

**AGENDA
CITY OF ISANTI
CITY COUNCIL MEETING**

**TUESDAY, FEBRUARY 15, 2022 – 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 Award

G. Approve City Council Minutes

- 1. February 1, 2022- Regular Meeting of the City Council

H. Announcements

- 1. Park, Recreation, & Culture Board Meeting Tuesday, February 22, 2022 at 6:00 p.m.
- 2. City Council Meeting Tuesday, March 1, 2022 at 7:00 p.m.
- 3. Economic Development Authority Meeting Tuesday, March 1, 2022
(Immediately following the City Council Meeting)

4. CITY OFFICES CLOSED

Monday, February 21, 2022
(In Observance of President's Day)

I. Council Committee Reports

J. Public Hearings

K. Business Items

City Administrator Josi Wood

- 1. ORD-XXX An Ordinance to Repeal and Replace City Code Chapter 1; Sections 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13 and Amend City Code Chapters 1, 8, 18, 76, 87, 111, 119, 143, 171, 227, 253, 256, 257, 258, 260, 262, 270, 284, 312 and 325
- 2. Resolution 2022-XXX Approving a Special Event Permit Application for Rum River Rods 12th Annual Summer Spectacular Car Show

Parks, Recreation and Events Coordinator Alyssa Olson

- 3. Resolution 2022-XXX Approving the Archery Range

L. Approve Consent Agenda

- 1. Payroll in the Amount of \$128,212.63 and Accounts Payable in the Amount of \$354,856.70
- 2. Resolution 2022-XXX Lift Station Pump Replacement
- 3. Resolution 2022-XXX Approving City Social Media LinkedIn Profile

4. Resolution 2022-XXX Approving Objectives and Organizational Chart
5. Resolution 2022-XXX Approving the Hire of William Brinkman Liquor Store Clerk II
6. Resolution 2022-XXX Approving a Check to Northern Elements All Stars for Volunteering at Isanti Movie Nights
7. Resolution 2022-XXX Approving Temporary 3.2 On-Sale Malt Liquor License for the Isanti Lions Club for the 2022 Isanti Street Dances
8. Resolution 2022-XXX Authorizing a Reduction in the Letter of Credit for Fairway Greens North
9. Resolution 2022-XXX Authorizing Master Agreement with Mueller Systems
10. Approving Request for Proposals for Animal Control and Kennel Services

M. Other Communications

1. January Police Department Report
2. January Code Enforcement Report
3. January Building Inspector Report
4. February Engineering Project Status Report

Adjournment

**MINUTES
CITY OF ISANTI
CITY COUNCIL MEETING**

**WEDNESDAY, FEBRUARY 2, 2022 – 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

Members Absent: Councilor Dan Collison

Staff Present: City Administrator Josi Wood, Finance Director Mike Betker, Community Development Director Stephanie Hillesheim, City Engineer Jason Cook and Chief of Police Travis Muyres

D. Public Comment

None

E. Adopt Agenda

Revised Agenda:

Add: K.4. Resolution 2022-022 Authorizing the City Administrator and Human Resources to Make Offer for Part-Time, Seasonal and Intern Positions and Allow to Start Prior to Council Approval

Add: L.7. Resolution 2020-021 Approving the Hire of Part-Time Liquor Store Clerk Roberta Klatt

Motion by Bergley, seconded by Lundeen to approve the agenda with the modifications listed above. Motion passed 4-0.

F. Proclamations/Commendations/Certificate Award

None

G. Approve City Council Minutes

1. January 18, 2022- Regular Meeting of the City Council
2. January 18, 2022- Committee of the Whole Meeting
3. January 24, 2022- Goal Setting

Motion by Gordon, seconded by Bergley to approve minutes as presented. Motion passed 4-0. Motion carried.

H. Announcements

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

Tuesday, February 15, 2022 at 5:00 p.m.
Tuesday, February 15, 2022 at 7:00 p.m.
Tuesday, February 15, 2022
(Immediately following the City Council Meeting)

I. Council Committee Reports

Councilor Lundeen shared that the Fire District received the Tahoe's that were ordered a year and a half ago. Lundeen continued to share that Two rangers are also on order to replace the duty cars at the Fire District. Lundeen also shared that the JPA has been tabled until there is progress met.

Councilor Gordon shared that a property owner along the Bike/Walk Trail had to do work along the trail due to Emerald Ash Bore effecting the trees alongside the trail and stated it turned out nice.

Mayor Johnson shared that P&M Truss reached out to him in regards to the billboard on their property and stated that it had been bought approximately six months ago but nothing has been done with it.

J. Public Hearings

None

K. Business Items

City Administrator Josi Wood

1. ORD-766 Amending Chapter 262; Sewer and Water Service Charges

City Administrator Josi Wood shared that it was discussed at the December 21st, 2021 and January 18th, 2022 Committee of the Whole meetings to remove half base charges that were applied to properties within the City that were not connected to water and/or sewer but had availability. The consensus and recommendation from the Committee was to remove the charges.

Motion by Bergley, seconded by Gordon to approve Ordinance as presented. Motion passed 4-0. Motion carried.

2. ORD-767 Amending Chapter 8; City Council

City Administrator Josi Wood shared that at the December 21st, 2021 Committee of the Whole meeting it was discussed that it was not necessary to have City Council approve other board minutes. This would include the EDA, Park, Recreation and Culture Board and Planning Commission. The City Attorney has advised that each board should be approving their own minutes and it is not necessary to go to City Council.

Motion by Lundeen, seconded by Bergley to approve Ordinance as presented. Motion passed 4-0. Motion carried.

City Engineer Jason Cook

3. South Brookview Improvements- Preliminary Engineering Report

a. Resolution 2022-015 Accept Feasibility Report and Order Public Hearing

b. Resolution 2022-016 Authorize Plans and Specifications

City Engineer Jason Cook shared the Preliminary Engineering Report for the South Brookview area rehabilitation. The report consisted of existing conditions where the pavement quality was rated 2-5 out of 10. A rating of 2 is classified as a completely failed state and 5 is classified where it is beyond a scope of work of being a milled and overlay. The watermain was part of the original install in 1976 with some of the other development areas done in 1990. The sanitary sewer in South Brookview is a large 18-inch RCP pipe that was installed in 1983 and other development areas in 1990. There have been no known issues or failures in those pipes and it is expected that the pipes shall be able to last the life of the improvement that is being proposed.

The storm sewer is functioning adequately so there is no anticipation to add any. The Anoka Conservation District had done a study where water quality projects could be completed in the City. Below is the City Engineer's recommended schedule to keep the project on schedule to be constructed this Summer:

1. February 2, 2022: Mayor and City Council accepts Report calls for Hearing on the Improvement and Authorizes Preparation of Plans and Specifications
2. February 16, 2022: Hold Public Open House
3. March 1, 2022: Hold Public Hearing on the proposed improvement
4. March 1, 2022: Mayor and City Council approves plans and orders advertisement of bids
5. March 29, 2022: Open Bids
6. April 5, 2022: Mayor and City Council awards bid
7. June – October 2022: Project construction
8. November 15, 2022: Conduct final Assessment Hearing

It is proposed to assist the City in completing the scope of design services through bidding, for an hourly, not-to-exceed fee of \$67,660. Should the project move forward to construction, it is also proposed to complete the construction services for an hourly, not to exceed fee of \$55,330.00. These fees were included in the Preliminary Engineering Report.

Motion by Gordon, seconded by Bergley to approve K.3. a. and K.3. b. as presented. Motion passed 4-0. Motion carried.

4. **Resolution 2022-022** Authorizing the City Administrator and Human Resources to Make Offer for Part-Time, Seasonal and Intern Positions and Allow to Start Prior to Council Approval
City Administrator shared that Council would ultimately approve the hire but if authority were to be given to staff to be able to hire and make the offer for Part-Time, Seasonal and Intern positions it would help the individual start the position sooner.

Motion by Lundeen to approve the City Administrator and Human Resources to make offer for Part-Time, Seasonal and Intern positions and allow to start prior to Council approval, seconded by Gordon. Motion passed 4-0. Motion carried.

L. Approve Consent Agenda

1. Payroll in the Amount of \$128,068.32 and Accounts Payable in the Amount of \$750,234.57
2. Approving the 2022 Personnel Policy
3. **Resolution 2022-017** Accepting Resignation of Liquor Clerk II Carrie Prather
4. **Resolution 2022-018** Approving Staff to Submit Applications For Grants Pertaining to Activities and Programs in Police Department For 2022

5. **Resolution 2022-019** Authorizing the City of Isanti to Enter into Agreement with Metropolitan Emergency
6. **Resolution 2022-020** Adopting the 2022 Comprehensive Parks, Trails, and Open Space Plan for the City of Isanti
7. **Resolution 2020-021** Approving the Hire of Part-Time Liquor Store Clerk Roberta Klatt

Motion by Lundeen, seconded by Bergley to approve the consent agenda. Motion passed 4-0. Motion carried.

M. Other Communications

None

Adjournment

A motion was made by Lundeen, seconded by Bergley. Motion passed 4-0. Motion carried.

Respectfully Submitted,



Jaden Strand
City Clerk



Request for City Council Action- MEMO

To: Mayor Johnson and Members of City Council
From: Jaden Strand, City Clerk
Date: February 15, 2022
Subject: ORD-XXX An Ordinance to Repeal and Replace City Code Chapter 1; Sections 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13 and Amend City Code Chapters 1, 8, 18, 76, 87, 111, 119, 143, 171, 227, 253, 256, 257, 258, 260, 262, 270, 284, 312 and 325

Background:

The final phase of the City Code project update for the Editorial and Legal Analysis (E & L) is to approve the remaining chapters that had edits. General Code went through all the codified Chapters for an Editorial and Legal analysis (E & L) which gave an in-depth chapter -by- chapter review of the City's Code.

Request:

- Staff is requesting action on this item

Attachment:

- ORD-XXX An Ordinance to Repeal and Replace City Code Chapter 1; Sections 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13 and Amend City Code Chapters 1, 8, 18, 76, 87, 111, 119, 143, 171, 227, 253, 256, 257, 258, 260, 262, 270, 284, 312 and 325

ORDINANCE NO. XXX

AN ORDINANCE TO REPEAL AND REPLACE CITY CODE CHAPTER 1; SECTIONS 4, 5, 6, 7, 8, 9, 10, 11, 12 AND 13 AND AMEND CITY CODE CHAPTERS 1, 8, 18, 76, 87, 111, 119, 143, 171, 227, 253, 256, 257, 258, 260, 262, 270, 284, 312 AND 325.

THE CITY COUNCIL OF ISANTI DOES ORDAIN:

Section 1 – Repealer City Code Chapter 1, Sections 4-13, are hereby repealed and replaced as follows:

§ 1-4. Code adopted; existing ordinances continued.

Pursuant to Minn. Stat. § 415.021, the ordinances of the City of Isanti of a general and permanent nature adopted by the City Council of the City of Isanti, as revised and codified and consisting of Chapters 1 through 325, are hereby approved, adopted, ordained and enacted as the Code of the City of Isanti, hereinafter referred to as the "Code." The provisions of the Code, insofar as they are substantively the same as those of the ordinances in force immediately prior to the enactment of the Code by this ordinance, are intended as a continuation of such ordinances and not as new enactments. This ordinance and the Code adopted hereby shall supersede and replace the 2009 Code of the City of Isanti, as amended and supplemented.

§ 1-5. Code on file; additions and amendments.

- A. A copy of the Code has been filed in the office of the City Clerk and shall remain there for use and examination by the public until final action is taken on this ordinance. Following adoption of this ordinance, such copy shall be certified to by the Clerk of the City of Isanti as provided by law, and such certified copy shall remain on file in the office of the City Clerk, to be made available to persons desiring to examine the same during all times while said Code is in effect.
- B. Additions or amendments to the Code, when adopted in such form as to indicate the intent of the governing body to make them a part thereof, shall be deemed to be incorporated into such Code so that reference to the "Code of the City of Isanti" shall be understood and intended to include such additions and amendments.

§ 1-6. Notice; publication.

The Clerk of the City of Isanti shall cause notice of the passage of this ordinance to be given in the manner required by law. The notice of passage of this ordinance coupled with the filing of the Code in the office of the City Clerk as provided in § 1-5 shall be deemed, held and considered to be due and legal publication of all provisions of the Code for all purposes.

§ 1-7. Severability.

Each section of this ordinance and of the Code and every part of each section is an independent section or part of a section, and the holding of any section or a part thereof to be unconstitutional, void or ineffective for any cause shall not be deemed to affect the validity or constitutionality of any other sections or parts thereof.

§ 1-8. Repealer.

Ordinances or parts of ordinances inconsistent with the provisions contained in the Code adopted by this ordinance are hereby repealed; provided, however, that such repeal shall only be to the extent of such inconsistency, and any valid legislation of the City of Isanti which is not in conflict with the provisions of the Code shall be deemed to remain in full force and effect.

§ 1-9. Ordinances saved from repeal.

The adoption of this Code and the repeal of ordinances provided for in § 1-8**Error! Bookmark not defined.** of this ordinance shall not affect the following ordinances, rights and obligations, which are hereby expressly saved from repeal:

- A. Any ordinance adopted subsequent to December 7, 2021.
- B. Any right or liability established, accrued or incurred under any legislative provision prior to the effective date of this ordinance or any action or proceeding brought for the enforcement of such right or liability.
- C. Any offense or act committed or done before the effective date of this ordinance in violation of any legislative provision or any penalty, punishment or forfeiture which may result therefrom.
- D. Any prosecution, indictment, action, suit or other proceeding pending or any judgment rendered, prior to the effective date of this ordinance, brought pursuant to any legislative provision.
- E. Any franchise, license, right, easement or privilege heretofore granted or conferred.
- F. Any ordinance providing for the laying out, opening, altering, widening, relocating, straightening, establishing of grade, changing of name, improvement, acceptance or vacation of any right-of-way, easement, street, road, highway, park or other public place or any portion thereof, or any currently effective ordinances pertaining to location of City limits.
- G. Any ordinance or resolution appropriating money or transferring funds, promising or guaranteeing the payment of money or authorizing the issuance and delivery of any bond or other instruments or evidence of the City's indebtedness.
- H. Ordinances authorizing the purchase, sale, lease or transfer of property or any lawful contract, agreement or obligation.
- I. The levy or imposition of taxes, assessments or charges or the approval of the municipal budget.
- J. The dedication of property or approval of preliminary or final subdivision plats.
- K. All currently effective ordinances pertaining to the rate and manner of payment of salaries and compensation, or appointment or combined offices, of officers and employees.
- L. The Zoning Ordinance and any amendments thereto; any ordinance adopting or amending the Zoning Map; any ordinance pertaining to subdivision of land, site plan review or any other land use topic; and the Stormwater Management Ordinance.
- M. Any ordinance relating to or establishing a pension plan or pension fund for municipal employees.
- N. Any ordinance relating to the establishment, operation or affairs of the Economic Development Authority (EDA) of the City.
- O. Specifically, the following ordinances are saved from repeal: Ord. Nos. 114, 118, 121, 126, 131, 132, 134, 141, 208, 240.

§ 1-10. Changes in previously adopted ordinances.

- A. In preparing the revision and codification of the ordinances pursuant to Minn. Stat. § 415.021, certain minor grammatical and nonsubstantive changes were made in one or more of said ordinances. It is the intention of

the City Council that all such changes be adopted as part of the Code as if the ordinances so changed had been formally amended to read as such.

- B. In addition, the changes, amendments or revisions as set forth in Schedule A attached hereto and made a part hereof are made herewith, to become effective upon the effective date of this ordinance. (Chapter and section number references are to the ordinances as they have been renumbered and appear in the Code.)

§ 1-11. Titles and headings; editor's notes.

- A. Chapter and article titles, headings and titles of sections and other divisions of the Code are inserted in the Code and may be inserted in supplements to the Code for the convenience of persons using the Code and are not part of the legislation.
- B. Editor's notes indicating sources of sections, giving other information or referring to the statutes or to other parts of the Code are inserted in the Code and may be inserted in supplements to the Code for the convenience of persons using the Code and are not part of the legislation.

§ 1-12. Altering or tampering with Code; violations and penalties.

It shall be unlawful for anyone to change, alter or tamper with the Code in any manner which will cause the laws of the City of Isanti to be misrepresented thereby. Anyone violating this section shall be subject, upon conviction, to a fine as provided in § 1-1 of the Code.

§ 1-13. When effective.

This ordinance shall take effect immediately upon final passage and publication as provided by law.

Section 2- Amendments: City Code Chapters 1, 8, 18, 76, 87, 111, 119, 143, 171, 227, 253, 256, 258, 260, 262, 270, 281, 312 and 325 of City Code, are hereby amended as follows:

Chapter 1, General Provisions.

Article I, Construction and Penalties.

Sections 1-3, Definitions, and 1-4, Statutory rules adopted, are relocated from Article II to Article I; Article I is retitled "Construction and Penalties."

Chapter 8, City Council.

Article I, Advisory Bodies.

Sections 8-6C and 8-7D are each amended to add the words "as deemed" preceding the word "necessary."

Article II, Salaries.

Section 8-10.1 is added to read as follows:

§ 8.10.1 Member per diem fee for service on boards.

Appointed members of the Planning Commission, Parks, Recreation and Culture Board and Economic Development Authority shall receive a per diem of \$25 for each meeting when serving.

Article III, Rules of Organization.

Section 8-17A(3), regarding the presiding officer and other organizational rules and procedures, is repealed.

Chapter 18, Elections.

Article II, Primaries.

Section 18-3 is amended to revise the final phrase as indicated: "... purpose of electing municipal officers.

Chapter 76, Alcoholic Beverages.

A. In § 76-3, the definition of "guest" is amended to read as follows: "A person not a member of the establishment but present on the licensed premises in the company of a host member."

Section 76-9D is amended to add the term "bowling centers" in the first sentence.

Section 76-31A and 76-32 are amended to change "Isanti Volunteer Fire Department" to read "Isanti Fire District or Fire Agency."

Section 76-39 is amended to revise "as provided by Chapter 1, Article 1, of this Code of Isanti."

Section 76-40, Summary approved, is repealed.

Chapter 87, Animals.

Article II, Dogs.

Sections 87-6B, C, D and E, § 87-7C and § 87-11A are each amended to revise wording that refers to fees established by resolution to refer to the fees set forth in the City Fee Schedule in Chapter 160.

Chapter 111, Building Construction.

Article II, State Building Code Standards.

Section 111-7C is amended to revise Subsection C(1) and (2) to read as follows:

(1) Requests for refunds must be in writing and signed by the permit holder. The Building Official will review the request for refund and make a determination to approve or deny the request. The City shall retain the following as described in the table below:

<i>City Retains</i>	<i>Time Frame</i>
<i>\$50 - Fees less than \$50 are nonrefundable.</i>	<i>For requests made within 30 days</i>
<i>\$50 or 20% of the permit fee whichever is greater</i>	<i>For requests made within 60 days</i>
<i>\$50 or 40% of the permit fee whichever is greater</i>	<i>For requests made within 90 days</i>
<i>\$50 or 60% of the permit fee whichever is greater</i>	<i>For requests made within 120 days</i>
<i>\$50 or 80% of the permit fee whichever is greater</i>	<i>For requests made within 180 days</i>

- (2) No refunds will be approved or granted after 180 days from the date the permit was issued. No refunds will be approved or granted for the following: plan review fees, state surcharge fees, reinspection fees, and any other services that have previously been rendered.*

Chapter 119, Burning, Open.

Section 119-4B(1) is amended to remove the wording that reads “office at 401 1st Avenue NW in the City of Isanti.

Chapter 143, Drug Lab and Chemical Dump Sites.

Section 143-3 is amended to revise the reference to the resolution of the City Council to refer to the fees in Chapter 160.

Chapter 171, Fireworks.

In § 171-1, the definition of “Fire Chief” is amended to revise “Fire Department” to “Fire District or Fire Agency.”

Chapter 227, Parking and Storage.

In § 227-1, Subsection A of the definition of “authorized emergency vehicle” is amended to revise “Fire Department” to “Fire District or Fire Agency;” and § 227-5A is amended to revise “Fire Department” to “Fire District or Fire Agency.”

Chapter 253, Rental Dwellings.

Section 253-12F is amended to revise the reference to the resolution of the City Council to refer to the fees in Chapter 160.

Chapter 256. Residential and Nonresidential Property Maintenance Standards.

Section 256-9B(11)(b) is amended to revise “Fire Department” to “Fire District or Fire Agency.”

Chapter 257, Right-Of-Way Management.

- A. In Section 257-3, Subsection B of the definition of “small wireless facility” is amended to delete the phrase that reads: “provided such equipment.”
- B. Section 257-5E is amended to delete the final sentence that reads: “The delay penalty shall be established from time to time by City Council resolution.”
- C. Section 257-19B is amended to delete the phrase that reads: “as set forth in the City Fee Schedule, Chapter 160.”
- D. Section 257-22B(2) is amended to add wording to the last sentence as indicated: “... revocation of the permit issued for the work or the denial of future permits to the offending permittee or its subcontractors.

Chapter 258, Secondhand Goods Dealers.

Section 258-5A(1) and B are each amended to revise the reference to the fees set by resolution of the City Council to refer to the fees in Chapter 160.

Chapter 260, Sewers.

Section 260-17 is amended to revise the reference to the fees set by resolution of the City Council to refer to the fees in Chapter 160.

Chapter 262, Sewer and Water Service.

Section 262-5B is amended to delete the following sentence: "The deposit shall be in accordance with the City Fee Schedule."

Chapter 270, Snowmobiles and Special Vehicles.

B. Article I, Snowmobiles.

Section 270-1.1 is amended to change "grant and aid state trails" to read "grant-in-aid state trails."

Chapter 281, Stormwater

Section 281-4B(2) is amended to change "REU" to "ERU."

Chapter 312, Unclaimed Property.

Section 312-6 is amended to change "168B.101" to 168B.16.

Chapter 325, Water.

- A. Section 325-9A and F and § 325-13C(1) are each amended to revise the reference to the fees set by resolution of the City Council to refer to the fees in Chapter 160.
- B. In § 325-9, Subsection I is amended to delete the following wording: "as adopted by resolution of the City Council"; and Subsection J is amended to delete the wording "per the Fee Schedule."
- C. Section 325-13C(1) is amended to remove the following wording: "set by resolution of the City Council."

Section 3- EFFECTIVE DATE:

This ordinance takes effect upon its adoption and publication in the official city newspaper.

Adopted by the Isanti City Council this 15th day of February 2022.

Mayor Jeff Johnson

Attest:

Jaden Strand
City Clerk

Posting Date:
CC Reading Date:
Publication Date:
Effective Date:

RESOLUTION 2022-XXX

APPROVING A SPECIAL EVENT PERMIT APPLICATION FOR RUM RIVER RODS 12TH ANNUAL SUMMER SPECTACULAR CAR SHOW

WHEREAS, Rum River Rods has submitted a Special Event application requesting a permit to host the 12th Annual Summer Spectacular Car Show; and,

WHEREAS, a one-day event is scheduled to take place on Main Street on Saturday, August 13; and,

WHEREAS, event will take place from 8:00 am to 4:00 pm; and,

WHEREAS, the estimated number of people to be in attendance each day is 300-500; and,

WHEREAS, the applicant will not be required to provide additional restrooms for the event; and,

WHEREAS, road closures will be needed for a portion of Main Street W at the beginning of the railroad tracks to 2nd Avenue; and,

WHEREAS, alley closures will be needed from 1st Avenue at the alley South of City Hall to the alley South of the Qwest building; and,

WHEREAS, the applicant has submitted a complete request with the application materials; and,

WHEREAS, public addressing systems and live entertainment will be utilized during the event; and,

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota to hereby approve the special event permit request for Summer Spectacular Car Show;

AND FURTHERMORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota that this Resolution is hereby the “Permit” for the above stated Special Event.

This Resolution is hereby approved by the Isanti City Council this 15th day of February 2022.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

A Community For Generations.



SPECIAL EVENT PERMIT APPLICATION

City of Isanti

110 First Avenue NW • PO Box 428

Isanti, MN 55040

Phone: 763.444.5512 • Fax: 763.444.5560

www.cityofisanti.us

If you are planning an event that requires a Special Event Permit, please complete the application and any required supplemental forms. To ensure your application is processed quickly, be specific and complete in all responses. **Applications must be submitted at least 30 days prior to the event to be considered.**

ITEMS TO ACCOMPANY THE APPLICATION

Required with all applications

- ☒ Complete Application Form
- ☒ Cleanup Deposit Fee - \$100
- ☒ Proof of Insurance or Certificate of Insurance
- ☒ Site Map
- ☒ Approval Letter from the Property Owner
- ☐ Proof of written notification to property owners within 350 feet of the special event *CITY WILL SEND W/ STREET CLOSURE NOTICE*

Check all that apply:

- ☐ Signs will be posted for event:
 - ☐ Temporary Sign Permit Application required
 - ☐ \$50 fee
- ☐ Alcohol will be served and/or sold at event:
 - ☐ Licenses (may take up to 60 days to process)
 - ☐ Fees apply, amounts vary by license type.
- ☒ Vendors will be present:
 - ☒ Peddler's Permit (background check required) submitted by event organizer only
 - ☒ \$25 fee for one-day applications
 - ☐ Vendor List
- ☒ Event will occur on City Property:
 - ☐ Release and Indemnification Agreement

Supplemental information may be required by City staff.

Additional forms can be found on the City of Isanti website or requested at Isanti City Hall. Please note that additional required permits or licenses may take additional time to process.

*rec'd
1/12/2008
AW*

Proposed Location of the Event (be specific, site map also required):

Main Street in down town Isanti from railroad tracks to 4th Street & 1 blk north and south

Estimated Number of People in Attendance (includes staff, participants, and spectators):

300+

Parking Impact – Describe in detail:

N/A

Tents, equipment, amusement rides, etc.

Type: Pop-up

Size: 10x10

Location: Corner of Main Street & 1st Avenue

Are Fire Prevention or EMS needed? Please specify and if being provided, please identify the name or entity providing these services:

NO

Are you requesting any street closures? If yes, list streets:

Main Street from railroad tracks to 4th Avenue. All Streets North & South of main; 1 block down

Restrooms (Portable) – Name or entity providing these services; and number of facilities to be provided. When other restroom facilities are not provided on-site or are limited; the applicant will need to pay for additional restroom facilities. For those events exceeding 75 persons, one (1) additional restroom shall be provided; for events exceeding 150 persons, two (2) additional restrooms shall be provided. For events exceeding 250; the Planning for Special Events-Usage Chart shall be used.

Use Same as street dance

Security Plans – Name or entity providing these services. (A Police Officer is required if alcohol is being served or at the discretion of the Police Chief).

N/A

Clean-up Plans – Describe in detail:

club will walk area and pick-up any trash

OFFICE USE ONLY

Reviewed By: (Any concerns / comments will be attached to the application)

Fire Chief

☒ Approved ☐ Denied ☐ N/A Signature: VIA EMAIL; SEE ATTACHED

Police Chief

☒ Approved ☐ Denied ☐ N/A Signature: VIA EMAIL; SEE ATTACHED

Public Services Director

☒ Approved ☐ Denied ☐ N/A Signature: [Signature]

Parks, Recreation and Culture Manager

☒ Approved ☐ Denied ☐ N/A Signature: [Signature]

Community Development Director

☒ Approved ☐ Denied ☐ N/A Signature: [Signature]

City Administrator

☒ Approved ☐ Denied ☐ N/A Signature: [Signature]

City Council

☐ Approved ☐ Denied

Date of Review: _____

Isanti Parks

From: Al Jankovich <aljankovich@isantifiredistrict.org>
Sent: Thursday, January 27, 2022 8:09 AM
To: Isanti Parks
Subject: RE: SEP - Rum River Rods Summer Spectacular - Aug 13

Isanti Fire reviewed and approves the August 13 car show SEP application as presented by Rum River Rods.

Thank you.

ALAN JANKOVICH | FIRE CHIEF
ISANTI FIRE DISTRICT
401 1ST AVE NW, PO BOX 490 | ISANTI MN 55040
763.444.8019 | aljankovich@isantifiredistrict.org | www.isantifiredistrict.org



From: Isanti Parks <IsantiParks@cityofisanti.us>
Sent: Wednesday, January 26, 2022 12:52 PM
To: Fire Department - Al Jankovich <aljankovich@isantifiredistrict.org>; Travis Muyres <tmuyres@cityofisanti.us>
Subject: SEP - Rum River Rods Summer Spectacular - Aug 13

Al, Travis,
Attached is a special event permit application for this year's Summer Spectacular on Main Street. Please confirm approval or let me know of any concerns by **February 11**.

Thanks!

Alyssa Olson
Parks, Recreation & Events Coordinator



CITY OF ISANTI
110 1st Ave NW, Isanti, MN 55040
Phone: (763) 762-5754



**SPECIAL EVENT PERMIT
APPLICATION**

City of Isanti
110 First Avenue NW • PO Box 428
Isanti, MN 55040
Phone: 763.444.5512 • Fax: 763.444.5560
www.cityofisanti.us

**Special Event Equipment
Request Form**

Event Name: 12th Annual Summer Spectacular Car Show

Date(s) of Event: Saturday August 13, 2022

Contact Person: Amy Davis

Equipment Drop Off/Pick Up Location: Main Street & 1st Avenue

Equipment Drop Off Date/Time: Sat Aug 13 @ 8am

Please list the number of each item requested. Isanti Public Works will determine the availability of equipment for each event, and reserves the right to deny requests. *All equipment must be returned no later than 24 hours after the end of the event. The replacement of any broken or missing equipment will be billed to the event organizers.*

Construction Cones: _____

Picnic Tables: _____

Barricades: 16

Stage: _____

Road Closed Signs: 4

No Parking Signs: _____

Office Use Only

Date Delivered: _____ By: _____

Date Checked In: _____ By: _____

Will submit
closer to
event



**SPECIAL EVENT PERMIT
APPLICATION**
City of Isanti
110 First Avenue NW • PO Box 428
Isanti, MN 55040
Phone: 763.444.5512 • Fax: 763.444.5560
www.cityofisanti.us

**-EVENT SPONSOR-
RELEASE AND INDEMNIFICATION AGREEMENT**

City of Isanti

**THIS IS A RELEASE OF LIABILITY INDEMNIFICATION AGREEMENT. SPECIAL
EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.**

In consideration for being permitted to engage in the following special event activities on property
owned by the City of Isanti:

Car Shows w/ Crafters and Vendors

Special Events Holder hereby acknowledges, represents, and agrees as follows:

- A. We understand that the above described activities are or may be dangerous and do or
may involve risks of injury, loss, or damage to us and/or third parties. We further
acknowledge that such risks may include but not be limited to bodily injury,
personal injury, sickness, disease, death, and property loss or damage, arising from
the following circumstances, among others:

(Special Events Holder Initials Here)

W

- B. If required by this paragraph, we agree to require each participant to our special
event to execute a **RELEASE AND INDEMNIFICATION AGREEMENT** for
ourselves and for the City of Isanti, on a form approved by the City of Isanti.

Participant Release and Indemnification required? YES ☐ NO ☒

(Special Events Holder Initials Here)

W

- H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of Minnesota and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

(Special Event Holder Initials Here) N

- I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable special event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, or successors, representatives, heirs, executors, assigns, and transferees.

(Special Event Holder Initials Here) N

IN WITNESS THEREOF, THIS RELEASE AND INDEMNIFICATION AGREEMENT is executed by the special event holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Events Holder hereto.

PRINTED NAME OF SPECIAL EVENTS HOLDER:

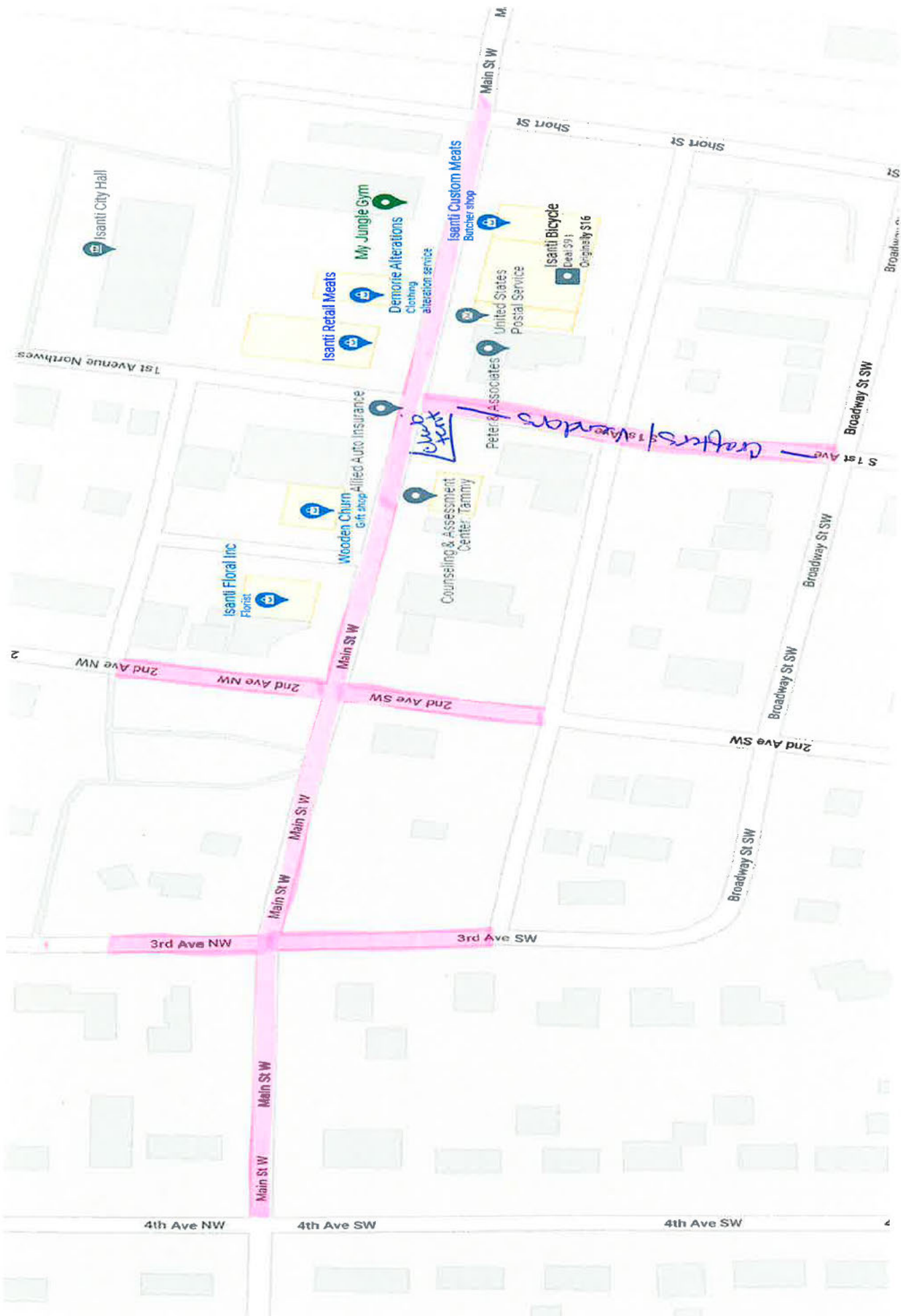
PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:

Name _____

Title _____

Signature _____

Date _____



-Area for Car Shows

12th ANNUAL SUMMER SPECTACULAR



CAR SHOW

SATURDAY

DOWNTOWN ISANTI, MN

\$10

AUGUST 13, 2022

10am - 3pm

PRE-REGISTER \$6
(by July 30, 2022)

**CRAFT and DIE CAST CAR VENDORS - 50/50 RAFFLE - FOOD VENDORS -
PIE EATING CONTEST - MUFFLER RAP CONTEST -
DASH PLAQUES FOR FIRST 100 CARS -
CUSTOM BUILT TROPHYS!!!!**

YOU NEED TO BE PRESENT TO WIN!

FOR MORE INFO: www.rumriverrods.com

Facebook: Rum River Rods

CONTACT LEE 651-895-4381 OR NICK 651-983-4887



FREE BI-WEEKLY SHOWS:
WEDNESDAYS (5-8pm)
JUNE 1st-AUGUST

@VFW-ISANTI

410 RAILROAD AVENUE SE

JOIN US!



MARKEL INSURANCE COMPANY

COMMERCIAL GENERAL LIABILITY POLICY DECLARATIONS

POLICY NUMBER: CVG1813-05

RENEWAL OF NUMBER: CVG1813-04

Named Insured And Mailing Address (No., Street, Town or City, County, State, Zip Code)

Rum River Rods

Isanti, MN 55040

Policy Period: From 03/09/2022 To 03/09/2023, at 12:01 A.M. Standard Time at your mailing address shown above

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

Limits Of Insurance		
General Aggregate Limit (Other Than Products-Completed Operations)	\$	<u>\$3,000,000</u>
Products-Completed Operations Aggregate Limit	\$	<u>\$1,000,000</u>
Personal And Advertising Injury Limit	\$	<u>\$1,000,000</u>
Each Occurrence Limit	\$	<u>\$1,000,000</u>
Damage To Premises Rented To You Limit	\$	<u>\$100,000</u> Any One Premises
Medical Expense Limit	\$	<u>\$10,000</u> Any One Person

Retroactive Date (CG 00 02 Only) N/A In New York

This Insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" which occurs before the Retroactive Date, if any, shown below.

Retroactive Date: None
(Enter Date Or "None" If No Retroactive Date applies)

Business Description And Location Of Premises

Form Of Business: Organization

Business Description: Collector Car Clubs

Location Of All Premises You Own, Rent Or Occupy:

REFER TO "COMMERCIAL GENERAL LIABILITY EXTENSION OF DECLARATIONS"

Producer Number, Name And Mailing Address

56197

Hagerty Insurance Agency LLC

141 River's Edge Dr., Suite 200

Traverse City, MI 49684

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – MANAGERS OR LESSORS OF PREMISES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designation Of Premises (Part Leased To You): All Premises Leased To You
Name Of Person(s) Or Organization(s) (Additional Insured): All Managers or Lessors Of Premises
Additional Premium: Included
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and shown in the Schedule and subject to the following additional exclusions:

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction or demolition operations performed by or on behalf of the person(s) or organization(s) shown in the Schedule.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

Isanti Parks

From: Nick and Amy Davis [REDACTED]
Sent: Wednesday, February 2, 2022 10:06 AM
To: Isanti Parks
Subject: Fwd: Reservation Request regarding 2022 Car Show

Good Morning-

I just wanted to forward you the email that we are good to go to use the parking lot and grass for our Summer Spectacular Car Show in August.

Thanks,
Amy Davis
Rum River Rods

----- Forwarded message -----

From: Mary Bye <office@faithlutheranisanti.com>
Date: Wed, Feb 2, 2022 at 9:27 AM
Subject: Re: Reservation Request regarding 2022 Car Show
To: Nick and Amy Davis [REDACTED]

I am very sorry. Please let me know the address you used to mail the check.

The office address "required" by the Postal Service is:
Faith Lutheran Church
PO Box 87
Isanti, MN 55040

Also, please consider your request accepted. I will watch for the check to come in the mail OR you can drop it off between 9:00 am and 2:00 pm Tuesday through Friday.

Thank you so much.

On Wed, Feb 2, 2022 at 9:09 AM Nick and Amy Davis [REDACTED] wrote:
Good Morning Mary-

I received the form/check back...it said it was Returned to Sender because there was no mail receptacle. When is someone there at the office that I can drop it off to you?

Thanks,
Amy

On Wed, Jan 26, 2022 at 9:23 AM Nick and Amy Davis [REDACTED] wrote:
I sent it last Friday.

Thanks,
Amy

On Wed, Jan 26, 2022 at 9:04 AM Mary Bye <office@faithlutheranisanti.com> wrote:

When did you send the deposit? If it has been more than just a few days, I will investigate right away and find out if it may have been recorded as a donation instead of a deposit. We can correct that!

Thank you.

On Wed, Jan 26, 2022 at 8:03 AM Nick and Amy Davis [REDACTED] wrote:

Good Morning Mary-

Just following up to see if you received the \$50 deposit that I sent to you? If you did and we are good to go, can you please let me know. I need to forward to the city for our show permit.

Thanks,
Amy

On Fri, Jan 14, 2022 at 12:52 PM Mary Bye <office@faithlutheranisanti.com> wrote:
(YOUR REQUEST)

On Tue, Jan 4, 2022 at 10:10 AM Nick and Amy Davis [REDACTED] wrote:

I am starting my planning for the 2022 Car Show Season now and wanted to see if we would be able to get the grass area and parking lot again this year for our event? I am attaching the reservation form, let me know if you need me to drop off a check for a deposit? Also, the insurance is the same from the previous years events.

Thanks,
Amy Davis
[REDACTED]

Rum River Rods

**I have checked with Ron Schleif and with our Council President. Your request is accepted.
If you could bring or send a \$50 deposit, I will ask Ron to sign your Reservation Form and send you a copy.**

Hoping you will have a good car show!

--
Mary Bye
Office Administrator
Faith Lutheran Church, Isanti, MN
763-444-9201

--
Mary Bye
Office Administrator
Faith Lutheran Church, Isanti, MN
763-444-9201

--
Mary Bye
Office Administrator



Memo for City Council

To: Mayor Johnson and Members of the City Council
From: Alyssa Olson, Parks, Recreation & Events Coordinator
Date: February 15, 2022
Subject: Resolution 2022-XXX Approving the Archery Range

Background:

In July 2021, in the Committee of the Whole meeting, the Council elected to move forward with adding an archery range to the Isanti park amenities, identifying the location as the area south of the Dog Park.

Staff has examined costs for this new feature and determined the following:

A 135'L x 150'W range consisting of 9 lanes will be created, ranging in shooting distance from 10 to 40 yards. A berm will be created at the south end of the lot to act as a backstop for arrows, and a split rail fence will be installed along the east and west sides of the range to maintain a safety perimeter. For ADA accessibility, a lime ag path would be extended from the paved path to the range area. Paths would also be created to designate each lane and provide inclusive use of the recreation site. Two light poles will be installed in the vicinity to enhance visibility at night for both the archery range and the dog park.

The total estimated cost to build the archery range, included a 5% contingency is \$17,955.

Archery Range Estimated Costs:

Materials	\$3,500
Fencing	1,600
ADA Paths	6,000
Lighting	6,000
Total Initial Cost:	\$17,100
+ 5% contingency	855
TOTAL Estimated Archery Range Cost:	\$17,955

Request:

Staff would like approval to move forward with building the archery range within this project scope this Spring.

Attachment:

- Resolution 2022-XXX
- Archery Range Layout

RESOLUTION 2022-XXX

APPROVING THE ARCHERY RANGE

WHEREAS, community members have requested an Archery Range to be built in the City of Isanti; and,

WHEREAS, staff has identified plans to build an Archery Range south of the dog park; and,

WHEREAS, the installation of a range that includes multiple targets, lanes, a safety berm, fencing perimeter and lighting will be completed; and,

WHEREAS, staff has estimated costs to total \$17,100; and,

WHEREAS, the total project cost is to include a 5% contingency; and,

WHEREAS, the CIP has \$18,000 available for Archery Range with the funding source 920-45300-500;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Isanti, Minnesota to hereby approve the construction of the archery range within the City of Isanti with a total project cost of \$17,955, including a 5% contingency with the funding source 920-45300-500. Authorize the City Administrator to approve final costs.

This resolution was duly adopted by the Isanti City Council this 15th day of February 2022.

Mayor Jeff Johnson

Attest:

Jaden Strand
City Clerk



- Fencing
- Targets
- Walking Path/Lanes
- Lights
- Picnic Bench

City of Isanti

Gross Payroll	110,863.20
Social Security & Medicare	6,242.13
Public Employees Retirement	11,107.30
Total City Expense	<u><u>128,212.63</u></u>

Pay Date 2/4/2022

Pay Period 3 (1/16-1/29/22)

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
01/22	01/31/2022	57263	12	POSTMASTER	603-20200	2,500.00
Grand Totals:						2,500.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

Check.Type = {<-> } "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount	
02/22	02/02/2022	57645	3145	ALEX PRO FIREARMS LLC	920-20200	.00	V
02/22	02/02/2022	57646	532	AMERICAN ENGINEERING TESTING INC	609-20200	581.00	
02/22	02/02/2022	57647	2030	ARTISAN BEER COMPANY	609-20200	144.45	
02/22	02/02/2022	57648	9	BERNICKS PEPSI-COLA	609-20200	1,561.89	
02/22	02/02/2022	57649	2319	BREAKTHRU BEVERAGE OF MN	609-20200	1,918.65	
02/22	02/02/2022	57650	2487	CAPITOL BEVERAGE SALES	609-20200	134.25	
02/22	02/02/2022	57651	1474	CDW GOVERNMENT INC	614-20200	838.45	
02/22	02/02/2022	57652	1834	CENTRAL WOOD PRODUCTS	101-20200	95.00	
02/22	02/02/2022	57653	1629	CITY OF ISANTI	226-20200	13,571.19	
02/22	02/02/2022	57654	8	DAHLHEIMER DISTRIBUTING CO	609-20200	5,322.75	
02/22	02/02/2022	57655	897	DVS RENEWAL	101-20200	327.25	
02/22	02/02/2022	57656	3140	GARPHISH BREWING COMPANY	609-20200	216.00	
02/22	02/02/2022	57657	2830	GDO LAW	101-20200	4,083.33	
02/22	02/02/2022	57658	1400	GENERAL CODE LLC	101-20200	522.00	
02/22	02/02/2022	57659	739	HACH COMPANY	602-20200	336.14	
02/22	02/02/2022	57660	3147	HOME DEPOT USA	101-20200	.00	V
02/22	02/02/2022	57661	663	INITIATIVE FOUNDATION	108-20200	825.00	
02/22	02/02/2022	57662	2209	INNOVATIVE OFFICE SOLUTIONS INC	108-20200	81.31	
02/22	02/02/2022	57663	162	ISANTI RENTAL INC	226-20200	190.00	
02/22	02/02/2022	57664	113	ISANTI TIRE & AUTO CARE INC	101-20200	44.56	
02/22	02/02/2022	57665	496	JOHN HIRSCHS CAMBRIDGE MOTORS	101-20200	249.30	
02/22	02/02/2022	57666	7	JOHNSON BROTHERS LIQUOR CO	609-20200	12,447.33	
02/22	02/02/2022	57667	5	KAWALEK TRUCKING	609-20200	252.20	
02/22	02/02/2022	57668	203	LANO EQUIPMENT INC	603-20200	462.60	
02/22	02/02/2022	57669	1708	LILLEBOE, DAVE	601-20200	203.00	
02/22	02/02/2022	57670	3117	MAVERICK WINE LLC	609-20200	1,311.32	
02/22	02/02/2022	57671	17	MCDONALD DISTRIBUTING CO	609-20200	6,762.95	
02/22	02/02/2022	57672	2978	MILBANK WINWATER WORKS	601-20200	11,222.00	
02/22	02/02/2022	57673	2208	MINNESOTA EQUIPMENT INC	101-20200	82.96	
02/22	02/02/2022	57674	33	MN CHIEFS OF POLICE ASSOC	101-20200	320.00	
02/22	02/02/2022	57675	3119	MOOSE LAKE BREWING CO. LLC	609-20200	144.00	
02/22	02/02/2022	57676	2080	MVTL LABORATORIES INC	602-20200	402.02	
02/22	02/02/2022	57677	617	PAUSTIS & SONS	609-20200	1,453.75	
02/22	02/02/2022	57678	44	PHILLIPS WINE & SPIRITS INC	609-20200	3,406.50	
02/22	02/02/2022	57679	2473	RITEWAY BUSINESS FORMS	609-20200	283.70	
02/22	02/02/2022	57680	2396	SOUTHERN GLAZERS OF MN	609-20200	12,232.41	
02/22	02/02/2022	57681	3146	T C WINTER SERVICES	101-20200	550.00	
02/22	02/02/2022	57682	3144	TAFT STETTINIUS & HOLLISTER LLP	931-20200	10,000.00	
02/22	02/02/2022	57683	1290	THE AMBLE GROUP	101-20200	409.73	
02/22	02/02/2022	57684	427	VESSCO INC	601-20200	1,304.94	
02/22	02/02/2022	57685	42	VIKING COCA-COLA BOTTLING CO	609-20200	251.00	
02/22	02/02/2022	57686	4	WATSON CO INC	609-20200	1,278.52	
02/22	02/02/2022	57687	2872	WINEBOW	609-20200	1,212.00	
02/22	02/02/2022	57688	3145	ALEX PRO FIREARMS LLC	920-20200	10,564.89	
02/22	02/02/2022	57689	3147	HOME DEPOT USA	101-20200	30.00	
Grand Totals:						107,630.34	

Report Criteria:

Report type: Summary

Check.Type = {<-> } "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
02/22	02/08/2022	57690	53	BELLBOY CORPORATION	609-20200	3,365.46
02/22	02/08/2022	57691	9	BERNICKS PEPSI-COLA	609-20200	1,356.48
02/22	02/08/2022	57692	368	BILLS QUALITY CLEANING	609-20200	712.00
02/22	02/08/2022	57693	2319	BREAKTHRU BEVERAGE OF MN	609-20200	6,238.57
02/22	02/08/2022	57694	1047	CENTRAL TRUCK SERVICE INC	101-20200	330.00
02/22	02/08/2022	57695	918	CRYSTAL SPRINGS ICE	609-20200	133.59
02/22	02/08/2022	57696	8	DAHLHEIMER DISTRIBUTING CO	609-20200	4,940.63
02/22	02/08/2022	57697	2720	DEFIANT DISTRIBUTORS	609-20200	902.90
02/22	02/08/2022	57698	385	FEDERATED CO-OPS INC	409-20200	1,782.81
02/22	02/08/2022	57699	2852	FIDELITY SECURITY LIFE INSURANCE CO	861-20200	113.06
02/22	02/08/2022	57700	3140	GARPHISH BREWING COMPANY	609-20200	324.00
02/22	02/08/2022	57701	134	GOPHER STATE ONE-CALL INC	601-20200	47.25
02/22	02/08/2022	57702	949	GRAINGER INC	602-20200	2,701.78
02/22	02/08/2022	57703	921	GRANITE ELECTRONICS INC	101-20200	225.00
02/22	02/08/2022	57704	2761	GRATITUDE FARMS	101-20200	250.00
02/22	02/08/2022	57705	739	HACH COMPANY	601-20200	165.42
02/22	02/08/2022	57706	160	HAWKINS INC	601-20200	2,090.35
02/22	02/08/2022	57707	2938	ISANTI HOTEL PARTNERS LLC	101-20200	7,345.82
02/22	02/08/2022	57708	7	JOHNSON BROTHERS LIQUOR CO	609-20200	13,049.39
02/22	02/08/2022	57709	5	KAWALEK TRUCKING	609-20200	361.00
02/22	02/08/2022	57710	136	LEAGUE OF MN CITIES	614-20200	1,871.00
02/22	02/08/2022	57711	2587	LEAGUE OF MN CITIES INSURANCE TRUST	609-20200	158,362.00
02/22	02/08/2022	57712	1479	LOFFLER -131511	108-20200	125.28
02/22	02/08/2022	57713	17	MCDONALD DISTRIBUTING CO	609-20200	10,845.90
02/22	02/08/2022	57714	616	MENARDS - CAMBRIDGE	101-20200	97.65
02/22	02/08/2022	57715	161	MN POLLUTION CONTROL AGENCY	602-20200	23.00
02/22	02/08/2022	57716	2080	MVTL LABORATORIES INC	602-20200	180.20
02/22	02/08/2022	57717	3122	NEW FRANCE WINE COMPANY	609-20200	351.50
02/22	02/08/2022	57718	157	PARTS ALLIANCE NORTH	101-20200	346.97
02/22	02/08/2022	57719	44	PHILLIPS WINE & SPIRITS INC	609-20200	2,446.75
02/22	02/08/2022	57720	2341	RED BULL DISTRIBUTION CO INC	609-20200	100.95
02/22	02/08/2022	57721	2396	SOUTHERN GLAZERS OF MN	609-20200	9,468.49
02/22	02/08/2022	57722	73	STAR	101-20200	12.08
02/22	02/08/2022	57723	2156	SUMMIT FIRE PROTECTION	101-20200	933.00
02/22	02/08/2022	57724	1290	THE AMBLE GROUP	101-20200	501.47
02/22	02/08/2022	57725	1820	URBANS HARDWARE INC	101-20200	187.96
02/22	02/08/2022	57726	2524	US BANK EQUIPMENT FINANCE	101-20200	63.00
02/22	02/08/2022	57727	2027	US INTERNET	603-20200	57.80
02/22	02/08/2022	57728	686	VERIZON WIRELESS	101-20200	1,558.08
02/22	02/08/2022	57729	42	VIKING COCA-COLA BOTTLING CO	609-20200	271.50
02/22	02/08/2022	57730	1286	VINOCOPIA INC	609-20200	733.25
02/22	02/08/2022	57731	4	WATSON CO INC	609-20200	2,433.42
02/22	02/08/2022	57732	1922	WEX BANK	602-20200	5,136.33
02/22	02/08/2022	57733	2475	WHITE BEAR IT SOLUTIONS LLC	609-20200	1,888.27
02/22	02/08/2022	57734	780	WINE MERCHANTS	609-20200	295.00
Grand Totals:						244,726.36



Request for City Council Action

To: Mayor Johnson and Members City Council
From: Matt Sylvester, Public Services Director
Date: February 15, 2022
Subject: Resolution Authorizing the Replacement of Lift Station Pumps

Background:

There are 10 lift stations in the City of Isanti. Each lift station has two pumps. The Capital Improvement Plan has \$234,596.00 available to replace all lift station pumps. Funding is identified as Federal Funds through the 2022 Capital Improvement Plan (CIP); funding source Sewer 602-49450-500. If in the event the existing pumps have any significant value, they will be stored at the Wastewater Treatment Plant and saved for future use. The life expectancy of the new pumps is 12 years. Quotes received include all labor including pulling the old pump and installing the new pump.

Staff reached out and received three quotes the lift stations with submersible pumps:

Vendor	Pump Brand	Quote totaling 14 pumps
Goetsch	Hydromatic	\$102,612.00
General Repair	Gorman Rupp	\$102,035.70
Quality Flow	KSB	\$141,820.00

Two quotes were received for the lift stations with non-submersible self-priming:

Vendor	Pump Brand	Quote totaling 6 pumps
General Repair	Gorman Rupp	\$35,082.00
Quality Flow	Esco	\$33,930.00

Staff also reached out to define how long the warranty was on each pump and what pricing would be on a service call to help determine what would be in the City of Isanti's best interest.

Vendor	Normal Business Hours	After Hours	Holidays	Per mile	Warranty
Quality Flow	\$100.00	\$150.00	\$200.00	\$1.50	5 years
General Repair	\$135.00	\$202.50	\$270.00 Inc. Sundays	\$1.75	5 years Prorated
Goetsch	\$130.00	\$195.00	\$195.00	NC	5 years Prorated

There would be an additional cost of \$2500.00 for Total Control to be on-site to install the Control Modules for the over-temp and seal fail alarms.

Recommendation:

Determining factors for choosing a pump vendor in the best interest of the City includes: reliability, service, cost of pumps, cost of continued and future service, and warranty. Staff is recommending to accept the quote from Goetsch for the submersible pumps and Quality Flow for the non-submersible pumps and to allow Total Control to be onsite to install the Control Modules. The total cost including a 10% contingency is \$152,946.20.

Request:

Staff is requesting action on this item.

Attachments:

- Resolution 2022 - XXX
- Quote from W.W Goetsch for Submersible pumps
- Quote from General Repair for Submersible pumps
- Quote from Quality Flow for Submersible pumps
- Quote from General Repair for non-submersible self-priming pumps
- Quote from Quality Flow for non-submersible self-priming pumps

RESOLUTION 2022-XXX

AUTHORIZING THE REPLACEMENT OF LIFT STATION PUMPS

WHEREAS, the city has seven (7) lift stations using submersible pumps and three (3) that are self-priming non-submersible pumps; and,

WHEREAS, through Federal Funding the 2022 Capital Improvement Plan has \$234,590.00 for the replacement of these lift station pumps; and,

WHEREAS, staff reached out and received the following quotes for the replacement of the submersible pumps; and,

- Goetsch - \$102,612.00
- General Repair - \$102,035.70
- Quality Flow - \$141,820.00

WHEREAS, staff reached out and received the following quotes for the replacement of the non-submersible self-priming pumps; and,

- General Repair - \$35,082.00
- Quality Flow - \$33,930.00

WHEREAS, the following factors were included; and,

- Warranty.
- Service call pricing during business hours.
- After hours service call.
- Service call pricing per mile.

WHEREAS, an additional cost of \$2500.00 from Total Control to be on-site to install the Control Modules for the over-temp and seal fail alarms; and,

WHEREAS, the funding source identified as Sewer (500);

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota to approve the quote from Goetsch in the amount of \$102,612.00 for the installation of the submersible pumps, approve the quote from Quality Flow for the non-submersible self -priming pumps in the amount of \$33,930.00, and allow Total Control to install the Control Modules in the amount of \$2,500.00. The total cost including a 10% contingency is \$152,946.20 funding source identified as Sewer (500).

This resolution was duly adopted by the Isanti City Council this 15th day of February, 2022.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

From: [Bryan Goehring](#)
To: [Matt Sylvester](#)
Cc: [Steve Green](#)
Subject: FW: Isanti Pump Replacement
Date: Friday, January 28, 2022 3:04:27 PM

Matt,

Per your conversation with Steve, I have added below the vortex pump options we have available. The vortex impeller pumps may provide slightly less flow than what was requested in some installations. We can look at each specific lift station when appropriate.
Thank you for your consideration of our equipment

Bryan Goehring
W.W. Goetsch Associates
Office (952) 374-6472
Mobile (612) 845-9243

From: Bryan Goehring
Sent: Thursday, January 13, 2022 4:39 PM
To: Matt Sylvester <MSylvester@cityofisanti.us>
Subject: RE: Isanti Pump Replacement

Matt,

Please see below for our revised proposal as requested.

We offer the following Hydromatic submersible sewage pumps for your review. Please note all pumps are Ex-proof rated, 50' power & control cords, seal fail detection probes in motor, 4" discharge flange, (no sealing flange included).

- East Dual lift station, We do not have an offering to replace the Gorman-Rupp pumps
- Unity lift station, Hydromatic model S4NVX 5hp, 1750 rpm, 230/1, \$6018 each – **THIS IS A VORTEX IMPELLER PUMP**
- Subway lift station, Hydromatic model S4MXP 5hp, 1200 rpm, 460/3, \$8856 each – **MODEL S4MVXP 7.5HP, 1750 RPM, 460/3, \$9210 EACH**
- Main lift station, Hydromatic model S4LXP 40hp, 1750 rpm, 460/3, \$17,424 each – THERE IS NOT A VORTEX IMPELLER OPTION FOR THIS STATION
- Arabian lift station, We do not have an offering to replace the Gorman-Rupp pumps
- Carlson lift station, Hydromatic model S4NX 5hp, 1750 rpm, 460/3, \$6090 each – **MODEL S4NVX 5HP, 1750 RPM, 460/3, \$6218 EACH**
- Deer Haven lift station, Hydromatic model S4MXP 3hp, 1200 rpm, 460/3, \$8856 each – **MODEL S4NVX 5HP, 1750 RPM, 460/3, \$6218 EACH**
- Rum River lift station, We do not have an offering to replace the existing Gorman-Rupp pumps
- BMX lift station, Hydromatic model S4NX 5hp, 1750 rpm, 460/3, \$6090 each – **MODEL S4NVX 5HP, 1750 RPM, 460/3, \$6218 EACH**

Above prices include freight to the City of Isanti.

Lead time will vary but in general will be 10 – 12 weeks.

GENERAL REPAIR SERVICE

PUMP SALES & 24 HOUR SERVICE

3535 INTERNATIONAL DR. VADNAIS HEIGHTS, MN 55110

OFFICE PHONE 651-766-0874 FAX 651-766-0875

WWW.GENERALREPAIR.COM

COMPLETE LINE OF PUMPS AND BLOWERS FOR:

INDUSTRIAL — WASTE WATER — LIFT STATIONS — METERING — SANITARY

WORK ORDER / QUOTE

DATE 2/2/2022

CUST. PO#

QUOTED BY: STEVE ALASPA

SteveA@generalrepair.com

PHONE: (651) 766-0874

NAME	MATT SELVESTER
COMPANY	CITY OF ISANTI
PHONE	763-772-5850
EMAIL	
ADDRESS	

QTY	PART NUMBER	DESCRIPTION	PRICE EACH	TOTAL
2	DEER HAVEN	SFEV3A	\$ 6,345.05	\$12,690.10
		GORMAN RUPP PUMP	\$ -	
			\$ -	
2	UNITY	SFEV3A	\$ 6,345.05	\$12,690.10
		GORMAN RUPP PUMP	\$ -	
			\$ -	
2	CARLSON	SFEV3B	\$ 6,894.15	\$13,788.30
		GORMAN RUPP PUMP	\$ -	
			\$ -	
2	BMX	SFEV3B	\$ 6,894.15	\$13,788.30
		GORMAN RUPP PUMP	\$ -	
			\$ -	
2	SUBWAY	SFV4B	\$ 8,895.80	\$17,791.60
		GORMAN RUPP PUMP	\$ -	
			\$ -	
2	MAIN	SF4C	\$ 15,643.65	\$31,287.30
		GORMAN RUPP PUMP	\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	
			\$ -	

TOTAL ESTIMATE \$ 102,035.70

TAX, INBOUND AND OUTBOUND FREIGHT WILL BE ADDED
3% PROCESSING FEE ON ALL CREDIT CARD TRANSACTIONS

QUOTE VALID FOR 30 DAYS

THANK YOU FOR YOUR BUSINESS

800 6th Street
New Prague, MN 56071 USA
Tel: (952) 758-9661
Cell: (651) 434-5878
Fax: (937) 773-7157



Quotation 20122

Company Name: City of Isanti, MN
Contact: Matt Sylvester
(763) 772-5850

Prepared By: Matt Yorks
Quotation Date: 2/1/2022
Freight: Allowed to Jobsite

Quality Flow Systems is pleased to provide a quotation in accordance with your request and as follows:

Main Lift Station Replacement:

Item	Description	Qty
1	New KSB Pump; KRT K 150-403/306XEG, 40hp, 460/3, 375mm Heavy Duty Submersible Pump <ul style="list-style-type: none">40hp, 460/3, 1177rpm, explosion proof motorDesign: 1,000 GPM @ 84' TDHStainless Steel HandleReuse Claw & ChainDouble Mechanical Seals50' Power CableSeal Fail/Over Temp Sensors Built into Pump5 Year Warranty	1
2	Onsite Installation	1
3	Freight to Jobsite	1
Total Installed Price: \$31,930.00		

Carlson Lift Station Replacement:

Item	Description	Qty
1	New KSB Pump; KRT F80-200/34XG, 5hp, 460/3, 190mm Heavy Duty Submersible Pump <ul style="list-style-type: none">Direct ReplacementVortex Style ImpellerStainless Steel HandleReuse Claw & ChainDouble Mechanical Seals50' Power CableSeal Fail/Over Temp Sensors Built into Pump5 Year Warranty	1
2	Onsite Installation	1
3	Freight to Jobsite	1
Total Installed Price: \$6,640.00		

BMX Lift Station Replacement:

Item	Description	Qty
1	New KSB Pump; KRT E 80-200/34XG, 5hp, 460/3, 192mm Heavy Duty Submersible Pump <ul style="list-style-type: none">Direct replacementStainless Steel HandleReuse Claw & ChainDouble Mechanical Seals50' Power CableSeal Fail/Over Temp Sensors Built into Pump5 Year Warranty	1
2	Onsite Installation	1
3	Freight to Jobsite	1
Total Installed Price: \$6,870.00		

Subway Lift Station Replacement:

Item	Description	Qty
1	New KSB Pump; Amarex NF100-220/044YLG, 5hp, 460/3, 165mm Heavy Duty Submersible Pump <ul style="list-style-type: none"> • Direct replacement • Stainless Steel Handle • Double Mechanical Seals • 50' Power Cable • Seal Fail/Over Temp Sensors Built into Pump • 5 Year Warranty 	1
2	Adapter Plate	1
3	New 6" Barney Claw	1
4	Onsite Installation	1
5	Freight to Jobsite	1
Total Installed Price: \$6,840.00		

Deer Haven Lift Station Replacement: Flygt 3085 (462) on Flygt rail system

Item	Description	Qty
1	New KSB Pump; KRT F 80-200/34XG, 5hp, 460/3, 185mm Heavy Duty Submersible Pump <ul style="list-style-type: none"> • Direct replacement • Vortex Style Impeller • Stainless Steel Handle • Double Mechanical Seals • 50' Power Cable • Seal Fail/Over Temp Sensors Built into Pump • 5 Year Warranty 	1
2	Adapter Plate	1
3	New 4" Barney Claw	1
4	Onsite Installation	1
5	Freight to Jobsite	1
Total Installed Price: \$7,490.00		

Unity Lift Station Replacement:

Item	Description	Qty
1	New KSB Pump; KRT F80-200/34XG, 5hp, 2300/3, 1750mm Heavy Duty Submersible Pump <ul style="list-style-type: none"> • Direct Replacement • Vortex Style Impeller • Stainless Steel Handle • Reuse Claw & Chain • Double Mechanical Seals • 50' Power Cable • Seal Fail/Over Temp Sensors Built into Pump • 5 Year Warranty 	1
2	Onsite Installation	1
3	Freight to Jobsite	1
Total Installed Price: \$6,640.00		

Terms:

Quotation is valid for 30 days. Based upon Quality Flow Systems standard terms and conditions of sale; copy provided upon request.

If you have any other questions or concerns please give me a call.

Thanks for the opportunity,
Matt Yorks
(651) 434-5878
Matt@qfsi.net



GENERAL REPAIR SERVICE

PUMP SALES & 24 HOUR SERVICE

3535 INTERNATIONAL DR. VADNAIS HEIGHTS, MN 55110

OFFICE PHONE 651-766-0874 FAX 651-766-0875

WWW.GENERALREPAIR.COM

COMPLETE LINE OF PUMPS AND BLOWERS FOR:

INDUSTRIAL – WASTE WATER – LIFT STATIONS – METERING – SANITARY

NAME	MATT SELVESTER
COMPANY	CITY OF ISANTI
PHONE	763-772-5850
EMAIL	
ADDRESS	

WORK ORDER / QUOTE	
DATE	2/2/2022
CUST. PO#	
QUOTED BY: STEVE ALASPA	
SteveA@generalrepair.com	
PHONE: (651) 766-0874	

[illegible]

TOTAL ESTIMATE	\$	35,082.00
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TAX, INBOUND AND OUTBOUND FREIGHT WILL BE ADDED
3% PROCESSING FEE ON ALL CREDIT CARD TRANSACTIONS
QUOTE VALID FOR 30 DAYS

THANK YOU FOR YOUR BUSINESS

800 6th Street
New Prague, MN 56071 USA
Tel: (952) 758-9661
Cell: (651) 434-5878
Fax: (937) 773-7157



Quotation 20122

Company Name: City of Isanti, MN
Contact: Matt Sylvester
(763) 772-5850

Prepared By: Matt Yorks
Quotation Date: 2/1/2022
Freight: Allowed to Jobsite

Quality Flow Systems is pleased to provide a quotation in accordance with your request and as follows:

Self-Priming Pumps:

East Dual Lift Station Replacement: Gorman-Rupp T4A3 Self-Priming Pump.

Rum River Lift Station Replacement: Gorman-Rupp T4A3 Self-Priming Pump.

Arabian Lift Station Replacement: Gorman-Rupp T4A3 Self-Priming Pump.

Item	Description	Qty
1	New Esco Self-Priming Pump; LP4 <ul style="list-style-type: none">• Direct replacement• 4" by 4"• Bare Pump• Reuse Motor• Reuse Side Mount Belt Drive• Reuse Pump Base• Flush-less Mechanical Seal	1
2	Onsite Installation	1
3	Freight to Jobsite	1
Total Installed Price: \$11,310.00		

Terms:

Quotation is valid for 30 days. Based upon Quality Flow Systems standard terms and conditions of sale; copy provided upon request.

If you have any other questions or concerns please give me a call.

Thanks for the opportunity,
Matt Yorks
(651) 434-5878
Matt@qfsi.net



RESOLUTION 2022-XXX

APPROVING CITY SOCIAL MEDIA LINKEDIN PROFILE

WHEREAS, City Council met on January 24, 2022 to establish goals and having an increased presence on social media to include LinkedIn was an established goal; and,

WHEREAS, LinkedIn is a platform that can assist the Community Development Department, and on occasion other departments, in promoting business recruitment, business assistance, employee recruitment and other related activities; and,

WHEREAS, the City currently has a social media policy as defined in the Personnel Policy;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota to approve the City having a social media profile on LinkedIn. The City Administrator or designee will manage the following:

1. Site Administrator(s) shall be assigned to ensure quality, accuracy and timeliness of posts.
2. The Site Administrator(s) have the authority to post content that fits within the City's policy on social media in a creative and engaging way. Posts should be directed to the Community Development Director for approval if the Site Administrator needs direction or clarification.
3. The City of Isanti reserves the right to not publish comments, questions, or postings containing: profane language or content; personal attacks, harassments, or threats against any individual or organization; discrimination against race, creed, color, age, gender, sexual orientation, physical or mental disability, etc.; copyright infringements or other illegal activity; sexual content, or links to sexual content.
4. City, Chamber and other business-oriented content will be allowed to be posted. Content is at the discretion of the City Administrator and/or Community Development Director.
5. Information such as Bio, Overview, Demographics, History, Etc. should be written by the City Administrator or designee.
6. Profile picture, or other identifying image, will include the City of Isanti logo.

This resolution was duly adopted by the Isanti City Council this 15th day of February, 2022

Mayor Jeff Johnson

Attest:

Jaden Strand
City Clerk

RESOLUTION 2022-XXX

APPROVING OBJECTIVES AND ORGANIZATIONAL CHART

WHEREAS, City Council met on January 24, 2022 for the annual Goal Setting Workshop for discussion of City priorities, goals and objectives; and,

WHEREAS, discussing broad and overarching city objectives and staffing levels assists Staff in budget recommendations and project management; and,

WHEREAS, long term City objectives were outlined and discussed outlined per ‘Exhibit A’; and,

WHEREAS, the organizational chart for current and future City Staff were discussed outlined per ‘Exhibit B’;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota to approve 2022 objectives per ‘Exhibit A’ and organizational chart per ‘Exhibit B’.

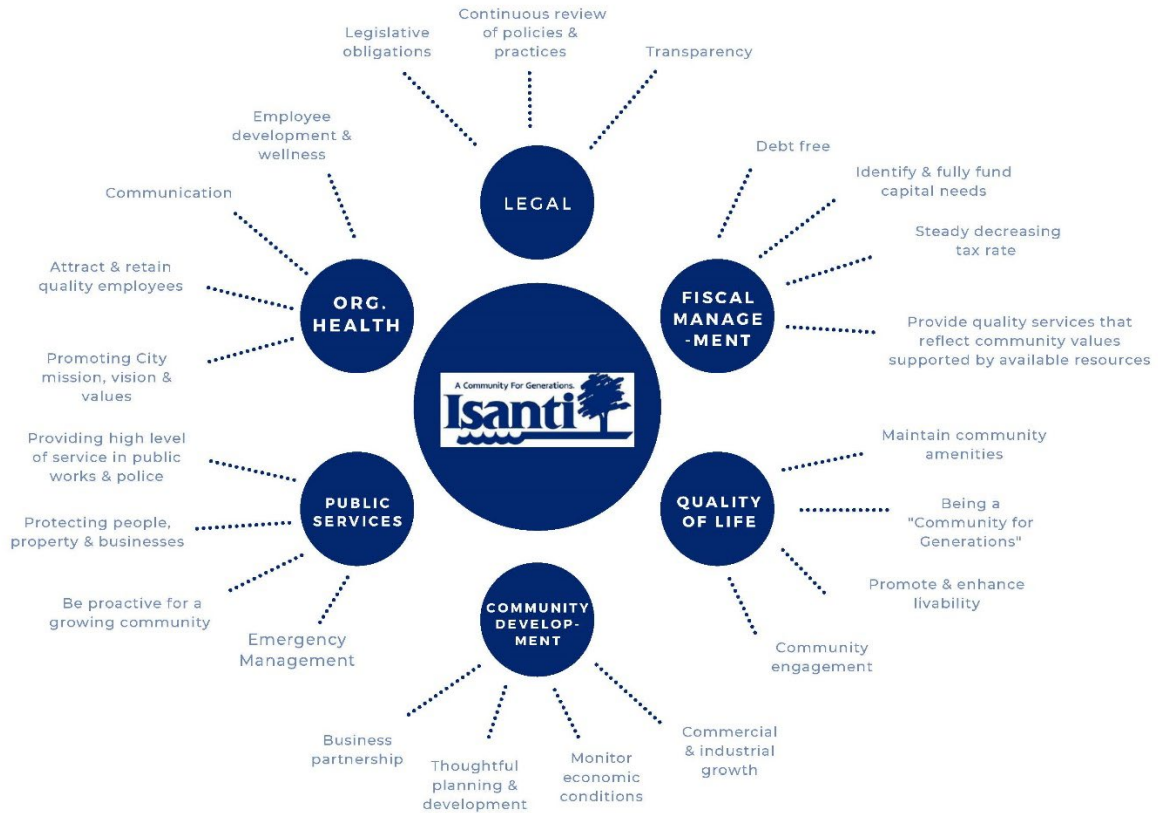
This resolution was duly adopted by the Isanti City Council this 15th day of February, 2022.

Mayor Jeff Johnson

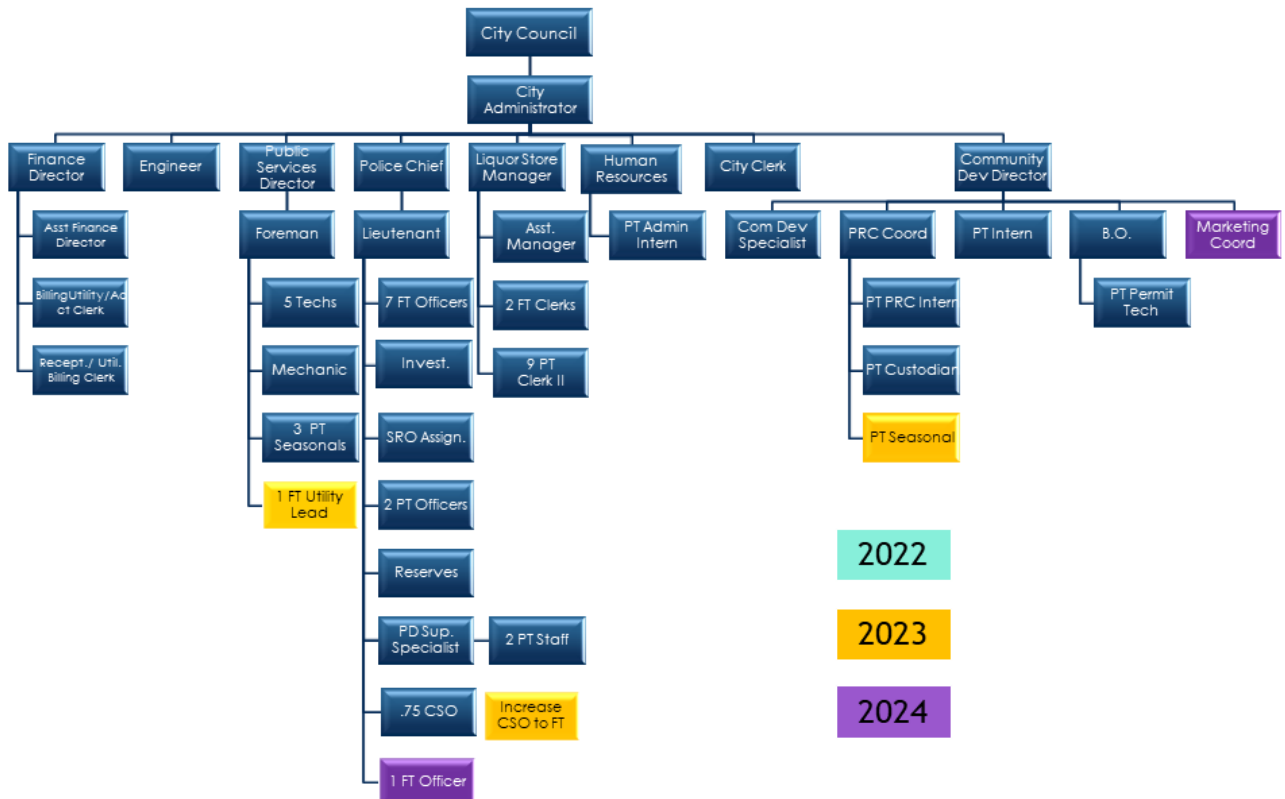
Attest:

Jaden Strand
City Clerk

'EXHIBIT A'



'EXHIBIT B'



RESOLUTION 2022-XXX

APPROVING THE HIRE OF LIQUOR STORE CLERK II FOR WILLIAM BRINKMAN

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 PT Liquor Store Clerk II position; and,

WHEREAS, the Interviewing Panel has selected William Brinkman 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 Liquor Store Clerk II position to William Brinkman.
2. This position is part-time, non-exempt, and not eligible for benefits.
3. The wage will start at Step 1 of the wage scale at \$14.9056.
4. This position is non-exempt and not eligible for benefits.
5. This position will be scheduled up to 29 hours per week.
6. Human Resources Director has completed all required documentation for the completion of the employment offer and will 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 15th day of February 2022.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

RESOLUTION 2022-XXX

APPROVING A CHECK TO NORTHERN ELEMENTS ALL STARS FOR VOLUNTEERING AT ISANTI MOVIE NIGHTS

WHEREAS, free public movie nights at the Isanti Community Center were approved by City Council January 21, 2014 Resolution No. 2014-013; and,

WHEREAS, the City of Isanti receives requests from various non-profit youth organizations and groups from Isanti to volunteer at the ICC Movie Nights approved by City Council September 16, 2014 Resolution No. 2014-226; and,

WHEREAS, the volunteer group per the policy are to receive the profits from the concessions sold at the movie night; and,

WHEREAS, the City of Isanti received an application for the Northern Elements All Stars Cheer Team to volunteer at the January 21, 2022 movie; and,

WHEREAS, the profit from concessions totaled \$17.48,

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota that a check will be written to Northern Elements All Stars Cheer Team in the amount of \$17.48.

This resolution was duly adopted by the Isanti City Council this 15th day of February 2022.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

RESOLUTION 2022-XXX

APPROVING TEMPORARY 3.2 ON-SALE MALT LIQUOR LICENSE FOR THE ISANTI LIONS CLUB FOR THE 2022 ISANTI STREET DANCES

WHEREAS, the City has received Temporary 3.2 On-Sale Malt Liquor License applications from the Isanti Lions Club for the 2022 Isanti Street Dances (dates listed below) which will be held on Main Street, adjacent to the intersection of Main Street and First Avenue; and,

WHEREAS, the applicant has paid the required application fees for Temporary 3.2 On-Sale Malt Liquor Licenses as set forth in the Fee Schedule; and,

WHEREAS, the Isanti Lions Club has provided a Certificate of Liquor Liability Insurance for this event; and,

WHEREAS, the Police Department has reviewed the application and made a recommendation for approval;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota as follows that the Isanti Lions Club application for a Temporary 3.2 On-Sale Malt Liquor Licenses for the Isanti Street Dances scheduled for June 18, 2022, July 16, 2022, August 13, 2022 and September 17, 2022 are approved.

This Resolution is hereby approved by the Isanti City Council this 15th day of February 2022.

Attest:

Mayor Jeff Johnson

Jaden Strand
City Clerk

RESOLUTION 2022-xxx

**AUTHORIZING A REDUCTION IN THE LETTER OF CREDIT FOR FAIRWAY
GREENS NORTH**

WHEREAS, Josh Savageau, the developer, has submitted a written request for a reduction in the letter of credit for Fairway Greens North; and,

WHEREAS, the requested reduction is for completed portions of the development; and,

WHEREAS, the Community Development Director and City Engineer have reviewed the requests and recommended approval to reduce the LOC by \$517,704.41;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Isanti, that the requested reduction in the letter of credit be hereby **APPROVED** as requested, **BE IT FURTHER RESOLVED** that the City Council of the City of Isanti authorizes City Staff to execute said reduction.

This Resolution was duly adopted by Isanti City Council this 15th day of February 2022.

Attest:

Mayor Jeff Johnson

Jaden Strand, City Clerk



Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

MEMORANDUM

Date: February 9, 2021
To: Stephanie Hillesheim, Community Development Director
From: Jason W Cook, P.E.
City Engineer
Subject: Fairway Greens North –Letter of Credit Adjustment 2
City of Isanti, MN
Project No.: 0R1.125451

The Developer of the Fairway Greens North subdivision has requested a reduction to the Letter of Credit (LOC) the City holds on the project.

The developer has established a system of payment to the Contractor where payment is only released once the City has authorized the reduction of the Letter of Credit to be used for payment. This is a different process than we have used in the past.

In order to maintain the agreed upon balances at the completion of the project and hold retainage to ensure work is finalized and accepted, we recommend following city standard retainage practices. On City led projects, 20% of the requested amounts of non-permanent items is held to ensure the temporary items are removed at the end of the project, and 5% of permanent items that have been installed is held until all tests are passed and the work is finalized. We recommend continuing to hold the 25% additional amount from the initial 125% of the construction cost LOC balance to cover possible overhead costs and the required balances at the end of the project for closeout and warranty (20% until all documents are closed out, and then 10% for the warranty period).

Attached are the invoices from the contractors for unpaid work to date.

The materials have been found to be in compliance with city standards and all tests have passed to date.

\$42,390.40 of the requested amount is temporary erosion control measures, so, following city standard retainage practices, we recommend releasing 80% of these items in the amount of \$33,912.32.

\$509,254.83 of the requested amount are non-temporary measures, so, following city standard retainage practices, we recommend releasing 95% of these items in the amount of \$483,792.09.

We recommend approving the reduction of the Letter of Credit in the amount of **\$517,704.41** for materials incorporated into the project. This would hold \$33,940.82 in retainage on this reduction following standard City contract practices.

The remaining balance of the Letter of Credit is anticipated to be sufficient to complete the project as proposed while covering all incurred overhead costs including testing, inspection, and contract administration.

Please contact me if you have any questions.



GUSTAFSON EXCAVATING, INC.

P.O. Box 788
6610 410th St.
North Branch, MN 55056
651-674-7430

INVOICE

Invoice # 34035

Date 12/23/2021

Bill To

HomePride Inc.
3495 Northdale Blvd., Suite 200
Coon Rapids, MN 55448

Project				P.O. No.		Terms
Fairway Greens North - 1st Addition						
Description	Qty	Units	Rate	Curr %	Total %	Amount
PAY REQUEST 2						
REMOVALS AND EROSION CONTROL						
Storm drain inlet protection	0		6,660.00	0.00%	25.00%	0.00
Gravel construction entrance	0		2,000.00	0.00%	100.00%	0.00
Remove existing bituminous pavement	0		988.50	0.00%	100.00%	0.00
Remove curb & gutter	0		50.00	0.00%	100.00%	0.00
EARTHWORK						
Common excavation	0.15		322,927.50	15.00%	75.00%	48,439.13
Subgrade preparation	0.2		14,826.25	20.00%	30.00%	2,965.25
Clay liner	0.15		56,821.50	15.00%	15.00%	8,523.23
Random rip rap class II	0.5		4,770.00	50.00%	50.00%	2,385.00
UTILITIES: STORM						
12" RC pipe sewer	0.2		28,116.50	20.00%	30.00%	5,623.30
12" HDPE pipe sewer			6,020.00	100.00%	100.00%	6,020.00
15" RC pipe sewer	0.45		25,864.00	45.00%	55.00%	11,638.80
15" HDPE pipe sewer	0		5,941.00	0.00%	0.00%	0.00
18" HDPE pipe sewer	0.25		4,888.00	25.00%	25.00%	1,222.00
24" RC pipe sewer	0		15,780.00	0.00%	100.00%	0.00
24" HDPE pipe sewer			30,672.00	100.00%	100.00%	30,672.00
Manhole	0.7		16,500.00	70.00%	80.00%	11,550.00
Catch basin	0.5		89,900.00	50.00%	60.00%	44,950.00
12" pipe apron	0.9		750.00	90.00%	100.00%	675.00
15" pipe apron	0.5		4,250.00	50.00%	60.00%	2,125.00
24" pipe apron	0.3		8,000.00	30.00%	40.00%	2,400.00
UTILITIES: SANITARY						
8" PVC sanitary service pipe	0.2		173,304.00	20.00%	45.00%	34,660.80
4" PVC sanitary service pipe	0.2		56,874.00	20.00%	45.00%	11,374.80
				Total		

Payments/Credits

Balance Due



GUSTAFSON EXCAVATING, INC.

P.O. Box 788
6610 410th St.
North Branch, MN 55056
651-674-7430

INVOICE

Invoice # 34035

Date 12/23/2021

Bill To

HomePride Inc.
3495 Northdale Blvd., Suite 200
Coon Rapids, MN 55448

Project				P.O. No.		Terms	
Fairway Greens North - 1st Addition							
Description	Qty	Units	Rate	Curr %	Total %	Amount	
48" Manhole	0.1		84,500.00	10.00%	50.00%	8,450.00	
Tracer wire	0.25		9,179.50	25.00%	50.00%	2,294.88	
8"x4" WYE	0.4		13,860.00	40.00%	50.00%	5,544.00	
UTILITIES: WATER							
8" C900 PVC watermain	0.15		170,787.50	15.00%	40.00%	25,618.13	
6" Hydrant	0.2		45,500.00	20.00%	45.00%	9,100.00	
8" Gate valve and box	0.25		44,100.00	25.00%	35.00%	11,025.00	
Ductile iron fittings	0.15		16,086.40	15.00%	25.00%	2,412.96	
1" Type K copper pipe	0.15		64,986.00	15.00%	25.00%	9,747.90	
Corp	0.2		13,860.00	20.00%	30.00%	2,772.00	
Curb Stop & Box	0.2		34,650.00	20.00%	30.00%	6,930.00	
CONCRETE							
Concrete curb & gutter S418	0.4		115,840.00	40.00%	40.00%	46,336.00	
4" Concrete walk	0		28,920.00	0.00%	0.00%	0.00	
6" Concrete walk	0		45,100.00	0.00%	0.00%	0.00	
6" Aggregate base (CV) class 5	0		7,830.00	0.00%	0.00%	0.00	
BITUMINOUS PAVING							
1.5" - Type SP 9.5 wearing course mixture (3,B)	0		69,712.00	0.00%	0.00%	0.00	
2.5" - Type SP 12.5 non-wearing course mixture (3,B)	0.4		118,118.00	40.00%	40.00%	47,247.20	
8" Aggregate base (CV) class 5	0.45		78,561.00	45.00%	45.00%	35,352.45	
MISCELLANEOUS							
Salvage sign	0		540.00	0.00%	0.00%	0.00	
Install sign	0		8,460.00	0.00%	0.00%	0.00	
Segmental retaining walls	0		22,000.00	0.00%	0.00%	0.00	
				Total			

Payments/Credits

Balance Due



GUSTAFSON EXCAVATING, INC.

P.O. Box 788
6610 410th St.
North Branch, MN 55056
651-674-7430

INVOICE

Invoice # 34035

Date 12/23/2021

Bill To

HomePride Inc.
3495 Northdale Blvd., Suite 200
Coon Rapids, MN 55448

Project				P.O. No.		Terms	
Fairway Greens North - 1st Addition							
Description	Qty	Units	Rate	Curr %	Total %	Amount	
Dewatering Allowance			69,000.00	39.88%	65.32%	69,000.00	
CHANGE ORDER							
Stump Removal 10/13/2021	1	LS	2,200.00			2,200.00	
Sales Tax			6.875%			0.00	



Erosion Works
8177 199th Ave NW
Elk River, MN 55330

Invoice

Date	Invoice #
12/28/2021	74842

Bill To
Homepride, Inc. 3495 Northdale Blvd NW Suite 200 Coon Rapids, MN 55448

Phone 763-262-7458
Fax 763-712-1851
Email: erosionworks@msn.com
Website: www.erosionworks.net

				P.O. No.	Terms	Project
Description				Quantity	Rate	Amount
Minnesota Mulch Log @ Stockpiles - Fairway Greens				1,736	1.40	2,430.40
Did the above work on 12/27 as requested by Josh						
Thank you for your business.				Total		
				\$2,430.40		



Erosion Works
8177 199th Ave NW
Elk River, MN 55330

Invoice

Date	Invoice #
12/16/2021	74758

Bill To
Homepride, Inc. 3495 Northdale Blvd NW Suite 200 Coon Rapids, MN 55448

Phone 763-262-7458
Fax 763-712-1851
Email: erosionworks@msn.com
Website: www.erosionworks.net

	P.O. No.	Terms	Project
Description	Quantity	Rate	Amount
Seed and Straw Mulch @ Open Soils - Fairway Greens	26	999.00	25,974.00
Did the above work on 12/16 as requested by Josh			
Thank you for your business.		Total \$25,974.00	



Erosion Works
8177 199th Ave NW
Elk River, MN 55330

Invoice

Date	Invoice #
12/27/2021	74837

Bill To
Homepride, Inc. 3495 Northdale Blvd NW Suite 200 Coon Rapids, MN 55448

Phone 763-262-7458
Fax 763-712-1851
Email: erosionworks@msn.com
Website: www.erosionworks.net

	P.O. No.	Terms	Project
Description	Quantity	Rate	Amount
Seed and Straw Mulch @ Per map - Fairway Greens Isanti	14	999.00	13,986.00
Did the above work on 12/27 as requested by Josh			
Thank you for your business.		Total \$13,986.00	



MEMO for CITY COUNCIL

To: Mayor Johnson and Members of the City Council
From: Matt Sylvester, Public Services Director
Date: February 15, 2022
Subject: Resolution 2022-XXX Authorizing Master Agreement with Mueller Systems

Background:

A Master Agreement is needed between Mueller Systems and the City of Isanti for the use of Equipment, Software, Documentation and other items as related to advanced metrology infrastructure for the purpose of reading water meters. Software fees, equipment fees and service fees are required in the agreement in the amount of \$9,271.00 for 2022 which is included within the water meter replacement project. Future costs will be outlined in the budget annually.

Action:

Staff is requesting City Council action on this item.

Attachments:

- Resolution 2022-XXX Authorizing Master Agreement with Mueller Systems
- Mueller Systems Master Agreement

RESOLUTION 2022 - XXX

AUTHORIZING MASTER AGREEMENT WITH MUELLER SYSTEMS

WHEREAS, a Master Agreement is needed between Mueller Systems and the City of Isanti on in order to read water meters; and,

WHEREAS, the Master Agreement covers the use of Equipment, Software, Documentation and other items as related to advanced metrology infrastructure; and,

WHEREAS, software fees, equipment fees and service fees are required in the Master Agreement; and,

WHEREAS, a Master Agreement must be renewed annually; and,

WHEREAS, funding for the service outlined within the Master Agreement for 2022 is \$9,271.10 which is included within the water meter replacement project. Future ongoing costs will be outlined within the budget annually;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Isanti, Minnesota to allow the Public Services Director to sign and enter into a Master Agreement between Mueller Systems and the City of Isanti for the use of Equipment, Software, Documentation and other items related to advanced metrology infrastructure on an annual basis. The Master Agreement includes software fees, equipment fees and service fees in the amount of

This resolution was duly adopted by the Isanti City Council the 15th day of February 2022.

ATTEST:

Mayor Jeff Johnson

Jaden Strand
City Clerk

MUELLER SYSTEMS MASTER AGREEMENT

THIS MASTER AGREEMENT (this “**Agreement**”) is entered into this _____ day of _____ between MUELLER SYSTEMS, LLC, a Delaware limited liability corporation having its principal offices at 10210 Statesville Blvd, Cleveland, North Carolina 27013 (referred to in this Agreement as “**Mueller Systems**” or “**Provider**”), and The City of Isanti, MN (referred to in this Agreement as “**Customer**”). This Agreement governs the sale by Provider and the purchase by Customer for its own use and not for resale of, as applicable, Equipment, Software, Documentation and other items related to advanced metrology infrastructure systems. In the event of any conflict or inconsistency between the terms and conditions of this Agreement and terms and conditions of any other agreement or document, the terms and conditions of this Agreement shall govern and control and the conflicting or inconsistent terms and conditions are hereby rejected. In consideration of the mutual obligations set forth in this Agreement, Customer and Mueller Systems agree as follows:

1. DEFINITIONS.

a. “**Content**” means the information developed or legally acquired by Customer which may be used in connection with or accessed by any module of the Software.

b. “**Documentation**” means the user guides, reference manuals, and installation materials provided by Provider to Customer related to the Software and Equipment.

c. “**Equipment**” means the components, devices, products, equipment and related items provided by Provider identified in Appendix A.

d. “**Services**” means activities related to deployment and installation services, repair services, hosting services and technical support/maintenance services as provided by Mueller Systems and as identified in Appendix B.

e. “**Software**” means the object code versions of Mueller Systems’ software identified in Appendix A, together with all subsequent authorized updates, replacements, modifications or enhancements.

2. SOFTWARE

a. Software on Equipment License. For Equipment purchased by Customer from Mueller Systems, Mueller Systems hereby grants Customer a limited, non-exclusive, non-sublicensable, non-transferable, perpetual, irrevocable license to use and execute the Software embedded in the Equipment for its internal business purposes in connection with such Equipment (“Firmware”).

b. Online Software Access. Subject to the terms of this Agreement and the payment of the fees specified in Section 6a herein, Mueller Systems grants to Customer, for its internal business purposes and during the term of this agreement, a limited, non-exclusive, non-sublicensable, non-transferable right to access and use and make available to Customer’s utility users, as applicable, and/or employees the online, hosted Software specified herein.

c. Restrictions. Except as specifically and expressly permitted in writing by Mueller Systems, Customer shall not (i) violate any restriction set forth in this Agreement; (ii) modify, translate, de-compile, reverse compile, disassemble, or create or attempt to create, by reverse engineering or otherwise, the source code from the object code of the Software; (iii) adapt the Software in any way for use to create a derivative work; or (iv) include or combine the Software in or with any other software.

d. Ownership. This Agreement does not grant to Customer any ownership interest in the Software or Documentation. Customer has a license to use the Software and Documentation as provided in this Agreement. Customer hereby agrees and acknowledges that Mueller Systems owns all right, title, and interest in the Software and Documentation, and Customer will not contest those rights or engage in any conduct contrary to those rights. Any copy, modification, revision, enhancement, adaptation, translation, or derivative work of or created from the Software and Documentation made by or at the direction of Customer shall be owned solely and exclusively by Mueller Systems, as shall all patent rights, copyrights, trade secret rights, trademark rights and all other proprietary rights, worldwide.

e. Reservation. Mueller Systems reserves all rights not specifically granted under this Agreement.

3. **EQUIPMENT** In consideration of the fees set forth in Appendix D of this Agreement, Mueller Systems will provide the Equipment identified in Appendix A.

4. **SERVICES** In consideration of the fees set forth in Appendix D of this Agreement, Mueller Systems will provide the Services identified in Appendix B.

5. **CONFIDENTIALITY** The Software, Equipment and Documentation, including any ideas, concepts, know-how and technology contained therein, shall be considered the proprietary and confidential information of Mueller Systems and, as such, shall be subject to the confidentiality provisions of this Agreement. If a separate, written non-disclosure agreement exists between Mueller Systems and Customer, such agreement will control and will apply according to its terms and conditions to all confidential information the parties exchange with each other. If no separate, written non-disclosure agreement exists between Mueller Systems and Customer, the terms listed in Appendix C will apply to the confidential information the parties exchange with each other.

6. **FEES AND PAYMENT**

a. Software Fees. Customer shall pay the Software fees set forth in Appendix D of this Agreement.

b. Equipment Fees. Customer shall pay the Equipment fees set forth in Appendix D of this Agreement. Title to the Equipment, except the Software and Documentation that are subject to licenses provided in this Agreement, passes from Mueller Systems to Customer when Mueller Systems ships the Equipment.

c. Service Fees. Customer shall pay the Service fees set forth in Appendix D of this Agreement.

d. Taxes. All prices and fees are in U.S. dollars unless otherwise specified. All amounts payable under this Agreement are exclusive of all sales, use, value-added, excise, property, withholding, and other taxes and duties. Customer will pay all taxes and duties assessed by any

authority in connection with this Agreement and with Customer's performance hereunder. Customer will promptly reimburse Mueller Systems for any and all taxes or duties that Mueller Systems may be required to pay in connection with this Agreement or its performance. This provision does not apply to taxes based on Mueller Systems' income, or any taxes for which Customer is exempt, provided Customer has furnished Mueller Systems with a valid tax exemption certificate.

e. Payment. Unless provided otherwise herein, Customer agrees to pay all amounts specified in Appendix D or otherwise due under this Agreement within thirty (30) days after the date of invoice. Past due amounts will shall bear interest from the due date until paid at a rate of (i) one and one-half percent (1.5%) per month or (ii) the maximum rate permitted by law, whichever is less. All payments made under this Agreement shall be nonrefundable, except as specifically provided otherwise in this Agreement.

7. **TERM; TERMINATION**

a. Term. The term of this Agreement is one (1) year commencing upon the date of this Agreement. This Agreement will automatically renew for subsequent, successive one (1) year periods at the then-current Mueller Systems prices unless either party gives the other party written notice of its intent to not renew at least thirty (30) days prior to the expiration of the then current term. Mueller Systems may increase support fees at any time on thirty (30) days prior notice to Customer. Within such thirty (30) days, Customer may terminate the Agreement by providing written notice to Mueller Systems.

b. Termination for Breach. If either party breaches this Agreement, and such breach is not cured within ten (10) days of the breach, after receiving written notice, the non-breaching party may terminate this Agreement, including all licenses provided herein, effective upon written notice to the other party. The breaching party agrees that if it breaches this Agreement, the non-breaching party will be entitled to injunctive or similar equitable relief and that the breaching party will not argue in any proceeding that its breach will not cause irreparable harm to the non-breaching party or that the non-breaching party can be adequately compensated for any such harm by any remedies other than by injunctive relief.

c. Effect of Termination. Termination of this Agreement shall have the effect designated in Appendix B.

d. Non-Exclusive Remedy. Termination of this Agreement or any license granted hereunder shall not limit the remedies otherwise available to either party, including injunctive relief.

e. Survival. Unless otherwise stated herein, any provision that, by its nature or terms, is intended to survive the expiration or termination of this Agreement, will survive.

8. LIMITED WARRANTIES; REMEDIES

a. Software. Subject to the exclusions herein, including those in Appendix A, Mueller Systems warrants that commencing from the date of shipment or provision to Customer and continuing for the period set forth in Appendix A (the “**Warranty Period**”), (i) the media on which the Software is furnished will be free of defects in materials and workmanship under normal use; and (ii) the Software will perform substantially in conformance with the applicable Documentation provided to Customer by Mueller Systems. Mueller Systems does not warrant that the Software will operate in combinations with other software, except as specified in the Documentation, that the Software will meet the Customer’s requirements or that the operation of the Software will be uninterrupted or error-free. Customer assumes responsibility for taking adequate precautions against damages which could be caused by defects, interruptions or malfunctions in the Software or the hardware on which it is installed. Mueller Systems’ entire obligation and Customer’s exclusive remedy with respect to the Software warranties set forth above shall be, at Mueller Systems’ option, to either (x) repair or replace any Software containing an error or condition which is reported by Customer in writing to Mueller Systems which causes the Software not to conform with the warranty set forth herein; or (y) refund a pro-rated amount paid by Customer to Mueller Systems and terminate this Agreement and all licenses provided herein.

b. Services. Mueller Systems warrants that all services provided by it to Customer under this Agreement shall be performed in a workmanlike manner. Mueller Systems’ entire obligation and Customer’s exclusive remedy with respect to the

Service warranties set forth above shall be the re-performance of the applicable non-conforming Service.

c. Equipment. Subject to the exclusions herein, including those in Appendix A, Mueller Systems warrants to Customer that the Equipment will comply with provided specifications for the periods specified in Appendix A. Claims under this Section will be considered if submitted to Mueller Systems within sixty (60) days following the discovery of any noncompliant Equipment covered by this Agreement and provided Mueller Systems or its agents are permitted a commercially reasonable opportunity to examine and analyze the Equipment claimed to be noncompliant. Mueller Systems’ entire obligation and Customer’s exclusive remedy with respect to the Equipment warranties set forth herein, at Mueller Systems’ option, is repair or replacement of any Equipment found noncompliant, subject to the terms and conditions herein, during the applicable warranty period after such Equipment is properly packaged and returned prepaid to Mueller Systems’ designated service center.

d. Costs. Any and all costs associated with uninstalling and shipping noncompliant Equipment and Software and installing replacement Equipment and Software will be the responsibility of Customer.

e. Exclusions. The warranties provided by Mueller Systems shall not apply to Equipment and/or Software which: (i) have been altered, except with the express written consent, permission or instruction of Mueller Systems, (ii) have been used in conjunction with another product resulting in the defect, except for those third party products specifically approved by Mueller Systems, (iii) were other than the most current version of the Software (but only to the extent that any failure of the Software would have been avoided by the use of the most current version), (iv) have been damaged by improper environment, abuse, misuse, accident, negligence, act of God, excessive operating conditions, or unauthorized attachments or modifications, (v) have not been properly installed and operated in accordance with the Documentation, or as otherwise instructed by Mueller Systems, or (vi) any other exclusion set forth in any Appendix hereto.

f. DISCLAIMERS. TO THE EXTENT PERMITTED BY APPLICABLE LAW, THE

WARRANTIES AND REMEDIES STATED ABOVE ARE EXCLUSIVE AND NO OTHER WARRANTIES OR REMEDIES EXPRESS, IMPLIED OR STATUTORY, APPLY TO THE DOCUMENTATION, THE SOFTWARE, THE EQUIPMENT OR ANY SERVICES TO BE PROVIDED BY MUELLER SYSTEMS UNDER THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO WARRANTIES OR CONDITIONS OF TITLE, NON-INFRINGEMENT, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, QUALITY OR PERFORMANCE, AND ANY IMPLIED WARRANTY ARISING FROM COURSE OF PERFORMANCE, COURSE OF DEALING OR USAGE OF TRADE, ALL OF WHICH MUELLER SYSTEMS EXPRESSLY DISCLAIMS.

9. **INDEMNIFICATION.** Mueller Systems will indemnify and defend Customer from any third party claim that the Software and Equipment infringe on another person's or company's patent, copyright or other intellectual property right as specified in this Section. This indemnity does not cover and specifically excludes (a) intellectual property rights recognized in countries and jurisdictions other than the United States, and (b) claims relating to infringement of intellectual property rights by a third party's products and software. Mueller Systems has no obligation under this Section for any claim to the extent it results from or arises out of Customer's modification of the Equipment or Software or from any combination, operation or use of the Software or Equipment with other third party products or services. Mueller Systems' duty to indemnify under this Section is contingent upon Mueller Systems receiving prompt notice of a claim and Mueller Systems' right to solely control resolution of a claim. Customer's sole remedy for an indemnified claim under this Section is as follows: Mueller Systems will, at its expense and in its discretion either (a) resolve the claim in a way that permits Customer's continued ownership and use of the affected Software and Equipment, (b) provide a comparable, non-infringing replacement at no cost to Customer, or (c) accept return of the Software and Equipment, provide a reasonable depreciated refund and terminate this Agreement and all licenses herein. This Section is the exclusive statement of Mueller Systems' liability and responsibility for indemnifying Customer for infringement of intellectual property rights

10. **LIMITATION OF LIABILITY.**

a. MUELLER SYSTEMS' MAXIMUM LIABILITY HEREUNDER IS EXPRESSLY LIMITED TO THE TOTAL AMOUNT PAID FOR THE SOFTWARE, SERVICES, AND EQUIPMENT IN THE IMMEDIATELY PRECEDING TWELVE (12) MONTHS AND WILL UNDER NO CIRCUMSTANCE EXCEED THE AMOUNT PAID BY CUSTOMER IN THE IMMEDIATELY PRECEDING TWELVE (12) MONTHS FOR THE SOFTWARE, SERVICES AND EQUIPMENT PROVIDED BY MUELLER SYSTEMS UNDER THIS AGREEMENT. Some states do not allow the limitation and/or exclusion of liability for incidental or consequential damages, so the above limitation may not apply.

b. The provisions of this Agreement allocate the risks between Customer and Mueller Systems. Mueller Systems' pricing reflects this allocation of risk and the limitations of liability specified herein.

11. **NOTICE.** All notices required to be given hereunder shall be in writing. Notice shall be considered delivered and effective upon receipt when sent by registered or certified mail, return receipt requested, addressed to the parties as set forth above. Either party, upon written notice, may change any name or address to which future notice shall be sent.

12. **GENERAL.** The Software will not be exported or re-exported in violation of any export provisions of the United States or any other applicable jurisdiction. The rights and obligations of this Agreement are personal rights granted to the Customer only. The Customer may not transfer or assign any of the rights or obligations granted under this Agreement to any other person or legal entity. Any such purported transfer or assignment shall be null and void. Mueller Systems will be free of liability to the Customer where Mueller Systems is prevented from executing its obligations under this Agreement in whole or in part due to force majeure, such as earthquake, typhoon, flood, fire, and war or any other unforeseen and uncontrollable. Any modification or amendment to any of the provisions of this Agreement will be in writing and signed by an authorized officer of each party. This Agreement does not create or imply any relationship in agency or partnership between the parties. Headings are inserted for the

convenience of the parties only and are not to be considered when interpreting this Agreement. The validity of this Agreement and the rights, obligations, and relationship of the parties resulting from same will be interpreted and determined in accordance with the law of the State of Delaware, and applicable federal law, without regard to its choice of law provisions. The parties specifically exclude from application to the Agreement the United Nations Convention on Contracts for the International Sale of Goods and the Uniform Computer Information Transactions Act. If any provision of this Agreement is contrary to and in violation of any applicable law, such provision will be considered null and void to the extent that it is contrary to such law, but all other provisions will remain in effect. The waiver or failure of either party to exercise any right herein shall not be deemed a waiver of any further right hereunder. This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all other prior and contemporary agreements, understandings, and commitments between the parties regarding the subject matter of this Agreement.

[Signatures Appear on the Following Page]

**EACH PARTY ACKNOWLEDGES THAT IT
HAS READ THIS AGREEMENT,
UNDERSTANDS IT, AND AGREES TO BE
BOUND BY ITS TERMS AND CONDITIONS.**

Mueller Systems

By: _____

Name (Print or Type)

Title

Customer

By: _____

Name (Print or Type)

Title

Note: Please initial and return all pages

Appendix A

Mueller Systems – Product Warranty Statement

1. **Limited Warranty.** Mueller Systems, LLC (“Mueller”) warrants that, for the duration of the Warranty Period (defined below): (a) each product purchased from Mueller (“Product”) will be free from defects in materials and workmanship under normal use, installation and service conditions; (b) the media on which any Software is furnished will be free of defects in materials and workmanship under normal use; and (c) any such Software will substantially conform to the applicable published Mueller functional specifications for such Software. Products will have a warranty period of the greater of (i) one (1) year from date of shipment or (ii) the applicable warranty period for a specific Product stated below in Section 6 (“Warranty Period”).

2. **Exclusive Remedy.** Mueller will, at its option, either repair or replace with an equivalent substitute a Product that is in breach of the foregoing warranty during the Warranty Period if Purchaser reports the breach to Mueller within sixty (60) days after Purchaser discovers the breach. At Mueller’s request, Purchaser will ship the allegedly defective Product to a repair facility designated by Mueller at Purchaser’s expense and risk. If Mueller, in its sole discretion, determines that the Product breached the applicable warranty, Mueller will ship the repaired or replaced Product to Purchaser at Mueller’s expense and risk. If Mueller determines that it is unable to repair or replace such Product, it will, at Mueller’s sole discretion provide a cash or credit refund to Purchaser. If Mueller repairs or replaces any such defective Product, the Warranty Period for the repaired or replaced Product will continue for the longer of (y) thirty (30) days, or (z) the remainder of the original Warranty Period. Mueller’s warranty is subject to exclusions, as set forth in Section 3. This Section 2 sets forth Mueller’s entire liability, and the Purchaser’s exclusive remedy, for any alleged breach of warranty for any Products.

3. **Exclusions.** Mueller has no obligation under this Product Warranty Statement if (a) a Product has been subject to misuse, neglect or accident or has been damaged through abuse, alternation, installation or application inconsistent with AWWA guidelines or Mueller specifications, including but not limited to Mueller propagation studies, failure to follow Mueller’s operation or maintenance instructions or negligence in transportation, handling, or storage, or repaired by anyone other than Mueller or its authorized personnel, (b) with respect to software, there has been a change to the software’s operating environment not made or authorized by Mueller or if Purchaser fails to install any correction or enhancement provided by Mueller, or if a virus is introduced through no fault of Mueller, or (c) if any Product fails to satisfy the applicable warranty as a result of any force majeure event. Mueller’s Product Return process can be found at www.muellersystemsreturns.com.

4. **Important Disclaimer.** EXCEPT AS EXPRESSLY SET FORTH HEREIN, MUELLER DISCLAIMS ALL OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE AND NON-INFRINGEMENT AND WARRANTIES ARISING FROM A COURSE OF DEALING, USAGE OR TRADE PRACTICE. TO THE EXTENT ANY IMPLIED WARRANTY CANNOT BE EXCLUDED, SUCH WARRANTY IS LIMITED IN DURATION TO THE EXPRESS WARRANTY PERIOD.

5. **Limitation on Liability.** Mueller has no liability with respect to damage or destruction of property or the personal injury or death of persons resulting from defects in Products or from improper installation, use, maintenance or operation of any Products. In all cases, Mueller’s liability shall not exceed the total amount paid by Purchaser to Mueller under this Order.

6. **Product Warranties.** The following provisions in this Section 6 modify the limited warranty in Section 1 with respect to the specific Products identified below:

Automated Meter Reading (AMR) / Advanced Metering Infrastructure (AMI) Products		
Product	Description	Warranty Period
AMR / AMI Software	These items of Software will perform in accordance with Mueller's published specifications for the duration of the Warranty Period.	One (1) year from date of shipment to Purchaser.
AMR / AMI Radio Modules – AMI water module endpoints and AMR water module endpoints	During the Warranty Period, these Products will be free from defects in materials and workmanship.	Ten (10) years from date of shipment to Purchaser. Additionally, the unit is covered by a prorated warranty for years eleven (11) through fifteen (15) at a fifty-percent (50%) discount, and years sixteen (16) through twenty (20) at a twenty-five-percent (25%) discount from the date of shipment to Purchaser. All discounts will be calculated on the then current published price of the original product. All prorated warranty discounts are to be used towards the purchase of replacement units.
Encoder Register Products, Wall Pads and Pit Pads.	During the Warranty Period, these Products will be free from defects in materials and workmanship.	Ten (10) years from date of shipment to Purchaser. Additionally, the unit is covered by a prorated warranty for years eleven (11) through fifteen (15) at a fifty-percent (50%) discount, and years sixteen (16) through twenty (20) at a twenty-five-percent (25%) discount from the date of shipment to Purchaser. All discounts will be calculated on the then current published price of the original product. All prorated warranty discounts are to be used towards the purchase of replacement units.
Water Metering Products		
Product	Description	Warranty Period
All Meter Products not otherwise specified herein	During the Warranty Period, these Products will be free from defects in materials and workmanship.	One (1) year from date of shipment to Purchaser.
Remote Disconnect Meters (RDM) valve and solenoid assembly	During the Warranty Period, these Products will be free from defects in materials and workmanship.	Five (5) year warranty or two-thousand (2,000) actuations of the valve, whichever comes first, from the date of shipment to Purchaser.
Bronze Maincases	During the Warranty Period, these Products will be free from defects in materials and workmanship.	Twenty-Five (25) years from date of shipment to Purchaser.
Composite Maincases	During the Warranty Period, these Products will be free from defects in materials and workmanship.	Fifteen (15) years from date of shipment to Purchaser.
Standard registers for the above listed mechanical meters	During the Warranty Period, these Products will be free from defects in materials and workmanship.	Ten (10) years from date of shipment to Purchaser.
	AWWA ¹ New Meter Accuracy	5/8" – Five (5) years from the date of shipment to Purchaser or the registration of 500,000 U.S. gallons, whichever comes first;

¹ American Water Works Association ("AWWA")

Models 400 and 500 Series Meters		3/4” – Five (5) years from the date of shipment to Purchaser or the registration of 750,000 U.S. gallons, whichever comes first; 1” – Five (5) years from the date of shipment to Purchaser or the registration of 1,000,000 U.S. gallons, whichever comes first; 1-1/2” – Two (2) years from the date of shipment to Purchaser or the registration of 1,600,000 U.S. gallons, whichever comes first; 2” – Two (2) years from the date of shipment to Purchaser or the registration of 2,700,000 U.S. gallons, whichever comes first.
	AWWA Repaired Meter Accuracy (AWWA M6 Manual)	5/8” – Fifteen (15) years from the date of shipment to Purchaser or the registration of 1,500,000 U.S. gallons, whichever comes first; 3/4” – Fifteen (15) years from the date of shipment to Purchaser or the registration of 2,250,000 U.S. gallons, whichever comes first; 1” – Fifteen (15) years from the date of shipment to Purchaser or the registration of 3,000,000 U.S. gallons, whichever comes first; 1-1/2” – Ten (10) years from the date of shipment to Purchaser or the registration of 5,000,000 U.S. gallons, whichever comes first; 2” – Ten (10) years from the date of shipment to Purchaser or the registration of 8,000,000 U.S. gallons, whichever comes first.
Model HbMAG electromagnetic cold-water meters	During the Warranty Period, these Products will be free from defects in materials and workmanship.	Two (2) years from date of shipment to Purchaser.
Solid State Meters	During the Warranty Period (ten (10) years from date of shipment to Purchaser) these Products will meet or exceed accuracy of +/- 1.5% between the specified minimum flow rate to the specified maximum. Additionally, the unit is covered by a prorated warranty for years eleven (11) through fifteen (15) at a fifty-percent (50%) discount, and years sixteen (16) through twenty (20) at a twenty-five-percent (25%) discount from the date of shipment to Purchaser. All discounts will be calculated on the then current published price of the original product. All prorated warranty discounts are to be used towards the purchase of replacement units for the following sizes: 5/8” Meter 0.1 gpm to 20 gpm 5/8” x ¾”, ¾” Short, and ¾” Long Meter 0.1 to 30 gpm 1” Meter 0.4 to 55 gpm 1 ½” Meter 0.8 to 100 gpm 2” Meter 0.8 to 160 gpm	

Appendix B

Services

1. Software Services and Support Obligations

a. "Update" to the Software means a subsequent release of the Software that Provider makes generally available to its current customers for the Software. Updates include changes and corrections to the Software as are required to keep the Software in substantial conformance with the applicable Documentation and that are created by Provider as corrections for defects in the Software. Updates shall not include any release, option or future product that Provider licenses separately. Provider shall in its sole discretion determine the nature, content, timing and release of any Updates.

b. Web-based support, consisting of information on the most current release of the Software through Provider's web site.

c. Phone support in the form of advice and counsel via telephone regarding Customer's use of the most current release of the Software, as well as Customer's connectivity and ability to access Content. Phone Support is provided from 8:00 AM to 7:00 PM Eastern Time, Monday through Thursday and 8:00 AM to 5:00 PM Eastern Time on Fridays. All hours and days exclude recognized U.S. holidays observed by Mueller Systems.

2. Software Hosting Services

a. Except as specifically permitted in this Agreement, Customer shall have web-based access the Software hosted by Provider pursuant to this Agreement.

b. Provider shall provide Customer with access and related hosting services to the Software installed on Provider's servers. Provider will also install the Content provided by Customer. Provider will define the appropriate performance specifications and will host the server at a Provider's location. Provider will monitor and perform routine maintenance on the server, and if the server is not operating properly, will make a good faith effort to operate Customer's system on a backup server, if available. Access to Customer's server is restricted to authorized Provider information technology and support personnel only. Differential and full server backups are performed when reasonably practicable.

c. Customer shall be responsible for installing, operating and maintaining the equipment, software, and/or facilities at Customer location recommended by Provider for effective access to and use of the Software installed on Mueller Systems server. Customer shall be responsible for providing and maintaining its own Internet access and all necessary telecommunications equipment at Customer's location necessary for accessing the Software.

d. Upon termination, for any reason, of the Agreement or any license(s) granted herein, Provider shall immediately cease providing access to the Software and Hosting Services. Customer shall (i) immediately stop access and use of all such Provider confidential information (including Software); (ii) shall return all copies of the Software, Documentation, and any Provider confidential information to Provider; and (iii) delete all Software, Documentation, and other confidential information off of any and all storage media possessed or controlled by Customer. Customer shall provide Provider with written certification signed by an officer of Customer that Customer has complied with the provisions of this Section. Customer shall immediately pay all amounts due to Provider.

Appendix C

Confidential Information

For purposes of this Attachment, “party” or “parties” shall mean Provider and Customer, including their respective subsidiaries and affiliates who are providing information under this Agreement. The parties agree to maintain confidential information as follows:

1. **Definition of Confidential Information.** The parties understand and agree that confidential information is any and all current and future Equipment, Documentation and/or Software information, roadmap, technical or financial information, customer names, addresses and related data, contracts, practices, procedures and other business information, including software reports, strategies, plans, documents, drawings, machines, tools, models, patent disclosures, samples, materials and requests for proposals that may be disclosed between the parties, whether written, oral, electronic or otherwise, however and wherever acquired (“Confidential Information”). Confidential Information excludes any information which would otherwise fall in the definitions above, but which was (a) known to the recipient of the information (“Recipient”) before receipt from the disclosing party; (b) publicly available through no fault of Recipient; (c) rightly received by Recipient from a third party without a duty of confidentiality; (d) disclosed by disclosing party to a third party without a duty of confidentiality on the third party; (e) independently developed by Recipient without breach of this or any other confidentiality agreement; or (f) disclosed by Recipient after prior written approval from the disclosing party.
2. **Obligations of Confidentiality and Remedies.** Recipient agrees to protect the disclosing party’s Confidential Information with the same degree of care, but no less than a reasonable degree of care, as Recipient uses with respect to its own Confidential Information. Neither party has any obligation to exchange Confidential Information. Both parties acknowledge and agree that the disclosure of the other party’s Confidential Information could cause irreparable harm. Therefore, an injured party is entitled to applicable equitable relief, including injunctions, in addition to other remedies, for such wrongful disclosure of Confidential Information. In addition, disclosure of Confidential Information required by a government body or court of law is not a violation of this Section if the Recipient gives prompt notice of the required disclosure to the disclosing party.
3. **Term of Confidentiality Obligations.** Recipient’s duty to protect Confidential Information expires three (3) years from the date of disclosure of the particular Confidential Information.
4. **No Warranties on Confidential Information.** Neither party warrants or guarantees the accuracy of any Confidential Information transferred between the parties.

Appendix D

2,249.00	MSW-S-PH-ALL-10K	MIHOST 5-10K (POINT/Y)	USD 3.90	USD 8,771.10
2	MS-CELLULAR	MINET 4G BACKHAUL PER MIHUB	USD 250.00	USD 500.00



Public Notice

Request for Quotes for Animal Control and Kennel Services

The City of Isanti is accepting quotes for Animal Control and Animal Kennel Services for the City of Isanti. Specifications and quote forms are available upon request from the City Clerk's Office at Isanti City Hall, 110 - 1st Avenue NW, PO Box 428, Isanti MN 55040. The City Council reserves the authority to waive irregularities and award in the best interest of the City. Quotes shall be submitted to the City Clerk at 110 - 1st Avenue NW, PO Box 428, Isanti MN 55040. All quotes submitted must be clearly marked as "Quotes for Animal Control and Kennel Services". Quotes will be accepted until 12:00 p.m., Wednesday, March 2, 2022. The City reserves the right to accept or reject any and/or all quotes.

Jaden Strand
City Clerk

Publish on:
Posted on:



CITY OF ISANTI

REQUEST FOR PROPOSALS

FOR ANIMAL CONTROL AND KENNEL SERVICES

Proposals Due: March 2, 2022

I. INTRODUCTION

This request has been prepared by the City of Isanti to retain animal control and kennel services from a qualified business.

The primary objective of requesting proposals is for the City to determine which parties can offer the highest quality of service at the most reasonable cost.

II. INSTRUCTIONS FOR PROPOSERS

- A. The City will accept electronic or written proposals. Responses must clearly address all of the items listed in this request for proposal. Parties choosing to submit a written proposal please submit to:

Jaden Strand
City Clerk
City of Isanti
110 1st Ave NW P.O. Box 428
Isanti, MN 55040

Electronic proposal submissions are to be attached to an email with the subject line “Animal Control and Kennel Service Proposal” Questions or request for clarification may be directed to Jaden Strand, City Clerk by phone at (763) 762-5759 or via email at JStrand@cityofisanti.us.

- B. **All proposals must be received no later than 12:00 pm on Wednesday, March 2, 2022.** Any vendors submitting proposals after the date and time listed above are not guaranteed consideration. Proposals submitted should be clearly labeled “Animal Control and Kennel Service Proposal.”

**SUMMARY OF SPECIFICATIONS
ON-CALL ANIMAL CONTROL OFFICER (Dog Catcher)
ANIMAL CONTROL SERVICES
CITY OF ISANTI**

Statement of Work

On-Call Animal Control Officer shall furnish all labor, equipment, and services performed for the job of dog catcher for the City of Isanti. Services shall be provided in an efficient and workman like manner.

On-Call Animal Control Officer Duties

Upon request of the Isanti Police Department, City Administrator (or Designee), or other Law Enforcement Agency, shall take all reasonable and necessary steps to catch and take into custody any dog determined to be in violation of any City Ordinance, or Minnesota State Statute in the corporate limits of the City of Isanti. The Animal Control Officer shall also have the authority to pick up any dog that is observed by the Officer and are determined to be in violation of any City Ordinance or Minnesota State Statute; when driving through the City without a direct request from the Isanti Police Department or City Administrator (or Designee).

Period of Contract

The successful bidder shall be required to enter into a contract with the City of Isanti. The contract shall run from **April 1, 2022 through March 31, 2027.**

Services to be Provided

The On-Call Animal Control Officer shall provide the following services:

- Respond to a call by the Police Department or authorized City Staff to pick up and / or transport dogs.
- Respond to call to assist law enforcement for pick-up / and or transport of other animals.
- Transport one or more dogs or other animals as directed by the City to a designated dog kennel when animal is held at City Hall.
- Respond to complaints as directed by the Police Department or authorized City Staff.
- Provide services on a holiday as available.

Holidays shall be identified as follows:

New Year's Day	Martin Luther King Jr. Day
President's Day	Memorial Day
Independence Day	Labor Day
Columbus Day	Veteran's Day
Thanksgiving Day	Day after Thanksgiving Day
½ day Christmas Eve Day	Christmas Day

Identification

The City shall provide the Animal Control Officer with appropriate credentials and / or identification to identify the Contractor as the “Official Animal Control Officer” for the City of Isanti.

Indemnification

The Animal Control Officer shall agree to an indemnification clause as provided within the contract between the City of Isanti and the Animal Control Officer.

Insurance

The Animal Control Officer must provide liability insurance coverage and shall provide a Certificate of Liability Insurance to the City of Isanti and shall name the **City of Isanti** as an additional insured. Said insurance shall protect against liability for personal injury or property damage to third parties of not less than **\$1,000,000**.

Termination

Animal Control Officer must agree to a sixty (60) day termination clause as provided in a contract between the City of Isanti and the service provider.

OTHER REQUIREMENTS

1. References

For vendors that have not served the City in this capacity, references must be submitted with the quote for services (see attached form).

2. Doing Business with the City

For vendors that have not served the City, a Doing Business with the City form must be completed and submitted with the quote.

**CITY OF ISANTI
ISANTI, MINNESOTA
ANIMAL CONTROL SERVICES QUOTE SHEET**

I (we) submit the following quote for animal control (dog catcher) services for the City of Isanti. The quote shall be fully completed to be considered in the award of the quote per the attached specifications. Quotes will be accepted until 12:00 p.m. Wednesday, March 2, 2022 at Isanti City Hall, 110 1st Avenue NW, PO Box 428, Isanti, MN 55040.

All bids shall be based on direction by the City for service.

Quote for Services from the hours 8:00 a.m. to 7:00 p.m.

1. Dog Pick-up & Transport to Kennel or other animal as directed by City staff _____
2. Same Call –
Pick-up of each Additional Dog & Transport to Kennel _____
3. Transport only, one or more dogs to a kennel when held at Police Department or City Hall _____
4. Respond to Complaint _____

Quote for Services from the hours 7:00 p.m. to 8:00 a.m. and designated holidays

5. Dog Pick up or other Animals & Transport to Kennel _____
6. Hourly Rate for Public Services _____
7. Dog bite incidents including transport to University of Minnesota _____
8. Price Adjustment over Service Years of contract* (if any) _____

Name

Company Name

Address

Phone Number

Authorized Signature

*Service Years are time periods defined as follows:

Year 1 - April 1, 2022 through March 31, 2023

Year 2 - April 1, 2023 through March 31, 2024

Year 3 - April 1, 2024 through March 31, 2025

Year 4 - April 1, 2025 through March 31, 2026

Year 5 - April 1, 2026 through March 31, 2027

SUMMARY OF SPECIFICATIONS

KENNEL SERVICES

CITY OF ISANTI

Statement of Work

Provide kennel services as a dog care provider providing room and board for dogs impounded by the City of Isanti or the Animal Control Officer.

Services to be Provided

- Provided dog care services in a discreet and humane manner.
- Care for unleashed dogs picked up by the City's Animal Control Officer and / or law enforcement within the City of Isanti.
- Assist in the pick up of unleashed dogs in the event the Animal Control Officer and / or law enforcement is unable to pick up an unleashed dog due to other emergency.
- Provide a place for each dog to stay.
- Provide food, water, and walking / exercising the dogs.
- Provide medication for the needs of any dogs in care of the provider.
- Transport all dogs to the vet at the end of the required number of days pursuant to State Statute for each unclaimed dog.
- Observe any dog for a period of ten (10) days (or pursuant to State Statute) that has bitten a person and is impounded; as well as keep the dog apart from other animals; and notify the City of signs of any transmittable diseases.
- Provide kennel services seven (7) days a week, twenty-four (24) hours per day.

Equipment

- Provide all tools and necessary equipment.
- Provide appropriate kennels for the retention of dogs to be cared for.

Accounting, Billing, Business Records

- Provide to City at the end of each month a summary of all dogs cared for, and an itemization of charges for each such dog cared for.
- Files, documents, and records relating to performance of dog caring shall remain the property of the City, and shall be provided to the City at any time upon its request by the kennel provided.

Period of Contract

Contract shall run for a period from **April 1, 2022 through March 31, 2027.**

Licensing and Certification

Maintain all Professional Licensing and Certification as required by local, state, and federal law, and / or Associations for Dog Catchers and Dog Kennels.

Liability Insurance and Indemnification

- Provide services at own risk.

- Assume all responsibility for the use and condition of tools and equipment used in the performance of required duties, efforts and work.
- Carry liability insurance for an amount of not less than **\$1,000,000** and provide a certificate of said insurance as provided in the proposed contract with the City.
- Agree to an indemnification clause as provided within the contract between the City of Isanti and the kennel services provided.

Termination

Contractor must agree to a sixty (60) day termination clause as provided in a contract between the City of Isanti and the service provider as provided within the specifications.

OTHER REQUIREMENTS

1. References

For vendors that have not served the City in this capacity, references must be submitted with the quote. (see attached form).

2. Doing Business with the City

For vendors that have not served the City, a Doing Business with the City form must be completed and submitted with the quote.

**CITY OF ISANTI
ISANTI, MINNESOTA
KENNEL SERVICES QUOTE SHEET**

I (we) submit the following quote for kennel services for the City of Isanti. The quote shall be fully completed to be considered in the award of the bid per the attached specifications. Quotes will be accepted until 12:00 p.m. Wednesday, March 2, 2022 at Isanti City Hall, 110 1st Avenue NW, PO Box 428, Isanti, MN 55040

1. Per Day Fee for care of dog
(Includes kennel, food, water, walking/exercising, etc) _____
2. Transport to Veterinarian/shelter _____
3. Price Adjustment over term of contact
per service year * (if any) _____

Name

Company Name

Address

Phone Number

Authorized Signature

*Service Years are time periods defined as follows:

Year 1 - April 1, 2022 through March 31, 2023
Year 2 - April 1, 2023 through March 31, 2024
Year 3 - April 1, 2024 through March 31, 2025
Year 4 - April 1, 2025 through March 31, 2026
Year 5 - April 1, 2026 through March 31, 2027

REFERENCES

Commercial/City References: Please print or type.

Contact Name

Company Name

Address

Phone Number

Contact Name

Company Name

Address

Phone Number

Contact Name

Company Name

Address

Phone Number

Printed Name of Contact

DOING BUSINESS WITH THE CITY OF ISANTI
REQUEST FOR INFORMATION

Business Name

Business Owner Name(s)

Property Address

Please list all properties owned within the City of Isanti.

Property Address	Parcel Identification Number
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

_____ Signature	_____ Title
--------------------	----------------

Please return in the enclosed envelope to City of Isanti, PO Box 428, Isanti, MN 55040.

Thank You.



Isanti Police Department Monthly Report

January 2022

<u>Reported Crime</u>	<u>Month to Date</u>	<u>Year to Date</u>
Theft	4	4
Assault	2	2
Vandalism/Damage to Property	0	0
Narcotics	3	3
Burglary	0	0
Domestics	2	2
Crim Sex	1	1
Robbery	0	0
Loud Party/Disturbance	8	8
Medical	43	43
Permit to Purchase	11	11
Security Check / Extra Patrol	431	431

<u>Traffic Offenses</u>	<u>Month to Date</u>	<u>Year to Date</u>
No Insurance	9	9
DUI	0	0
Accidents	21	21
Hit & Run	2	2
Warrant P/U	5	5
Speed	5	5
DAR/DAS	17	17
Administrative Citations (Including Speed)	5	5

<u>Squad Mileage</u>	<u>Month End Mileage</u>	<u>Month Miles</u>	<u>YTD Miles</u>
Ford Explorer 221	103,131	416	416
Ford Explorer 224	102,256	360	360
Ford F150 225	Unavailable	#VALUE!	#VALUE!
Chevy Impala 223	102,829	114	114
Dodge Durango 226	42,345	679	679
Dodge Durango 227	49,604	1,160	1,160
Dodge Durango 228	28,968	1,326	1,326
Chevy Tahoe 229	15,702	1,136	1,136
Dodge Charger 230	3,076	1,103	1,103

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CITY OF ISANTI MONTHLY REPORT

Jan 2022

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		
ROOF / SIDING	1	2	\$0.00	\$0.00	\$1.00	\$2.00	\$80.00	\$160.00		
DECK	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
LL FINISH	1	2	\$0.00	\$0.00	\$1.00	\$2.00	\$300.00	\$600.00		
REMODEL / ADDITION	1	1	\$0.00	\$0.00	\$2.50	\$2.50	\$123.00	\$123.00		
GARAGE / SHED	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
MISCELLANEOUS	13	17	\$0.00	\$0.00	\$13.00	\$17.00	\$1,272.00	\$1,722.00		
SINGLE DWELLINGS	4	7	\$1,068,234.21	\$1,818,394.80	\$552.74	\$1,013.64	\$14,259.30	\$25,881.90		
MULTI DWELLINGS	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
MECHANICAL	8	13	\$0.00	\$0.00	\$8.00	\$13.00	\$600.00	\$975.00		
PLUMBING	8	12	\$0.00	\$0.00	\$8.00	\$12.00	\$592.00	\$928.00		
RESIDENTIAL TOTAL	36	54	\$1,068,234.21	\$1,818,394.80	\$586.24	\$1,062.14	\$17,226.30	\$30,389.90		
COMMERCIAL										
NEW BUILDINGS	1	1	\$300,000.00	\$300,000.00	\$150.00	\$150.00	\$0.00	\$0.00		
REMODEL / ADDITION	1	1	\$0.00	\$0.00	\$30.00	\$30.00	\$780.00	\$780.00		
PLUMBING	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
MECHANICAL	1	1	\$0.00	\$0.00	\$1.00	\$1.00	\$50.00	\$50.00		
ROOF / SIDING	0	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		
MISCELLANEOUS	2	3	\$0.00	\$0.00	\$1.00	\$1.00	\$125.00	\$175.00		
COMMERCIAL TOTAL	5	6	\$300,000.00	\$300,000.00	\$182.00	\$182.00	\$955.00	\$1,005.00		
RESIDENTIAL/COMMERCIAL TOTAL	41	60	\$1,368,234.21	\$2,118,394.80	\$768.24	\$1,244.14	\$18,181.30	\$31,394.90	\$26,772.00	\$46,851.00

YEARLY BUILDING PERMIT COMPARISONS

THRU 1/31/2022

Year	# permits	Single units	Multi units	Commercial	Permit Value	Permit Fees	WAC/SAC Fees
2015	18	1	0	0	\$283,705.00	\$5,209.22	\$7,983.00
2016	24	0	0	0	\$80,003.00	\$3,610.48	\$0.00
2017	38	4	0	0	\$716,154.00	\$13,243.40	\$24,666.00
2018	33	3	0	0	\$510,011.00	\$10,341.45	\$13,944.00
2019	38	0	0	0	\$146,958.00	\$6,749.70	\$0.00
2020	42	2	0	0	\$487,175.68	\$10,414.95	\$11,965.00
2021	39	2	0	0	\$485,521.00	\$10,091.33	\$12,750.00
2022	60	7	0	1	\$2,118,394.80	\$31,394.90	\$46,851.00

MONTHLY COMPARISON FOR 2022

Month	# Permits	Permit Value	Permit Fees
January	41	\$1,368,234.21	\$18,181.30
February	19	\$750,160.59	\$13,213.60
March	0	\$0.00	\$0.00
April	0	\$0.00	\$0.00
May	0	\$0.00	\$0.00
June	0	\$0.00	\$0.00
July	0	\$0.00	\$0.00
August	0	\$0.00	\$0.00
September	0	\$0.00	\$0.00
October	0	\$0.00	\$0.00
November	0	\$0.00	\$0.00
December	0	\$0.00	\$0.00
Totals	60	\$2,118,394.80	\$31,394.90



**BOLTON
& MENK**

Real People. Real Solutions.

M.4.
7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

MEMORANDUM

Date: February 9, 2022
To: Honorable Mayor Johnson and Members of the City Council
From: Jason W Cook, P.E.
City Engineer
Subject: Project Status Report
Project No.: 0R1.126218

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

1) 2022 Pavement Management Project

We will complete the plans & specifications this month.

2) Brookview South 1-4 Addition Rehabilitation

We will complete the plans & specifications this month.

3) Heritage Blvd & 8th Avenue Pedestrian Crossing

We have submitted the concept layout and cost estimate to the County Engineer for review.

4) Legacy Pines 3rd Addition

The final pavement lift on Eagle Street is scheduled to be completed next spring.

5) Fairway Greens North Development

The First Addition Phase 1 was completed this fall & building permits are being pulled. The remainder of the 1st Addition as well as the 2nd Addition are anticipated to be completed in 2022.

6) Fairway Greens South Development

The owner has requested to extend the recording of the plat up to 1 year.

7) MS4 Implementation

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

Please contact me if you have any questions.