

**AGENDA
CITY OF ISANTI
CITY COUNCIL MEETING**

**TUESDAY, OCTOBER 19, 2021 – 7:00 P.M.
CITY HALL**



- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Public Comment**
- E. Adopt Agenda**

F. Proclamations/Commendations/Certificate Awards

G. Approve City Council Minutes

- 1. October 5, 2021- Regular Meeting of the City Council
- 2. August 17, 2021- Planning Commission

H. Announcements

- 1. Park, Recreation, & Culture Board Meeting Tuesday, October 26, 2021 at 6:00 p.m.
- 2. City Council Meeting Tuesday, November 2, 2021 at 7:00 p.m.
- 3. Economic Development Authority Meeting Tuesday, November 2, 2021
(Following the City Council Meeting)

I. Council Committee Reports

J. Public Hearings

K. Business Items

Jason Cook City Engineer

- 1. Resolution 2021-XXX Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment on the Main Street Reconstruction Project
- 2. Resolution 2021-XXX For Hearing on Proposed Assessment on the Main Street Reconstruction Project

L. Approve Consent Agenda

- 1. Payroll in the Amount of \$117,807.41 and Accounts Payable in the Amount of \$721,099.93
- 2. Resolution 2021-XXX Designating Polling Places in the City of Isanti for 2022 Elections
- 3. Resolution 2021-XXX Accepting Quote for 2022 Actuarial Valuation of Other Post-Employee Benefits and 2023 Reporting Disclosures
- 4. Resolution 2021-XXX Approving Contract for Liquor Store Mentor and Consulting Services
- 5. Resolution 2021-XXX Approving the Offer for Assistant Liquor Store Manager

M. Other Communications

1. September Police Department Reports
2. September Code Enforcement Officer Report
3. September Building Inspector Report
4. October Engineering Project Status Report

Adjournment

**MINUTES
CITY OF ISANTI
CITY COUNCIL MEETING**



G.1.

**TUESDAY, October 5, 2021 – 7:00 P.M.
CITY HALL**

Mayor Johnson called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

Members Present: Mayor Jeff Johnson, Councilors: Jimmy Gordon Paul Bergley and Steve Lundeen, Dan Collison

Members Absent: None

Staff Present: Human Resources Director Katie Brooks, Community Development Director Sheila Sellman, Finance Director Mike Betker, Assistant Finance Director Pamela Dahlheimer and Chief of Police Travis Muyres

Others Present: Jessica Green

D. Public Comment

None

E. Adopt Agenda

Motion by Lundeen, seconded by Begley to approve agenda with the modifications listed above. Motion passed 5-0. Motion carried.

F. Proclamations/Commendations/Certificate Awards

1. **Resolution 2021-206** Mayors Proclamation- IRIS Infants Remembered in Silence

Mayor Johnson read the Proclamation.

G. Approve City Council Minutes

1. September 21, 2021 - Regular Meeting of the City Council
2. September 21, 2021 - Committee of the Whole Meeting
3. August 17, 2021 - Planning Commission Meeting
4. August 24, 2021 – Parks, Recreation and Culture Board Meeting

Motion by Lundeen, seconded by Collison to approve minutes as presented. Motion passed 5-0. Motion carried.

H. Announcements

1. **CITY OFFICES CLOSED**
(In Observance of Columbus Day)

Monday, October 11, 2021

2. Committee of the Whole
3. City Council Meeting
4. Planning Commission Meeting

Tuesday, October 19, 2021 at 5:00 p.m.
Tuesday, October 19, 2021 at 7:00 p.m.
Tuesday, October 19, 2021
(Immediately following the City Council Meeting)

I. Council Committee Reports

None

J. Public Hearings

None

K. Business Items

1. **Resolution 2021-204** Designating Committees and Representative City Commissions and Advisory Boards for Year 2021

Councilman Gordan wanted to give up his seat on the Park and Recreation Board to Mayor Johnson.

Motion by Bergley, seconded by Collison to approve Jeff Johnson as the Designee and Jimmy Gordan as the alternate for Park and Recreation Board. Motion passed 5-0. Motion carried.

Community Development Director Sheila Sellman

2. **Resolution 2021-203** Approving a Comprehensive Land Use Plan Amendment to Change the Designation from General Commercial to Low Density Single Family Residential for PID's 16.134.0030, 16.134.0040, 16.134.0050 and 16.134.0060

Community Development Director Sheila Sellman discussed the Comprehensive Land Use Plan Amendment that was discussed at sept 21, 2021 Planning Commission Meeting to change the parcels from General Commercial to Low Density Single Family Residential. Applicant estimates 38 lots. No comments from surrounding cities came in after requesting feedback. A majority vote is required. Mayor Johnson offered discussion on the topic; no discussion took place.

Motion by Lundeen, seconded by Collison to approve. Motion passed 5-0. Motion carried.

3. Purchase Agreement and Development and Subsidy with Rockstad and Co. Relics and Wares to Purchase 102 Dahlin Ave NE, PID 16.047.0120

Community Development Director Sheila Sellman discussed Rockstad and Co Relics and Wares looking to relocate their business. She talked to them about staying in Isanti. They would like to purchase a property for one dollar. The City has about \$25,950 in demolition cost into the building. It was donated to the City in 2016. They will have room for additional renters in the new building. Councilmember Lundeen mentioned they are currently renting so now they will be paying tax by owning the property.

Motion by Lundeen, seconded by Gordon to approve. Motion passed 5-0. Motion carried.

4. Purchase Agreement with Nick and Drew Enterprises, LLC for the Sale of 400 West Dual Blvd NE, PID 16.053.0070

Community Development Director Sheila Sellman was directed at the September 7, 2021 City Council meeting to list the current liquor store (400 West Dual Blvd) for sale. On September 14, 2021 an offer came in for Nick and Drews Discount Food grocery store. The offer of \$400,000 for the building and land which was the listed appraisal price. Sellman mentioned the purchase agreement was before the City Council, she further stated how the building was a good fit for the grocery store. Any items kept inside the building will be a separate

agreement. Right now, the anticipated closing date will be December 17, 2021. Mayor Johnson asked if the purchase agreement was contingent on the purchase of a building for the Isanti Police Department. Sellman stated yes that was a part of the purchase agreement. Councilmember Bergley clarified about items from inside the building would be a separate agreement, Sellman confirmed and said the Liquor store manager and the potential buyers would have a list and do a walk through to go over items.

Motion by Lundeen, seconded by Bergley and Collision to approve. Motion passed 5-0. Motion carried.

Parks, Recreation and Events Coordinator Alyssa Olson

5. 2022 Street Dance Location Discussion

Park, Recreation and Events Coordinator Alyssa Olson discussed moving the Street Dances to the Blue Bird Park where the new Amphitheater is built. Isanti Electric needs to know if the Dances will be moving so they can install electricity for events and having enough power in 2022. Councilmember Lundeen asked if the Dances do not move if we would need the electricity anyways. Collision and Lundeen feel the power needs to be put in no matter what. They asked to discuss the Street Dance location at the next Committee of the Whole meeting in October. Chief Muyres gave his public safety opinion on having Street Dances in a more “open area.” Lundeen asked about selling alcohol in our parks. Olson discussed amending our policy on liquor having a “single point entrance.” Councilmember Lundeen suggested “corralling” off an area to make one entrance for a beer garden. Collision asked about how much power is needed for the bands, Olson stated she has asked that information and Isanti Electric will get that information when installing adequate electricity. Decision was to bring the Street Dance discussion to Committee of the Whole and move forward with installing enough electricity in Blue Bird Park for bands.

6. Resolution 2021-208 Approving a Special Event Permit Application for the Amphitheater Grand Opening Celebration

Park, Recreation and Events Coordinator Alyssa Olsen discussed the Grand Opening Celebration at the new amphitheater tentatively on Saturday October 23, 2021 from 1:00-3:00 pm depending on construction competition.

Motion by Lunden, seconded by Collision to approve the special event permit application. Motion passed 5-0. Motion carried.

7. Resolution 2021-207 Approving Isanti Light Display Event

Park, Recreation and Events Coordinator Alyssa Olson continued the discussion the Isanti Light Display Event by brining two options (concepts) to the Council for approval.

Option One: Free public event, market style with vendor booths, ice skating and photos with Santa and limited light display, Friday-Saturday in December. Estimated net cost first year \$21,000, year two net cost \$3,000.

Option Two: Ticketed walk-through event experience that focuses on one-sided light displays, market style activities including vendor booths and photo opportunities. More similar to Bentleyville. Saturday- Saturday (one week duration) in December. Estimated net cost first year \$23,000, year two potential profit of \$26,000.

The councilmembers discussed opinions and potential success of the event in Isanti compared to other holiday light shows in other cities. Finance Director Mike Betker mentioned Option One would come out of the General Fund and Option Two would come out of a separate revenue fund.

Motion by Lundeen, seconded by Collison and Johnson to move forward with Option Two. Motion passed 3-2 with Gordan and Berley voting nay. Motion carried.

Finance Director Mike Betker

8. 2014A Bond Refunding (*Jessica Green*)

Jessica Green presented a summary of the recommended terms for the issuance of approximately \$1,510,000 General Obligation Tax Abatement Refunding Bonds, Series 2021A. Estimated interest rate of 0.99%. Bonds will mature annually 2023-2030 each February 1, payable August 1. Councilmember Bergley asked where the \$99,000 will be realized. Mike Betker stated we have a separate debt service fund, 932, the saving will be realized by the projected levies to get smaller and debt service payments would get smaller.

Consensus was to move forward by the council. No motion needed.

L. Approve Consent Agenda

1. Payroll in the Amount of \$120,607.51 Accounts Payable in the Amount of \$272,112.43 and Third Quarter Payroll for Council/ Boards/ Commissions in the Amount of \$8,713.48
2. **Resolution 2021-210** Approving Boards and Commissions to Receive Agenda Packets Digitally Via Email
3. **Resolution 2021-209** Accepting Resignation for Liquor Store Clerk Nicole Bothman
4. **Resolution 2021-211** Approving the Hire of Katie Olsen for Part-Time Liquor Store Clerk II
5. **Resolution 2021-212** Approving the Hire of Kristin Bennett for Part-Time Liquor Store Clerk II
6. **Resolution 2021-214** A Resolution Updating Trunk Oversizing Policy
7. **Resolution 2021-205** Approving Donation Box at Liquor Store
8. **Resolution 2021-213** Objecting to Any Future Mask Mandate

Councilmember Bergley wanted to clarify to the press item L.8 resolution is not anti-mask or anti science, anti-establish mandate, it is a pro-freedom mandate. If people want to or do not want to wear a mask, they have a choice as its their constitutional right.

Motion by Lundeen, seconded by Bergley to approve consent agenda. Motion passed 5-0. Motion carried.

M. Other Communications

1. Draft Minutes for the September 28, 2021 Parks, Recreation and Culture Board Meeting

The meeting moved to closed session at 7:39 p.m

N. Closed Session

1. Closed Session for Discussions to Purchase Real Property PID 16.090.0102, 901 E Dual Blvd NE Isanti, MN Pursuant to Minnesota Statutes 13D.05 Subd3 (c)

Mayor Johnson stated that the Council would be going into closed session for discussions to purchase real property PID 16.090.0102, 901 E Dual Blvd NE Isanti, MN pursuant to Minnesota Statutes 13D.05 Subd3 (c)

The closed session meeting ended at 8:07 p.m.


Upon reopening of the meeting at 8:08 p.m., no action was taken by City Council. Finance Director Mike Betker was directed to continue negotiations.

Adjournment

A motion was made by Lundeen, seconded by Collison to adjourn. Motion passed 5-0. Motion carried.

Meeting adjourned at 8:09 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jaden Strand".

Jaden Strand
City Clerk

CITY OF ISANTI

PLANNING COMMISSION MEETING

TUESDAY, August 17, 2021

Immediately following the 7:30 P.M Budget Work Session;

1. Meeting Opening

- A. Call to Order: Chair Johnson called the meeting to order at 8:28 p.m.
- B. Pledge of Allegiance
- C. Roll Call: Members present: Jeff Johnson, Steve Lundeen, Jimmy Gordan, Paul Bergley, Dan Collison, Arissya Simon, Alexander Collins.
Members Absent: None
Staff present: Community Development Director Sheila Sellman, Community Development Specialist Ryan Saltis, City Engineer Jason Cook
- D. Agenda Modifications: None
- E. Adopt the Agenda
Motion to adopt the agenda by Lundeen, second by Collison motion passes 7-0.

2. Meeting Minutes

- A. Approval of Minutes from the July 20, 2021 Planning Commission Meeting motion by Lundeen, second by Collison motion passes 7-0.

3. Public Hearing

- A. Request by Thunder Brothers Brewery for approval of a Conditional Use Permit under City Ordinance 445, Section 21, Article 2, said request is for a Microbrewery in the General Business District, Highway 65 Overlay located at 801 Highway 65 NE. Saltis explained the Conditional Use Permit request to allow for a Microbrewery in the B-2 General Business zoning district. Thunder Brothers is planning to move all of their brewing operations into a leased-out space in the building located at 801 Highway 65 NE owned by the CBD Joint. The change of use for the building will require the applicants to apply for any building permits related to the new use, subject to review by City Staff. Representatives from Thunder Brothers Brewery were present at the meeting and available for questions. The Planning Commission asked why they are planning to move locations for the brewery. The representatives of Thunder Brothers said that they will move into the new space to gain more square footage and provide visibility from Highway 65. There was no one else from the public present at the public hearing to speak on the topic. Motion for approval of the Microbrewery with conditions by Lundeen, second by Gordon, motion passed 7-0.
- B. Request by BA Development, LLC for approval of Site Plans under City Ordinance 445 Section 18, said request is for a Dental Clinic and Commercial Tenant building located at 401 Cherrywood St NE. Saltis presented the Site Plans for a proposed dental clinic and commercial tenant building located on a vacant parcel at 401

Cherrywood St NE. The plans included a drive thru lane for the commercial tenant side of the building in which the applicants would have to apply for a Conditional Use Permit in the General Business District. Conditions for approval listed in the Staff Report included identifying on the site plans where there will be lighting, the configuration of the outdoor patio area, a new trash enclosure location, a widened drive aisle on the west of the building, and City Engineer's comments. A representative from Isanti Dental was present for the meeting and available for questioning. The Planning Commission asked if the conditions for approval were reasonable and could be met. The representative said that she is able to meet all of the conditions for approval. There was no one else from the public present at the public hearing to speak on this item. Motion to approve the site plans with conditions listed in the staff report and City Engineer's Memo dated 7-29-2021 by Lundeen, 2nd by Collison, motion passes 7-0.

- C. Request by City of Isanti for Preliminary and Final Plat under City Ordinance 536, to create two lots located at 10 6th Ave SE. Sellman presented the proposed subdivision of the liquor store site into two parcels. The current site is five acres in size and is looking to be split with Lot 1 consisting of 3.96 acres and Lot 2 consisting of .67 acres. Lot 1 is the liquor store site; Lot 2 would be a buildable lot for a future business which may need a shared parking agreement with the liquor store. The planning commission asked the potential size of a building on lot 2 in which Jason Cook responded by saying that there would be room for a building roughly 1,500 to 2,000 square feet, depending on what is configured around the ponding. There was no one from the public present at the public hearing to speak on this item. Motion to approve the Preliminary and Final Plat to create two lots by Collison, 2nd by Collins, motion passes 7-0.

5. Other Business: None

6. Discussion Items: None

7. Adjournment: Motion by Bergley, 2nd by Collison to adjourn, motion passed 7-0 meeting adjourned at 8:45 p.m.

Respectfully submitted by Ryan Saltis, Community Development Specialist



Real People. Real Solutions.

K.1. & K.2.

533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

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Fax: (763) 427-0833
Bolton-Menk.com

MEMORANDUM

Date: October 12, 2021
To: Honorable Mayor Johnson and Members of the City Council
From: Jason W Cook, P.E.
City Engineer
Subject: Main Street Reconstruction Project
Declare Costs to be Assessed and Call for Hearing on Proposed Assessment
City of Isanti, MN
Project No.: 0R1.123865

The Main Street Reconstruction project has been publicly bid, awarded to the responsible low bidder, and has now been constructed to city standards.

The next step in the MS 429 assessment process is to declare the final costs to be assessed, order preparation of the proposed assessment and hold a public hearing on the assessment.

The final assessments are approximately 18.5% lower than discussed at the improvement hearing with the average assessment being reduced approximately \$1,000.

The assessments would be payable through annual installments over a 10-year period at a 2.00% interest rate. This interest rate may be reduced if, at the time of the hearing, a lower rate is obtained.

The public hearing on the proposed assessment will be scheduled for November 16, 2021 at 7:00 pm during the regular City Council Meeting.

As required by the Minnesota State Statute Chapter 429 process, we are requesting that City Council approve the two attached resolutions to proceed with the assessment process.

We will submit a notice of the assessment hearing to the local paper to be published no less than 14 days prior to the hearing. We will also submit individual assessment letters to each property owner no less than 14 days prior to the hearing as well.

I will be at the October 19, 2021 Council meeting if you have any questions.

RESOLUTION 2021-XXX

DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF PROPOSED ASSESSMENT ON THE MAIN STREET RECONSTRUCTION PROJECT

WHEREAS, a contract has been let for the improvement of Main Street W from Whiskey Road to 4th Avenue NW and the contract price incurred for such improvement is \$409,959.96, and the expenses incurred or to be incurred in the making of such improvement amount to \$140,347.00 so that the total cost of the improvement will be \$550,306.96.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota as follows:

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$416,634.47 and the portion of the cost to be assessed against benefited property owners is declared to be \$133,672.49.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2022, and shall bear interest at the rate of 2.00% percent per annum from the date of the adoption of the assessment resolution.
3. The city administrator, with the assistance of the city engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and they shall file a copy of such proposed assessment in their office for public inspection.
4. The administrator shall upon the completion of such proposed assessment, notify the council thereof.

This resolution was duly adopted by the Isanti City Council this 19th day of October 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

RESOLUTION 2021-XXX

FOR HEARING ON PROPOSED ASSESSMENT ON THE MAIN STREET RECONSTRUCTION PROJECT

WHEREAS, pursuant to Resolution 2021-XXX of the City Council adopted October 19, 2021, the City Engineer was directed to prepare a proposed assessment of the cost of the improvement of Main Street W from Whiskey Road to 4th Avenue NW. The improvement consisted of street reclamation & bituminous pavement, sidewalk reconstruction, and the replacement of curb & gutter, and

WHEREAS, the City Administrator has notified the council that such proposed assessment has been completed and filed in her office for public inspection.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota as follows:

1. A hearing shall be held at 7:00 p.m. on November 16, 2021, in the city hall located at 110 1st Avenue NW to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city engineer is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City Administrator the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

This resolution was duly adopted by the Isanti City Council this 19th day of October 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

L.1.

City of Isanti

Gross Payroll	101,370.38
Social Security & Medicare	5,647.74
Public Employees Retirement	10,789.29
Total City Expense	<u><u>117,807.41</u></u>

Pay Date 10/15/2021

Pay Period 21 (9/26-10/9/21)

City of Isanti

Check Register - Mayor/Council Approval

Page: 1

Check Issue Dates: 10/6/2021 - 10/6/2021

Oct 06, 2021 02:18PM

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10/21	10/06/2021	56885	53	BELLBOY CORPORATION	609-20200	3,877.92
10/21	10/06/2021	56886	2853	BENEFIT EXTRAS INC	609-20200	33.00
10/21	10/06/2021	56887	9	BERNICKS PEPSI-COLA	609-20200	1,117.00
10/21	10/06/2021	56888	2609	BETKER, MIKE	101-20200	53.49
10/21	10/06/2021	56889	2487	CAPITOL BEVERAGE SALES	609-20200	122.62
10/21	10/06/2021	56890	1629	CITY OF ISANTI	101-20200	15,293.18
10/21	10/06/2021	56891	120	CONNEXUS ENERGY	920-20200	3,436.03
10/21	10/06/2021	56892	1472	CRAWFORDS EQUIPMENT INC	603-20200	157.31
10/21	10/06/2021	56893	918	CRYSTAL SPRINGS ICE	609-20200	233.08
10/21	10/06/2021	56894	8	DAHLHEIMER DISTRIBUTING CO	609-20200	14,403.35
10/21	10/06/2021	56895	2809	DAHLHEIMER, PAMELA	101-20200	135.54
10/21	10/06/2021	56896	3102	DAMA METAL PRODUCTS INC	609-20200	192.38
10/21	10/06/2021	56897	1481	DENNISON TECHNOLOGY GROUP INC	101-20200	119.00
10/21	10/06/2021	56898	2933	FALCON NATIONAL BANK	101-20200	4,151.24
10/21	10/06/2021	56899	2852	FIDELITY SECURITY LIFE INSURANCE CO	861-20200	134.55
10/21	10/06/2021	56900	3069	FIRST RATE OUTDOORS LLC	101-20200	100.00
10/21	10/06/2021	56901	2830	GDO LAW	101-20200	4,083.33
10/21	10/06/2021	56902	1400	GENERAL CODE LLC	101-20200	1,566.00
10/21	10/06/2021	56903	134	GOPHER STATE ONE-CALL INC	601-20200	156.60
10/21	10/06/2021	56904	739	HACH COMPANY	601-20200	261.00
10/21	10/06/2021	56905	3101	HILLIARD, JAMES	505-20200	250.00
10/21	10/06/2021	56906	7	JOHNSON BROTHERS LIQUOR CO	609-20200	9,270.70
10/21	10/06/2021	56907	5	KAWALEK TRUCKING	609-20200	235.80
10/21	10/06/2021	56908	1773	KLERSY, SCOT	101-20200	164.99
10/21	10/06/2021	56909	1282	LEAF TOWING & RECOVERY	101-20200	1,113.00
10/21	10/06/2021	56910	1479	LOFFLER -131511	108-20200	96.20
10/21	10/06/2021	56911	17	MCDONALD DISTRIBUTING CO	609-20200	17,424.75
10/21	10/06/2021	56912	2978	MILBANK WINWATER WORKS	601-20200	2,652.28
10/21	10/06/2021	56913	2208	MINNESOTA EQUIPMENT INC	101-20200	116.48
10/21	10/06/2021	56914	2112	MINNESOTA SHERIFFS ASSN	101-20200	160.00
10/21	10/06/2021	56915	2826	MINOKAW VAR SERVICES	614-20200	330.00
10/21	10/06/2021	56916	1180	MLB PRINTING INC	101-20200	65.00
10/21	10/06/2021	56917	1845	MN DEPT OF TRANSPORTATION	425-20200	2,420.99
10/21	10/06/2021	56918	2080	MVTL LABORATORIES INC	602-20200	347.09
10/21	10/06/2021	56919	283	OLSON POWER & EQUIPMENT	101-20200	280.41
10/21	10/06/2021	56920	617	PAUSTIS & SONS	609-20200	754.25
10/21	10/06/2021	56921	44	PHILLIPS WINE & SPIRITS INC	609-20200	8,045.32
10/21	10/06/2021	56922	12	POSTMASTER	101-20200	130.00
10/21	10/06/2021	56923	2630	RAPP, JORDAN	101-20200	214.99
10/21	10/06/2021	56924	2341	RED BULL DISTRIBUTION CO INC	609-20200	398.50
10/21	10/06/2021	56925	1442	ST LOUIS MRO INC	603-20200	45.00
10/21	10/06/2021	56926	315	ST PAUL STAMP WORKS	101-20200	38.80
10/21	10/06/2021	56927	1361	STAPLES ADVANTAGE	101-20200	269.60
10/21	10/06/2021	56928	2156	SUMMIT FIRE PROTECTION	101-20200	8.00
10/21	10/06/2021	56929	2793	TEAM LABORATORY CHEMICAL LLC	602-20200	619.00
10/21	10/06/2021	56930	97	TOTAL CONTROL SYSTEMS INC	601-20200	570.00
10/21	10/06/2021	56931	1820	URBANS HARDWARE INC	602-20200	90.22
10/21	10/06/2021	56932	686	VERIZON WIRELESS	101-20200	1,427.57
10/21	10/06/2021	56933	42	VIKING COCA-COLA BOTTLING CO	609-20200	574.75
10/21	10/06/2021	56934	1286	VINOPIA INC	609-20200	154.00
10/21	10/06/2021	56935	4	WATSON CO INC	609-20200	2,230.21

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10/21	10/06/2021	56936	1922	WEX BANK	101-20200	4,621.36
Grand Totals:						450,728.88

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

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City of Isanti

Check Register - Mayor/Council Approval
Check Issue Dates: 10/13/2021 - 10/13/2021

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Oct 13, 2021 03:48PM

Report Criteria:

Report type: Summary

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10/21	10/13/2021	56938	2863	AMAZON CAPITAL SERVICES	108-20200	101.42
10/21	10/13/2021	56939	2850	BEAUDRY OIL & PROPANE INC	101-20200	793.05
10/21	10/13/2021	56940	1485	BECKER, JOSH	101-20200	15.00
10/21	10/13/2021	56941	9	BERNICKS PEPSI-COLA	609-20200	883.99
10/21	10/13/2021	56942	2536	BERRY, JILL	601-20200	17.82
10/21	10/13/2021	56943	368	BILLS QUALITY CLEANING	609-20200	712.00
10/21	10/13/2021	56944	1387	BJORKLUND COMPANIES LLC	101-20200	255.00
10/21	10/13/2021	56945	2319	BREAKTHRU BEVERAGE OF MN	609-20200	4,493.18
10/21	10/13/2021	56946	1198	CENTER POINT ENERGY	601-20200	476.09
10/21	10/13/2021	56947	1822	CENTURYLINK BUSINESS SERVICES	101-20200	22.13
10/21	10/13/2021	56948	1736	COMM OF MMB TREAS DIV	101-20200	540.00
10/21	10/13/2021	56949	2522	COMMUNITY TITLE & ESCROW LLC	601-20200	100.62
10/21	10/13/2021	56950	918	CRYSTAL SPRINGS ICE	609-20200	539.84
10/21	10/13/2021	56951	8	DAHLHEIMER DISTRIBUTING CO	609-20200	22,185.79
10/21	10/13/2021	56952	2028	FURTHER	101-20200	32.20
10/21	10/13/2021	56953	2761	GRATITUDE FARMS	101-20200	250.00
10/21	10/13/2021	56954	739	HACH COMPANY	601-20200	176.44
10/21	10/13/2021	56955	2209	INNOVATIVE OFFICE SOLUTIONS INC	609-20200	144.59
10/21	10/13/2021	56956	114	ISANTI COUNTY RECORDER	505-20200	46.00
10/21	10/13/2021	56957	188	ISANTI COUNTY SHERIFF	101-20200	333.25
10/21	10/13/2021	56958	162	ISANTI RENTAL INC	101-20200	109.99
10/21	10/13/2021	56959	113	ISANTI TIRE & AUTO CARE INC	101-20200	20.00
10/21	10/13/2021	56960	7	JOHNSON BROTHERS LIQUOR CO	609-20200	6,907.47
10/21	10/13/2021	56961	2647	JOHNSON CONTROLS	101-20200	578.40
10/21	10/13/2021	56962	5	KAWALEK TRUCKING	609-20200	131.20
10/21	10/13/2021	56963	1773	KLERSY, SCOT	101-20200	15.00
10/21	10/13/2021	56964	17	MCDONALD DISTRIBUTING CO	609-20200	13,345.80
10/21	10/13/2021	56965	2953	MIDCONTINENT COMMUNICATIONS	108-20200	118.59
10/21	10/13/2021	56966	1945	MINNESOTA DEPARTMENT OF LABOR & INDUSTR	101-20200	1,942.52
10/21	10/13/2021	56967	2829	MN DEPT OF COMMERCE	101-20200	143.28
10/21	10/13/2021	56968	194	MN DEPT OF HEALTH	601-20200	5,589.00
10/21	10/13/2021	56969	176	MN DEPT OF REVENUE	101-20200	34,815.00
10/21	10/13/2021	56970	2842	MN PEIP	861-20200	30,051.06
10/21	10/13/2021	56971	1252	MN SECRETARY OF STATE	101-20200	120.00
10/21	10/13/2021	56972	2080	MVTL LABORATORIES INC	602-20200	246.53
10/21	10/13/2021	56973	2992	NEXTERA COMMUNICATIONS	108-20200	243.89
10/21	10/13/2021	56974	3094	NORTH VALLEY, INC	425-20200	128,873.29
10/21	10/13/2021	56975	3063	PARADISE HOMES INC	505-20200	8,000.00
10/21	10/13/2021	56976	44	PHILLIPS WINE & SPIRITS INC	609-20200	1,190.01
10/21	10/13/2021	56977	2324	STEWART TITLE CO	601-20200	154.95
10/21	10/13/2021	56978	2793	TEAM LABORATORY CHEMICAL LLC	602-20200	619.00
10/21	10/13/2021	56979	1794	TITAN MACHINERY	101-20200	1,169.23
10/21	10/13/2021	56980	2524	US BANK EQUIPMENT FINANCE	101-20200	63.00
10/21	10/13/2021	56981	2027	US INTERNET	603-20200	57.80
10/21	10/13/2021	56982	4	WATSON CO INC	609-20200	1,350.05
10/21	10/13/2021	56983	2009	WOOD, JOSEPHINE	101-20200	1,332.25
Grand Totals:						270,371.05

RESOLUTION 2021-XXX

DESIGNATING POLLING PLACES IN CITY OF ISANTI FOR 2022 ELECTIONS

WHEREAS, Minnesota Statutes § 204B.16 requires the governing body of each municipality to designate, by ordinance or resolution, a polling place for each election precinct; by December 31st of each pre-election year. These polling places are designated for the following calendar year of 2022; and,

WHEREAS, the City Council of the City of Isanti has created Precinct 1 (City Hall) and Precinct 2 (Isanti Community Center) with Official Polling Places, as adopted and designated in Resolution 2015-288; and,

WHEREAS, the City of Isanti Council re-designates a polling place location for each precinct in accordance with all state statutes;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota, hereby designates the polling places for each precinct as follows:

1. The official Polling Place location for Election Precinct 1 is Isanti City Hall, 110 First Avenue NW, Isanti, Minnesota 55040.
2. The official Polling Place location for Election Precinct 2 is Isanti Community Center, 208.5 First Avenue NW, Isanti, Minnesota 55040.

This Resolution is hereby approved by the Isanti City Council this 19th day of October 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

RESOLUTION 2021-XXX

RESOLUTION ACCEPTING QUOTE FOR 2022 ACTUARIAL VALUATION OF OTHER POST-EMPLOYMENT BENEFITS AND 2023 REPORTING DISCLOSURES

WHEREAS, Governmental Accounting Standards Board Statement 75 requires an examination of the unfunded liability of Other Post-Employment Benefits; and

WHEREAS, GASB Statement 75 requires a full actuarial valuation at least every two years; and

WHEREAS, updated disclosures, based on the actuarial valuation, are required in the years following the required valuation; and

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota to accept the quote from Hildi Inc. for 2022 actuarial valuation of other post-employment benefits in the amount of \$2,200.00 and 2023 reporting disclosures services in the amount of \$600.00.

This Resolution is hereby approved by the Isanti City Council this 19th day of October, 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

AGREEMENT FOR CONSULTING SERVICES

This Agreement for Consulting Services ("Agreement") is entered into and dated October 6, 2021 by and between USI Consulting Group, Inc. (USICG - earlier as **Hildi Inc.**) USICG with offices located at 8000 Norman Center Drive, Suite 400, Bloomington, MN 55437 with headquarters at 95 Glastonbury Blvd., Suite 102, Glastonbury, CT 06033 (hereinafter referred to as the "Consultant") and City of Isanti with offices located at 110 1st Avenue NW, Isanti, MN 55040 (hereinafter referred to as the "Company"). Company and Consultant are jointly referred to as the "parties."

IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, AND FOR OTHER GOOD AND VALUABLE CONSIDERATION, THE SUFFICIENCY OF WHICH IS HEREBY ACCEPTED, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. Description of Services. Consultant will perform certain services for Company upon terms and conditions specified herein and as such services are more particularly described in Exhibit(s), which are attached hereto and incorporated by this reference.
2. Prices and Payment. Company agrees to pay Consultant the fees set forth in the applicable Exhibit(s). Consultant anticipates invoicing the Company monthly for services provided. Payment will be due in full within fifteen (15) days of receipt of Consultant's invoice. Company agrees to pay interest on all overdue amounts at a rate of twelve percent (12%) per annum or the rate allowed by law, which ever is less, plus costs of collection, court costs, and reasonable attorney fees on all such amounts.
3. Travel Expenses. Company agrees to reimburse Consultant for its reasonable and necessary out-of-pocket lodging, transportation, and food incurred at the Company's request. Consultant agrees to provide reasonable expense documentation. Whenever possible, Consultant agrees to take advantage of travel discounts. All air travel by Consultant shall be on major national or regional airlines, and Consultant and its representatives may keep their frequent flier miles earned for their personal usage.
4. Ownership of Work Product. Ownership of, and all rights in, the work product which is the subject matter of this Agreement (the "Work"), including trademarks, patents and copyrights applicable to same, shall belong exclusively to Company. The parties expressly agree to consider as a "work made for hire" any Work ordered or commissioned by the Company which qualifies as such under the United States copyright laws. To the extent that the Work cannot be a "work made for hire" or where necessary for any other reason, Consultant will provide Company with all such assignments of rights, covenants and other assistance which may be required for Company, through trademark, patent or copyright applications or otherwise, to obtain the full benefit of the rights provided for herein. If the Work contains materials previously developed or copyrighted by

Consultant or others, Consultant grants and agrees to grant to Company, or obtain for Company, an unrestricted, royalty-free license to use and copy such materials. Any license so granted or obtained shall include the right for Company to grant an unrestricted, royalty-free license to any affiliate of Company. Consultant is allowed to retain one copy of the Work for archival purposes. Consultant shall place a copyright notice on the Work at Company's request. The Work shall be considered "Information" under the Section entitled "Nondisclosure."

5. Nondisclosure. Any technical or business information, including, but not limited to, computer programs, files, specifications, drawings, sketches, models, samples, tools, cost data, customer information, financial data, business or marketing plans or other data, whether oral, written or otherwise ("Information"), furnished or disclosed to Consultant hereunder or in contemplation hereof, shall remain Company's property. No license, express or implied, under any trademark, patent or copyright is granted by Company to Consultant by virtue of such disclosure. All such information in written, graphic or other tangible form shall be returned to the Company immediately upon request and copies shall be returned to the Company or, at Company's option, certified by Consultant as having been located and destroyed. Consultant shall be allowed to retain one copy of the Information for archival purposes. Unless such Information was previously known to Consultant free of any obligation to keep it confidential, is lawfully obtained by Consultant from any source other than Company or has been or is subsequently made public by Company or a nonparty to this Agreement, is approved for release by written authorization of the Company, or is required by law to be disclosed in response to a valid order of a court of competent jurisdiction or authorized governmental agency, provided the Company receives adequate notice to allow it to request a protective order and the Consultant reasonably cooperates with the Company's efforts to receive a protective order, it shall be kept confidential by Consultant for the benefit of Company, shall be used only in performing under this Agreement and shall not be used for other purposes except upon such terms as may be agreed upon by Company in writing. Consultant shall take reasonable steps to protect such Information to a similar extent that Consultant protects its own Information.
6. Liability. Consultant shall indemnify Company and its affiliates against, and shall hold Company and its affiliates harmless from, any loss, damage, expense or liability that may in any way arise out of or result from the performance of Consultant hereunder and caused by or resulting from the gross negligence or intentional misconduct of Consultant, including but not limited to any knowing infringement, or claim of infringement, of any patent, trademark, copyright, trade secret or other proprietary right of a third party or of Consultant or anyone claiming through Consultant who may be eligible to terminate any assignment or transfer made hereunder pursuant to the terms of the copyright laws up to the amount paid by the Company to the Consultant under a given applicable Exhibit(s). Consultant shall defend or settle, at its own expense, any action or suit against Company or its affiliates for which it is responsible hereunder.

Company shall notify Consultant of any such claim, action or suit and shall reasonably cooperate with the Consultant (at Consultant's expense) to facilitate the defense of any such claim.

7. Limitation. In no event shall company or consultant be liable, one to the other, for indirect, special, incidental, or consequential damages arising out of or in connection with the furnishing, performance or use of any products or services provided pursuant to this agreement.
8. Limited Warranties. Consultant warrants and represents that it has full authority to enter into this Agreement and to consummate the transactions contemplated hereby and that this Agreement is not in conflict with any other agreement to which Consultant is a party or by which it may be bound.

Consultant warrants and represents that Consultant has the proper skill, training and background so as to be able to perform in a competent and professional manner and that all work will be performed in accordance with professional standards in the industry and/or field.

9. Headings. Section headings used in this Agreement are for convenience only, have no legal significance, and in no way change the construction or meaning of the terms hereof.
10. Insurance. Upon request by Company, Consultant shall provide to Company, copies of certificates of insurance evidencing the workers compensation, general liability and automobile insurance coverage that Consultant has in effect and Consultant shall maintain such insurance in effect through the duration of the Agreement.
11. Amendment and Waiver. No provision of this Agreement may be modified, waived, terminated or amended except by a written instrument executed by the parties. No waiver of a material breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or other provisions hereof.
12. Relationship. The Consultant shall be and act as an independent contractor hereunder, and neither Consultant nor any employee, agent, associate, representative or subcontractor shall be deemed to be employees of the Company for any purpose whatsoever.
13. Force Majeure. Neither party will be liable for any failure or delay in performance due to any cause beyond its reasonable control, including, but not limited to acts of nature, strikes, fire, flood, explosion, riots, or wars, provided that personnel changes, including unanticipated employee departures, shall not be considered to be an event or condition of force majeure.

14. Notices. All notices and other communications required or permitted under this Agreement shall be in writing, and hand delivered or sent by registered or certified mail, return-receipt requested, postage prepaid, or by overnight delivery service and shall be effective upon receipt at the following addresses or as either party shall have notified the other party:

If to Company: Mr. Mike Betker
Finance Director
City of Isanti
110 1st Avenue NW
Isanti, MN 55040

If to Consultant: USI Consulting Group, Inc. (USICG- earlier as **Hildi Inc.**)
8000 Norman Center Drive
Suite 400
Bloomington, MN 55437
Attn: Jill Urdahl, FSA
Minnesota Practice Leader / Consulting Actuary

15. Assignment. Consultant shall not assign this Agreement or delegate the services to be performed hereunder, in whole or in part, or any of its rights, interest, or obligations hereunder without Company's express written consent.
16. Law Government. This Agreement shall be governed by the laws of the State of Minnesota, without regard to or application of conflicts of law rules or principles.
17. Taxes. Consultant shall assume full responsibility for the payment of all taxes imposed by any federal, state, local taxes or foreign taxing authority and all contributions imposed or required under unemployment insurance, social security and income tax laws, with respect to performance of services for Company hereunder.
18. Termination. Any Exhibit(s) to this Agreement may be terminated by either party upon thirty (30) days written notice to the other party. This Agreement may be terminated by either party upon ninety (90) days written notice to the other party. Company agrees to pay for all services provided by Consultant and related travel expenses incurred by Consultant through the date of termination of the Exhibit(s) and/or the Agreement as applicable.
19. Entire Agreement. This constitutes the entire agreement between the parties regarding the subject matter hereof. This Agreement shall be binding on the affiliates, administrators, executors, heirs, successors in interest, or assigns of Consultant.

IN WITNESS WHEREOF, authorized representatives of the Company and the Consultant have executed this Agreement in duplicate.

Company: City of Isanti

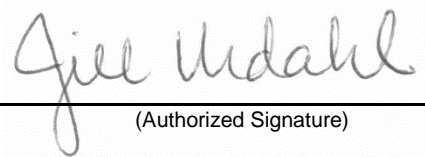
Consultant: USICG (earlier as Hildi Inc.)

By: _____
(Authorized Signature)

Name: Michael Betker
(Print or Type)
Finance Director

Title: _____
(Print or Type)

Date: _____

By: 
(Authorized Signature)

Name: Jill Urdahl

Title: Minnesota Practice Leader and Actuary

Date: October 6, 2021

(Please Note: A signature is required on both page 5 and Exhibit 1. Thank you.)

In Process

**Exhibit 1 to
AGREEMENT FOR CONSULTING SERVICES
Consultant and Rate Schedule**

Consultant Representative's Name	Title	Effective Start Date	Expected End Date
USICG (Hildi Inc.) Actuaries and Consultants	Consulting Actuaries	January 1, 2022	December 31, 2023

Base Fees

The approximate budget for USICG (Hildi Inc.) consulting services is as follows:

	2022 Fiscal Year	2023 Fiscal Year
GASB 75	\$2,200	January 1, 2022 actuarial valuation to be used as base results. GASB 75 disclosures to be developed for the year ending December 31, 2023. Approximately \$600

These Base Actuarial Fees include the following:

- An Actuarial Report including all information required by the GASB Statements. USICG (Hildi Inc.) will provide an electronic copy of the actuarial report. One to three hard copies of the report can be sent, too, if requested.
- A results meeting by conference call or video to discuss the results.
- Teleconferencing with the actuaries on pending or anticipated issues which may affect the actuarial valuation/report. If any work is needed based on one of the outcomes of a teleconference, a fee will be agreed upon before any work is initiated.
- Periodic memos and telephone calls to provide updates on developments that may affect future actuarial reports.

All quotes assume the plan provisions and assumptions remain unchanged from the last actuarial valuation or year-end disclosure. Additional charges may occur if there is out of scope work due to an OPEB Trust, changes in funding or investment policy for the OPEBs, changes in plan provisions or assumptions, or changes in the GASB disclosure requirements.

SERVICES OR REQUIREMENTS:

The Agreement for Consulting Services is dated October 6, 2021.

Company: City of Isanti

Consultant: USICG (earlier as Hildi Inc.)

(Authorized Signature)

(Authorized Signature)

(Date)

October 6, 2021
(Date)

(Please Note: A signature is required on both page 5 and Exhibit 1. Thank you.)

Certificate Of Completion

Envelope Id: 08415CDBA7C642D7B9798943DEB4E6FC

Status: Delivered

Subject: Please DocuSign: Hildi Inc.USI City of Isanti Consulting Contract 1.1.2022.pdf

Source Envelope:

Document Pages: 6

Signatures: 0

Envelope Originator:

Certificate Pages: 4

Initials: 0

Lori Goble

AutoNav: Enabled

100 Summit Lake Drive, Suite 400

Enveloped Stamping: Enabled

Valhalla, NY 10595

Time Zone: (UTC-06:00) Central Time (US & Canada)

lori.goble@usi.com

IP Address: 139.60.216.9

Record Tracking

Status: Original

Holder: Lori Goble

Location: DocuSign

10/6/2021 2:48:31 PM

lori.goble@usi.com

Signer Events**Signature****Timestamp**

Michael Betker

Sent: 10/6/2021 2:50:38 PM

MBetker@cityofisanti.us

Viewed: 10/6/2021 3:25:24 PM

Finance Director

Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

Accepted: 10/6/2021 3:25:24 PM

ID: 4b559c68-11f3-4542-a8c7-6179b97ac227

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

10/6/2021 2:50:39 PM

Certified Delivered

Security Checked

10/6/2021 3:25:24 PM

Payment Events**Status****Timestamps****Electronic Record and Signature Disclosure**

CONSUMER DISCLOSURE

From time to time, USI Holdings Corporation (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact USI Holdings Corporation:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: michael.pomer@usi.biz

To advise USI Holdings Corporation of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at michael.pomer@usi.biz and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from USI Holdings Corporation

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to michael.pomer@usi.biz and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with USI Holdings Corporation

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to michael.pomer@usi.biz and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none">•Allow per session cookies•Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify USI Holdings Corporation as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by USI Holdings Corporation during the course of my relationship with you.

RESOLUTION 2021-XXX

APPROVING A CONTRACT FOR LIQUOR STORE MENTOR AND CONSULTING SERVICES WITH KEVIN CASTELLANO

WHEREAS, the soon to open City liquor store presents new and exciting times of growth and opportunity; and

WHEREAS, the new store is a larger facility that offers additional services such as online ordering and curbside sales and the City seeks to gain 12% market share and grow total revenues by 50% within the first 3 full years of operation; and

WHEREAS, to assist with the transition and facilitate revenue growth at the new liquor store, the City Administrator advised the Liquor Store Manager that the City partner with an experienced Liquor Store Manager to mentor and advise; and,

WHEREAS, funding source is identified as Liquor (609) – Professional Services;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota, as follows:

1. Hereby enters into the attached contract, Exhibit A, between the City of Isanti and Kevin Castellano for mentor services, with Castellano's hourly rate being \$65/hour.
2. Approves and authorizes the City Administrator to sign the contract between the City of Isanti and Castellano.

This Resolution hereby approved by the Isanti City Council this 19th day of October, 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

‘Exhibit A’

This agreement is hereby entered into between the City of Isanti (hereinafter "City") and Kevin Castellano (hereinafter "Consultant") for provision of consulting services related to Liquor Store and Liquor Management matters.

It is understood that Consultant is acting as an independent contractor and the relationship between the parties is merely contractual. Consultant will not be deemed an employee of the City of Isanti.

Consultant hereby agrees to provide the services as Liquor Store Consultant to the City of Isanti as set forth hereto and made a part hereof.

City agrees to compensate Consultant at a rate of \$65.00 per hour for services provided by Consultant to City pursuant to the provisions of this contract.

Consultant shall submit bi-weekly work logs setting forth the billable hours for which payment is requested. City shall pay Consultant on a bi-weekly basis.

Either party shall have the right to terminate this contract, with or without cause upon not less than two (2) weeks written notice specifying the effective date of termination. The term of this contract shall commence as of October 19, 2021.

This contract for liquor store consulting services is hereby entered into on the 19th day of October, 2021, between Kevin Castellano and the City of Isanti.

Consultant

By: _____
Kevin Castellano

Date: _____

City of Isanti

By: _____
Josi Wood, City Administrator

Date: _____

RESOLUTION 2021-XXX
OFFERING THE POSITION OF
ASSISTANT LIQUOR STORE MANAGER
TO STEPHEN MILLER

WHEREAS, the City Council of the City of Isanti is required to approve hiring of all employees; and,

WHEREAS, the City Council has approved the Assistant Liquor Store Manager position; and,

WHEREAS, the Interviewing Panel has selected Stephen Miller as the most qualified candidate for the position; and,

WHEREAS, the offer is contingent upon successfully passing a background investigation and reference check;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota, as follows:

1. Human Resource Director has offered the Assistant Liquor Store Manager position to Stephen Miller for the City of Isanti.
2. This position is full-time, non-exempt, and eligible for all benefits.
3. The expected start date in that position is October 29, 2021.
4. The wage will start at Step 2 of the wage scale at \$26.4092 and in 6 months with successfully demonstrated performance review and proficiency will receive Step 3 of the current wage scale.
5. That Stephen Miller will accrue vacation at the first-year rate.
6. Human Resources Director is to complete all required documentation for the completion of the employment offer and place a copy of this Resolution in the employee's personnel file for future reference.

This resolution is hereby approved by the Isanti City Council this 19th day of October 2021.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk



Isanti Police Department Monthly Report

September 2021

<u>Reported Crime</u>	<u>Month to Date</u>	<u>Year to Date</u>
Theft	8	81
Assault	6	38
Vandalism/Damage to Property	10	46
Narcotics	11	33
Burglary	1	7
Domestics	6	49
Crim Sex	0	7
Robbery	0	0
Loud Party/Disturbance	2	51
Medical	36	319
Permit to Purchase	6	79
Security Check / Extra Patrol	314	3,399

<u>Traffic Offenses</u>	<u>Month to Date</u>	<u>Year to Date</u>
No Insurance	10	55
DUI	4	18
Accidents	8	84
Hit & Run	0	1
Warrant P/U	7	46
Speed	13	135
DAR/DAS	21	64
Administrative Citations (Including Speed)	13	83

<u>Squad Mileage</u>	<u>Month End Mileage</u>	<u>Month Miles</u>	<u>YTD Miles</u>
Ford Explorer 221	101,316	674	5,515
Ford Explorer 224	100,144	553	7,107

Ford F150 225	49,275		825	8,003
Chevy Impala 223	100,430	*	669	2,413
Dodge Durango 226	37,695		1,449	11,701
Dodge Durango 227	44,496		2,050	13,088
Dodge Durango 228	24,200		1,861	16,514
Chevy Tahoe 229	11,000		1,241	11,000

* Reflects 2 months. Was out of service for August report

CEZT REPORT SEPTEMBER 2021

	Dec	Nov	Oct	Sept	Aug	Jul	Jun	May	Apr	Mar	Feb	Jan
NEW THIS MONTH				12	4	17	13	10	12	9	2	9
TOTAL YTD				83	76	72	55	42	32	20	11	9
CARRIED FORWARD FROM PREVIOUS MONTH			6	3	11	2	1	2	3	1	5	5 (2020)
CLOSED THIS MONTH				10	12	8	13	11	10	7	6	9
REMAIN OPEN END OF MONTH (NOT CITATIONS)				6	3	11	2	1	2	3	1	5
NEW CRIMINAL CITATIONS ISSUED THIS MONTH					1				1			
OPEN CRIMINAL CITATIONS END OF MONTH				6	6	5	5	5	5	4	4	
CPA-Park & Store. 227-8				1	1	6	3	4	9	3	1	
CSN-Snow Removal 216-2-Q										1	1	
CSP-Admin Permits/Solicitors/Peddlers												
CST--Fish Houses, PODS, Rolloffs												
H2O-Water restrictions					1							
NEX-Exterior Structure, Paint/Repair												
NGA-Garbage Service & Storage							1					
NGR--Grass/weed length. 216-2-H				7		8	6	1				
Nuisance Junk/rubbish/salvage. 216-2-L				2		2	2	3	1	3		
NOX-Noxious Weeds												
NUV-Unlicensed vehicle or missing plates. 216-2-L							1	1		2		
SGN-Signs												
ZAC-Accessory Building. 445				1				1	1	1		
ZFE-Fence. 216												
LETTERS SENT THIS MONTH				8	3	15	5	4	8	5	1	
ABATED PROPERTIES THIS MONTH				3	1	2	1					

M.2.

CITY OF ISANTI MONTHLY REPORT

September 9/30/2021

RESIDENTIAL	Number of permits		Value of permits		Surcharge		Permit Fees		Sac/Wac Fees	
	Month	YTD	Month	YTD	Month	Quarter	Month	YTD	Month	YTD
FENCE	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ROOF / SIDING	7	131	\$0.00	\$0.00	\$7.00	\$31.00	\$560.00	\$10,480.00		
DECK	4	27	\$0.00	\$8,000.00	\$4.25	\$13.75	\$1,027.88	\$7,684.28		
LL FINISH	2	19	\$0.00	\$7,000.00	\$2.00	\$3.00	\$600.00	\$4,878.88		
REMODEL / ADDITION	0	5	\$0.00	\$45,650.00	\$0.00	\$26.00	\$0.00	\$2,038.20		
GARAGE / SHED	0	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00		
MISCELLANEOUS	16	150	\$5,000.00	\$70,000.00	\$17.50	\$55.50	\$2,096.95	\$16,016.94		
SINGLE DWELLINGS	5	55	\$1,030,795.08	\$10,839,381.44	\$515.40	\$1,507.42	\$14,351.70	\$151,901.70		
MULTI DWELLINGS	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
MECHANICAL	10	116	\$0.00	\$0.00	\$10.00	\$38.00	\$750.00	\$8,620.00		
PLUMBING	7	98	\$0.00	\$0.00	\$7.00	\$22.00	\$578.00	\$7,918.00		
RESIDENTIAL TOTAL	51	602	\$1,035,795.08	\$10,970,031.44	\$563.15	\$1,696.67	\$19,964.53	\$209,618.00		
COMMERCIAL										
NEW BUILDINGS	0	1	\$0.00	\$1,918,900.00	\$0.00	\$0.00	\$0.00	\$0.00		
REMODEL / ADDITION	2	3	\$266,000.00	\$366,000.00	\$133.00	\$133.00	\$3,775.20	\$5,590.20		
PLUMBING	2	8	\$0.00	\$0.00	\$13.00	\$17.25	\$390.00	\$1,160.50		
MECHANICAL	1	5	\$0.00	\$0.00	\$56.88	\$62.13	\$0.00	\$365.38		
ROOF / SIDING	0	2	\$0.00	\$15,150.00	\$0.00	\$0.00	\$0.00	\$1,728.50		
MISCELLANEOUS	3	56	\$0.00	\$673,390.00	\$2.00	\$23.68	\$269.50	\$14,366.40		
COMMERCIAL TOTAL	8	75	\$266,000.00	\$2,973,440.00	\$204.88	\$236.06	\$4,434.70	\$23,210.98		
RESIDENTIAL/COMMERCIAL TOTAL	59	677	\$1,301,795.08	\$13,943,471.44	\$768.03	\$1,932.73	\$24,399.23	\$232,828.98	\$31,875.00	\$356,696.00

YEARLY BUILDING PERMIT COMPARISONS

THRU 9/30/2021

Year	# permits	Single units	Multi units	Commercial	Permit Value	Permit Fees	WAC/SAC Fees
2014	387	29	0	2	\$13,786,410.00	\$157,271.66	\$237,723.17
2015	358	31	0	0	\$7,057,395.06	\$128,158.63	\$199,575.00
2016	457	55	0	4	\$19,529,839.23	\$267,818.54	\$593,615.88
2017	543	71	0	2	\$13,702,145.50	\$233,158.67	\$563,646.80
2018	492	66	0	2	\$17,494,372.86	\$269,013.08	\$380,152.00
2019	548	66	0	1	\$14,767,299.80	\$254,006.19	\$368,861.00
2020	865	73	0	1	\$17,874,667.43	\$314,955.52	\$430,870.00
2021	677	55	0	1	\$13,943,471.44	\$232,828.98	\$356,696.00

MONTHLY COMPARISON FOR 44469

Month	# Permits	Permit Value	Permit Fees
January	37	\$264,490.00	\$7,048.43
February	81	\$1,945,632.00	\$33,478.30
March	72	\$404,636.00	\$14,229.50
April	101	\$2,134,357.00	\$37,993.50
May	105	\$3,959,650.00	\$43,279.90
June	76	\$1,730,398.00	\$30,338.69
July	76	\$1,039,961.00	\$20,638.53
August	67	\$1,162,552.36	\$21,243.90
September	59	\$1,301,795.08	\$24,399.23
October	3	\$0.00	\$179.00
November	0	\$0.00	\$0.00
December	0	\$0.00	\$0.00
Totals	677	\$13,943,471.44	\$232,828.98



MEMORANDUM

Date: October 13, 2021
To: Honorable Mayor Johnson and Members of the City Council
From: Jason W Cook, P.E.
City Engineer
Subject: Project Status Report
Project No.: 0R1.123130

Please find listed below a status report of the current projects in the City of Isanti:

1) Liquor Store Site

Final lift of pavement scheduled later this month. The building is scheduled to be completed in early November.

2) Main Street Reconstruction

Work is scheduled to be completed this month.

3) Eagle Park Parking Lot Reconstruction

Work is scheduled to be completed this month.

4) Heritage Walk Improvements

Work is scheduled to be completed this month.

5) 2021 Pavement Management Project

Work is scheduled to be completed this month.

6) 2021 Storm System Management Project

Work will continue on the apron restorations this month.

7) 6th Avenue Rehabilitation

The rejected sod has been replaced. Once this sod is accepted the project can be closed out.

8) Legacy Pines 2nd & 3rd Additions

Street signs and turf establishment will be addressed this month. The final pavement lift on Eagle Street is scheduled to be completed next spring.

9) Fairway Greens South Development

A portion of the project is planned for construction this fall.

10) Fairway Greens North Development

The First Addition Phase 1 work has begun and will continue through next month.

11) MS4 Implementation

We will continue to assist the City as requested to meet MS4 requirements.

Please contact me if you have any questions.