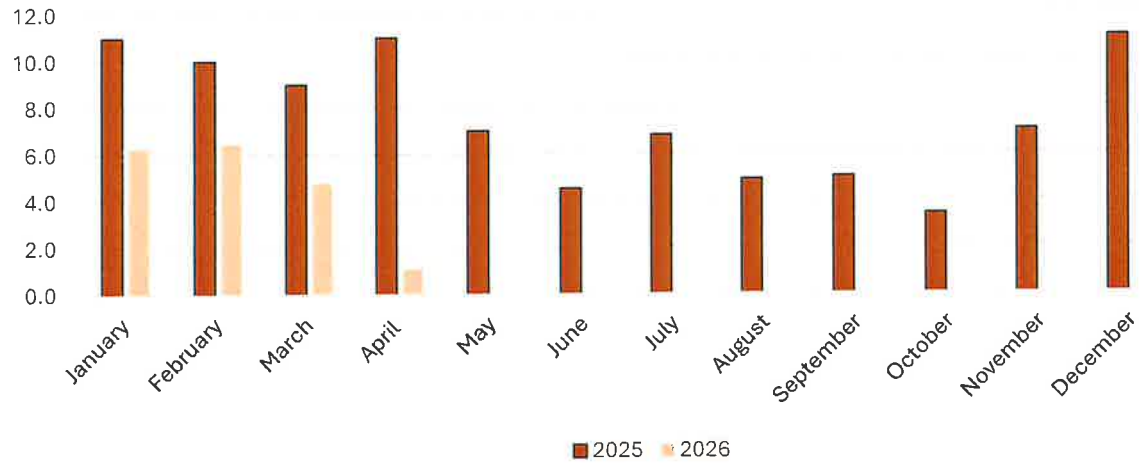
### Nitrogen



### Ammonia



### BOD





# **Southeast Mechanical, Inc.**

**25 Third Street SW  
Chatfield, Mn 55923**

**Ph: (507) 867-1604**

**Fax: (507) 867-3797**

**Email: jeffhare.semech@gmail.com**

**April 9, 2026**

**To: Wykoff Fire Department  
Attn: Mike Lund, Chief  
217 N Gold Street  
Wykoff, MN 55990**

**Re: Installation of 2 Infrared Tube Shop Heaters**

## **Proposal**

**I propose to provide material and labor to replace equipment listed below in existing house.  
All work will be done in accordance with Minnesota building codes.**

### **Material and Labor**

- 1. 2 - Superior 80MBH 2-STG Infrared 30' Tube Heater.**
- 2. 2 - Heater install hanging and misc. materials.**
- 3. 2 - Venting 4" pipe, double wall flex connection, and termination**
- 4. 2 - Gas line re-hook kit**
- 5. Tax**
- 6. Labor**

**Total investment price for both of these Tube Heaters is -**

**\$7,095.00**



**Exclusions:**

1. Any electrical work to be done by others.

Prices are good for 30 days. Terms are 50% down 100% due on completion.  
If a credit/debit card is used there will be a 3.5% charge on total.

Accepted by: \_\_\_\_\_

Thank You for the opportunity to propose your project. Please call me if you have any questions at Office - 507-867-1604 Cell – 507-251-1054.

Thank You

Jeff Hare, Sales Manager  
Southeast Mechanical  
25 SW 3<sup>rd</sup> St  
Chatfield, MN 55923



Rubin Mechanical LLC  
24897 790TH AVE  
SPRING VALLEY, MN 55975 US  
5072168087  
rmsrubin@hotmail.com

# Estimate

**ADDRESS**

Wykoff fire hall

**ESTIMATE # 1356**

**DATE 04/17/2026**

---

**P.O**

**FIREHALL TUBE HEATERS UPDATED**

DESCRIPTION	QTY	RATE	AMOUNT
UPDATED TUBE HEATER PROPOSAL	2	3,800.00	7,600.00

- 2-Schwanke 80,000 btu, 30' tube heaters.
- Will be installed on north and south walls and vented out walls.
- Gas line will be connected.
- Cord and thermostat will be provided.
- Additional electrical not included.
- Will remove and dispose of old tube heaters and cap old chimney.
- Materials and labor.

---

Thank you

SUBTOTAL	7,600.00
TAX	0.00
<b>TOTAL</b>	<b>\$7,600.00</b>

Accepted By

Accepted Date





1440 Industrial Dr NW  
Rochester, MN 55901  
P: 507.288.1908  
F: 507.288.8337

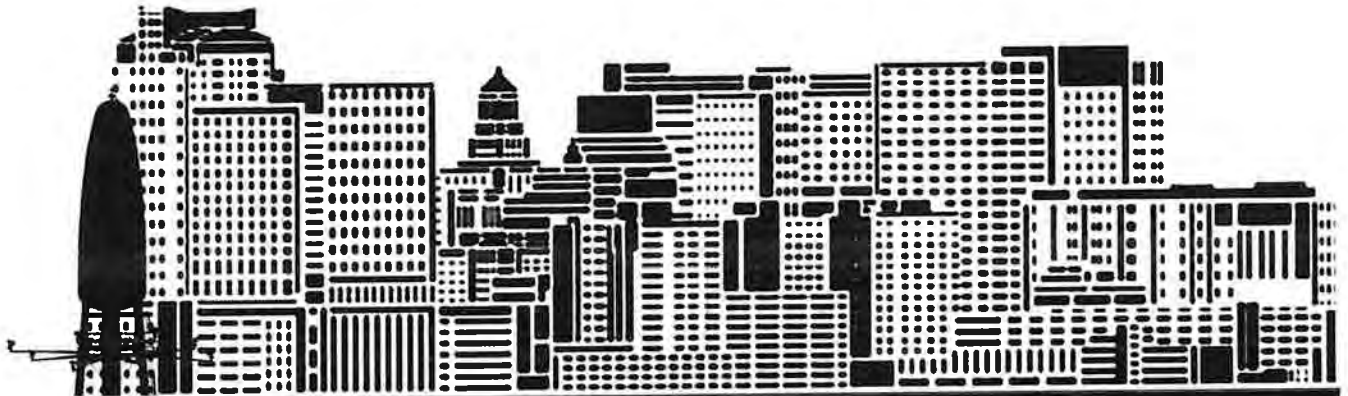
Commercial Proposal For:

# WYKOFF FIRE DEPARTMENT

Location: 217 N. Gold St. Wykoff, MN 55990

**Shane Mensink**  
Commercial HVAC Manager  
Direct #507-424-5727

**Michael Bliss**  
Commercial Project Manager  
Direct #507-272-9705







1440 Industrial Dr NW  
Rochester, MN 55901  
P: 507.288.1908  
F: 507.288.8337

TO: WFD  
Attn: Mike Lund  
507-398-6010  
[Michaellund1982@gmail.com](mailto:Michaellund1982@gmail.com)

Date  
4/20/2026

**Payment Terms:**  
Monthly Progress Billing  
or Due Upon Completion

Job	Base Bid
Replace existing radiant tube heaters (3)	\$13,300

**This Proposal is for the replacement of (3) existing radiant tube heater, and will included the following labor and materials:**

- Demolition of existing radiant tube heaters, haul away, and disposal.
  - Existing venting out the roof will filled with insulation and capped- not to be reused.
- Install (2) NEW 30' Reznor 80MBH-2 stage radiant tube heaters.
  - New radiant tube heaters will be suspended running east to west, 1 heater will be on the north wall of the garage and the other on the south wall.
    - Suspended at 45degree angle do direct heat toward the bays.
    - Hanger kits, chain, and beam clamps included.
    - Install 2 new vent kits; south heater will vent out the west wall, north heater will 90 at the end of the tube and vent out the north wall.
- Rework gas piping to each heater, includes regulator, shutoff, flexible gas connector, and dirt leg.
- Startup of Equipment.
- Price includes material, labor & tax to install.
- Price includes all man and material lifts.
- All permits and fees associated with this work is included.

Notes and Clarifications:

- \*All electrical disconnect, wiring, and reconnect is by others.
- \*Truck bays to be empty (trucks out) during demolition and installation.
- \*Lead-Time is 3 weeks.
- \*Lead-Time: In stock.





## ADDITIONAL TERMS AND CONDITIONS

1440 Industrial Dr NW  
Rochester, MN 55901  
P: 507.288.1908  
F: 507.288.8337

- 1. Definitions.** "Seller" shall be defined as Tonna Mechanical, Inc. "Customer" shall be defined as the person(s), corporation, limited liability company, partnership or other legal entity listed on the "Bill To" line on the opposite side of this Sales Contract. All other terms when used in this Sales Contract shall be deemed to be defined as provided in Sections 336.1-201 and 336.2-103 through 336.2-106 of the Minnesota Uniform Commercial Code.
- 2. Payment Terms.** Customer agrees to pay the agreed price upon completion of work. Payment shall be made as herein provided without discount or right of setoff. Seller reserves the right, among other remedies, either to terminate this Sales Contract or to suspend further deliveries upon failure of Customer to make any payment as herein provided. As additional payment hereunder, Customer shall pay Seller interest equal to the lesser of 18% per annum or the maximum rate allowed by law on amounts due Seller but not paid.
- 3. Delay.** The Seller shall be excused for any failure or delay in performance arising out of compliance with any law, ordinance, regulation, ruling, order or other governmental action or acts of God, fire, flood, war, sabotage, accidents, labor disputes, shortages or failure of supply of materials or equipment, interruption of or delay in transportation, or any circumstance or cause beyond the control of the Seller in the reasonable conduct of its business.
- 4. Limited Warranty.** Seller warrants (the "Limited Warranty") to the owner that during the two-year period from and after the warranty date, the home improvement shall be free from defects caused by the faulty installation of the system or systems due to noncompliance with building standards. For purposes of the Limited Warranty, "owner" means any person who owns a residential building on which home improvement work is performed, and includes any subsequent owner of the residential building. The "warranty date" is the date on which the home improvement work is completed. "Home improvement" means the repairing, remodeling, altering, converting or modernizing of, or adding to a residential building. Except for the warranties herein expressly set forth or otherwise provided by law, SELLER MAKES NO WARRANTY, EXPRESS OR IMPLIED; AND ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE IS HEREBY DISCLAIMED BY SELLER AND EXCLUDED FROM THE SALES CONTRACT.
- 5. Limitation of Warranty.** The liability of Seller pursuant to the Limited Warranty is limited to the specific items set forth in Minn. Stat. §§ 327A.01–08 and does not extend to the following: (a) loss or damage not reported by the vendee or the owner to the vendor or the home improvement contractor in writing within six months after the vendee or the owner discovers or should have discovered the loss or damage; unless the vendee or owner establishes that the vendor or home improvement contractor had actual notice of the loss or damage; (b) loss or damage caused by defects in design, installation, or materials which the vendee or the owner supplied, installed, or directed to be installed; (c) secondary loss or damage such as personal injury or property damage; (d) loss or damage from normal wear and tear; (e) loss or damage from normal shrinkage caused by drying of the dwelling or the home improvement within tolerances of building standards; (f) loss or damage from dampness and condensation due to insufficient ventilation after occupancy; (g) loss or damage from negligence, improper maintenance or alteration of the dwelling or the home improvement by parties other than the vendor or the home improvement contractor; (h) loss or damage from changes in grading of the ground around the dwelling or the home improvement by parties other than the vendor or the home improvement contractor; (i) landscaping or insect loss or damage; (j) loss or damage from failure to maintain the dwelling or the home improvement in good repair; (k) loss or damage which the vendee or the owner, whenever feasible, has not taken timely action to minimize; (l) loss or damage which occurs after the dwelling or the home improvement is no longer used primarily as a residence; (m) accidental loss or damage usually described as acts of God, including, but not limited to: fire, explosion, smoke, water escape, windstorm, hail or lightning, falling trees, aircraft and vehicles, flood, and earthquake, except when the loss or damage is caused by failure to comply with building standards; (n) loss or damage from soil movement which is compensated by legislation or covered by insurance; (o) loss or damage due to soil conditions where construction is done upon lands owned by the vendee or the owner and obtained by the vendee or owner from a source independent of the vendor or the home improvement contractor; (p) in the case of home improvement work, loss or damage due to defects in the existing structure and systems not caused by the home improvement. In addition, the Limited Warranty does not include products or materials installed that are already covered by an implied or written warranty.
- 6. Additional notices.** Seller has the right to inspect and offer to repair under Minn. Stat. § 327A.02, subdivisions 4 and 5. Customer acknowledges that the Limited Warranty is subject to the home warranty dispute resolution process under Minn. Stat. § 327A.051.
- 7. Limitation of Liability.** Customer shall inspect the goods supplied under this Sales Contract immediately after delivery. Customer's failure to give written notice of any claim within ten (10) days from the date of delivery shall constitute an unqualified acceptance of such goods and a waiver by Customer of all claims of any kind with respect thereto. IT IS UNDERSTOOD AND AGREED THAT SELLER'S LIABILITY WHETHER IN CONTRACT, IN TORT, UNDER ANY WARRANTY, IN





1440 Industrial Dr NW  
Rochester, MN 55901  
P: 507.288.1908  
F: 507.288.8337

NEGLIGENCE OR OTHERWISE SHALL NOT EXCEED THE RETURN OF THE AMOUNT OF THE PURCHASE PRICE PAID BY PURCHASER AND UNDER NO CIRCUMSTANCES SHALL SELLER BE LIABLE FOR SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES. THE PRICE STATED FOR THE GOODS IS A CONSIDERATION IN LIMITING SELLER'S LIABILITY. No action, regardless of form, arising out of the transaction under this Sales Contract may be brought by Customer more than one year after the cause of action has accrued.

8. **Collection Costs.** If Seller prevails in any legal action or other proceeding brought to enforce this Sales Contract, for collection of amounts owed or alleged owed hereunder, or because of an alleged dispute, breach, default or misrepresentation in connection with any of the provisions of this Sales Contract, Seller shall be entitled to recover its attorney's fees and all other costs incurred in that action or proceeding, in addition to any other relief to which it may be entitled.

9. **Governing Law and Venue.** This Sales Contract was executed in Minnesota, and its construction and interpretation shall be construed according to the laws of the State of Minnesota. Any action at law, suit in equity or judicial proceeding arising directly, indirectly or otherwise in connection with, out of, related to or from this Sales Contract shall be litigated only in the courts of the State of Minnesota, County of Olmsted. The parties hereto waive any right they may have to transfer or change venue of any litigation resulting hereunder. A copy of this contract is enforceable to the same extent as the original.

10. **PRE-LIEN NOTICE.** *If Customer is the owner of the real property upon which the work is to be performed:*

**(a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR ITS CONTRIBUTIONS.**

**(b) UNDER MN LAW, YOU HAVE THE RIGHT TO PAY THE PERSONS OR COMPANY WHO SUPPLIED LABOR AND MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THE AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY THE PERSONS OR COMPANY WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.**

*If Customer is not the owner of the real property upon which the work is to be performed:*

**THIS NOTICE IS TO ADVISE YOU OF YOUR RIGHTS UNDER MINNESOTA LAW IN CONNECTION WITH THE IMPROVEMENT TO YOUR PROPERTY.**

**ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.**

**WE, TONNA MECHANICAL, INC., LOCATED AT 1440 INDUSTRIAL DR NW ROCHESTER, MN 55901, HAVE BEEN HIRED BY YOUR CONTRACTOR WHO IS THE PERSON IDENTIFIED IN THE "TO" SECTION OF THE ABOVE SALES CONTRACT TO PROVIDE HVAC AND/OR PLUMBING FOR THIS IMPROVEMENT**

**TO THE BEST OF OUR KNOWLEDGE, WE ESTIMATE OUR CHARGES WILL BE THE AMOUNT SET FORTH IN THE ABOVE SALES CONTRACT.**

**IF WE ARE NOT PAID BY YOUR CONTRACTOR, WE CAN FILE A CLAIM AGAINST YOUR PROPERTY FOR THE PRICE OF OUR SERVICES.**

**YOU HAVE THE RIGHT TO PAY US DIRECTLY AND DEDUCT THIS AMOUNT FROM THE CONTRACT PRICE, OR WITHHOLD THE AMOUNT DUE US FROM YOUR CONTRACTOR UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS YOUR CONTRACTOR GIVES YOU A LIEN WAIVER SIGNED BY US.**

**WE MAY NOT FILE A LIEN IF YOU PAID YOUR CONTRACTOR IN FULL BEFORE RECEIVING THIS NOTICE. THIS NOTICE IS NOT MEANT TO REFLECT POOR CREDIT ON THE PART OF YOUR CONTRACTOR.**

*This proposal is subject to the terms of the Master Services Agreement between Seller and Customer.*





1440 Industrial Dr NW  
Rochester, MN 55901  
P: 507.288.1908  
F: 507.288.8337

**Exclusions:**

Bonding, Low Voltage Wiring, Fire protection/ alarms, Plumbing, Gas Piping, Roofing/patching, Cutting/Patching, Framing, Blocking/Backings, Structural support drawings & bracing, Mechanical Equipment Guards, Concrete Housekeeping Pads, Engineering/Design Fees, Painting, Dumpsters, Temporary Utilities, Site Utilities, Utility Service into Building, Utility/Access Fees, Performance & Payment Bonds, Prevailing Wages, Unforeseen Conditions  
Pricing is good for 30 days from date of proposal  
Tonna Mechanical Inc. is not liable for damages from delay on materials.

**Respectfully Submitted,**

***Shane Mensink***

**Shane Mensink  
507-272-4399  
shane@calltonna.com  
Commercial Manager  
Tonna Mechanical, Inc.**

*All material is guaranteed as specified. All work is to be completed in a workmanlike manner according to all authorities having jurisdiction and standard practices. Any alteration or deviation from above specifications involving extra costs will be executed upon written change orders and will become an extra charge over and above the stated price. This proposal may be withdrawn by us if not accepted within 30 days.*

*Acceptance of Proposal- The prices, specifications, attached terms, & conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.*

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
PO

\_\_\_\_\_  
Date





1440 Industrial Dr NW  
Rochester, MN 55901  
P: 507.288.1908  
F: 507.288.8337





A Tradition of Quality & Craftsmanship

**Stender Enterprises**  
 215 Line Street South  
 Box 96  
 Wykoff, Minnesota 55990  
 United States

507-438-5583

Estimate

BILL TO  
**City of Wykoff**  
 P.O. Box 218  
 Wykoff, 55990

**Estimate Number:** 13  
**Customer Ref:** Fire Dept.  
**Estimate Date:** May 1, 2026  
**Valid Until:** May 31, 2026  
**Grand Total (USD):** \$9,359.47

Items	Quantity	Price	Amount
<b>Note</b> This equipment is the minimum BTU rating I feel comfortable quoting. It's two stage burner of 75,000 -110,000 BTU's offers efficiency & capability.	1	\$0.00	\$0.00
<b>Spec</b> Special order per job: 2 - Two stage 30', 75/110 BTU natural gas infrared tube heaters.	2	\$0.00	\$0.00
<b>Spec</b> Special order per job: Thermostats, moisture proof, Nema4X two stage	2	\$0.00	\$0.00
<b>Spec</b> Special order per job: 4" vent pipe, B vent, wall thimble, termination cap	1	\$0.00	\$0.00
<b>Spec</b> Special order per job: Gas connection materials	1	\$0.00	\$0.00
<b>Misc.</b> Installation materials	1	\$0.00	\$0.00
<b>Spec</b> Special order per job: Equipment rental	1	\$0.00	\$0.00





A Tradition of Quality & Craftsmanship

**Stender Enterprises**  
 215 Line Street South  
 Box 96  
 Wykoff, Minnesota 55990  
 United States

507-438-5583

Estimate

Items	Quantity	Price	Amount
<b>Labor</b> Labor: Removal/disposal of old equipment. Install Two straight 30', 75k-110k two stage natural gas infrared tube heaters. One along south wall venting to the west, one along north wall venting to the north, two moisture proof two stage thermostats.	1	\$0.00	\$0.00
<b>Note</b> These heater will require an outlet to plug into so there may be electrical work needed NOT INCLUDED in this bid.	1	\$0.00	\$0.00
<b>Total:</b> Above listed materials & labor	1	\$9,648.94	\$9,648.94
<b>Subtotal:</b>			\$9,648.94
3% Project pre-paid :			(\$289.47)
<b>Grand Total (USD):</b>			<b>\$9,359.47</b>



# LAND USE PERMIT APPLICATION

## CITY OF WYKOFF

It is recommended that all applicants contact the Zoning Office prior to filling out the application to make sure that this proposed project is feasible. It is imperative that all instructions and regulations be read carefully before submitting this application.

**(1) Name of all Landowners:** Dustin Daniels Phone #: 5072595941  
 \_\_\_\_\_ Phone #: \_\_\_\_\_  
 \_\_\_\_\_ Phone #: \_\_\_\_\_

Mailing Address: 111 E Front St Wykoff mn 55990  
 Address City State Zip

Property Address: \_\_\_\_\_  
 (if different from mailing) Address City State Zip

**(2) Parcel #:** \_\_\_\_\_ **(3): Legal Description (from deed, abstract or  
 Recorders Office):** \_\_\_\_\_  
 Section: \_\_\_\_\_ **(4): Township:** \_\_\_\_\_ **(5) Range:**  
 \_\_\_\_\_

Have you started work on this project? Yes: x No: \_\_\_\_\_  
 Is there a driveway access to this property? Yes: x No: \_\_\_\_\_  
 Is this project located under a power line? Yes: \_\_\_\_\_ No: x

Proposed Project: Patio and pad for storage shed Total # of bedrooms \_\_\_\_\_  
 (New home, addition, garage, utility shed, decks, pergola, etc).  
 Estimated cost: \$4000 Permit # \_\_\_\_\_  
 (To be filled out by the Zoning Office)

<b>(6) Total Square Footage:</b>	<b>Length</b>		<b>Width</b>		<b>Total</b>
Basement	_____	X	_____	=	_____
1 <sup>st</sup> Level	_____	X	_____	=	_____
2 <sup>nd</sup> Level	_____	X	_____	=	_____
Attached Garage	_____	X	_____	=	_____
Porch or Deck	<u>14</u>	X	<u>38</u>	=	<u>532</u>
Total Square Footage	_____	X	_____	=	_____
Height	_____				

Shed 12.5 x 12.5



NO WORK MAY BEGIN UNTIL A PERMIT IS OBTAINED. IF WORK HAS BEGUN ON THE PROJECT BEFORE A PERMIT IS ISSUED, A \$250.00 LATE FEE MUST BE PAID IN ADDITION TO THE PERMIT FEE. The projects are assessed \$10.00 per 100 square feet of living space; new dwellings, dwelling additions, porches, decks, attached garages, dwellings being moved in and mobile or manufactured homes. All other structures are assessed at \$7.50 per 100 square feet. A minimum of \$8.00.  
LATE FEE \_\_\_\_\_ \$250.00

(7) TOTAL FEE 5140 (NO REFUNDS)

**SITE INSPECTIONS ARE REQUIRED FOR ALL NEW DWELLINGS:** The footings must be dug and inspected before the actual construction of the dwelling may begin.

I hereby certify that the information contained herein is correct and agree to the proposed work in accordance with the provisions of the Ordinances of the City of Wykoff and the Statues of the State of Minnesota.

**(8) Signatures of All Landowners**

Dustin Daniels \_\_\_\_\_ 4-29-26 \_\_\_\_\_  
Name Date

\_\_\_\_\_  
Name Date

\_\_\_\_\_  
Name Date

**Send all correspondence to:**

City of Wykoff Zoning Office  
P.O. Box 218  
106 GOLD ST. N.  
Wykoff, MN 55990  
507-352-4011  
FAX 507-352-2415  
Email: wykoff@arvig.net

Approve <u>X</u>	Denied _____
<u>Ryan Breckenridge</u> Signature of Council Member	
<u>[Signature]</u> Signature of Council Member	
<u>4-29-26</u> Date	_____ Permit #



**CITY OF WYKOFF**

**APPLICATION FOR ZONING PERMIT FOR CONSTRUCTION OF FENCES**

DATE: 4-29-2026

OWNER'S NAME Brenda Klingsporn

ADDRESS 111 Carimona St. W, Wykoff Mn 55990

Minnesota Code Book adopted by the City of Wykoff on June 12, 2018

**Chapter 15 – Land Usage**

**Section:**

**' 151.46 GENERAL REQUIREMENTS.**

(A) All fences of more than 30 inches in height shall require a permit.

(B) No fence shall contain barbed wire.

(C) No fence shall be charged with electric current, except within an agricultural district.

(D) No fence, wall or other obstruction to vision above a height of 30 inches from the established street grades shall be permitted within the triangular area formed at the intersection of any street right-of-way lines by a straight line drawn between the right-of-way lines at a distance along each line of 25 feet from their point of intersection.

(E) Fences must be maintained so as not to endanger life or property and any fence which, through lack of repair, type of construction or otherwise, that imperils health, life or property or the well-being of a neighborhood shall be deemed a nuisance.

(F) All fences must be located on the private property of the person, firm or corporation constructing the fence.

(G) All fences must comply with all other requirements of law or this code as it applies to fence installation and materials.

Penalty, see ' 151.99

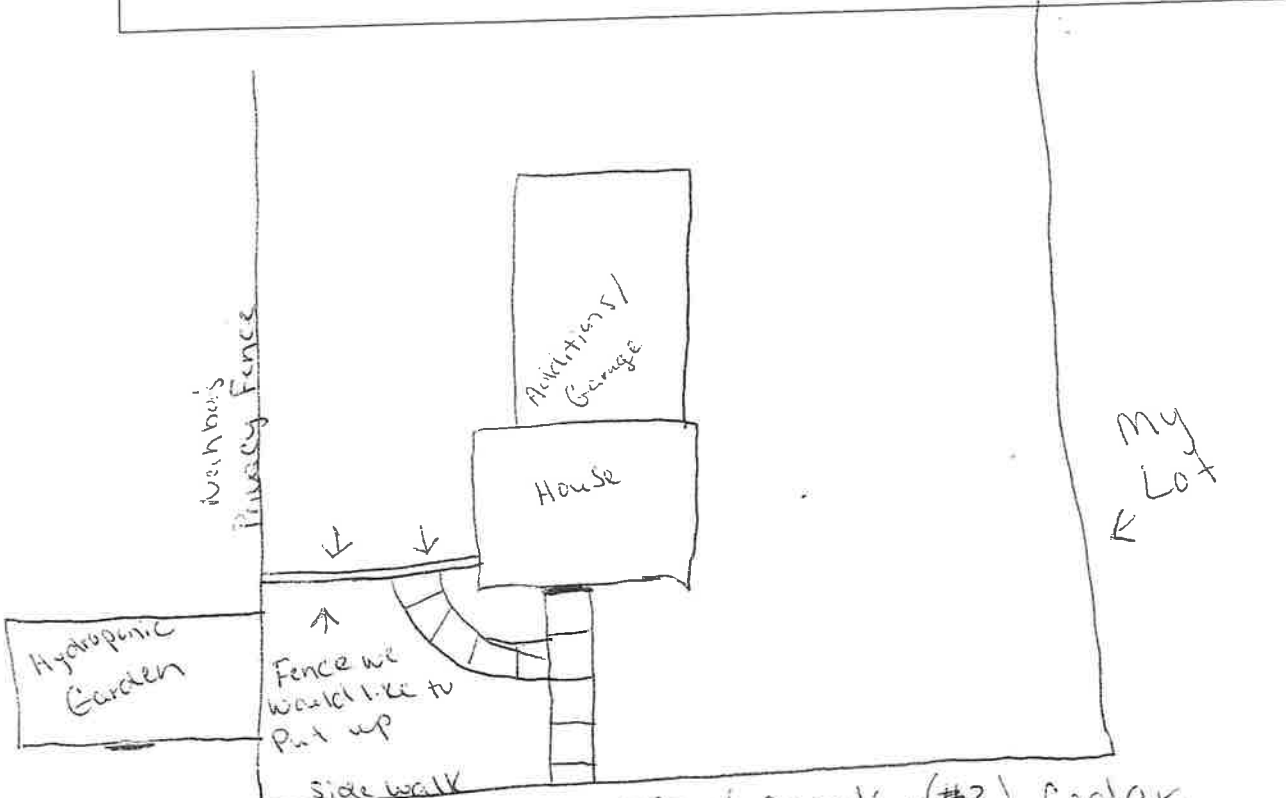
**' 151.47 RESIDENTIAL REGULATIONS.**

(A) *Prohibited material.* No fence or wall shall be constructed of any electrically charged element or barbed wire.

(B) *Approved material.* All fences in residential districts shall be constructed of stone, brick, finished wood, chained link or vinyl. The finished side of the fence, or that side of the fence without exposed support or posts, shall face the neighboring property or streets.



# FENCE DRAWING



FENCING MATERIALS WILL BE MADE OF: Wood panels - (#3) Cedar,  
Green treated, dog ear panels.

Signature of Landowners:  
Bruce Kunge

Date 4-29-2026  
 Date \_\_\_\_\_

Send all correspondence to:  
 City of Wykoff Zoning Office  
 P.O. Box 218  
 217 Gold St. N  
 Wykoff, MN 55990  
 507-352-4011  
 Fax: 507-352-2425  
 Email: [wykoff@arvig.net](mailto:wykoff@arvig.net)

\*\* Adopted by Wykoff City Council  
 on January 13, 2020

**Fence Permit Approval**

Approved \_\_\_\_\_ Denied X

Signature of two Council Members \_\_\_\_\_

\_\_\_\_\_

Permit # \_\_\_\_\_ Date \_\_\_\_\_



# LAND USE PERMIT APPLICATION

## CITY OF WYKOFF

It is recommended that all applicants contact the Zoning Office prior to filling out the application to make sure that this proposed project is feasible. It is imperative that all instructions and regulations be read carefully before submitting this application.

**(1) Name of all Landowners:** Richard Ramaker Phone #: 507-272-8421  
Margaret Ramaker Phone #: 507-271-6158  
 \_\_\_\_\_ Phone #: \_\_\_\_\_

Mailing Address: 17573 Nature Rd Spring Valley Mn 55975  
 Address City State Zip  
 Property Address: 202 Diamond Ct Wykoff Mn. 55990  
 (if different from mailing) Address City State Zip

**(2) Parcel #:** LOT 7 MUNDROM Addition **(3): Legal Description (from deed, abstract or**  
**Recorders Office):** LOT 7 - BIK 1 MUNDROM 1st Addition  
 Section: 21-103-012 **(4): Township:** Fillmore **(5) Range:** 012  
Parcel ID 300268000 - 103-

Have you started work on this project? Yes: \_\_\_\_\_ No: X  
 Is there a driveway access to this property? Yes: X No: \_\_\_\_\_  
 Is this project located under a power line? Yes: \_\_\_\_\_ No: X

Proposed Project: \_\_\_\_\_ Total # of bedrooms 3  
 (New home, addition, garage, utility shed, decks, pergola, etc).  
 Estimated cost: \_\_\_\_\_ Permit # \_\_\_\_\_  
 (To be filled out by the Zoning Office)

<b>(6) Total Square Footage:</b>	<b>Length</b>		<b>Width</b>		<b>Total</b>
Basement	<u>45</u>	X	<u>40'</u>	=	<u>1676</u>
1 <sup>st</sup> Level	<u>45</u>	X	<u>40</u>	=	<u>1676</u>
2 <sup>nd</sup> Level	<u>X</u>	X	<u>X</u>	=	<u>_____</u>
Attached Garage	<u>27'</u>	X	<u>31'</u>	=	<u>837</u>
Porch or Deck	<u>17'</u>	X	<u>6'</u>	=	<u>102</u>
Total Square Footage	_____	X	_____	=	<u>4,291</u>
Height	<u>?</u>		_____		

\$ 4,291.10  
 PERMIT



**NO WORK MAY BEGIN UNTIL A PERMIT IS OBTAINED. IF WORK HAS BEGUN ON THE PROJECT BEFORE A PERMIT IS ISSUED, A \$250.00 LATE FEE MUST BE PAID IN ADDITION TO THE PERMIT FEE.** The

projects are assessed \$10.00 per 100 square feet of living space; new dwellings, dwelling additions, porches, decks, attached garages, dwellings being moved in and mobile or manufactured homes. All other structures are assessed at \$7.50 per 100 square feet. A minimum of \$8.00.

LATE FEE \_\_\_\_\_ \$250.00

**(7) TOTAL FEE** \$429.10 **(NO REFUNDS)**

**SITE INSPECTIONS ARE REQUIRED FOR ALL NEW DWELLINGS:** The footings must be dug and inspected before the actual construction of the dwelling may begin.

I hereby certify that the information contained herein is correct and agree to the proposed work in accordance with the provisions of the Ordinances of the City of Wykoff and the Statues of the State of Minnesota.

**(8) Signatures of All Landowners**

Meggie Romano \_\_\_\_\_ 4-16-2026  
Name Date

Red Romano \_\_\_\_\_ 4-16-2026  
Name Date

\_\_\_\_\_  
Name Date

**Send all correspondence to:**

City of Wykoff Zoning Office  
P.O. Box 218  
106 GOLD ST. N.  
Wykoff, MN 55990  
507-352-4011  
FAX 507-352-2415  
Email: wykoff@arvig.net

Approve <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>
<u>[Signature]</u> Signature of Zoning Administrator	
<u>[Signature]</u> Signature of Council Member	
_____ Date	_____ Permit #



# PROGRESSIVE PLAN DESIGN LLP

RESIDENTIAL ARCHITECTURE  
714 County Rd 3 NW Byron MN 55920  
(507)775-8877 progressiveplandesign@gmail.com

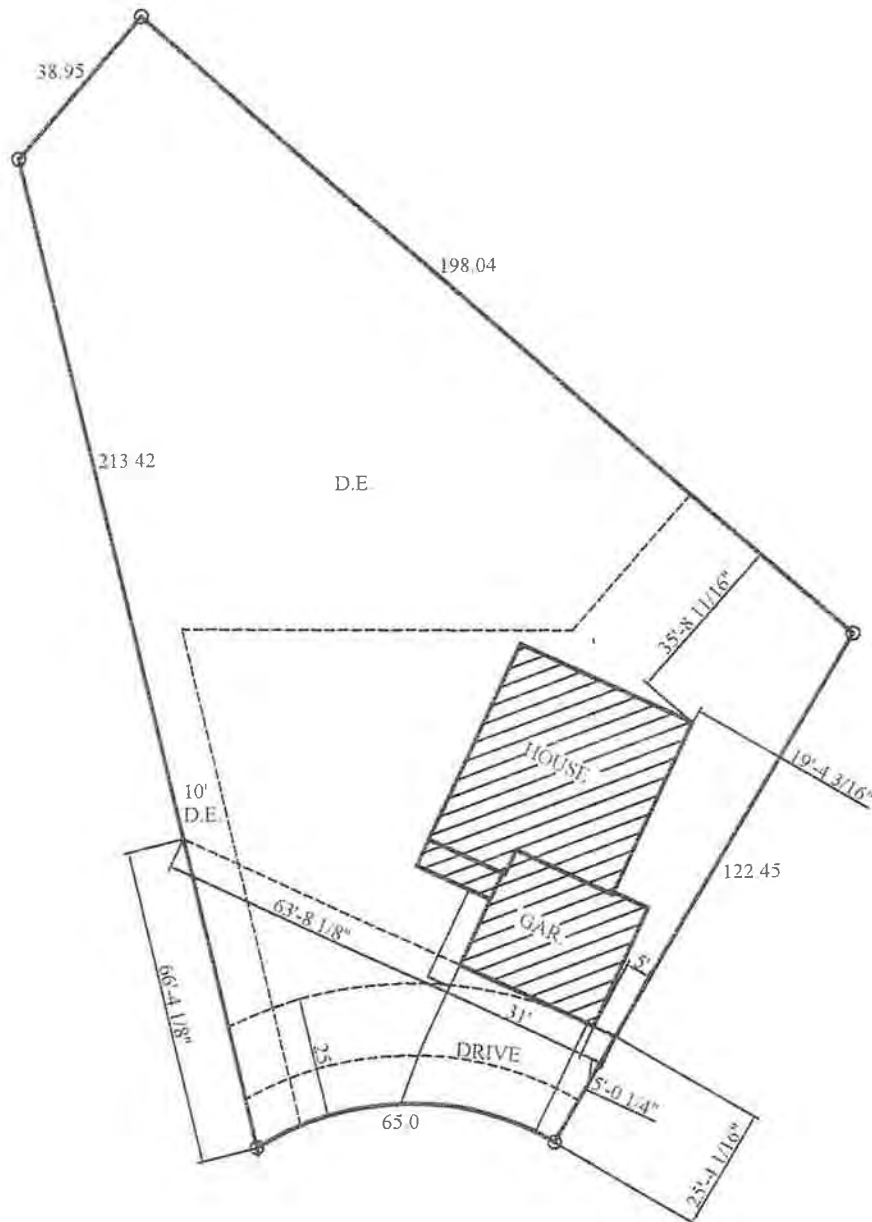
LOT,7 BLK.1  
SUBDIVISION:MUNDFROM FIRST  
CITY:WYKOFF STATE: MN

CONTRACTOR:ERIC MUNDFROM  
CUSTOMER: RAMAKER



*Rich & Maggie*

507-352-2304  
507-271-6158  
SCALE: 1" = 40'





Yes — in Minnesota, a city generally **can purchase and own property outside its municipal limits**, so long as the property serves a legitimate public or municipal purpose.

Common examples include:

- Fire halls or emergency service facilities
- Well fields or water infrastructure
- Sewer lagoons or treatment systems
- Parks, trails, or recreational land
- Cemeteries
- Industrial or economic development property
- Storage buildings or public works sites
- Property for future expansion

There are still important limitations:

- The purchase must serve a **public purpose**
- Funding and financing must comply with Minnesota statutes
- Some projects outside city limits may require cooperation or consent from the township or county
- Zoning and land-use rules of the jurisdiction where the property is located still apply
- A city generally does **not** gain police or regulatory authority outside city limits merely because it owns land there

Minnesota law also allows cities to acquire property outside city limits through eminent domain when authorized for a lawful municipal purpose.



# Inspection Notice



Project: 2025 Street and Utility Improvements	<input checked="" type="checkbox"/> Intermediate Inspection	<input type="checkbox"/> Final Inspection (Punch List)
Owner: City of Wykoff	From: Brett Grabau	
To: Griffin Construction	Date: 4/30/2026	
	Stantec Project No.: 193807330	
Re: Spring Walk-Through	Owner Project No.: -	

The following items require the attention of the Contractor for completion or correction. This list may not be all-inclusive and the failure to include any items on this list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

Item	Item	Accepted
Grading/ Restoration	Fine grade anything in need of attention due to late restoration in 2025 and wet conditions limiting fine grading operations. Restore turf throughout project area in all areas disturbed by further grading operations. Overseed/ Fertilize all areas in need throughout the project area. Coordinate a walk-through with Stantec prior to starting this work.	
Sanitary/ Storm Sewer MH's	Raise to be 1-inch above existing surface for the 1.5" wear course. Final structure should be 1/2" below wear course. Clean any concrete spills or other construction debris from the structure invert, bench and steps. Patch base pavement and compact with jumping jack for density.	
Storm Sewer Catch Basins	Clean any concrete spills or other construction debris from the structure invert and bench. Fill any voids between the rings, and under casting. Back plaster rings.	
Paving	Place wear course pavement.	
Gate Valves in pavement	Raise to be 1-inch above existing surface for the 1.5" wear course. Final valve box should be 1/2" below wear course. Verify with City Staff that they are straight and that a valve wrench can easily access the valve nut. Patch base pavement and compact with jumping jack for density. Vac out any material that may have fallen in the valve box that would impede the operation of the valve.	
Gate Valves in turf	Verify with City Staff that they are straight and that a valve wrench can easily access the valve nut.	
Concrete Pavement	Remove and Replace cracked concrete pavement in parking lot as marked in the field. Dowl into adjacent panels.	
Curb	Saw and Seal cracked curb panel near entrance to Wykoff Commons.	
Sidewalk	Remove and Replace cracked concrete sidewalk panels near Wykoff Commons as marked in the field.	
Restoration	Fill/ Seed/ Stabilize washouts along the west end of the Fire Hall parking lot.	



**CITY OF WYKOFF**  
**POLLING OF COUNCIL MEMBERS**

DATE: May 6, 2026

QUESTION PRESENTED TO COUNCIL MEMBERS: Fix the sink hole at Mike Lund at a cost of 1700.00

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REASON FOR PHONE VOTE:

\_\_\_ Dan stated he has cement coming for the pavilion and can save us some money if he does the sink hole at the same time.

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VOTING IN FAVOR: Ryan, Barb, Jeff *True*

VOTING AGAINST

DATE ENTERED INTO THE OFFICIAL MINUTES \_\_\_\_\_

\_\_\_\_\_  
Signature City Administrator

\_\_\_\_\_  
Date



**ORDINANCE #51.07.01-07**

**CITY OF WYKOFF  
COUNTY OF FILLMORE  
STATE OF MINNESOTA**

**AN ORDINANCE ADDING SECTION 51.07 TO THE CITY OF WYKOFF CODE REGARDING  
INFLOW AND INFILTRATION INSPECTION REQUIREMENTS**

**THE CITY COUNCIL OF THE CITY OF CITY OF WYKOFF, MINNESOTA ORDAINS AS  
FOLLOWS:**

Section 1. SECTION 51.07 of the City Code is hereby amended by adding the following Section 51.07:

**SECTION 51.07  
CERTIFICATE OF INFLOW AND INFILTRATION COMPLIANCE**

**51.07.01     REQUIRED**

No person shall sell, give, or transact a change in title or property ownership of real property with one or more buildings or structures, without first obtaining a certificate of inflow and infiltration ("I&I") compliance from the City, or in conjunction with a properly issued correction notice issued pursuant to this Section.

**51.07.02     APPLICATION AND FEES**

Subd. 1       Unless the property owner already has a valid certificate of I&I compliance for a property issued pursuant to this Section, the owner or owner's representative is required to apply for a certificate and complete an inspection, pursuant to the terms of Section 51.07.03, before such property is gifted or transferred, and before the owner or owner's representative enters into any contract for deed or other transaction changing the legal or equitable ownership of the property.

Subd. 2       At the time of application, the applicant for a certificate of I&I compliance shall pay the appropriate application fee. Such fees shall be set in the City's fee schedule.

**51.07.03     INSPECTION; EVALUATION**

Subd. 1       The applicant for a certificate of I&I compliance is responsible for conducting an inspection of the property after making application and payment of fees to the City. An inspection shall be made by a licensed plumber to determine whether the property use is in accordance with the City's sanitary sewer ordinances and this Section, and as further provided in this Code, including but not limited to the correct installation of any existing sump pumps. The entire property and all buildings on the property shall be made available for inspection. The inspection results, including the video inspection of the sanitary sewer line, shall be provided to the City for review in accordance with this Section.

Subd. 2       The City shall review the inspection results to determine whether the existing sanitary sewer line meets the requirements of the City's sanitary sewer ordinances and this Section. For purposes of this Section, the following items will be deemed to be a violation of such regulations:

- (a)   An obvious break in the sanitary sewer line;
- (b)   A circumferential crack which displays significant evidence of inflow or infiltration;



- (c) A longitudinal crack estimated to be three inches or more in length;
- (d) Three or more sags in 20 feet of length of pipe;
- (e) Any sag greater than one-third of the pipe's overall diameter;
- (f) More than one root intrusion in a 20-foot length of pipe or any root intrusion which reduces the overall pipe diameter by 10 percent or more;
- (g) Any observed leaks due to a failing point repair;
- (h) Deformations in a pipe exceeding 25 percent of the original pipe shape; or
- (i) Any other condition observed which contributes to inflow or infiltration.

Subd. 3 Upon determining that the sanitary sewer line is in violation of the City's sanitary sewer ordinances or this Section, the Public Works Superintendent shall notify the property owner of the failure(s), and shall indicate to the property owner what repair(s) will be required to address such failures. The Public Works Superintendent shall have discretion to accept alternative repair proposals, but all repairs must be approved by the Public Works Superintendent in order to satisfy the provisions of this Section. In determining the appropriate repair to be required hereunder, the Public Works Superintendent shall require those repairs which impact the I&I in the affected sanitary sewer line.

#### **51.07.04 COMPLIANCE AND EXPIRATION**

Subd. 1 If the City determines that based on the inspection results the property is in compliance with the City's sanitary sewer ordinances and this Section, a new certificate of I&I compliance will be issued by the City.

Subd. 2 A certificate of I&I compliance is valid for one year from the date of issuance and shall authorize the property owner to transfer legal and/or equitable title to the property.

#### **51.07.05 CORRECTION NOTICE**

If the City determines that based on the inspection results the property is not in compliance with the City's sanitary sewer ordinances or this Section and a repair has not yet been made pursuant to the provisions of this Section, a correction notice may be issued by the City permitting the transfer of property, providing:

Subd. 1 An agreement by the owner or owner's representative and the prospective buyer or their representative has been executed with the City, whereby the owner or owner's representative and the prospective buyer or their representative agrees to complete corrections to the property necessary to bring it within compliance of the City's sanitary sewer ordinances and this Section within 60 days of the transfer of property.

Subd. 2 A security to ensure completion of any corrections to the property must be posted with the closing agent in the form of an escrow, or with the City when a closing agent is not involved, at the time of property transfer or closing. The security shall be in an amount at least equal to 125 percent of the retail value of the work necessary for compliance with this Section. The escrow must be fully maintained until a certificate of I&I compliance is issued. A correction notice shall not be issued for more than 180 days following the first inspection of the property, but it may be extended for additional periods up to 180 days each by the City Administrator, or their designee.

Subd. 3. The owner and any real estate agents involved in the transaction are responsible for disclosing the correction notice to the transferee and all other persons or entities involved in the transaction. The responsibility for repairing any nonconformance with the City's sanitary sewer ordinances and this Section runs with the land and rests not only with the owner or transferor but it shall be an obligation of the transferee of the property. If repairs are not



completed within one year of the first inspection, the inspection becomes invalid and the process starts again, which includes paying the applicable inspection fee. The City shall have no obligation to undertake any repairs of sanitary sewer lines on private property.

**51.07.06      REPEATED INSPECTION**

If, as a result of a second inspection, the City determines that all violations of the City's sanitary sewer ordinances and this Section have been corrected, the City shall immediately issue a certificate of I&I compliance.

**51.07.07      PENALTY FOR A VIOLATION**

Any person, firm, or corporation violating any of the provisions of this ordinance shall be deemed guilty of a misdemeanor.

Section 2. Effective Date. This ordinance shall take effect the first day following its adoption by the City Council and its publication in the City's official newspaper.

**s/s Ryan Breckenridge**

Mayor

ATTEST:

**s/s Rebecca Schmidt**

Becky Schmidt, Clerk/Treasurer

Public Hearing Date: December 13, 2021

Adopted: December 13, 2021

Public Notice: January, 2022 City Newsletter



City of Wykoff  
217 S. Gold St.  
Wykoff, MN 55990  
[wykoff@arvig.net](mailto:wykoff@arvig.net) 507-352-4011

**Inflow and Infiltration  
Certificate of Application**  
(Sewer Line Televising/Scope Requirement for Home Sale)

As of January 1, 2022, no properties in the City of Wykoff may be sold or change ownership without first obtaining a certificate of Inflow and Infiltration and Inspection from the City of Wykoff. In short, this entails contracting a professional to televise/scope the sewer line between a home and the road (the area of the line owned by the property owner) to determine if the existing sewer line meets City Code (no obvious breaks, cracks, sags, leaks, etc. See Section 51.07.1-7 for full list). The flash drive or CD of televising/scoping should be submitted with this application.

**Property Address** \_\_\_\_\_  
Expected Closing Date: \_\_\_\_\_  
**Property Owner (Seller):** \_\_\_\_\_  
Full Address \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
**Contractor:** \_\_\_\_\_  
Full Address \_\_\_\_\_  
Phone \_\_\_\_\_ Email \_\_\_\_\_  
Date of televising: \_\_\_\_\_

**APPLICANTS STATEMENT**

A contractor has televised the line and we are ready for inspection and, to the best of my knowledge, the information I have submitted is true and correct. I agree to bring my sewer line in compliance with the City's ordinances if there is an inflow and infiltration violation. I have read and understand section 51.07 1-7. related to inflow and infiltration.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SUBMITTALS**

This permit can be submitted to City Hall Monday – Thursday 8:00 am to 3:00 pm or left in the utility drop box or emailed to [wykoff@arvig.net](mailto:wykoff@arvig.net).

**(STAFF SECTION)**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

