

**AGENDA**  
**CITY OF ISANTI**  
**CITY COUNCIL MEETING**

**TUESDAY, APRIL 5, 2022 – 7:00 P.M.**  
**CITY HALL**

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

**F. Proclamations/Commendations/Certificate Award**

- 1. 2021 Wastewater Treatment Award

**G. Approve City Council Minutes**

- 1. March 15, 2022- Regular Meeting of the City Council
- 2. March 15, 2022- Committee of the Whole Meeting

**H. Announcements**

- 1. **CITY OFFICES CLOSED**

Friday, April 15, 2022  
*(In Observance of Good Friday)*

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

Tuesday, April 19, 2022 at 5:00 p.m.  
Tuesday, April 19, 2022 at 7:00 p.m.  
Tuesday, April 19, 2022  
*(Immediately following the City Council Meeting)*

**I. Council Committee Reports**

**J. Public Hearings**

**K. Business Items**

**City Administrator Josi Wood**

- 1. Resolution 2022-XXX Accepting Quote for Animal Control and Kennel Services and Authorizing to Enter into a Contract for Animal Control and Kennel Services
- 2. Resolution 2022-XXX Approving a Special Event Permit Application for the Neighborhood Market
- 3. Resolution 2022-XXX Approving a Contract for Temporary Park and Recreation Consulting Services with Alyssa Olson

**City Engineer Jason Cook**

- 4. Resolution 2022-XXX Awarding the Bid for the 2022 Pavement Management Project
- 5. Resolution 2022-XXX Awarding the Bid for the South Brookview Improvements Project

**Community Development Director Stephanie Hillesheim**

6. Resolution 2022-XXX Approving Site Plans for Two Buildings at 687 and 703 E Dual Blvd NE for Wolf River Industries/ Coyote Creek Industries

**L. Approve Consent Agenda**

1. First Quarter Payroll for Council/ Boards/ Commissions in the Amount of \$8,794.21, Payroll in the Amount of \$248,564.92 and Accounts Payable in the Amount of \$509,682.89
2. Resolution 2022-XXX Authorizing the Replacement of Lift Station Air Release Valves
3. Resolution 2022-XXX Accepting Donation for Isanti Redbirds and Authorizing Expenditure of Same
4. Resolution 2022-XXX Accepting Resignation of Liquor Store Clerk II Nicole Johnson
5. Resolution 2022-XXX Accepting Economic Development Authority Board Member Justin Nielsen's Resignation
6. Resolution 2022-XXX Approving Donation Box at Liquor Store
7. Resolution 2022-XXX Approving Goals for 2022
8. Resolution 2022-XXX Accepting Quote from Ranger GM for City Hall Staff Vehicle
9. Resolution 2022-XXX Approving Re-hire of Seasonal Joel Bazey
10. Resolution 2022-XXX Approving Re-hire of Seasonal Eric Jones
11. Resolution 2022-XXX Approving Hire of Liquor Store Clerk II Janet Booth

**M. Other Communications**

**Adjournment**

# CERTIFICATE OF COMMENDATION

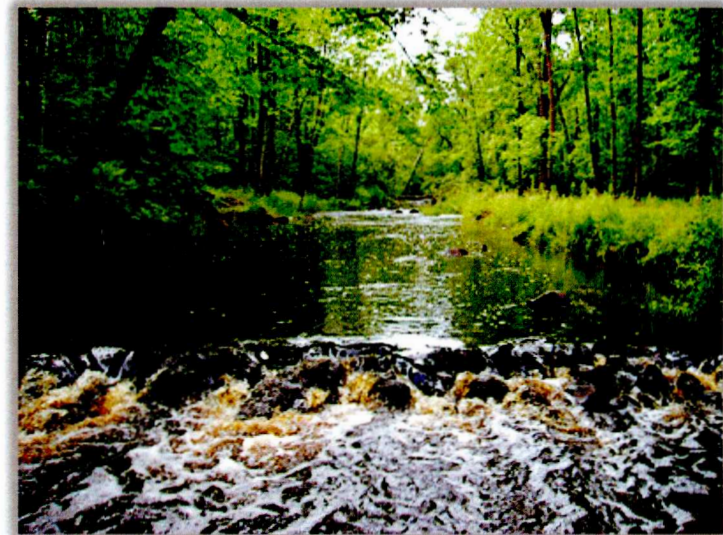
This Wastewater Treatment Facility Operational Award is presented to  
**Isanti WWTP**  
and its staff

in recognition of exceptional compliance with its Minnesota Pollution Control Agency  
NPDES/SDS wastewater permit during the 2021 review period.

Your dedication to protecting Minnesota's waters are duly  
recognized and appreciated by the state of Minnesota.

*Katrina Kessler*

Katrina Kessler, MPCA Commissioner



**MINUTES  
CITY OF ISANTI  
CITY COUNCIL MEETING**

**TUESDAY, MARCH 15, 2022 – 7:00 P.M.  
CITY HALL**



**G.1.**

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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, Steve Lundeen and Dan Collison

Members Absent: None

Staff Present: City Administrator Josi Wood, City Clerk Jaden Strand, Community Development Director Stephanie Hillesheim, Finance Director Mike Betker, Community Development Specialist Ryan Saltis and Chief of Police Travis Muyres

Others Present: Fire Chief Al Jankovich

**D. Public Comment**

None

**E. Adopt Agenda**

**ADDENDUM:**

**Revise K.4. Resolution 2022-052** Approving a Forgivable Loan For Barack Realty LLC For Certain Real Property Located at PID 16.029.1400

**Move L.4. to K.5. Resolution 2022-053** Authorizing DNR Outdoor Recreation Grant Submission

**Add L.10. Resolution 2022-060** Accepting Resignation for Liquor Store Clerk II Roberta Klatt

**Add L.11. Resolution 2022-061** Accepting Resignation for Park Recreation and Events Coordinator Alyssa Olson

**Add L.12.** Authorizing a One-Time Fence Repair in the Amount of 50% of the Cost Not to Exceed \$550.00 at PID 01.006.0700 Due to Snow Plow Damage

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

**F. Proclamations/Commendations/Certificate Award**

**1.** Week of the Young Child- April 2<sup>nd</sup> through April 8<sup>th</sup>

Mayor Johnson proclaimed April 2<sup>nd</sup> through April 8<sup>th</sup>, 2022 will be recognized as the *Week of the Young Child*.

**G. Approve City Council Minutes**

**1.** March 1, 2022- Regular Meeting of the City Council



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

## **H. Announcements**

1. City Council Meeting Tuesday, April 5, 2022 at 7:00 p.m.
2. Economic Development Authority Meeting Tuesday, April 5, 2022  
(Immediately following the City Council Meeting)
3. Parks, Recreation and Culture Board Tuesday, March 22, 2022 at 6:00 p.m.

## **I. Council Committee Reports**

None

## **J. Public Hearings**

None

## **K. Business Items**

1. Isanti Area Joint Fire District Annual Report Presentation (*Fire Chief Al Jankovich*)

Fire Chief Al Jankovich presented the annual report. Highlights of the presentation included 7 years of average service for the firefighters, 190 years of service between all firefighters, 1,134 fire calls for 2021 with 538 being within the City of Isanti and a list of all the equipment that the Fire District owns free and clear minus Station 1 as the City owns that building.

### **City Administrator Josi Wood**

2. **Resolution 2022-050** Approving a Gambling Premise Permit Application from Isanti County Sportsmen Club at the Thunder Brothers Brewery

City Administrator Josi Wood shared that an application was received from Isanti County Sportsmen Club requesting for a Premise Permit for on-going gambling which would include E-tabs, tip boards, paddlewheel, electronic pull tabs, etc. and would be located at Thunder Brothers Brewery. The applicant has submitted the necessary application materials and completed all the necessary requirements. Staff recommended approval.

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

3. **Resolution 2022-051** Approving a Special Event Permit Application for Race for Life & DK Gold Cup Qualifier

City Administrator Josi Wood shared an application was received from Rum River BMX to hold a special event for the Race for Life and DK Gold Cup Qualifier on Friday, April 29<sup>th</sup> through Sunday, May 1<sup>st</sup>. The applicant has submitted all necessary required documents. Staff recommended approval.

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

### **Community Development Stephanie Hillesheim**

**4. Resolution 2022-052** Approving a Forgivable Loan For Barack Realty LLC For Certain Real Property Located at PID 16.029.1400

Community Development Director Stephanie Hillesheim shared a request was received from Barack Realty LLC to purchase City owned property identified as PID 16.029.1400. Barack Realty LLC is working with the Small Business Administration for loan funding and to be eligible to include the value of the land in their documents the structure of the transaction has been altered to allow for a forgivable loan to the purchaser in lieu of selling the land for \$1.00. The outcome of the closing will remain the same.

Upon closing and before construction, Barack Realty LLC will be required to Plat the parcel through the Administrative Subdivision process, as well as adhere to the requirements and conditions that the developer will be required to put in including infrastructure to access the site and City sewer and water service.

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

**5. Resolution 2022-053** Authorizing DNR Outdoor Recreation Grant Submission

City Administrator Josi Wood shared this was discussed earlier in the evening at the Committee of the Whole meeting. There was discussion on whether or not to apply for the grant for the amenities discussed including the 2023 CIP budgeted restrooms.

Councilor Lundeen stated the City should apply for the grant and decline later if need be since the Splash Pad was already in the budget.

Councilor Gordon stated that he did not want to spend \$436,000.00 and did not think the City should apply for the grant.

Motion by Lundeen to approve the grant application process, seconded by Collison. Motion passed 3-2 with Gordon and Bergley voting nay.

### **L. Approve Consent Agenda**

1. Payroll in the Amount of \$131,477.07 and Accounts Payable in the Amount of \$632,339.71
2. **Resolution 2022-054** Reestablishing Precincts and Polling Places
3. **Resolution 2022-055** Accepting Quote for Outsourcing the Mowing of Nuisance Weed/Grass Abatement Lots
4. ~~Resolution 2022-XXX Authorizing DNR Outdoor Recreation Grant Submission~~
5. **Resolution 2022-056** Authorizing the Replacement of the Main Lift Station Generator
6. Resolution 2022-XXX Accepting Quote for Animal Control and Kennel Services and Authorizing to Enter into a Contract for Animal Control and Kennel Services
7. **Resolution 2022-057** Approving Packet Management and Information Software
8. **Resolution 2022-058** Approving Chamber Audio Visual Reprogramming Upgrade
9. **Resolution 2022-059** Authorizing Signatories for the Purpose of Accessing and Maintaining City Funds and Investments as well as Authorization for Use of the City Credit Card
10. **Resolution 2022-060** Accepting Resignation for Liquor Store Clerk II Roberta Klatt
11. **Resolution 2022-061** Accepting Resignation for Park Recreation and Events Coordinator
12. Authorizing a One-Time Fence Repair in the Amount of 50% of the Cost Not to Exceed \$550.00 at PID 01.006.0700 Due to Snow Plow Damage

Mayor Johnson stated that he would like to remove L.6. Resolution 2022-XXX Accepting Quote for Animal Control and Kennel Services and Authorizing to Enter into a Contract for Animal Control and Kennel Services as he would like to do more research on the item.

Councilor Gordon asked if the City has had any issues with the current provider.

Johnson responded that the City has not had any issues personally but another City has.

Councilor Lundeen stated that the City cannot get into any legalities or issues from another City. Lundeen further stated he had no problem pulling it but it needs to get resolved sooner than later.

Motion by Mayor Johnson to table L.6., seconded by Lundeen. Motion passed 5-0. Motion carried.

Councilor Lundeen stated that the Resignation of Parks, Recreation and Events Coordinator Alyssa Olson is a great loss to the City as she has done a fabulous job.

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

#### **M. Other Communications**

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

#### **Adjournment**

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

Meeting adjourned at 7:27 p.m.

Respectfully Submitted,



Jaden Strand  
City Clerk

**MINUTES  
CITY OF ISANTI  
COMMITTEE OF THE WHOLE MEETING**



**TUESDAY, MARCH 15, 2022 – 5:00 P.M.  
CITY HALL**

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Mayor Johnson called the meeting to order at 5:03 p.m.

The Pledge of Allegiance was recited.

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

Staff Present: City Administrator Josi Wood, City Clerk Jaden Strand, Community Development Director Stephanie Hillesheim, Parks, Recreation and Events Coordinator Alyssa Olson, Public Services Director Matt Sylvester, City Engineer Jason Cook, Finance Director Mike Betker and Chief of Police Travis Muyres

Others Present: Ben Smith

**D. Public Comment**

None

**E. Committee Meeting Items**

**1. City Council Agenda Request (*Ben Smith*)**

Ben Smith shared that he lives just outside of City limits in Athens Township however, sometimes the Township plows his road and sometimes the City Does.

Smith continued to share that around February 21<sup>st</sup> he endured broken panels of fencing due to snow accumulation and the snow drift pushing into his fence when the City plow went by.

Smith stated there are approximately 6 posts and 4 rails that suffered the damage. The posts range from \$20.00-\$25.00 each and the rails cost approximately \$40.00 each to replace.

City Administrator Josi Wood shared that this road is a split jurisdiction because the City has property on one side of the road which requires the City to plow one side but not the other. It was discussed that the City's plow driver would not lift up the blade, put it down and lift it up again at the property that is within city limits because of the unsafe condition and the mound it would leave where cars could potentially spin out if they hit it. Wood further shared that upon communicating with the Township, Mr. Smith's fence is located in the Right-of-Way.

Consensus from Committee is to authorize a one-time fence repair in the amount of 50% of the cost not to exceed \$550.00 due to snow plow damage with the property owner installing and bring to City Council later in the night for consideration.

## 2. Public Works Updates

Public Works completed the annual tree trimming list.

Public Works spent a lot of time plowing snow this season.

17 street lights downtown and in Bluebird Park will be converted to an LED light this spring. Turns out there is a rebate from Connexus Energy for \$35.00 per light that staff will be taking advantage of.

Potholes have been showing up lately and staff has been working on patching them and will continue through Spring.

With the rain that was received followed by the warm weather, Public Works have been out opening up catch basins.

Many Repairs were made to the street sweeper over the Winter in preparation for Spring clean-up.

Staff continue to do some brush cutting in storm ponds while the ground is still frozen as routine maintenance only.

The lift station pumps have been ordered and will be replaced this Spring into Summer.

The Wastewater Treatment Plant is now utilizing the filters and clarifiers. These are bypassed for the majority of the Winter in Winter running mode. This allows for staff to do a number of maintenance items related to the Wastewater Treatment Plant.

The Transfer Pump has been received that was in the CIP plan for the Wastewater Treatment Plant. As ponds begin to thaw, staff will be utilizing it to help minimize any odor issues.

The water meter change out continues to be on hold. The majority of the water meters have been received but are waiting on the Nicor connectors. The Nicor connectors are used to connect the meter to the antenna. Public Services Director Matt Sylvester has been told a couple different shipment dates but has not received them yet. Once received, residents will be notified and installs will begin.

Currently, the Water Treatment Plant is running on the back-up C12 system. Staff switches to the back-up system annually to ensure it will work if an emergency were to happen. This allows staff time to perform maintenance on the Miox machine and the CL2 pumps.

Staff is also in the process of replacing some piping for the C12 pumps due to the number of leaks that have been appearing.

The Sledding Hill and Pleasure Rink at Bluebird Park have a significant amount of thawing recently. Both were a success this Winter and use frequently.

### **3. Replacement of the Main Lift Station Generator Discussion**

This is the main generator at the Lift Station and was installed in 1996. In the CIP, 30 years is considered the useful life for the generator putting the replacement at 2026.

The replacement was moved forward in light of the Federal Covid dollars received in which the money was advised to be spent on water and sewer.

By moving the generator replacement up there is a use for the used generator as it would be a good fit at the new Police Department building.

Finance Director Betker explained that there are a few things at the City that have to work every single time and that is tasers, firearms and squad vehicles. Betker stated that if he was going to add a 4<sup>th</sup> example to the list it would be the generator at the Main Lift Station. The Main Lift Station pumps run every 7 minutes. It has to have power and if the generator is not working in approximately 2 hours sewage would potentially be backing up into basements.

The generators that were purchased and installed were for stations that did not have them prior. One other generator that will come up is the generator at the Water Treatment Plant as that one did not get replaced either.

Replacement of the generator will be brought to the Council meeting later that night for consideration.

### **4. DNR Outdoor Recreation Grant Update**

Application for the DNR Outdoor Recreation Grant is due at the end of the month.

The majority of the proposal will highlight the Splash Pad as a major park amenity, if awarded, would help fund a large portion of the splash pad project.

In completing the application, staff identified an opportunity to include additional amenities to increase fundability and enhance the chances that grant reviewers will find this project valuable for funding.

In reviewing bid for Bluebird Park restrooms, increased costs have placed the project over budget by approximately \$50,000.00. Including this feature in the grant application would allow the City to apply for a greater amount of funding that could cover these costs and allow both projects to move forward, allowing the City to apply for the full match of \$300,000.00 instead of the original \$218,000.00.

As the grant is funded through the DNR, there is a large preference towards projects that are environmentally-friendly and those that include ADA accessible features.

To enhance the environmental appeal of the project, staff included some money to build pollinator gardens along the park green to encourage wildlife habitats and support regrowth in Bluebird Park. To increase potential support for the project, and to raise the number of



users the park will appeal to, staff has also included the opportunity to create a fitness trail along the walking paths in both Bluebird Park and Unity Park. These fitness features would reach a new audience and allow more users to benefit from this grant without needing additional City funding.

Consensus from Committee is to move the consideration of DNR Outdoor Recreation Grant Application submission from the consent agenda to a business item on the City Council Agenda for consideration.

**F. Adjournment**

Meeting was adjourned at 5:50 p.m.

Respectfully Submitted.

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

Jaden Strand  
City Clerk



## Request for City Council Action- MEMO

**To:** Mayor Johnson and Members of City Council  
**From:** Jaden Strand, City Clerk  
**Date:** April 5, 2022  
**Subject:** Resolution 2022-XXX Accepting Quote for Animal Control and Kennel Services

### **Background:**

A Request for proposals was placed in the Official Newspaper and posted for Animal Control and Kennel Services for the City. Contracted services shall run through March 31, 2027. The City received two quotes/proposals for animal control services. The proposals are as follows:

QUOTER			Comments
Gratitude Farms	\$85.00 Impound Fee	\$25.00/day Boarding Fee	<p>\$250.00 monthly all-inclusive fee to City.</p> <p>No price adjustment over term of contract.</p> <p>Vendor keeps all fees charged.</p>
On-Line Retrievers	\$100.00 Impound Fee, plus mileage/ IRS rate	\$30.00/day Boarding	<p>No monthly City fee, \$100.00 response fee for a complaint or response plus IRS mileage.</p> <p>Transport to Kennel or University of Minnesota- \$100.00 fee plus mileage/IRS rate for transport.</p> <p>Transport to Vet- IRS mileage.</p> <p>2.5% price adjustment per year for Kennel Services.</p> <p>IRS mileage adjustment each year if any.</p> <p>Vendor keeps all fees charged.</p>

Staff has reviewed the proposals and recommends continuing services with Gratitude Farms.

**Request:**

Staff is requesting to enter into a contract with Gratitude Farms for Animal Control and Kennel Services.

**Attachment:**

- Resolution 2022-XXX Accepting Quote for Animal Control and Kennel Services

## RESOLUTION 2022-XXX

### ACCEPTING QUOTE FOR ANIMAL CONTROL AND KENNEL SERVICES

**WHEREAS**, the City of Isanti has requested quotes for Animal Control and Kennel Services; and,

**WHEREAS**, staff has received quotations for Animal Control and Kennel Services from Gratitude Farms and On-Line Retrievers; and,

**WHEREAS**, both vendors are qualified service providers and their proposals are as follows:

QUOTER			Comments
Gratitude Farms	\$85.00 Impound Fee	\$25.00/day Boarding Fee	\$250.00 monthly all-inclusive fee to City.  No price adjustment over term of contract.  Vendor keeps all fees charged.
On-Line Retrievers	\$100.00 Impound Fee, plus mileage/ IRS rate	\$30.00/day Boarding	No monthly City fee, \$100.00 response fee for a complaint or response plus IRS mileage.  Transport to Kennel or University of Minnesota- \$100.00 fee plus mileage/IRS rate for transport.  Transport to Vet- IRS mileage.  2.5% price adjustment per year for Kennel Services.  IRS mileage adjustment each year if any.  Vendor keeps all fees charged.

**NOW THEREFORE BE IT RESOLVED by the City Council of the City of Isanti, Minnesota as follows:**

1. The City Council hereby accepts the quote from Gratitude Farms for Animal Control and Kennel Services
2. That the City Administrator is hereby authorized to complete and enter into the City Animal Control and Kennel services contracts for the provision of Animal Control and Kennel Services with Gratitude Farms.
3. The contract shall run through March 31, 2027.

This resolution was duly adopted by the Isanti City Council this 5<sup>th</sup> day of April 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk



## MEMO for Council Action

**To:** Mayor Johnson and Members of the City Council  
**From:** Stephanie Hillesheim, Community Development Director  
**Date:** April 5, 2022  
**Subject:** Resolution to Approve Special Event Permit for The Neighborhood Market

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Tony Gall of the “The Neighborhood Market” has submitted a Special Event Permit Application to host a community farmer’s market located in the Members Cooperative Credit Union on Fridays from May 6 through October 28<sup>th</sup> in 2022 from 2-6pm. A maximum of 15 vendors on-site is being requested.

The Neighborhood Market is requesting the Temporary Sign Permit fee be waived for the events.

All departments and the Fire Chief have approved the application with the following conditions:

- Barricades must be in place differentiating pedestrian and vehicle traffic surrounding the market.
- A temporary sign permit must be approved before any signage is placed for events.

### **Request:**

Staff is requesting action on this item.

### **Action Required:**

If the Council concurs, it should by motion, approve the attached Resolution as written and consider the future of the Isanti Family Farmer’s Market hosted and organized by the City on Wednesdays. There are currently 4 vendors who have applied to sell at the market in 2022. The kick off meeting and deadline to apply is May 21, 2022.

### **Attachments:**

- Resolution 2022-XXX
- Special Event Permit Application for The Neighborhood Market

**RESOLUTION 2022-XXX**

**APPROVING A SPECIAL EVENT PERMIT APPLICATION FOR THE NEIGHBORHOOD MARKET**

**WHEREAS**, Tony Gall has submitted a Special Event Permit application requesting a permit to host The Neighborhood Market, a weekly farmer’s market on Fridays in the Member’s Cooperative Credit Union parking lot; and,

**WHEREAS**, The Neighborhood Market will take place every Friday from May 6-October 28 in 2022.

**WHEREAS**, hours will of the event will be 2pm – 6pm.

**WHEREAS**, the estimated number of people to be in attendance is 50; and,

**WHEREAS**, there will be a maximum of 15 vendors on site.

**WHEREAS**, the applicant has received permission from the Member’s Cooperative Credit Union to host the event at their location; and,

**WHEREAS**, parking during the event will be restricted to paved surfaces at the location; and,

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

**WHEREAS**, barricades must be used to differentiate pedestrian and vehicle traffic areas; and,

**WHEREAS**, a Temporary Sign Permit must be approved before any signage is placed for the events; and,

**WHEREAS**, the fee for the Temporary Sign Permit for The Neighborhood Market has been waived.

**WHEREAS**, the City has received the required \$100 clean-up deposit fee;

**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 The Neighborhood Market;

**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 April 5, 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk





## 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.

**Special Event Permit Guideline:** Please see city code section 278 "Special Events" for more detailed information.

**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

#### *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  
3/24/02  
87

## SPECIAL EVENT PERMIT APPLICATION

Submittal Date: 3-24-22

### APPLICANT INFORMATION

Sponsoring Entity (if applicable): \_\_\_\_\_

Contact Person: Tony Gall

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

E-mail: \_\_\_\_\_

Secondary Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

### EVENT INFORMATION

Event Name: The neighborhood market

Date(s) of Event: every Friday from May 6 - Oct 28

Hours of Event: 2pm - 6pm

Type of Event: ☒ Open to the Public ☐ Private ☐ Other: \_\_\_\_\_

Describe Event (List all activities. Provide flyer or other marketing materials as available.):

Farmers market.

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

members bank 210 6<sup>th</sup> ave NE Isanti MN 55040

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

50

**Parking Impact** – Describe in detail:

market will be at end of parking lot, this will allow the drive lanes of the lot to stay free with lots of parking. park is drive up only also.

**Tents, equipment, amusement rides, etc.**

Type: \_\_\_\_\_

Size: \_\_\_\_\_

Location: \_\_\_\_\_

**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:

No

**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.

**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).

No

**Clean-up Plans** – Describe in detail:

market manager will be on grounds till everyone leaves.

**Live entertainment** – Describe in detail:

Possible have someone play a instrument but no louder then  
market vibe.

Will any other **public addressing system or sound amplification** be used? If so, describe:

No.

**If the event will be held on public property, please provide the following information:** (1) Will tickets be sold for the event? (2) Is a donation of any kind required? (3) What is the purpose of the money that is collected?

market Fee of 100 will Go to pay signs lms and advertising.

*Depending upon the type of special event, some items may not be required or may be waived as part of the review process. Larger events may require additional information, in order to properly process the request.*

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#### **APPLICANT SIGNATURE**

I declare that the information I have provided on this application is truthful and I understand that falsification of answers on this application will result in denial of the application. I authorize the City of Isanti to investigate and make whatever inquiries necessary to verify the information provided.

Applicant Signature: \_\_\_\_\_

Abel Gil

**OFFICE USE ONLY**

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

Fire Chief

\_\_\_\_ Approved \_\_\_\_ Denied \_\_\_\_ N/A Signature: \_\_\_\_\_

Police Chief

\_\_\_\_ Approved \_\_\_\_ Denied \_\_\_\_ N/A Signature: \_\_\_\_\_

Public Services Director

\_\_\_\_ Approved \_\_\_\_ Denied \_\_\_\_ N/A Signature: \_\_\_\_\_

Parks, Recreation and Culture Manager

\_\_\_\_ Approved \_\_\_\_ Denied \_\_\_\_ N/A Signature: N/A

Community Development Director

\_\_\_\_ Approved \_\_\_\_ Denied \_\_\_\_ N/A Signature: \_\_\_\_\_

City Administrator

\_\_\_\_ Approved \_\_\_\_ Denied \_\_\_\_ N/A Signature: \_\_\_\_\_

City Council

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

Date of Review: \_\_\_\_\_

9w

How many vendors max?

Are they requesting to have directmail sign permit/fees waived?



Heritage Blvd

Heritage Blvd

Search here

6th Avenue Northeast

6th Avenue Northeast

6th Avenue Northeast

6th Avenue Northeast

6th Avenue Northeast

Members Cooperative  
Credit Union

seller parking

Coin Cloud Bitcoin ATM

Google

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/16/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER <b>Advantage 1 Insurance</b> <b>3801 N 3rd Street</b> <b>SAINT CLOUD, MN 56303</b>	CONTACT NAME: <b>Beth Fiedler</b>
	PHONE (A/C, No, Ext): <b>(320)252-6660</b> FAX (A/C, No): <b>(320)252-7536</b>
	E-MAIL ADDRESS: <b>Bethf@advantageoneins.com</b>
	INSURER(S) AFFORDING COVERAGE
	INSURER A: <b>West Bend Mutual</b> NAIC #: <b>15350</b>
	INSURER B:
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

INSURED  
**MINNESOTA FARMERS' MARKET ASSOCIATION**  
**The Neighborhood Market**  
**210 6th Ave Northeast**  
**Isanti, MN 55040**

## COVERAGES

CERTIFICATE NUMBER: 90007830-12639906

REVISION NUMBER: 1030

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			A091325	01/01/2022	01/01/2023	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>100,000</b> MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>3,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>3,000,000</b> OTHER: \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			A091325	01/01/2022	01/01/2023	EACH OCCURRENCE \$ <b>2,000,000</b> AGGREGATE \$ <b>2,000,000</b> OTHER: \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Listed as Additional Insured in regards to General Liability -

Second Location - Franklin Arts Center Parking Lot 1001 Kingwood St Brainerd MN 56401

## CERTIFICATE HOLDER

## CANCELLATION

**The Neighborhood Market**  
**210 6th Avenue Northeast**  
**Isanti, MN 55040**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

(BJF)

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ANTHONY GALL

75-7345/2919

2769

DATE 3-24-22

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PAY TO City of Teant:  
THE ORDER OF

\$ 100.00

One hundred dollars & 00/100

DOLLARS



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Default on Back



**MEMBERS**

COOPERATIVE CREDIT UNION  
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www.membersccu.org

MEMO

Damage deposit

Anthony Gall

MP

SPECIALTY BLUE

## Stephanie Hillesheim

---

**From:** Al Jankovich <aljankovich@isantifiredistrict.org>  
**Sent:** Tuesday, March 29, 2022 12:01 PM  
**To:** Stephanie Hillesheim  
**Subject:** RE: Special Event Permit - Farmer's Market

Hi Stephanie,

Isanti Fire approves the May 6 – October 28 Neighborhood Market SEP application as presented.

Thank you.

**ALAN JANKOVICH | FIRE CHIEF**

ISANTI FIRE DISTRICT

401 1<sup>ST</sup> AVE NW, PO BOX 490 | ISANTI MN 55040

763.444.8019 | [aljankovich@isantifiredistrict.org](mailto:aljankovich@isantifiredistrict.org) | [www.isantifiredistrict.org](http://www.isantifiredistrict.org)



---

**From:** Stephanie Hillesheim <SHillesheim@cityofisanti.us>  
**Sent:** Tuesday, March 29, 2022 11:46 AM  
**To:** Al Jankovich <aljankovich@isantifiredistrict.org>; Travis Muyres <tmuyres@cityofisanti.us>  
**Subject:** Special Event Permit - Farmer's Market

Greetings,

Here is a Special Event Permit we are hoping to move forward with at the upcoming Council Meeting. Please let me know if you have any questions or comments. Otherwise, you can email me your comments, approval or rejection of the permit.

Thanks,

Stephanie Hillesheim  
Community Development Director



City of Isanti  
110 1st Ave NW, Isanti, MN 55040  
City Hall: (763) 444-5512 | Fax: (763) 444-5560  
Office: (763) 762-5761 | Mobile: (763) 453-4592

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be legally privileged. If you are not the intended recipient, you are hereby notified that any retention, dissemination, distribution, or copying of this communication is strictly prohibited. Please reply to the sender that you have received the message in error, then delete it. Thank you.

---

**From:** City of Isanti <[Isanti@cityofisanti.us](mailto:Isanti@cityofisanti.us)>

**Sent:** Tuesday, March 29, 2022 12:36 PM

**To:** Stephanie Hillesheim <[SHillesheim@cityofisanti.us](mailto:SHillesheim@cityofisanti.us)>

**Subject:** Attached Image

## Stephanie Hillesheim

---

**From:** Travis Muyres  
**Sent:** Tuesday, March 29, 2022 12:08 PM  
**To:** Stephanie Hillesheim  
**Subject:** Re: Special Event Permit - Farmer's Market

approved

Would like permit holder to clarify plans for barricading off the area for vehicle traffic for the safety of the pedestrian participants.



**TRAVIS MUYRES**  
**Police Chief / Emergency Management Director**  
**Isanti Police Department**

401 First Ave NW  
PO BOX 428  
Isanti, MN 55040  
763-444-4761 x101

---

**From:** Stephanie Hillesheim <SHillesheim@cityofisanti.us>  
**Sent:** Tuesday, March 29, 2022 11:45 AM  
**To:** Al Jankovich <aljankovich@isantifiredistrict.org>; Travis Muyres <tmuyres@cityofisanti.us>  
**Subject:** Special Event Permit - Farmer's Market

Greetings,

Here is a Special Event Permit we are hoping to move forward with at the upcoming Council Meeting. Please let me know if you have any questions or comments. Otherwise, you can email me your comments, approval or rejection of the permit.

Thanks,

Stephanie Hillesheim  
Community Development Director



City of Isanti  
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---

**From:** City of Isanti <Isanti@cityofisanti.us>  
**Sent:** Tuesday, March 29, 2022 12:36 PM  
**To:** Stephanie Hillesheim <SHillesheim@cityofisanti.us>  
**Subject:** Attached Image





## Memo for Discussion

**To:** Mayor Johnson and Members of the City Council  
**From:** Josi Wood, City Administrator  
**Date:** April 5, 2022  
**Subject:** Resolution to Approve a Contract for Temporary Park and Recreation Consulting Services

---

### **Background:**

Parks, Recreation and Events Coordinator, Ms. Alyssa Olson, gave notice of her resignation and her last day was Monday, March 29<sup>th</sup>. With the new Illuminate Isanti event in full swing of recruiting much needed sponsorships and planning, staff feels it would be best to keep Ms. Olson on to help with the planning, implementation and possible execution of that event. As with other contracted services, the time allowance for these items would be overseen by the City Administrator. Ms. Olson may also be requested to assist in the transition of the events, as well as other department tasks, when the position is filled. It is unknown when the anticipated date will be for filling that position as candidates have not been interviewed yet.

The contracted hourly wage from Ms. Olson is \$55.00 per hour. Funding for this temporary contracted service would be PRC – 112, Contracted Services, which is unbudgeted but will be offset by a reduction in wages and insurance with the position unfilled.

### **Request:**

Approve temporary park and recreation consultant services with Ms. Alyssa Olson.

### **Attachments:**

- Resolution 2022-XXX
- Contracted Services Proposal

## **RESOLUTION 2022-XXX**

### **RESOLUTION APPROVING A CONTRACT FOR TEMPORARY PARK AND RECREATION CONSULTING SERVICES WITH ALYSSA OLSON**

**WHEREAS**, Parks, Recreation and Events Coordinator Alyssa Olson gave notice of resignation as an employee of the City of Isanti, with her last day Monday March 29, 2022; and

**WHEREAS**, it is recognized that park and recreation events would benefit in the interim of filling the position and temporarily as continued efforts move forward in event planning to help make new events such as Illuminate Isanti a success and aid in transitioning in the new employee; and

**WHEREAS**, it would be beneficial to have Ms. Olson's services with these events and staff recommends entering into a contract with her;

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

1. Hereby enters into the attached contract between the City of Isanti and Alyssa Olson for contracted park and recreation services.
2. Approves and authorizes the City Administrator to sign the contract between the City of Isanti and Ms. Olson.
3. Funding source is identified as PRC – 112 (Contracted Services).

This Resolution hereby approved by the Isanti City Council this 5<sup>th</sup> day of April 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk



# Proposal for Services

For **City of Isanti** By **Alyssa K. Olson**

## Client Needs

Ongoing support for City of Isanti event coordination, marketing and design services.

## Proposed Solution

Provide support for City of Isanti projects, including but not limited to, event logistics, supplier and vendor coordination, sponsor management, marketing support and design services. Projects will be requested on an as needed basis. Timelines and deliverables will be mutually agreed upon prior to project initiation.

## Projects As Agreed Upon

**\$55/hr**

## Signatures

Contractor

Pending Signature

**Alyssa Olson**  
Contractor

Client

Sign

**City of Isanti**

## Terms

This Independent Contractor Agreement (the "Agreement") is made and entered into as of March 28, 2022 (the "Effective Date") by and between Alyssa K. Olson ("Contractor"), and City of Isanti a ("Client").

**1. Engagement of Services.** Client hereby engages and retains Contractor to provide certain services, and Contractor agrees to render such services to Client, from time to time as mutually agreed to by Client and Contractor (the "Services") and that are described in one or more scope of work ("SOWs") which include specific Deliverables, Descriptions, Timelines, and Fees.

**2. Compensation.** Client will pay Contractor the fees set forth in the SOW in consideration for rendering the Services pursuant to this Agreement and such SOW. Contractor will invoice Client on a As Needed basis and Client agrees to pay invoices within 30 days of receiving the invoice. Payment after that date will incur a late fee of 5.0% per month on the outstanding amount. Contractor will be reimbursed for expenses that relate to the Services and that are approved by Client in advance. Upon termination of this Agreement for any reason, Client will pay Contractor any unpaid fees for Services that have been completed prior to such termination. Client will not be required to pay Contractor a deposit prior to any work beginning.

**3. Ownership of Work Product.** Client is and will be the owner of all interests in the product of all work performed under this Agreement (the "Work Product"). Contractor hereby irrevocably sells, transfers and assigns to Client all right, title and interest that Contractor has or will have in and to the Work Product, and Contractor acknowledges that Client owns and will own all such existing and future right, title and interest in and to the Work Product. Notwithstanding the foregoing, Contractor shall be entitled to display Work Product in their portfolio, on their website, or for any other business marketing purposes.

**4. Intellectual Property.** Neither the Client nor Contractor shall acquire any right, title or interest in any intellectual property owned, licensed or controlled by the other party as of the Effective Date.

**5. Confidential Information.** Contractor shall not disclose any of the Client's confidential information to anyone other than its affiliates, employees, contractors or authorized representatives who have a need to know the information in connection with Contractor's rendering of the Services. Contractor shall exercise the same degree of care to prevent disclosure of any Confidential Information as it takes to preserve and safeguard its own confidential information but, in any event, no less than a reasonable degree of care.

**6. Independent Contractor Relationship.** Contractor's relationship with Client is that of an independent contractor, and nothing in this Agreement is intended to, or should be construed to, create a partnership, agency, joint venture or employment relationship. No part of Contractor's compensation will be subject to withholding by Client for the payment of any social security, federal, state or any other employee payroll taxes. Client will regularly report amounts paid to Contractor by filing Form 1099-MISC with the Internal Revenue Service as required by law. CONTRACTOR IS ACTING AS AN INDEPENDENT CONTRACTOR TO CLIENT; CONTRACTOR IS NOT ENTITLED TO UNEMPLOYMENT INSURANCE BENEFITS, WORKERS' COMPENSATION BENEFITS, PENSION, BONUS OR OTHER FRINGE BENEFITS FROM CLIENT. CONTRACTOR WILL PAY ALL NATIONAL, FEDERAL AND STATE INCOME TAX, SOCIAL SECURITY TAX AND OTHER AMOUNTS DUE UNDER APPLICABLE PAYROLL AND SIMILAR LAWS WITH RESPECT TO ALL AMOUNTS PAID IN CONNECTION WITH THIS AGREEMENT.

**7. Term.** The term of this Agreement will commence on the Effective Date and will continue until terminated by either party as provided herein. The Services shall commence as set forth in the SOW and will continue as provided therein or until terminated pursuant to the terms of such SOW or this Agreement.

**8. Termination.** Either party may terminate this Agreement at any time by giving 15 days prior written notice to the other party. Either party may terminate this Agreement immediately upon a material violation of this Agreement by the other party.

**9. Limitation of Liability.** IN NO EVENT WILL EITHER PARTY BE LIABLE FOR DIRECT DAMAGES ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT OR ANY SOW IN EXCESS OF THE TOTAL FEES PAID TO CONTRACTOR UNDER THE SOW GIVING RISE TO SUCH LIABILITY. IN NO EVENT WILL EITHER PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL OR PUNITIVE DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS OR REVENUE) EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

**10. Governing Law.** This Agreement will be governed in all respects by the laws of the United States of America and by the laws of the State of Minnesota, excluding conflicts of law principles.

**11. Severability.** Should any provisions of this Agreement be held by a court of law to be illegal, invalid or unenforceable, the legality, validity and enforceability of the remaining provisions of this Agreement will not be affected or impaired thereby.

**12. Waiver.** The waiver by either party of a breach of any provision of this Agreement by the other party will not operate or be construed as a waiver of any other or subsequent breach by such party.

**13. Assignment.** Neither party shall assign or transfer this Agreement, or any rights or portion thereof, to any related or unrelated third party without the other party's consent.

**14. Entire Agreement.** This Agreement and all outstanding SOWs constitute the entire agreement between the parties relating to this subject matter and supersede all prior or contemporaneous oral or written agreements concerning such subject matter. The terms of this Agreement and all outstanding SOWs will govern all Services undertaken by Contractor for Client. This Agreement and any SOW may only be changed by mutual agreement of authorized representatives of the parties in writing.



Real People. Real Solutions.

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

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

March 29, 2022

Mayor Johnson and Members of the City Council  
City of Isanti  
P.O. Box 428  
Isanti, MN 55040

RE: Award Recommendation – 2022 Pavement Management Project  
City of Isanti, Minnesota  
BMI Project No. 0R1.126221

Honorable Mayor Johnson and Members of the City Council:

Three bids were received on March 29, 2022, for the 2022 Pavement Management Project. This project included one base bid for the seal coat and ADA improvements and one alternate bid for the micro-surfacing of Pinto Lane SE, Buckskin Boulevard SE, and Appaloosa Lane SE north of Palomino Road SE. The bids were checked and tabulated, and the results are summarized as follows:

Bidder	Base Bid: Seal Coat & ADA Improvements	Alternate 1: Micro- Surfacing	Base Bid + Alternate 1
Asphalt Surface Technologies Corp.	\$317,926.10	\$55,220.00	\$373,146.10
Allied Blacktop Company	\$349,821.70	N/A	N/A
Fahrner Asphalt Sealers, LLC	\$443,748.54	\$76,588.80	\$520,337.34
<i>Engineer's Estimate</i>	<i>\$330,864.50</i>	<i>\$53,004.00</i>	<i>\$383,868.50</i>

The Council may elect to award the Base Bid with or without Alternate 1. Asphalt Surface Technologies Corp. is the low responsible bidder for all combinations of bids. We recommend award of the Base Bid with Alternate 1 to Asphalt Surface Technologies Corp. in the amount of \$373,146.10.

If you have any questions, please contact me.

Sincerely,

Jason W Cook, P.E.  
City Engineer

**RESOLUTION 2022-XXX**

**AWARDING THE BID FOR THE  
2022 PAVEMENT MANAGEMENT PROJECT**

**WHEREAS**, the City has planned for the 2022 Pavement Management Project; and,

**WHEREAS**, the plans and specifications have been completed for these improvements;  
and,

**WHEREAS**, The bid documents included the Micro-Surfacing of Pinto Lane SE,  
Buckskin Boulevard SE, and Appaloosa Lane SE north of Palomino Road SE; and,

**WHEREAS**, a public bid opening was held on March 29<sup>th</sup>, 2022; and,

**WHEREAS**, three bids were received; and,

**WHEREAS**, The City has elected to award the Base Bid + Alternate 1; and,

**WHEREAS**, Asphalt Surface Technologies Corp. was the responsible low bidder with a bid  
of \$373,146.10; and,

**WHEREAS**, the finance department has confirmed that the project is financially feasible;

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

- 1) That the City shall award the project entitled “2022 Pavement Management Project”  
including Alternate 1 to Asphalt Surface Technologies Corp. in the amount of  
\$373,146.10.
- 2) Funding for the project shall come from utility franchise fees.

This resolution was duly approved by the Isanti City Council this 5<sup>th</sup> day of April 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk



**BOLTON  
& MENK**

Real People. Real Solutions.

**K.5.**  
7533 Sunwood Drive NW  
Suite 206  
Ramsey, MN 55303-5119

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

March 29, 2022

Mayor Johnson and Members of the City Council  
City of Isanti  
P.O. Box 428  
Isanti, MN 55040

RE: Award Recommendation – South Brookview Improvements  
City of Isanti, Minnesota  
BMI Project No. 0R1.126222

Honorable Mayor Johnson and Members of the City Council:

Four bids were received on March 29, 2022, for the South Brookview Improvements Project. The bids were checked and tabulated, and the results are summarized as follows:

<b>Bidder</b>	<b>Total Bid: South Brookview Improvements</b>
North Valley, Inc.	\$429,434.23
Asphalt Surface Technologies Corp.	\$455,436.95
Knife River Corporation	\$468,615.20
OMG Midwest Inc. dba Minnesota Paving & Materials	\$518,357.72
<i>Engineer's Estimate</i>	<i>\$461,130.00</i>

The South Brookview Improvements assessments are estimated to be reduced approximately 9% based on the low bid received.

North Valley, Inc.'s bid is within the anticipated budget. We recommend award of this project to North Valley, Inc. in the amount of \$429,434.23.

If you have any questions, please contact me.

Sincerely,

Jason W Cook, P.E.  
City Engineer



**RESOLUTION 2022-XXX**

**AWARDING THE BID FOR THE SOUTH BROOKVIEW IMPROVEMENTS PROJECT**

**WHEREAS**, the City has planned for the South Brookview Improvements Project; and,

**WHEREAS**, the plans and specifications have been completed for these improvements; and,

**WHEREAS**, the funding for this project is, in part, special assessments following the MS 429 process, and general funds; and,

**WHEREAS**, a public bid opening was held on March 29<sup>th</sup>, 2022; and,

**WHEREAS**, four bids were received; and,

**WHEREAS**, North Valley, Inc. was the responsible low bidder with a bid of \$429,434.23; and,

**WHEREAS**, this bid prices are within the anticipated budget;

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

- 1) That the City shall award the project entitled “South Brookview Improvements” to North Valley, Inc. in the amount of \$429,434.23.
- 2) Funding for the project shall come from special assessments and general funds.

This resolution was duly approved by the Isanti City Council this 5<sup>th</sup> day of April 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk



## Request for City Council Action

**To:** Mayor Johnson and Members of City Council  
**From:** Ryan Saltis, Community Development Specialist  
**Date:** April 5<sup>th</sup>, 2022  
**Subject:** Site Plan Review for Wolf River Electric for two industrial buildings located at 687 and 703 E Dual Blvd NE

---

**Background:** A presentation was given at the March 15, 2022 Planning Commission Meeting by the City's Community Development Specialist in regards to the site plans for two proposed industrial buildings located at 687 and 703 E Dual Blvd NE. It was explained that each building will be located on 5.01-acre parcels and will be similar in building appearance, floor plans, square footage, parking, and building orientation facing East Dual Blvd NE. It was mentioned that Wolf River Electric intends to occupy at least 51% of each building and potentially rent a portion of the building to tenants until there is a need for expansion within the company. John Waletzko of Bradbury Stamm Construction was present at the meeting representing Wolf River Electric and was available for questions from the Planning Commission. The Planning Commission asked the representative what the construction timeline is intended to be for the building. The representative explained that they intend to construct both buildings at the same time in the fall of 2022. No one else from the public spoke at the public hearing.

The City of Isanti Planning Commission approved the Site Plans for two proposed industrial buildings with conditions at the March 15, 2022 Planning Commission meeting. Motion for approval passed 5-0.

**Request:** Consider adopting the resolution and findings of fact.

### **Attachments**

- Resolution
- Findings of Fact
- Planning Commission Report with Exhibits

## **RESOLUTION 2022-XXX**

### **A RESOLUTION APPROVING THE SITE PLANS FOR TWO INDUSTRIAL BUILDINGS FOR WOLF RIVER ELECTRIC LOCATED AT 687 AND 703 EAST DUAL BLVD NE**

**WHEREAS**, Wolf River Industries/Coyote Creek Industries (applicant) has requested approval for site plans of two industrial buildings at 687 and 703 East Dual Blvd NE in the City of Isanti (PID's 16.157.0020 and 16.157.0010); and,

**WHEREAS**, the property is located in the "I-1" Industrial Park District, in which *Light Manufacturing and Warehousing* are permitted uses; and,

**WHEREAS**, under Isanti Zoning Code Section 18, Subd.2(A) the construction of a new building is required to obtain approval of the Site Plan/Building Appearance; and,

**WHEREAS**, the City of Isanti has entered into a development agreement with Wolf River Industries/Coyote Creek Industries on December 15, 2020; and,

**WHEREAS**, the City of Isanti Planning Commission recommended approval of Site Plans for two light manufacturing and warehousing buildings on March 15, 2022; and,

**WHEREAS**, the City of Isanti City Council reviewed the requested Site Plans at its regularly scheduled meeting on April 5, 2022;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Isanti, that it adopts the Findings of Fact and Conclusion related to the requested Site Plans for two manufacturing buildings;

**BE IT FURTHER RESOLVED** that the requested Site Plans be hereby APPROVED subject to the following conditions:

1. A photometrics plan shall be submitted to review lighting types, locations of lights and foot candle readings
2. An easement shall be obtained for the 30 ft wide shared access to both sites
3. All signs shall require a sign permit when applicable to determine dimensions and locations and shall follow Section 16 of the City's Zoning Ordinances
4. Applicant shall apply for all permits associated with the building including but not limited to a building permit, mechanical permit, plumbing permit, electrical permit, and sewer and water hookup.
5. All conditions/comments listed in the City Engineer's memos dated 3/8/2022 shall be addressed

This Resolution is hereby approved by the Isanti City Council this 5<sup>th</sup> day of April, 2022

---

Mayor Jeff Johnson

Attest:

---

Jaden Strand  
City Clerk

## FINDINGS OF FACT AND CONCLUSION

### **Request**

Request by Wolf River Industries/Coyote Creek Industries for Site Plan Approval for two manufacturing buildings located at 687 and 703 East Dual Blvd NE.

### **Findings of Fact**

1. The applicant is requesting approval of Site Plans for two manufacturing buildings located at 687 and 703 East Dual Blvd NE.
2. The Property is zoned I-1, Industrial Park District.
3. A public hearing on the matter was scheduled before the City of Isanti Planning Commission on March 15, 2022 at 7:00 p.m. at City Hall within the City Council Chambers.
4. Notice of the Site Plan application was published with the *County Star* on March 3, 2022. Notices were sent to all property owners located within 350 feet of the aforementioned address.
5. Section 18 of the Zoning Ordinance establishes factors that the judgement of the Planning Commission shall be based upon when reviewing a Site Plan request.

### **Conclusions**

1. In review of the standards established in Section 18, Subdivision 7; the following conclusions have been made (*conclusions to each requirement are shown in italics*):
  - A. Consistency with the elements and objectives of the City's development guides, including the comprehensive plan.  
*The proposed industrial buildings will provide employment opportunities in Isanti. The potential for tenant spaces within the buildings will draw future companies to Isanti. Warehousing and Light Manufacturing is a permitted use in the Industrial Park District and is guided in the Comprehensive Plan.*
  - B. Consistency with City Codes.  
*The proposed development meets all current City Codes established.*
  - C. Preservation of the site in its natural state to the extent practicable by minimizing tree and soil removal and designing grade changes to be in keeping with the general appearance of neighboring developed or developing areas.  
*There are no existing trees on site that will need to be removed for the development of the manufacturing buildings. The landscaping plan proposes 19 new trees located on the site at 703 E Dual Blvd and proposes 22 additional trees to be planted at 687 E Dual Blvd NE.*

*The site will meet the landscaping requirements set forth in Section 15 of the City's Zoning Ordinances.*

- D. The amount and location of open space and landscaping.

*The proposed sites exceed minimum requirements for open space and landscaping.*

- E. Vehicular and pedestrian circulation, including walkways, interior drives, and parking in terms of location and number of access points to the public streets, width of interior drives and access points, general interior circulation, separation of pedestrian and vehicular traffic and arrangement and amount of parking.

*Interior vehicular and pedestrian circulation, access points to the public streets, and all other requirements have been met.*

- F. Protection of adjacent and neighboring properties through reasonable provision for surface water drainage, sound and sight buffers, preservation of views, light, and air and those aspects of design not adequately covered by other regulations which may have substantial effects on neighboring land uses.

*The site will be properly shielded from neighboring properties by future landscaping. The development of industrial buildings is consistent with other buildings in the Industrial Park District along East Dual Blvd NE and will not have a negative impact on surrounding properties.*

- G. Consistency with the City's Engineering Design standards as adopted by Resolution of the City Council

*The proposed development has been reviewed by the City Engineer. Engineer comments have been or will be incorporated into the development.*

## **Decision**

The City of Isanti Planning Commission reviewed the request after a public hearing was held on March 15, 2022. The staff memo, and attachments shall be made part of the Findings of Fact and Conclusion.

Planning Commission Recommendation: Motion by Lundeen, seconded by Bergley to recommend approval of the two manufacturing buildings located at 687 and 703 East Dual Blvd NE.



## MEMORANDUM

TO: Planning Commission

FROM: Ryan Saltis, Community Development Specialist

DATE: March 15, 2022

SUBJECT: Site Plan Review for two proposed Industrial buildings located at 687 and 703 E Dual Blvd NE

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**Request:** The applicant, Wolf River Industries/Coyote Creek Industries is requesting site plan approval for two proposed Industrial buildings located at 687 and 703 E Dual Blvd NE.

**Overview/Background:** The applicant proposes to construct the two buildings on vacant lots located at 687 and 703 E Dual Blvd NE in the City's Industrial Park.

These are shovel ready sites and were once part of a 15.03-acre parcel until it was split into three separate 5.01-acre parcels. Wolf River Electric bought two of these parcels from the city to develop and Isanti's Economic Development Authority still owns the parcel to the south (605 E Dual Blvd NE).

These parcels are currently zoned I-1 Industrial Park District in which "Light Manufacturing" and "Warehousing" are permitted uses. Wolf River Electric intends on occupying at least 51% for their company and temporarily renting out the remaining space to tenants until expansion is needed. The two proposed buildings are intended to be 16,125 sq ft each. Floor Plans show four possible leased spaces of roughly 4032 sq ft each. The site is proposed to provide seventy-nine total parking stalls.

**Analysis of Application:** The site plan for the building shall comply with the following requirements for the I-1 Industrial Park District:

### **Setbacks – Principal Building**

Minimum Front Yard Setback

There shall be a front yard having a depth of not less than thirty (30) feet between building and the street right-of-way line.

Minimum Side Yard Setback                      There shall be two (2) side yards, one on each side of a building. Each side yard shall be not less than fifteen feet in width.

Minimum Rear Yard Setback                      30 feet

*The proposed buildings will be located over 100 ft from the front property line and will be setback over the required 15 ft minimum for the side. The proposed buildings will meet all required setbacks for the I-1 zoning district.*

### **Easement**

An easement shall be required for the shared access to the sites and East Dual Blvd NE. Site Plans indicate that a shared property line between the two parcels separates the 30 ft drive aisle. Although the property owners are the same for these two parcels, staff recommends an easement be obtained to prevent complications if one of the properties was ever sold.

### **Impervious Surface Coverage**

Twenty-five (25) percent of the total lot area shall consist of green space. Five (5) percent of the total lot area shall be green space within the parking perimeter.

*Impervious surfaces on site will include the building, paved asphalt parking lot and driveway surfaces. The sites will consist of more than 25% green space and the landscaping requirements will be met. If future development or paving occurs on the sites, the impervious surface maximum of 75% shall be considered.*

### **Surfacing**

All areas devoted for parking space and driveways shall be surfaced with asphalt, concrete, or other surface materials, as approved by the City Engineer, suitable to control dust and drainage. All parking areas shall be designed to control surface runoff to adjacent properties either with curbing or grading techniques.

*The parking areas and driving surfaces are proposed to be surfaced with a Bituminous Material. Concrete sidewalks are proposed around the perimeter of the building.*

### **Curbing**

Except for single-family dwellings, two-family dwellings, and townhouses, all parking areas located in the R-1, R-2, R-3, and R-4 as well as B-1, B-2, B-3, CBT, RC, I-1, or S-1 zoning districts must have curb and gutter around the perimeter of the parking lot.

*Concrete curbing and gutters will extend around the entire perimeter of the parking lot and paved area on site.*

### **Parking Lot Setbacks**

- Front Yard Setback                      10 feet
- Rear Yard Setback                      10 feet



- Street Side Yard Setback      10 feet
- Side Yard Setback                10 feet

*Parking areas on site will meet the required 10-foot setbacks from property lines.*

## **Parking Standards**

### **Number of Required Parking Spaces**

The following minimum number of off-street parking and loading spaces shall be provided and maintained:

#### **Industrial Uses**

Manufacturing, assembly, processing, research, experimental or testing stations	1.25 spaces for each employee on the major shift or 1 space for each 500 sq/ft whichever is greater ( <i>Ord. No. 617</i> )
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*Based on the proposed use and total square footage of the proposed buildings, 65 parking spaces are required for the two 16,125 square foot buildings. Three stalls are required to be handicap accessible based on the total number of proposed parking stalls. The site plans for the two buildings show 79 parking stalls total, in which four parking stalls are designated as handicap accessible. The site plans meet the required number of parking spaces for the proposed use and are compliant with ADA standards for handicap accessible stalls.*

### **Stall, Aisle and Driveway Design**

- A. Except in the case of single-family dwellings, two-family dwellings, and townhouses, parking areas shall be designed so that circulation between parking aisles or driveways occurs within the designated parking lot and does not depend upon a public street or alley, and such design does not require backing into the public street.

**TABLE 9: Parking Lot and Parking Stall Dimensions**

Angle of Parking	Stall Width	Curb Length Per Car	Stall Length	Aisle Width One Way	Aisle Width Two Way
90 degrees	9 feet	9 feet	19 feet	26 feet	26 feet

*The site features 90-degree parking stalls and will have two-way traffic for the parking areas in front of the proposed building and the sides of the building. Stall dimensions are shown as 9 feet in width and 19 feet in length and follow this requirement. The drive aisle widths around both parking areas are proposed for at least 26 feet and meet the requirement for two-way vehicle circulation. These drive aisle widths are accommodating to the state Fire code where Fire apparatus access surrounding the building are at least 20 ft in width.*

## **Lighting**

Any lighting used to illuminate off-street parking areas, signage, or buildings shall be directed away from residential properties and shall meet the standards as stipulated within Section 14 of this Ordinance.

### **Outdoor Lighting Standards**

*An exterior lighting plan shall be submitted that shows lighting types that are proposed on site and include freestanding light poles and wall mounted sconces. All lighting types proposed shall be downlit and designed to reduce glare. These light sources shall meet all criteria listed in Section 14 of the City Zoning Ordinances. Freestanding light poles shall be illustrated on site plans to determine their location to ensure that the foot candles near property lines are being met.*

## **Building Design and Construction**

### **Exterior Building Materials**

- A. The exterior wall finishes on any building shall be comprised of one or more of the following materials:
  - 1. Face brick.
  - 2. Natural stone.
  - 3. Glass.
  - 4. Decorative concrete block as approved by the City Council.
  - 5. Specifically designed pre-cast concrete units; if the surfaces have been integrally treated with an applied decorative material or texture.
  - 6. Masonry stucco.
  - 7. Other comparable or superior material as recommended by the Planning Commission and approved by the City Council.
- B. All subsequent additions and accessory buildings constructed after the erection of the original building or buildings, shall be constructed with exterior finishes comprised of the same materials as the original structure(s).

*Exterior building materials mostly include prefinished metal panels and roofing and a stone wainscoting surrounding the front and sides of the building. Colors for the building materials were not specified on architectural plans but will need to complement surrounding structures in the Industrial District.*

## **Screening, and Landscaping**

A. **Fencing and Screening.** Fencing and screening of the following shall be in accordance with Section 15 of this Ordinance.

1. The ground level view of mechanical utilities shall be completely screened from adjacent properties and streets, or designed to be compatible with the architectural treatment of the principal structure.

*Mechanical equipment is not displayed on site plans. If outside mechanical equipment is proposed it shall be displayed on site and landscaping plans to review the location and screening from adjacent properties.*

2. External loading and service areas shall be completely screened from the ground level view of adjacent residential and commercial properties, and adjacent streets.

*A loading area is displayed on exterior elevations to have four garage doors located in the rear of the building facing west. There are no surrounding residential areas near the site and will not have to be shielded from view.*

## **Landscaping**

**Non-Residential Requirements:** In addition to the general requirements noted, properties located within non-residential districts, shall be subject to the following regulations:

**Minimum Landscaping Requirements.** All open areas of a lot which are not used or improved for required building areas, parking areas, building expansion areas, drives, sidewalks, storage, or similar hard surface materials shall be landscaped with a combination of sod, overstory trees, understory trees, shrubs, flowers, ground cover materials and/or other similar site design features or materials in a quantity acceptable to the City.

**Maintenance of Landscaping.** The owner, tenant, and their respective agents shall be responsible for the maintenance of all landscaping provided on the parcel(s) in a condition presenting a healthy, neat, and orderly appearance; free from refuse and debris. Plants and ground cover that are required by an approved site or landscape plan and which have died shall be replaced within three (3) months from receipt of notification by the City. The time for compliance may be extended to nine (9) months, due to seasonal weather conditions.

**Soil Requirements.** A minimum of four (4) inches of topsoil shall be provided upon all lots.

**Turf Requirements.** All areas disturbed by new construction or not covered by established lawn or turf shall be sodded. Those areas to be maintained as natural areas as provided for within a developer's agreement or any wetlands that may be located on the property are exempt from this provision. The Building Official may waive this requirement upon inspection of the property.

### Tree Requirements.

- a. Landscaping shall provide for an appropriate mix of plantings around the exterior footprint of all buildings. Landscaping shall improve the appearance of the structure and break up large unadorned building elevations. Plantings are not intended to obscure views of the building or accessory signage.
- b. Where undeveloped or open areas of a site are located adjacent to a public right-of-way, the plan shall provide for deciduous trees. A minimum of one (1) tree per fifty (50) feet of street frontage is required. The city may approve an alternative if such alternative appears to meet the intent of this article.
- c. In addition to deciduous and coniferous trees; shrubs, ornamental trees, perennials and annual flowers and bulbs as well as ornamental grasses and ground cover shall be used to compliment the landscape plan.
- d. Trees shall be of varying species and shall be in accordance with the City Tree Lists, as presented within the Section. If four (4) or more trees are used, the trees shall be of at least three (3) different species. If seven (7) or more trees are planted, trees shall be of at least four (4) different species. Other types of trees not listed on the City Tree Lists may be permitted at the discretion of City Staff.

*The landscaping plan proposes to include small shrubs and plantings in front of the parking stalls and the front of the building facing E Dual Blvd NE. A mix of ornamental and overstory trees are proposed running parallel to E Dual Blvd NE. Sod will surround the front parking area curbing and the proposed Stormwater Pond on Lot 2. The City Landscaping Ordinance requires that the site have at least 15 trees based on the lot frontage calculation (1 tree per 50 ft of lot frontage). Lot 1 is proposed to have 19 trees across the site and Lot 2 is proposed to have 22 trees. The proposed amount of 41 trees across both sites will meet this standard.*

### Refuse and Trash Receptacle Enclosures

- B. Trash Dumpsters and Garbage Receptacles Required: All new uses and buildings in all zoning districts, with the exception of the “R-1”, “R-2”, and “R-3A” Districts; shall have trash dumpsters or garbage receptacles provided on the parcel or lot and be adequately screened and enclosed. The location of trash dumpsters and garage receptacles shall be approved during the site plan approval process.
- C. Standards for Trash Enclosures: Trash dumpsters and garbage receptacles shall be screened from all lot lines and public roadways, in accordance with the following provisions:
  1. The screening devices shall be designed so that they are architecturally harmonious with the principal structures on the site and shall meet the requirements as specified in Section 15 of this Ordinance.

2. Trash enclosures shall be lit.
  3. Trash enclosures shall be of an adequate size to accommodate all refuse and recyclables.
- D. Enclosure and Receptacle Maintenance Required: Fencing and landscaping for trash dumpsters and garbage receptacles shall be maintained in good condition and shall be kept litter-free at all times.

*There are two trash enclosures proposed on site plans, one enclosure per building. Lot 1 proposes the trash enclosure to be located in the rear of the building on the northwest corner of the curbing. Lot 2 proposes the trash enclosure to be located near the storm pond on the south west corner of the rear curbing. The trash enclosures on the site plans show that they will be 24 ft in width, 16 ft in depth and 7 ft in height. The materials of the trash enclosure include varying corduroy and rock faced concrete blocks and will be placed on a concrete pad. The trash enclosures will need to be illuminated for the safety of employees and shown on future photometrics plans. The landscape plan shows spruce trees surrounding both of the trash enclosures for shielding from surrounding properties.*

### **Signs**

*Signs will need to be applied for separately from the site plans. All signs will need to follow criteria listed in Section 16 of the City's Zoning Ordinances. Permits will be needed for approval of location and dimensions determined at a later date.*

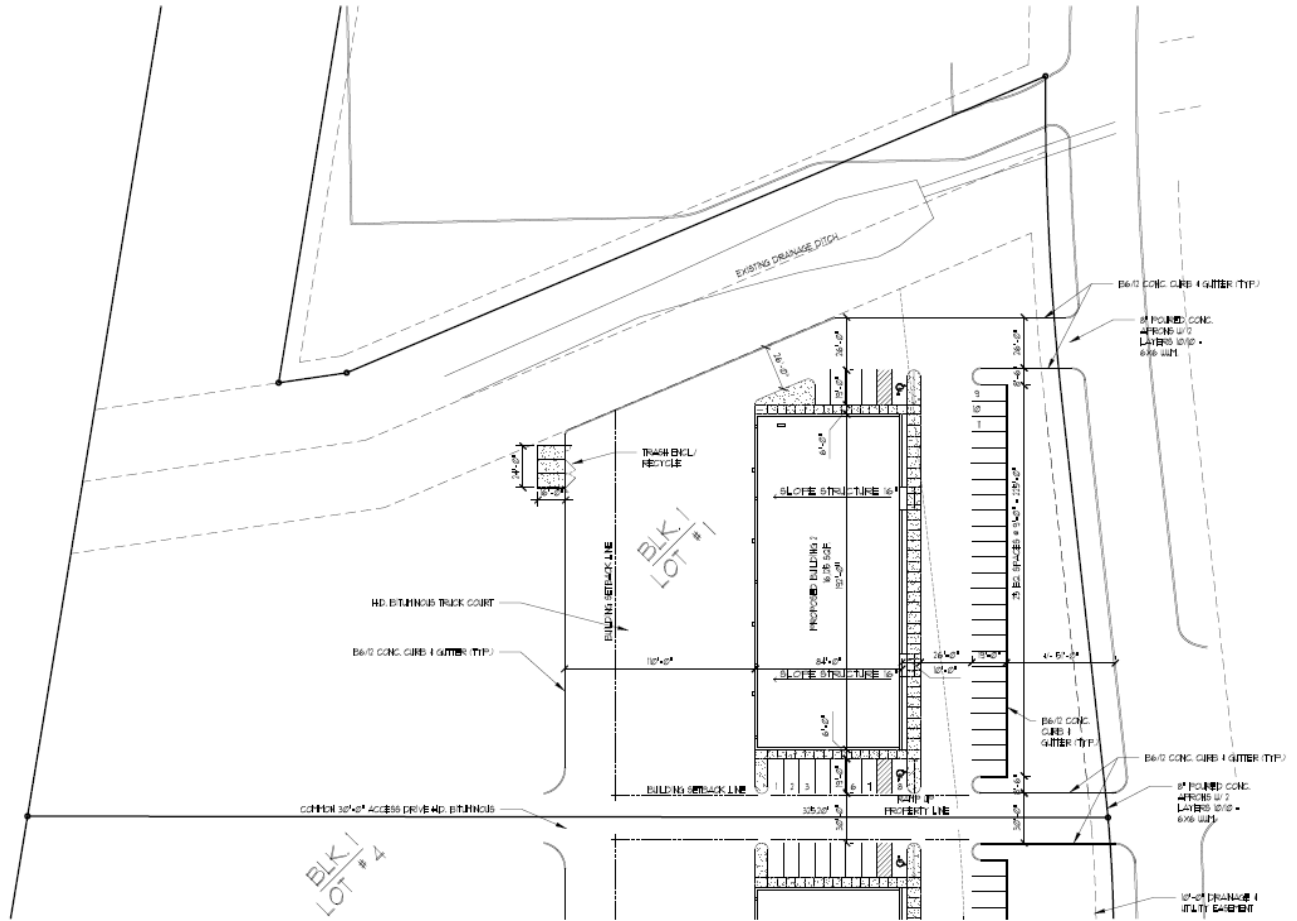
**Staff Recommendation:** Staff recommends approval of the two proposed Industrial buildings located at 687 and 703 East Dual Blvd NE with the following conditions:

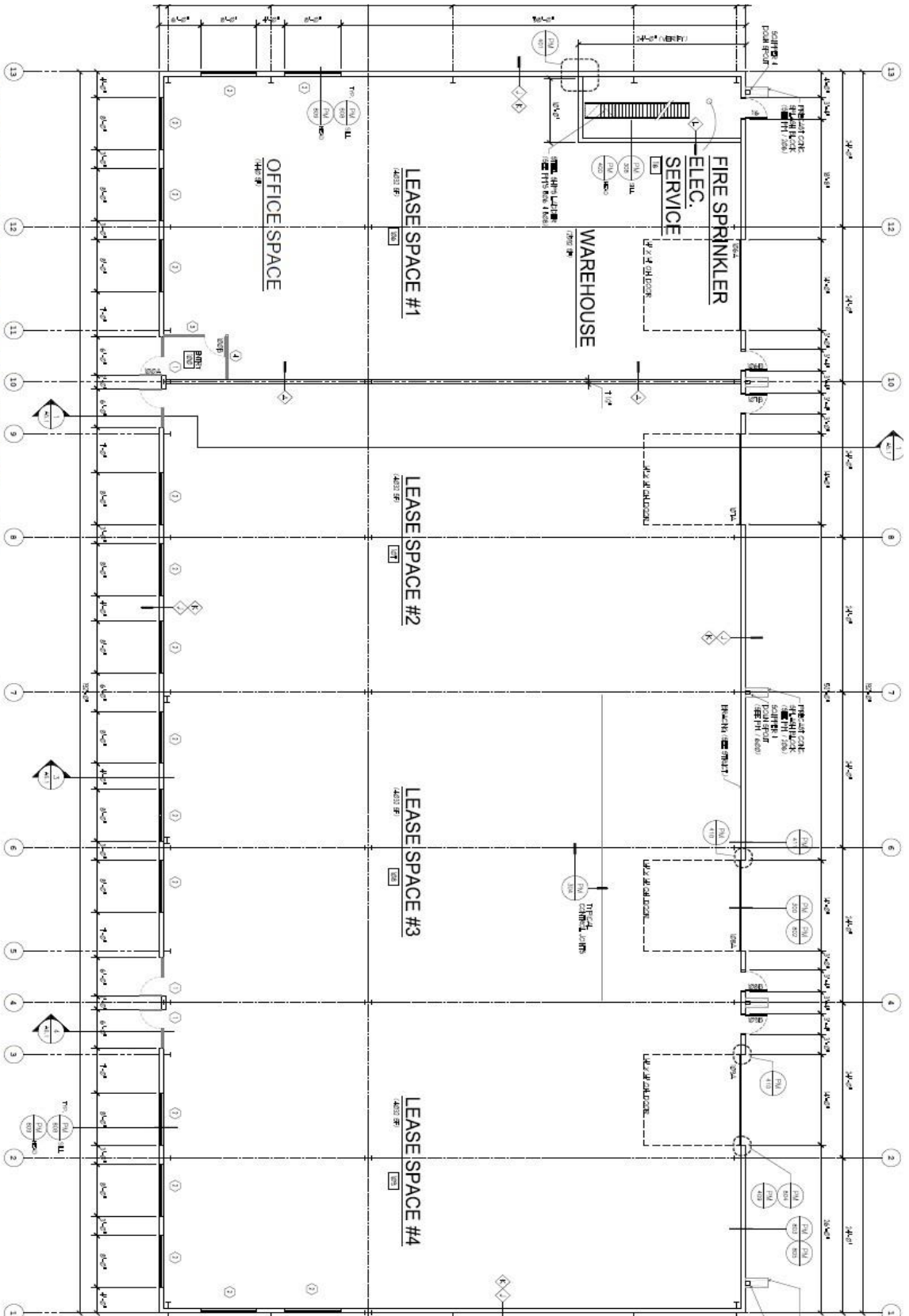
1. A photometrics plan shall be submitted to review lighting types, locations of lights and foot candle readings
2. An easement shall be obtained for the 30 ft wide shared access to both sites
3. All signs shall require a sign permit when applicable to determine dimensions and locations and shall follow Section 16 of the City's Zoning Ordinances
4. Applicant shall apply for all permits associated with the building including but not limited to a building permit, mechanical permit, plumbing permit, electrical permit, and sewer and water hookup.
5. All conditions/comments listed in the City Engineer's memos dated 3/8/2022 shall be addressed

### **Attachments:**

- Site Plans, Floor Plans, Exterior Elevations and Landscape Plans
- City Engineer's Memos Dated 3/8/2022

# Site Plans

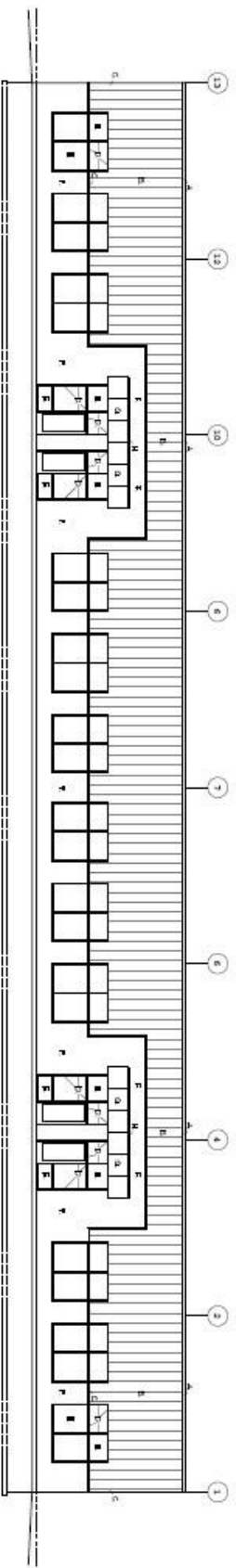




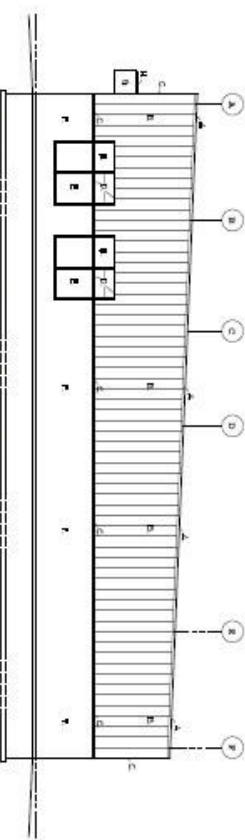
# FLOOR PLAN (BUILDING #1)

1/8" = 1'-0"

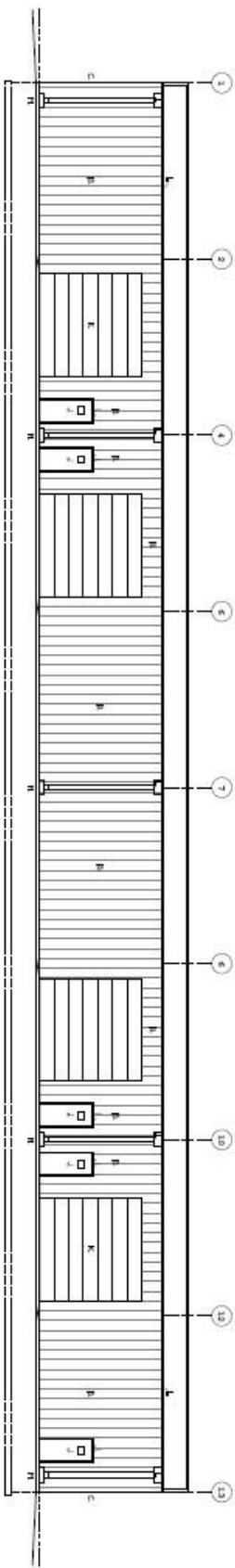




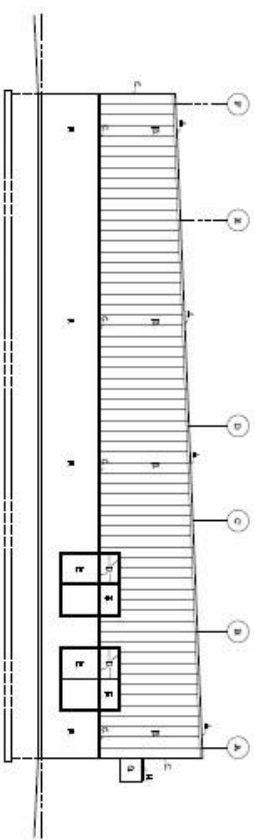
EAST ELEVATION



NORTH ELEVATION



WEST ELEVATION

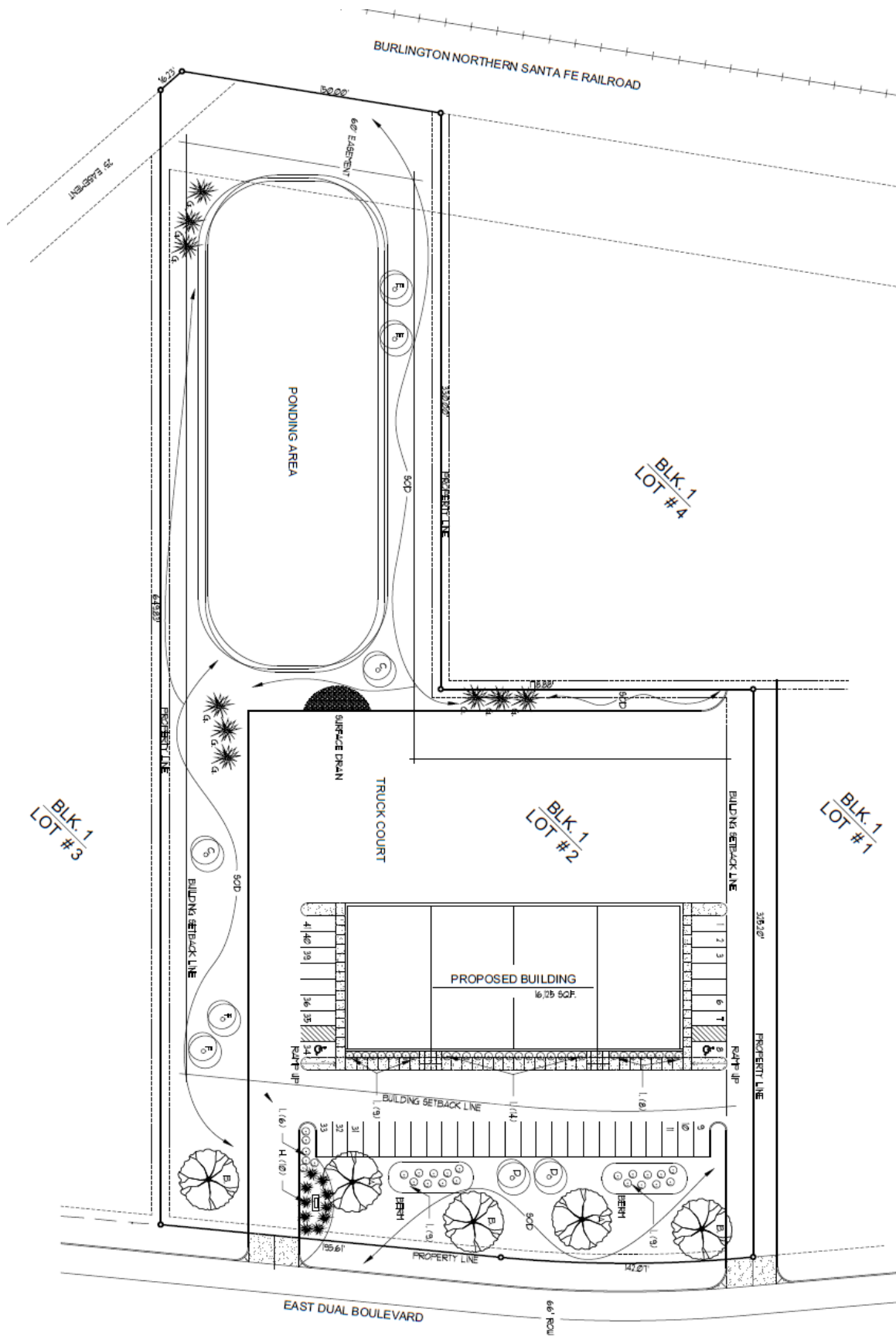


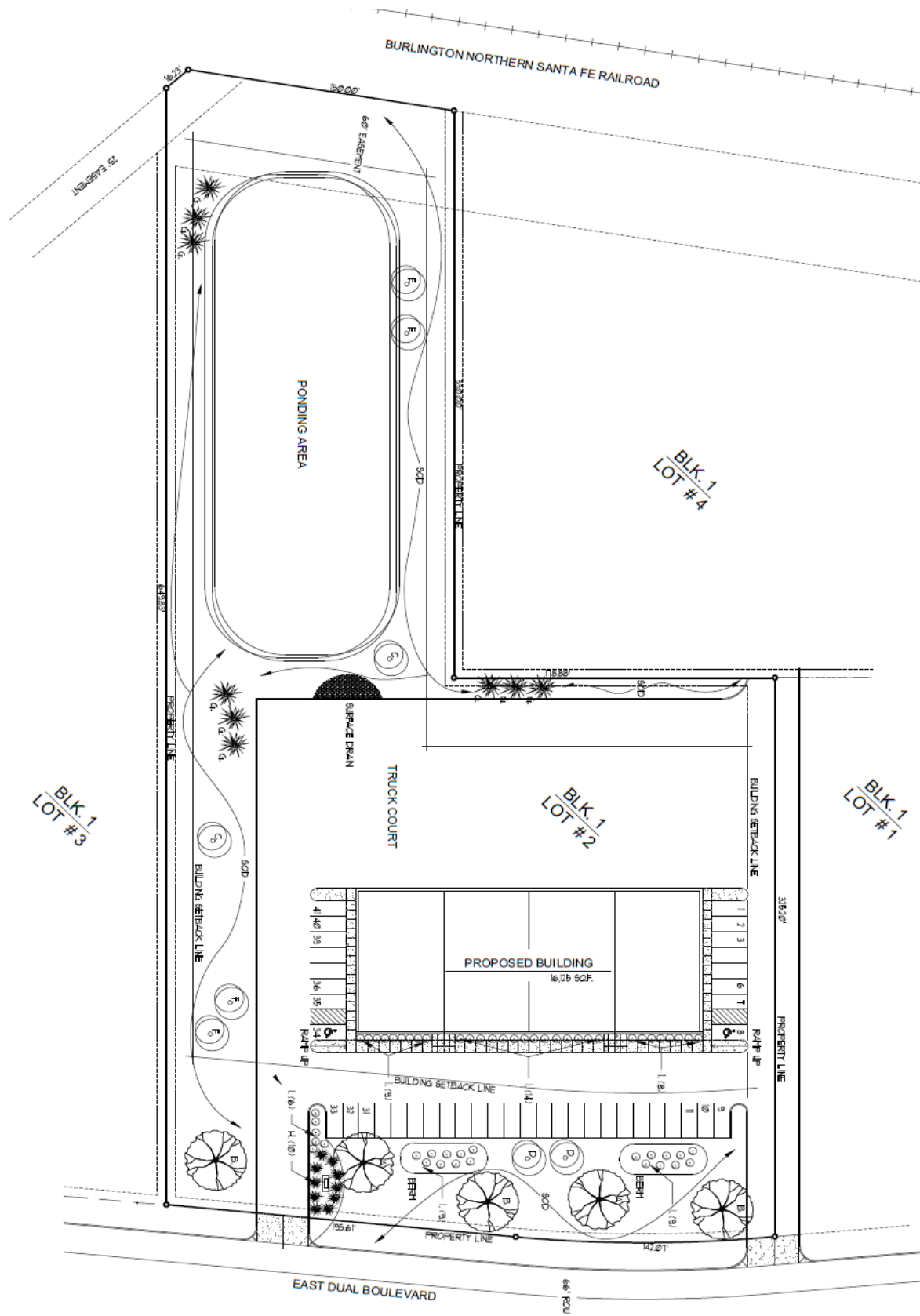
SOUTH ELEVATION

**EXTERIOR FINISH SCHEDULE**

FINISH	DESCRIPTION
A	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
B	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
C	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
D	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
E	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
F	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
G	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
H	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
I	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
J	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
K	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
L	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
M	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
N	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
O	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
P	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
Q	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
R	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
S	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
T	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
U	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
V	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
W	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
X	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
Y	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)
Z	PREPARED, FRESH, BROWN, TERRAZZO (F-1000)







City of Isanti

Gross Payroll	8,169.25
Social Security & Medicare	624.96
Total City Expense	<u><u>8,794.21</u></u>

Pay Date            3/31/2022

Pay Period:        Q1CCPay22 (1/1-3/31/22)

## City of Isanti

Gross Payroll	106,284.10
Social Security & Medicare	6,129.84
Public Employees Retirement	10,887.96
Total City Expense	<u><u>123,301.90</u></u>

Pay Date          3/18/2022

Pay Period        6 (2/27-3/12/22)

## City of Isanti

Gross Payroll	108,322.22
Social Security & Medicare	6,053.74
Public Employees Retirement	10,887.06
Total City Expense	<u><u>125,263.02</u></u>

Pay Date 4/1/2022

Pay Period 7 (3/13-3/26/22)

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/22	03/15/2022	57922	1231	ACE SOLID WASTE INC	101-20200	1,077.73
03/22	03/15/2022	57923	2689	ADVANCED POWER SERVICES INC	602-20200	3,554.00
03/22	03/15/2022	57924	494	ALLINA HEALTH SYSTEM	603-20200	90.00
03/22	03/15/2022	57925	2378	APWA	603-20200	462.50
03/22	03/15/2022	57926	598	ASPEN MILLS INC	101-20200	66.36
03/22	03/15/2022	57927	3161	BENT BREWSTILLERY	609-20200	119.90
03/22	03/15/2022	57928	9	BERNICKS PEPSI-COLA	609-20200	1,950.57
03/22	03/15/2022	57929	2487	CAPITOL BEVERAGE SALES	609-20200	221.50
03/22	03/15/2022	57930	1474	CDW GOVERNMENT INC	614-20200	107.02
03/22	03/15/2022	57931	1822	CENTURYLINK BUSINESS SERVICES	101-20200	15.70
03/22	03/15/2022	57932	2751	CMS MONITORING	101-20200	60.00
03/22	03/15/2022	57933	1472	CRAWFORDS EQUIPMENT INC	101-20200	124.33
03/22	03/15/2022	57934	918	CRYSTAL SPRINGS ICE	609-20200	258.14
03/22	03/15/2022	57935	8	DAHLHEIMER DISTRIBUTING CO	609-20200	6,176.95
03/22	03/15/2022	57936	2478	EAST CENTRAL ENERGY	101-20200	42.85
03/22	03/15/2022	57937	55	ECM PUBLISHERS INC	609-20200	180.00
03/22	03/15/2022	57938	912	FASTENAL COMPANY	101-20200	111.14
03/22	03/15/2022	57939	385	FEDERATED CO-OPS INC	101-20200	18.99
03/22	03/15/2022	57940	1698	FINANCE & COMMERCE INC	425-20200	339.65
03/22	03/15/2022	57941	2028	FURTHER	101-20200	33.10
03/22	03/15/2022	57942	3140	GARPHISH BREWING COMPANY	609-20200	456.00
03/22	03/15/2022	57943	739	HACH COMPANY	601-20200	154.62
03/22	03/15/2022	57944	160	HAWKINS INC	601-20200	1,365.54
03/22	03/15/2022	57945	3162	INTEGRATED FIRE & SECURITY, INC	609-20200	1,870.40
03/22	03/15/2022	57946	1684	ISANTI COUNTY AUDITOR-TREASURER	425-20200	403.00
03/22	03/15/2022	57947	188	ISANTI COUNTY SHERIFF	101-20200	12.67
03/22	03/15/2022	57948	113	ISANTI TIRE & AUTO CARE INC	101-20200	22.00
03/22	03/15/2022	57949	7	JOHNSON BROTHERS LIQUOR CO	609-20200	12,477.01
03/22	03/15/2022	57950	5	KAWALEK TRUCKING	609-20200	248.00
03/22	03/15/2022	57951	1479	LOFFLER COMPANIES INC	108-20200	238.45
03/22	03/15/2022	57952	17	MCDONALD DISTRIBUTING CO	609-20200	6,831.95
03/22	03/15/2022	57953	616	MENARDS - CAMBRIDGE	601-20200	320.58
03/22	03/15/2022	57954	1536	MINNESOTA DEED	219-20200	833.33
03/22	03/15/2022	57955	1945	MN DEPT OF LABOR & INDUSTRY	601-20200	30.00
03/22	03/15/2022	57956	2842	MN PEIP	861-20200	31,956.62
03/22	03/15/2022	57957	2992	NEXTERA COMMUNICATIONS	609-20200	304.18
03/22	03/15/2022	57958	617	PAUSTIS & SONS	609-20200	1,093.00
03/22	03/15/2022	57959	44	PHILLIPS WINE & SPIRITS INC	609-20200	3,695.65
03/22	03/15/2022	57960	3120	ROOTSTOCK WINE COMPANY	609-20200	1,180.40
03/22	03/15/2022	57961	2396	SOUTHERN GLAZERS OF MN	609-20200	11,061.84
03/22	03/15/2022	57962	1361	STAPLES ADVANTAGE	609-20200	41.92
03/22	03/15/2022	57963	1354	TAPES PLUS ADVERTISING INC	609-20200	885.00
03/22	03/15/2022	57964	3125	UNCOMMON LOON BREWING CO	609-20200	487.50
03/22	03/15/2022	57965	427	VESSCO INC	601-20200	1,433.94
03/22	03/15/2022	57966	42	VIKING COCA-COLA BOTTLING CO	609-20200	336.60
03/22	03/15/2022	57967	4	WATSON CO INC	609-20200	1,787.08
03/22	03/15/2022	57968	780	WINE MERCHANTS	609-20200	389.30
Grand Totals:						94,927.01

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/22	03/22/2022	57972	1141	ASSURANT EMPLOYEE BENEFITS	861-20200	539.55
03/22	03/22/2022	57973	2850	BEAUDRY OIL & PROPANE INC	101-20200	740.70
03/22	03/22/2022	57974	53	BELLBOY CORPORATION	609-20200	3,252.50
03/22	03/22/2022	57975	9	BERNICKS PEPSI-COLA	609-20200	2,082.71
03/22	03/22/2022	57976	1500	BOLTON & MENK INC	425-20200	29,329.35
03/22	03/22/2022	57977	2319	BREAKTHRU BEVERAGE OF MN	609-20200	8,812.85
03/22	03/22/2022	57978	2321	C EMERY NELSON INC	602-20200	926.33
03/22	03/22/2022	57979	851	CASH	101-20200	107.75
03/22	03/22/2022	57980	3163	CASTELLANO, KEVIN	609-20200	325.00
03/22	03/22/2022	57981	1815	CENTURYLINK	609-20200	616.33
03/22	03/22/2022	57982	1522	CERTIFIED LABORATORIES	101-20200	173.75
03/22	03/22/2022	57983	187	CRYSTEEL TRUCK EQUIPMENT INC	101-20200	1,813.22
03/22	03/22/2022	57984	8	DAHLHEIMER DISTRIBUTING CO	609-20200	17,309.46
03/22	03/22/2022	57985	1941	DELTA DENTAL	861-20200	3,440.40
03/22	03/22/2022	57986	3159	ELM CREEK BREWING	609-20200	142.00
03/22	03/22/2022	57987	3164	EXCEL AV GROUP	920-20200	3,432.50
03/22	03/22/2022	57988	912	FASTENAL COMPANY	101-20200	446.00
03/22	03/22/2022	57989	3140	GARPHISH BREWING COMPANY	609-20200	252.00
03/22	03/22/2022	57990	949	GRAINGER INC	602-20200	125.79
03/22	03/22/2022	57991	7	JOHNSON BROTHERS LIQUOR CO	609-20200	19,555.59
03/22	03/22/2022	57992	5	KAWALEK TRUCKING	609-20200	453.00
03/22	03/22/2022	57993	2922	KIDSDANCE	101-20200	600.00
03/22	03/22/2022	57994	131	MACQUEEN EQUIPMENT INC	603-20200	124.69
03/22	03/22/2022	57995	17	MCDONALD DISTRIBUTING CO	609-20200	11,771.99
03/22	03/22/2022	57996	2953	MIDCONTINENT COMMUNICATIONS	609-20200	314.45
03/22	03/22/2022	57997	2978	MILBANK WINWATER WORKS	601-20200	216,837.96
03/22	03/22/2022	57998	928	MINNEAPOLIS OXYGEN CO	101-20200	147.94
03/22	03/22/2022	57999	2080	MVTL LABORATORIES INC	602-20200	343.40
03/22	03/22/2022	58000	3122	NEW FRANCE WINE COMPANY	609-20200	690.25
03/22	03/22/2022	58001	3149	ORIGIN WINE & SPIRITS	609-20200	1,048.00
03/22	03/22/2022	58002	157	PARTS ALLIANCE NORTH	101-20200	1,258.90
03/22	03/22/2022	58003	44	PHILLIPS WINE & SPIRITS INC	609-20200	2,672.60
03/22	03/22/2022	58004	2341	RED BULL DISTRIBUTION CO INC	609-20200	75.80
03/22	03/22/2022	58005	2396	SOUTHERN GLAZERS OF MN	609-20200	2,463.15
03/22	03/22/2022	58006	73	STAR	108-20200	908.93
03/22	03/22/2022	58007	554	STEVES TIRE INC	101-20200	592.00
03/22	03/22/2022	58008	1878	TOWMASTER	101-20200	83.83
03/22	03/22/2022	58009	42	VIKING COCA-COLA BOTTLING CO	609-20200	362.30
03/22	03/22/2022	58010	1286	VINOCOPIA INC	609-20200	2,259.00
03/22	03/22/2022	58011	4	WATSON CO INC	609-20200	1,781.96
03/22	03/22/2022	58012	3165	ZELAYA, REBECCA	101-20200	250.00
Grand Totals:						338,463.93

## Report Criteria:

Report type: Summary

Check.Type = {&lt;&gt;} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
03/22	03/30/2022	58018	2504	ANCONA TITLE & ESCROW	603-20200	87.98
03/22	03/30/2022	58019	3161	BENT BREWSTILLERY	609-20200	279.73
03/22	03/30/2022	58020	9	BERNICKS PEPSI-COLA	609-20200	1,758.81
03/22	03/30/2022	58021	2020	BOYLE, EUGENE	101-20200	2,642.80
03/22	03/30/2022	58022	2487	CAPITOL BEVERAGE SALES	609-20200	221.00
03/22	03/30/2022	58023	120	CONNEXUS ENERGY	101-20200	18,569.86
03/22	03/30/2022	58024	918	CRYSTAL SPRINGS ICE	609-20200	75.20
03/22	03/30/2022	58025	8	DAHLHEIMER DISTRIBUTING CO	609-20200	15,770.09
03/22	03/30/2022	58026	1320	EXECUTIVE TITLE INC	601-20200	164.23
03/22	03/30/2022	58027	2933	FALCON NATIONAL BANK	609-20200	6,563.09
03/22	03/30/2022	58028	2028	FURTHER	861-20200	35.00
03/22	03/30/2022	58029	3166	GRABOW, WANDA	108-20200	150.00
03/22	03/30/2022	58030	739	HACH COMPANY	601-20200	200.25
03/22	03/30/2022	58031	3168	HINTEN PROPERTIES	601-20200	67.00
03/22	03/30/2022	58032	2209	INNOVATIVE OFFICE SOLUTIONS INC	101-20200	17.88
03/22	03/30/2022	58033	3162	INTEGRATED FIRE & SECURITY, INC	609-20200	335.00
03/22	03/30/2022	58034	7	JOHNSON BROTHERS LIQUOR CO	609-20200	6,305.21
03/22	03/30/2022	58035	5	KAWALEK TRUCKING	609-20200	129.40
03/22	03/30/2022	58036	136	LEAGUE OF MN CITIES	101-20200	199.00
03/22	03/30/2022	58037	17	MCDONALD DISTRIBUTING CO	609-20200	10,211.12
03/22	03/30/2022	58038	3119	MOOSE LAKE BREWING CO. LLC	609-20200	204.00
03/22	03/30/2022	58039	2080	MVTL LABORATORIES INC	601-20200	548.21
03/22	03/30/2022	58040	2553	O'REILLY	101-20200	20.89
03/22	03/30/2022	58041	44	PHILLIPS WINE & SPIRITS INC	609-20200	3,762.04
03/22	03/30/2022	58042	2827	RATWIK ROSZAK & MALONEY P.A.	101-20200	2,872.00
03/22	03/30/2022	58043	1834	RIVARD COMPANIES	101-20200	225.00
03/22	03/30/2022	58044	2396	SOUTHERN GLAZERS OF MN	609-20200	2,110.95
03/22	03/30/2022	58045	1442	ST LOUIS MRO INC	603-20200	45.00
03/22	03/30/2022	58046	1361	STAPLES ADVANTAGE	101-20200	87.35
03/22	03/30/2022	58047	73	STAR	108-20200	96.83
03/22	03/30/2022	58048	1290	THE AMBLE GROUP	101-20200	651.79
03/22	03/30/2022	58049	1878	TOWMASTER	101-20200	394.31
03/22	03/30/2022	58050	42	VIKING COCA-COLA BOTTLING CO	609-20200	282.25
03/22	03/30/2022	58051	4	WATSON CO INC	609-20200	804.73
03/22	03/30/2022	58052	780	WINE MERCHANTS	609-20200	403.95
Grand Totals:						76,291.95





## Request for City Council Action

**To:** Mayor Johnson and Members City Council  
**From:** Matt Sylvester, Public Services Director  
**Date:** April 5, 2022  
**Subject:** Resolution Authorizing the Replacement of Lift Station Air Release Valves

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### **Background:**

There are 22 air release valves that are in need of replacement. These air release valves are for the Subway Lift Station, the 8<sup>th</sup> Ave Lift Station, BMX Lift Station, and the Main Lift Station combined. The purpose of an air release valve is to allow air to escape out of the force main while the lift station pumps start or are running and also to allow air back in when the pumps are off extending the life of the lift station pumps and piping. Staff would be responsible for installing the air release valves. The Capital Improvement Plan has \$28,325.00 for the purchase of new air release valves.

Staff reached out and received two quotes for the purchase of the air release valves:

- Koodry Mononey - \$30,401.00
- Dezurik - \$22,203.00

### **Recommendation:**

Staff is recommending to accept the quote from DeZurik in the amount of \$22,203.00.

### **Request:**

Staff is requesting action on this item.

### **Attachments:**

- Resolution 2022 - XXX Authorizing the Replacement of Lift Station Air Release Valves
- Kodru Mooney Quote
- DeZurik Quote

## **RESOLUTION 2022-XXX**

### **AUTHORIZING THE REPLACEMENT OF LIFT STATION AIR RELEASE VALVES**

**WHEREAS**, the City of Isanti has twenty-two air release valves that are in need of replacement for the Main Lift station, Subway List Station, BMX Lift Station, and the 8<sup>th</sup> Ave Lift Station; and,

**WHEREAS**, the purpose of the air release valve is to allow air to escape the force main when the pumps start and to allow air back in when the pumps are off extending the life of the lift station pumps and piping; and,

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

- DeZURIK - \$22,203.00
- Kodru Mooney – 30,401.00

**WHEREAS**, the public works staff would do the installation of the air release valves; and,

**WHEARES**, 2022 Capital Improvement Plan has \$28,325.00 for the replacement of the air release valves; 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 DEZURIK in the amount of \$22,203.00, allow public works staff to do the installation. The total cost including a 10% contingency is \$24,423.30 funding source identified as Sewer (500).

This resolution was duly adopted by the Isanti City Council this 5th day of April, 2022.

Attest:

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Mayor Jeff Johnson

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Jaden Strand  
City Clerk

# KODRU MOONEY

**DISTINGUISHED VALVE SOLUTIONS**

## Quotation

Date	Quotation No.
2/17/2022	180056-1

Customer
Isanti, City Of PO Box 428 Isanti, MN 55040

Ship To
Isanti Public Works 100 Isanti Parkway W. Isanti, MN 55040

Reference	Lead Time	Freight Charge	Terms
Cast Iron Air Valves	10-12 Weeks	Included	Net 30
Description	Qty	Unit Price	Total
<b><u>FORCEMAIN VALVES:</u></b> Crispin US20: 2" x 2" NPT Sewage Combination Air Valve	13	1,650.00	21,450.00
<b><u>BMX VALVES:</u></b> Crispin SL20A: 2" x 1" NPT Sewage Air/Vac Valve	2	475.00	950.00
<b><u>SUBWAY VALVES:</u></b> Crispin USL20: 2" x 1" NPT Sewage Combination Air Valve	2	1,100.00	2,200.00
Crispin SL20A: 2" x 1" NPT Sewage Air/Vac Valve	2	475.00	950.00
<b><u>MAIN LIFT VALVES:</u></b> Crispin S20A: 2" x 2" NPT Sewage Air/Vac Valve	2	1,050.00	2,100.00
Brass Backflush Kit (Less Flushing Hose) --Kit Includes The Following: (1ea) 2" Full Port NIBCO Isolation Ball Valve & Nipple (2ea) 1" Full Port NIBCO Flushing Ball Valve & Nipple **Shipped Loose, Installation By Others	21	131.00	2,751.00
<b><u>VALVES SPECIFICATIONS:</u></b> --ASTM A126 Class B Cast Iron Body & Cover --Exterior Shop Primer, Unlined Interior --All Stainless Steel (Grade 303/304) Internal Trim --Zinc Plated Steel External Bolting --Low Pressure Seat (2-40 PSI)			

**Notes:**

1. Taxes, if applicable, are not included.
2. To ensure accurate order processing, please reference our quotation number on your PO.

**Please direct inquiries and orders to:**

Kodru-Mooney  
320 Ervin Industrial Drive  
Jordan, MN 55352

Phone: (952) 479-1045  
Fax: (952) 843-5603  
Email: matt@kodru-equipment.com

<b>Subtotal</b>	\$30,401.00
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$30,401.00

Prepared By: MH

# DeZURIK Quotation



**To:** CITY OF ISANTI  
PO BOX 428  
ISANTI, MN 55040  
USA

**Invoice Terms:** Net 30 Days

**Days Valid:** 0

**Shipping Point:** Sartell, MN

**Delivery Notes:**

**Date of Quote:** 02-10-2022

**Quote Number:** 258645

**Project Name:** ISANTI - ARV BID

**I.D. (Rep. Use):**

**Line of Business:** 4941 - Municipal Water Treatment  
**Make Order To:** DeZURIK, Inc.

C/O VESCO, INC

CHAD BELTRAND

8217 UPLAND CIRCLE

CHANHASSEN, MN 55317

USA

Currency and Values expressed in USD (\$)

ANY PURCHASE ORDER ISSUED AS A RESULT OF THIS QUOTATION IS SUBJECT TO ALL OF THE MANUFACTURER'S CONDITIONS SET FORTH IN THIS DOCUMENT HEREOF, REASONABLE CONTRACT LANGUAGE NEGOTIATIONS AND FINAL ACCEPTANCE BY DEZURIK AT SARTELL, MN USA.

UNLESS OTHERWISE NOTED, QUOTATIONS ARE VALID FOR 30 DAYS. UNTIL ACCEPTANCE OF ORDER, QUOTED PRICES AND DELIVERY ARE SUBJECT TO CHANGE. UNLESS OTHERWISE NOTED, PRICES ARE FIRM FOR SHIPMENT OF GOODS WITHIN 12 MONTHS FROM THE RELEVANT QUOTATION DATE. OUR PRICES ARE BASED ON CURRENT PRICES FOR MATERIAL. IF A SIGNIFICANT MATERIAL PRICE INCREASE OCCURS BETWEEN ORDER ACCEPTANCE AND SHIPMENT DATE, GOODS SCHEDULED TO SHIP BEYOND 12 MONTHS OF THE QUOTATION DATE ARE SUBJECT TO A PRICE ADJUSTMENT BY THE AMOUNT NECESSARY TO COVER SUCH AN INCREASE.

Line #	Cust. Line # Tag #	Qty	Order Code	Unit Price	Total Price
1	1	2	ASV,2,402,T1,DI,125,NBR-POM-S1*BFK <b>ASV:</b> Style - Sewage Air Vacuum Valve <b>2:</b> Size - 2 Inch (50mm) <b>402:</b> Body Style - 2" (50mm) NPT Outlet <b>T1:</b> End Connection - Threaded Inlet NPT <b>DI:</b> Body Material - Ductile Iron (Nipple and Flange are Carbon Steel for F1N and F2N End Connections) <b>125:</b> Working Pressure - 11-200 PSI for 1.2"-12" (25-300mm) Cast Iron or Ductile Iron Valves; 11-150 PSI for 14" (350mm) Cast Iron or Ductile Iron Valves <b>NBR:</b> Seating Surface - Acrylonitrile-Butadiene (NBR) <b>POM:</b> Baffle Material - Polyoxymethylene (POM111) <b>S1:</b> Float Material - 304 Stainless Steel <b>Coating or Paint:</b> SB0 - 4 mils minimum (non-stainless steel parts) of Blue DeZURIK Epoxy (NSF Std. 61) on Exterior with Standard (SP10) surface prep <b>BFK:</b> Accessories - Back Flush Kit - 600 PSI Maximum	\$844.80	\$1,689.60
2	1	2	ACC*IBV-WW-2 <b>ACC:</b> Style - ACCESSORIES <b>IBV-WW:</b> Acc Cde - Isolation Full Port Ball Valve; Brass; Threaded Inlet; 600PSI Maximum (Waste Water) <b>2:</b> Additional Data - 2 Inch (50mm)	\$100.40	\$200.80
3	3	4	ASV,1.2,401,T1,DI,125,NBR-POM-S1*BFK <b>ASV:</b> Style - Sewage Air Vacuum Valve <b>1.2:</b> Size - 1 Inch (25mm) with 2" (50mm) Inlet and 1" (25mm) NPT Outlet <b>401:</b> Body Style - 1" (25mm) NPT Outlet (1.2" (25mm) Valve Size) <b>T1:</b> End Connection - Threaded Inlet NPT <b>DI:</b> Body Material - Ductile Iron (Nipple and Flange are Carbon Steel for F1N and F2N End Connections) <b>125:</b> Working Pressure - 11-200 PSI for 1.2"-12" (25-300mm) Cast Iron or Ductile Iron Valves; 11-150 PSI for 14" (350mm) Cast Iron or Ductile Iron Valves <b>NBR:</b> Seating Surface - Acrylonitrile-Butadiene (NBR) <b>POM:</b> Baffle Material - Polyoxymethylene (POM111) <b>S1:</b> Float Material - 304 Stainless Steel <b>Coating or Paint:</b> SB0 - 4 mils minimum (non-stainless steel parts) of Blue DeZURIK Epoxy (NSF Std. 61) on Exterior with Standard (SP10) surface prep <b>BFK:</b> Accessories - Back Flush Kit - 600 PSI Maximum	\$446.80	\$1,787.20

# DeZURIK Quotation



Line #	Cust. Line # Tag #	Qty	Order Code	Unit Price	Total Price
4	3	4	ACC*IBV-WW-1.2 <b>ACC:</b> Style - ACCESSORIES <b>IBV-WW:</b> Acc Cde - Isolation Full Port Ball Valve; Brass; Threaded Inlet; 600PSI Maximum (Waste Water) <b>1.2:</b> Additional Data - 2 Inch (50mm) Valve with 1" NPT (25mm) Outlet	\$100.40	\$401.60
5	5	13	ASC,2,445,T1,DI,R732-NBR-S1-BR-DI*BFK <b>ASC:</b> Style - Single Body Sewage Combination Air Valve <b>2:</b> Size - 2 Inch (50mm) <b>445:</b> Body Style - 2" (50mm) Single Body; 2" (50mm) NPT Outlet <b>T1:</b> End Connection - Threaded Inlet NPT <b>DI:</b> Body Material - Ductile Iron <b>R732:</b> Orifice Size - 7/32" Orifice; 11-150 PSI <b>NBR:</b> Seat/Needle Material - Acrylonitrile-Butadiene (NBR) <b>S1:</b> Plug/Float Material - 304 Stainless Steel <b>BR:</b> Float Lever Material - Brass <b>DI:</b> Leverage Frame Material - Ductile Iron <b>Coating or Paint:</b> SB0 - 4 mils minimum (non-stainless steel parts) of Blue DeZURIK Epoxy (NSF Std. 61) on Exterior with Standard (SP10) surface prep <b>BFK:</b> Accessories - Back Flush Kit - 600 PSI Maximum	\$1,149.20	\$14,939.60
6	5	13	ACC*IBV-WW-2 <b>ACC:</b> Style - ACCESSORIES <b>IBV-WW:</b> Acc Cde - Isolation Full Port Ball Valve; Brass; Threaded Inlet; 600PSI Maximum (Waste Water) <b>2:</b> Additional Data - 2 Inch (50mm)	\$100.40	\$1,305.20
7	7	2	ASC,1.2,443,T1,DI,R732-NBR-S1-BR-DI*BFK <b>ASC:</b> Style - Single Body Sewage Combination Air Valve <b>1.2:</b> Size - 1 Inch (25mm) with 2" (50mm) NPT Inlet and 1" (25mm) NPT Outlet <b>443:</b> Body Style - 1.2" (25mm) Single Body; 1" (25mm) NPT Outlet <b>T1:</b> End Connection - Threaded Inlet NPT <b>DI:</b> Body Material - Ductile Iron <b>R732:</b> Orifice Size - 7/32" Orifice; 11-150 PSI <b>NBR:</b> Seat/Needle Material - Acrylonitrile-Butadiene (NBR) <b>S1:</b> Plug/Float Material - 304 Stainless Steel <b>BR:</b> Float Lever Material - Brass <b>DI:</b> Leverage Frame Material - Ductile Iron <b>Coating or Paint:</b> SB0 - 4 mils minimum (non-stainless steel parts) of Blue DeZURIK Epoxy (NSF Std. 61) on Exterior with Standard (SP10) surface prep <b>BFK:</b> Accessories - Back Flush Kit - 600 PSI Maximum	\$839.20	\$1,678.40
8	7	2	ACC*IBV-WW-1.2 <b>ACC:</b> Style - ACCESSORIES <b>IBV-WW:</b> Acc Cde - Isolation Full Port Ball Valve; Brass; Threaded Inlet; 600PSI Maximum (Waste Water) <b>1.2:</b> Additional Data - 2 Inch (50mm) Valve with 1" NPT (25mm) Outlet	\$100.40	\$200.80
<b>Total</b>					\$22,203.20

# MANUFACTURER'S CONDITIONS

These conditions apply to all quotations, orders and contracts for DeZURIK, Inc. ("we," "us" or "our")

1. CONSTRUCTION AND LEGAL EFFECT: Our sale to you (defined as the purchaser of goods from us), is limited to and expressly made conditional on your assent to these typed and printed terms and conditions of sale, the face and reverse side hereof ("These Terms"), all of which form a part of the agreement to sell and which supersede and reject all prior writings (including your order), representations, negotiations with respect hereto and any conflicting terms and conditions of yours, any statement therein to the contrary notwithstanding. The sending of the purchase order for the goods referred to herein, whether or not signed by you, or your acceptance of the goods or payment operates as acceptance by you of These Terms. In case of conflict between These Terms and the terms of your purchase order or acceptance, These Terms govern; any different or conflicting terms submitted by you in any purchase order or acceptance shall be deemed objected to by us and shall be of no effect unless specifically agreed to by us in writing. We will furnish only the quantities and goods specifically listed on the face hereof or the pages attached hereto., or any updates or modifications to the same purchase order. We assume no responsibility for other terms or conditions or for furnishing other equipment or material shown in any plans and/or specifications for a project to which the goods quoted or ordered herein pertain or refer. Our published or quoted terms and conditions are subject to change without notice prior to acceptance of order.

2. PRICES: Unless otherwise noted on the face hereof, quotations are valid for 30 days, prices are net, FCA Incoterms 2020 our factory. Stenographic, clerical, and mathematical errors are subject to correction. Until acceptance of order on These Terms, quoted prices and delivery are subject to change. Thereafter, unless otherwise noted, prices are firm for shipment of goods within 12 months from the relevant quotation date. Our prices are based on current prices for material. We will endeavor to obtain the lowest pricing on materials from our suppliers, but if a significant material price increase occurs between order acceptance and shipment date, goods scheduled to ship beyond 12 months of the quotation date are subject to a price adjustment by the amount necessary to cover such increase.

3. DELIVERY: Dates for the furnishing of services and/or delivery or shipment of goods are approximate only and are subject to change. Quoted lead times are figured from the later of date of acceptance of order on These Terms or from the date of receipt of complete technical data and approved drawings as such may be necessary. We shall not be liable, directly or indirectly, for any delay in or failure to perform caused by carriers or suppliers or delays from labor difficulties, shortages, strikes or stoppages of any sort, failure or delay in obtaining materials, customer requested order changes, fires, floods, storms, accidents, government restrictions, epidemics, pandemics, causes designated acts of God or force majeure by any statute or court of law or other causes beyond our reasonable control.

4. SHORTAGE, DAMAGE, ERRORS IN SHIPMENT: Our responsibility ceases upon delivery to carrier. Risk of loss, injury or destruction of property, shall be borne by you from and after our delivery to carrier, and such loss, injury or destruction shall not release you from the obligation to pay the purchase price. You shall note receipt for goods that are not in accordance with bill of lading or express receipt and you shall make claim against such carrier for any shortage, damage or discrepancy in the shipment per the ICC Code for Freight Claims promptly. You shall inspect and examine all items and goods covered by the order when unpacking crated or boxed goods, and if damage is discovered, leave as is until the carrier's agent makes examination and notation on freight or express bill of concealed damage. We will render reasonable assistance to help trace and recover lost goods and collect just claims as a business courtesy, but without obligation. We do not guarantee safe delivery.

5. TAXES: Our prices do not include sales, use, excise, occupation, processing, transportation or other similar taxes which we may be required to pay or collect with respect to any of the materials covered hereby under existing or future law. Consequently, in addition to the price specified herein, such taxes shall be paid by you, or you shall provide us with a tax exemption certificate acceptable to the appropriate taxing authorities. You shall also assume and pay any import or export duties and taxes, with respect to the materials covered by the order, and shall hold harmless and reimburse us therefrom.

6. CREDIT AND PAYMENT: Unless otherwise noted on the face hereof, payment of goods shall be 100% thirty (30) days net in US dollars. Payment shall be made: (a) in full without set-off, counterclaim, or withholding of any kind; and (b) not contingent on payment from or approval of any third party. Prorated payments shall become due with partial shipments. We reserve the right at any time to suspend credit or to change credit terms provided herein, when, in our sole opinion, your willingness or ability to pay your obligations to us is in doubt. Failure to pay invoices at maturity date, at our election, makes all subsequent invoices immediately due and payable irrespective of terms, and we may withhold all subsequent deliveries until the full account is settled and we shall not, in such event, be liable for non-performance of contract in whole or in part. You agree to pay, without formal notice, 1.5% per month of the amount not paid when due, provided that, if such rate is in excess of applicable governing law, you agree to pay the maximum permitted rate.

7. CANCELLATIONS AND CHANGES: Orders which have been accepted by us are not subject to your cancellation or changes in specifications, except upon our written consent, and we may require, as a condition of such consent, appropriate modification charges and adjustments in price, delivery schedule and other relevant terms, and in the case of cancellation, cancellation charges. In the event we accept your cancellation, you shall be liable for a cancellation charge equal to the higher of (i) 25% of the purchase price of the item(s), or (ii) any loss or cost incurred by us, including, but not limited to, cost of materials, labor, engineering, reconditioning and reasonable overhead.

8. DEFERRED SHIPMENT: If shipment is deferred at your request, payment of the contract price shall become due when you are notified that the equipment is ready for shipment. If you fail to make payment and/or furnish shipping instructions, we may either extend time for so doing or cancel the contract. In case of deferred shipment at your request, storage and other reasonable expenses attributable to such delay shall be payable by you.

9. LIMITED WARRANTY: Products, auxiliaries and parts thereof that we manufacture for a period of twenty-four (24) months from the date of shipment from our factory, are warranted to the original purchaser only against defective workmanship and material, but only if properly stored, installed, operated, and serviced in accordance with our recommendations and instructions. For items proven to be defective within the warranty period, your exclusive remedy under this limited warranty is repair or replacement of the defective item, at our option, FCA Incoterms 2020 our facility with removal, transportation, and installation at your cost. Products or parts manufactured by others but furnished by us are not covered under this limited warranty. We may provide repair or replacement for other's products or parts only to the extent provided in and honored by the original manufacturers' warranty to us, in each case subject to the limitations contained in the original manufacturer's warranty. No claim for transportation, labor, or special or consequential damages or any other loss, cost or damage is being provided in this limited warranty. You shall be solely responsible for determining suitability for use and in no event shall we be liable in this respect. This limited warranty does not warrant that any product or part we manufacture is resistant to corrosion, erosion, abrasion or other sources of failure, nor do we warrant a minimum length of service. Your failure to give written notice to us of any alleged defect under this warranty within twenty (20) days of its discovery, or attempts by someone other than us or our authorized representatives to remedy the alleged defects therein, or failure to return product or parts for repair or replacement as herein provided, or failure to store, install, or operate said products and parts according to the recommendations and instructions furnished by us shall be a waiver by you of all rights under this limited warranty. This limited warranty is voided by any misuse, modification, abuse or alteration of our product or part, accident, fire, flood or other Act of God, or your failure to pay entire contract price when due. The foregoing limited warranty shall be null and void if, after shipment from our factory, the item is modified in any way or a component of another manufacturer, service as but not limited to; an actuator is attached to the item by anyone other than our factory authorized service personnel. All orders accepted shall be deemed accepted subject to this limited warranty, which shall be exclusive of any other or previous warranty, and this shall be the only effective guarantee or warranty binding on us, despite anything to the contrary contained in the purchase order or represented by any agent or employee of ours in writing or otherwise, notwithstanding, including but not limited to implied warranties.

THE FOREGOING REPAIR AND REPLACEMENT LIMITED WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, OBLIGATIONS AND LIABILITIES, INCLUDING, BUT NOT LIMITED TO, ALL WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR OF MERCHANTABILITY OR OTHERWISE, EXPRESSED OR IMPLIED IN FACT OR BY LAW, AND STATE OUR ENTIRE AND EXCLUSIVE LIABILITY AND YOUR EXCLUSIVE REMEDY FOR ANY CLAIM IN CONNECTION WITH THE

SALE AND FURNISHING OF SERVICES, GOODS OR PARTS, THEIR DESIGN, SUITABILITY FOR USE, INSTALLATION OR OPERATIONS. NEITHER ANY PERFORMANCE OR OTHER CONDUCT, NOR ANY ORAL OR WRITTEN INFORMATION, STATEMENT OR ADVICE PROVIDED BY US OR ANY OF OUR EMPLOYEES OR AGENTS WILL CREATE A WARRANTY, OR IN ANY WAY INCREASE THE SCOPE OR DURATION OF THIS LIMITED WARRANTY.

10. INTELLECTUAL PROPERTY: We shall indemnify and hold you harmless from any amount that you are required to pay to a third-party pursuant to final, non-appealable court order as a result of such third-party's claim that a product sold hereunder infringes any United States patent or copyright of such third party; provided that our obligation of indemnification is contingent upon (a) your notifying us in writing of any such claim within 20 days of receipt thereof, (b) your providing us with exclusive control of the defense and/or settlement thereof, and (c) your cooperating with us in such defense and/or settlement. In the event of such a successful infringement claim by the third party, at our option, we shall either (i) modify the product sold hereunder so that it performs comparable functions without infringement, (ii) obtain a royalty-free license for you to continue using the infringing product or (iii) refund to you the then-depreciated fair market value of the infringing component. We shall have no obligation under this Section to the extent a claim is based upon (a) the combination, operation or use of the product with equipment, products, hardware, software, systems or data that was not provided by us, if such infringement would have been avoided in the absence of such combination, operation or use, or (b) your use of the product in any manner inconsistent with our written materials regarding the use of such product. This Section states our entire liability and your exclusive remedy with respect to any alleged infringement arising from the use of the products sold hereunder or any part thereof and is subject to the other limitations contained in These Terms.

11. LIMITATION OF LIABILITY: IN NO EVENT SHALL WE BE LIABLE FOR ANY DIRECT, INDIRECT, SPECIAL, PUNITIVE, EXEMPLARY, OR CONSEQUENTIAL DAMAGES (INCLUDING, BUT NOT LIMITED TO, DAMAGE TO OR LOSS OF OTHER PROPERTY OR EQUIPMENT, BUSINESS INTERRUPTION, COST OF SUBSTITUTE PRODUCTS, LOSS OF TIME, LOSS OF PROFITS OR REVENUE, COST OF CAPITAL, LOSS OF USE, OR DIMINUTION IN VALUE) WHATSOEVER, AND OUR LIABILITY, UNDER NO CIRCUMSTANCES, WILL EXCEED THE CONTRACT PRICE FOR THE GOODS AND/OR SERVICES FOR WHICH LIABILITY IS CLAIMED. ANY ACTION FOR BREACH OF CONTRACT BY YOU, OTHER THAN RIGHTS RESPECTING OUR LIMITED WARRANTY DESCRIBED IN SECTION 9 ABOVE, MUST BE COMMENCED WITHIN 12 MONTHS AFTER THE DATE OF SALE.

12. EXPORT CONTROL COMPLIANCE: You agree and acknowledge that the products are sold in accordance with U.S. export control and sanctions laws, regulations and orders, as they may be amended from time to time. You agree to ascertain and comply with all applicable export and re-export obligations and restrictions, including without limitation, U.S. export and re-export controls under the Export Administration Regulations ("EAR"), International Traffic in Arms Regulations ("ITAR"), and all regulations and orders administered by the U.S. Department of Treasury, Office of Foreign Assets Control (collectively, "U.S. Export Control Laws"). If you are conducting the export from the United States or the re-export from a country outside the United States, you shall comply with such U.S. Export Control Laws and obtain any license or other authorization required to export or re-export the products and related technology. We shall reasonably cooperate and exercise reasonable efforts, at your expense, to support you in obtaining any necessary licenses or authorizations. You shall not export or re-export the products and/or related technology to any country or entity to which such export or re-export is prohibited, including, but not limited to any country or entity under sanction or embargoes administered by the United States. Any diversion contrary to the law of the United States is prohibited. You will not take, and will not solicit us to take, any action that would violate any anti-boycott or any export or import statutes or regulations of the United States or other governmental authorities, and shall defend and indemnify us for any loss or damage arising out of or related to such actions.

13. GENERAL COMPLIANCE WITH LAWS. In addition to your obligations under Section 12 above, you represent and warrant that, in performing your duties under this Agreement, you will comply with, at your sole expense, all applicable laws and regulations of any governmental authority, including, but not limited to your duties involving any required registrations, requirements as to product contents, packaging and labeling, restraint of trade, consumer laws, data privacy, export regulations, and environmental laws. You agree and acknowledge you have had an opportunity to obtain legal advice regarding, and currently comply with, all applicable legal requirements that prohibit unfair, fraudulent or corrupt business practices, including, but not limited to the U.S. Foreign Corrupt Practices Act (FCPA) as well as U.S. and other legal requirements that are designed to combat terrorism and terrorist activities. In addition, neither you nor any of your equity interest owners, officers or directors are named as a "specially designated national" or "blocked person" as designated by the United States Department of the Treasury's Office of Foreign Assets Control under the U.S. PATRIOT Act.

14. INDEMNIFICATION BY YOU. You will indemnify, defend and hold us and our corporate parents and other affiliates and their respective officers, directors, stockholders, members, insurers, attorneys, employees, agents, successors, predecessors, assigns, heirs and personal representatives harmless against any and all liability, claims, suits, actions, losses, liabilities, damages, costs and legal fees arising out of or related to: (i) any conduct of you or any related party as described in Sections 12 or 13 above; or (ii) your breach of any other provision herein.

15. PROPRIETARY INFORMATION: All specifications, drawings, data, manuals, designs, information, ideas, methods, patterns and inventions made, conceived, developed or generated by us incident to the procurement or performance of this order ("Work Product") will vest in, inure to and be the sole property of us. You will not copy, publish or otherwise disclose, in whole or in part, to others such Work Product without the express prior written permission of us. You will not use information furnished hereunder for any purpose other than for operation and maintenance of the goods and services or for any purpose other than as explicitly intended by us. The rights and obligations in this Section 15 will survive termination or expiration of this order. .

16. ARBITRATION: Any controversy or claim arising out of or relating to this Agreement or the breach thereof shall be settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof. The venue for such proceedings shall be St. Cloud, MN.

**17. TEXAS WAIVER OF CONSUMER RIGHTS: If you are entitled to its protection, you hereby agree to waive your rights under the Deceptive Trade Practices-Consumer Protection Act, Section 17.41 et seq., Business & Commerce Code, a law that gives consumers special rights and protections. You warrant that, after consultation with an attorney of your own selection, you voluntarily consent to this waiver.**

18. APPLICABLE LAW: The rights and duties of the parties shall be governed by the laws and exclusive jurisdiction of the State of Minnesota without regard to the conflict of law principles thereof. You agree the United Nations Convention on Contracts for the International Sale of Goods or any subsequently enacted treaty or convention shall not apply to These Terms.

19. NO OTHER CONTRACT PROVISIONS; OTHER: These Terms reflect the entire agreement with respect to the products. Terms and conditions of your order shall be without force and effect, except to the extent identical herewith. No dealer, broker, branch manager, agent, employee or representative of ours has any power of authority except to take orders for our products and to submit the same to us, at our factory, for our approval and acceptance on the terms herein or rejection. There are no representations, agreements, obligations, or conditions, expressed or implied, statutory or otherwise, relating to the subject matter hereof, other than herein contained. DeZURIK, Inc. and related terms (we, us and our) shall refer to DeZURIK, Inc. and its affiliates. If any provision hereof is invalid or not enforceable under applicable law, the remaining provisions shall remain in full force and effect. Any assignment of your rights hereunder without our consent (which shall not be unreasonably withheld) shall be void. These Terms shall be binding on your successors and assigns. Our failure to require your performance of any of These Terms shall not serve as a waiver of or diminish our rights to require strict performance of such provision or These Terms.

## RESOLUTION 2022-XXX

### ACCEPTING DONATION FOR ISANTI REDBIRDS AND AUTHORIZING EXPENDITURE OF SAME

**WHEREAS**, MN Statute 465.03 requires that cities accept donations for the benefit of its citizens in accordance with the terms prescribed by the donor; and,

**WHEREAS**, the Isanti Redbirds have received a \$1,500.00 donation; and,

**WHEREAS**, the donor has requested that the donation be used for maintenance or improvements at Sportsman Field, Home of Redbirds Baseball; and,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Isanti, hereby accepts the \$1,500.00 donation and authorizes the use of the donation for Isanti Redbirds.

Resolution adopted by the Isanti City Council this 5<sup>th</sup> day of April 2022.

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Mayor Jeff Johnson

Attest:

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Jaden Strand  
City Clerk

**RESOLUTION 2022-XXX**

**ACCEPTING RESIGNATION FOR LIQUOR STORE CLERK II  
NICOLE JOHNSON**

**WHEREAS**, PT Liquor Store Clerk, Nicole Johnson resigned from position of Liquor Store Clerk II with proper notice; and,

**WHEREAS**, the effective date of this resignation is March 31, 2022; and,

**WHEREAS**, Nicole Johnson is leaving employment in good standing as she did resign per current personnel policy of two weeks' notice;

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

1. That the resignation of Nicole Johnson is hereby effective March 31, 2022.
2. That Human Resources Director and Liquor Store Manager are hereby directed to fill the position.

This Resolution is hereby approved by the Isanti City Council this 5<sup>th</sup> day of April 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk



**RESOLUTION 2022-XXX**

**ACCEPTING ECONOMIC DEVELOPMENT AUTHORITY BOARD MEMBER JUSTIN  
NIELSEN'S RESIGNATION**

**WHEREAS**, Justin Nielsen was appointed by the City Council to serve as a member of the Economic Development Authority Board for a term that expires on December 31, 2024; and,

**WHEREAS**, Justin Nielsen provided written notice of resignation as a member of the Economic Development Authority Board effective November 30, 2021;

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the City Council of the City of Isanti, Minnesota that Justin Nielsen's resignation as a member of the Economic Development Authority Board is hereby approved and staff is authorized to post the Board vacancy.

This Resolution is hereby approved by the Isanti City Council this 5<sup>th</sup> of April 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk

RESOLUTION 2022-XXX

APPROVING DONATION BOX AT LIQUOR STORE

**WHEREAS**, on June 2<sup>nd</sup>, 2009 City Council approved a donation box policy; and,

**WHEREAS**, Isanti Liquor is requesting use of a donation box at the liquor store in support of the “MMBA Help Our Local Animals Drive”; and,

**WHEREAS**, the Donation Policy has been reviewed and approval is recommended;

**NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Isanti, Minnesota** hereby approves placement of a donation box for the “MMBA Help Our Local Animals Drive” at the Isanti Liquor Store from April 1, 2022 through April 30, 2022.

Adopted by the Isanti City Council this 5<sup>th</sup> day of April 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk



### **8th Annual MMBA “Help Our Local Animals” Drive**

In an effort to help members Promote the Community Value of their Municipal Liquor Operation, MMBA, in partnership Coors Light, is coordinating the *8th Annual Municipal “Help Our Local Animals” Drive* **benefiting your local animal shelter or other related animal cause.**

This is an effort to support animals in need and animal related special projects. We’ll be raising both supplies and funds. You in turn will donate everything to the local animal program of your choice.

Participating individual cities will be randomly drawn to win one of ten \$200 donations to your local animal shelter / project from Molson Coors and MMBA.

The MMBA will once again be helping to pay for adopted pets during the month of April. The MMBA will pay \$100 to the 1<sup>st</sup> 30 people who adopt a pet from a MN shelter or human society! Forms will need to be acquired from and turned into a municipal location. Details can be found on the enclosed form.

Here are additional details:

- The Supplies Drive is April 1 – April 30, 2022.
- Each participating MMBA member will collect money and / or pet supplies (food, blankets, leashes, kennels, etc) for donation to your local shelter or animal cause of choice. Please reach out to your local animal causes and discuss items of need and anything they can do to help publicize this event
- At the end of the event (May 1), please take the collected supplies and cash to the recipient. (Contact the MMBA office if you need assistance locating your local cause.)



**2022 Coors Light / Minnesota Municipal Beverage Association**

**Pet Adoption Reimbursement Form**

Your First & Last Name \_\_\_\_\_

Your Address \_\_\_\_\_

\_\_\_\_\_

Your Telephone Number \_\_\_\_\_

Animal Type \_\_\_\_\_

Shelter / Rescue Name & Address \_\_\_\_\_

\_\_\_\_\_

Name & Signature from an Employee of Your Favorite **Municipal Liquor** Operation

\_\_\_\_\_

Name of Your Favorite **Municipal Liquor** Operation \_\_\_\_\_

**To Get Up To \$100 Reimbursement (Limited to the first 30 applicants):**

- 1) Adopt a pet from any Rescue / Shelter in Minnesota
- 2) Submit a copy of the receipt and this completed form to your favorite **municipal liquor** operation:

Adoption receipt must include:

*Adoption receipt showing adoption cost*

*Name and location of Adoption shelter / rescue*

*Adoption date (Adoption must occur between April 1, 2022 and April 30, 2022)*

- 3) Your favorite **municipal liquor operation** will forward the information to the Minnesota Municipal Beverage Association office.

The check will then be sent to you.

Contact Paul with Questions: <a href="mailto:Kaspszak@outlook.com">Kaspszak@outlook.com</a> or 612.799.1629
---

- Coors Light POS to help Support the event
  - Signage from your Coors Distributor - One 3x5 banner - One 1x2 foot sign – Please contact them and discuss the info you would like on your custom sign.
  - 100 donation cards (with scannable UPC) will be created and provided by your distributor.
  - Bucket for collection of cash if you do not want to scan
  - Additional signage and donation cards can be obtained by contacting your Coors Distributor. Get creative!
  - Materials will arrive the end of March.

Here are some successful ideas to promote the event:

- ✓ Work with local police dept on raising funds to purchase a specialized service dog
- ✓ Product discount for those donating supplies – IE 10% Off
- ✓ Stapling a flyer to carry-out bags
- ✓ Photos of animals from your local shelter / cause that need adoption or help
- ✓ Displaying the donated supplies in the front of the store to catch customer eyes
- ✓ Coors wholesaler could build a platform of Coors Light cases for the supplies to display on, or a wall of cases around an area where donations will be placed.
- ✓ Local newspaper story
- ✓ Collect contributions by participating in other community events

**Any and all additional display/feature consideration for Coors Light is greatly appreciated!**

If you would like to participate in this event, contact the MMBA Office at:

Phone: 763-572-0222 or 866-938-3925

Email: [kaspszak@outlook.com](mailto:kaspszak@outlook.com)

**If you have questions about POS, please address with your local Coors Distributor.**

If you have any issues contacting your local distributor, please contact Jon Chance

Phone: 612-718-6862

[Jonathan.chance@molsoncoors.com](mailto:Jonathan.chance@molsoncoors.com)

**Thanks for your participation!!!!**

**RESOLUTION 2022-XXX**  
**APPROVING GOALS FOR 2022**

**WHEREAS**, annually the City Council sets goals for the current year to give Staff direction on where Council would like to see time and resources allocated; and,

**WHEREAS**, City Council met on January 24, 2022 to establish goals for year 2022; and,

**WHEREAS**, goals were discussed and outlined per ‘Exhibit A’; and,

**NOW, THEREFORE, IT IS HEREBY RESOLVED** by the City Council of the City of Isanti, Minnesota to approve 2022 goals per ‘Exhibit A’.

This resolution was duly adopted by the Isanti City Council this 5<sup>th</sup> day of April, 2022.

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Mayor Jeff Johnson

Attest:

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Jaden Strand  
City Clerk

## **‘EXHIBIT A’**

### 2022 Isanti City Council Goals

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- Dynamic Sign
  - Staff will continue to look for opportunities, land and funding sources, to market our City with a dynamic sign off of T.H. 65.
- Growing Industrial Development
  - Council recognizes that a healthy city has growing industrial development. It brings businesses, workers and grows the tax base.
- Establishing a Redevelopment District
  - Council is supportive of staff looking into funding opportunities to help businesses gain financial assistance.
- Age-Friendly City Designation
  - Council is supportive of the community standing by its motto “A Community for Generations” and for staff to look for opportunities such as this to bring more amenities to the City as well as receive funding sources that support this initiative.
- Heritage/ East Dual Intersection
  - Staff will continue to work with the County to achieve a controlled intersection.
- Reducing Overall Budget
  - Staff will continue to bring forwards options that have the least impact on the budget and work to minimize debt.
- Business Marketing/ Acquiring Businesses
  - Staff will continue to market the City of Isanti, strive for adding new businesses, including additional restaurants, and retaining the businesses that are currently here.
- Chamber Safety
  - Staff will work to add modifications to the Council Chambers for the safety of all who may assemble at city meetings.
- City Organization
  - Council supports the organizational staff structure, guiding principles and the recruitment and retention of employees.



## Request for City Council Action- MEMO

**To:** Mayor Johnson and Members of City Council  
**From:** Matt Sylvester, Public Services Director  
**Date:** April 5, 2022  
**Subject:** Resolution Accepting Quote from Ranger GM for City Hall Staff Vehicle

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### **Background:**

The 2005 Ford Taurus has reached its useful life as a staff vehicle for city hall. The 2022 Capital Improvement Plan (CIP) has replacement funds in the amount of \$25,000.00 for the replacement of said vehicle. The vehicle is used for the Farmers Market, park activities or events, and admin needs. Staff reached out and received a quote from Ranger GM for a 2022 Chevrolet Traverse. Ranger GM is an authorized dealer to sell at state bid pricing. Staff received a quote in the amount not to exceed of \$30,331.00. The funding source identified as 920-41500-500.

### **Request:**

Staff is requesting action on this item.

### **Attachment:**

- Resolution 2022 – XXX
- Ranger GM Quote



**RESOLUTION 2022-XXX**

**RESOLUTION ACCEPTING QUOTE FROM RANGER GM FOR A CITY HALL STAFF  
VEHICLE**

**WHEREAS**, the 2022 Budget included funds for replacement of the city hall staff vehicle in the amount of \$25,000.00; and,

**WHEARAS**, this vehicle would be replacing the 2005 Ford Taurus; and,

**WHEREAS**, the needs for this vehicle would be for the Farmers Market, park activities or events, and admin needs; and,

**WHEREAS**, Ranger GM is an authorized dealer to sell at state bid pricing; and,

**WHEREAS**, staff received a quote from Ranger GM for a 2022 Chevrolet Traverse in the amount not to exceed of \$30,331.00; and,

**WHEREAS**, the final price will match state bid contract pricing; and,

**WHEREAS**, authorize the City Administrator to sign the required documentation for the purchase of the vehicle; and,

**WHEREAS**, funding source identified as 920-41500-500,

**NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Isanti, Minnesota** to accept the quote from Ranger GM in the amount not to exceed of \$30,331.00, the final price to match state bid contract pricing for the purchase of a 2022 Chevrolet Traverse, to allow the City Administrator to sign the required documentation, and the funding source identified as Administration 920-41500-500.

This resolution was duly adopted by the Isanti City Council this 5th day of April, 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk



## **NORTH COUNTRY GM**

BOB OHARA | 218-349-8955 | [rwohara01@aol.com](mailto:rwohara01@aol.com)

# **CITY OF ISANTI**

**Prepared For: MATT**

763-762-5757

Vehicle: [Fleet] 2022 Chevrolet Traverse (1NV56) AWD 4dr LS w/1FL





# NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2022 Chevrolet Traverse (1NV56) AWD 4dr LS w/1FL ( Complete )

## Quote Worksheet

		MSRP
Base Price		\$36,000.00
Dest Charge		\$1,195.00
Total Options		(\$50.00)
Subtotal		\$37,145.00
BID ASSIST		(\$6,300.00)
2023 PRICE ADJUSTMENT @7.5%		\$2,116.00
Subtotal Pre-Tax Adjustments		(\$4,184.00)
Less Customer Discount		(\$2,630.00)
Subtotal Discount		(\$2,630.00)
Trade-In		\$0.00
Subtotal Trade-In		\$0.00
Taxable Price		\$30,331.00
Sales Tax		\$0.00
Subtotal Taxes		\$0.00
Subtotal Post-Tax Adjustments		\$0.00
Total Sales Price		\$30,331.00

Dealer Signature / Date

Customer Signature / Date

## Selected Model and Options

MODEL		
-------	--	--

CODE	MODEL	MSRP
1NV56	2022 Chevrolet Traverse AWD 4dr LS w/1FL	\$36,000.00

COLORS	
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CODE	DESCRIPTION
GAN	Silver Ice Metallic (Available with (WBL) Redline Edition.)

EMISSIONS				
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CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
FE9	Emissions, Federal requirements	0.00 lbs	0.00 lbs	\$0.00

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Data Version: 16088. Data Updated: Mar 25, 2022 12:52:00 AM PDT.



## NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2022 Chevrolet Traverse (1NV56) AWD 4dr LS w/1FL ( Complete )

### ENGINE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
LFY	Engine, 3.6L V6, SIDI, VVT (310 hp [232.0 kW] @ 6800 rpm, 266 lb-ft of torque [361 N-m] @ 2800 rpm) (STD)	0.00 lbs	0.00 lbs	\$0.00

### TRANSMISSION

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
M3V	Transmission, 9-speed automatic (STD)	0.00 lbs	0.00 lbs	\$0.00

### PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
1FL	LS Preferred Equipment Group Includes Standard Equipment (Available for Fleet or Government orders only.)	0.00 lbs	0.00 lbs	\$0.00

### PAINT

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
GAN	Silver Ice Metallic (Available with (WBL) Redline Edition.)	0.00 lbs	0.00 lbs	\$0.00

### SEAT TYPE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
AR9	Seats, front bucket (STD)	0.00 lbs	0.00 lbs	\$0.00

### SEAT TRIM

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
HKA	Jet Black/Chai, Premium cloth seat trim	0.00 lbs	0.00 lbs	\$0.00

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Data Version: 16088. Data Updated: Mar 25, 2022 12:52:00 AM PDT.



# NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2022 Chevrolet Traverse (1NV56) AWD 4dr LS w/1FL ( Complete )

RADIO				
CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
IOR	Audio system, Chevrolet Infotainment 3 system 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable (STD)	0.00 lbs	0.00 lbs	\$0.00

ADDITIONAL EQUIPMENT - SAFETY-INTERIOR				
CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
00Y	Not Equipped with Rear Park Assist, see dealer for details (Vehicles built prior to December 20, 2021 include Rear Park Assist. Certain vehicles built on or after December 20, 2021, will be forced to include (00Y) Not Equipped with Rear Park Assist, which removes Rear Park Assist. See the window label for the features on a specific vehicle.) *CREDIT*	0.00 lbs	0.00 lbs	(\$50.00)
Options Total		0.00 lbs	0.00 lbs	(\$50.00)

## Price Summary


PRICE SUMMARY		MSRP
Base Price		\$36,000.00
Total Options		(\$50.00)
Vehicle Subtotal		\$35,950.00
Destination Charge		\$1,195.00
Grand Total		\$37,145.00

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BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2022 Chevrolet Traverse (1NV56) AWD 4dr LS w/1FL (  Complete )

## Weight Ratings

WEIGHT RATINGS	
Front Gross Axle Weight Rating:	Rating Not Available
Rear Gross Axle Weight Rating:	Rating Not Available
Gross Vehicle Weight Rating:	Rating Not Available

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Data Version: 16088. Data Updated: Mar 25, 2022 12:52:00 AM PDT.



# NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2022 Chevrolet Traverse (1NV56) AWD 4dr LS w/1FL ( Complete )

## Standard Equipment

### Package

Chevy Safety Assist includes (UHY) Automatic Emergency Braking, (UKJ) Front Pedestrian Braking, (UHX) Lane Keep Assist with Lane Departure Warning, (UE4) Following Distance Indicator, (UEU) Forward Collision Alert and (TQ5) IntelliBeam

Safety Package includes (UD7) Rear Park Assist, (UKC) Lane Change Alert with Side Blind Zone Alert, and (UFG) Rear Cross Traffic Alert (Vehicles built prior to December 20, 2021 include Rear Park Assist. Certain vehicles built on or after December 20, 2021, will be forced to include (00Y) Not Equipped with Rear Park Assist, which removes Rear Park Assist. See dealer for details or the window label for the features on a specific vehicle.)

### Mechanical

Engine, 3.6L V6, SIDI, VVT (310 hp [232.0 kW] @ 6800 rpm, 266 lb-ft of torque [361 N-m] @ 2800 rpm) (STD)

Transmission, 9-speed automatic (STD)

E10 Fuel capable

Engine control, stop-start system

Engine control, stop-start system override

Driver Mode Selector

Axle, 3.49 final drive ratio

Chassis, All-Wheel Drive System (Requires AWD models.)

Battery, heavy-duty 600 cold-cranking amps

Alternator, 170 amps

GVWR, 6160 lbs. (2800 kg)

Suspension, Ride and Handling

Steering, power

Brakes, 4-wheel antilock, 4-wheel disc, 17" front and rear

Electric Parking Brake

Capless fuel fill

Exhaust, dual-outlet with circular bright tips

Tool kit, road emergency

### Exterior

Wheels, 18" (45.7 cm) Bright Silver painted aluminum

Tires, P255/65R18 all-season blackwall

Wheel, spare, 18" (45.7 cm) steel

Tire, compact spare, T135/70R18, blackwall

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Vehicle: [Fleet] 2022 Chevrolet Traverse (1NV56) AWD 4dr LS w/1FL ( Complete )

## Exterior

- Active Aero Shutters, upper and lower
- Moldings, Black bodyside
- Headlamps, LED
- IntelliBeam, auto high beam control
- Headlamps, automatic on/off
- Taillamps, LED
- Mirrors, outside heated, power-adjustable manual-folding, body-color, with turn signal indicators
- Glass, deep-tinted
- Wipers, front intermittent with washers
- Wiper, rear intermittent with washer
- Door handles, body-color
- Liftgate, rear manual

## Entertainment

- Audio system, Chevrolet Infotainment 3 system 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable (STD)
- Audio system feature, 6-speaker system
- SiriusXM Radio enjoy a Platinum Plan trial subscription with over 150 channels including commercial-free music, plus sports, news and entertainment. Plus listening on the SiriusXM app, online and at home on compatible connected devices is included, so you'll hear the best SiriusXM has to offer, anywhere life takes you. Welcome to the world of SiriusXM. (IMPORTANT: The SiriusXM radio trial package is not provided on vehicles that are ordered for Fleet Daily Rental ("FDR") use. If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates. Fees and taxes apply. See the SiriusXM Customer Agreement at [www.siriusxm.com](http://www.siriusxm.com) for complete terms and how to cancel. All fees, content, features, and availability are subject to change.)
- Wi-Fi Hotspot capable (Terms and limitations apply. See [onstar.com](http://onstar.com) or dealer for details.)
- Wireless Apple CarPlay/Wireless Android Auto
- Active Noise Cancellation

## Interior

- Seating, 8-passenger (2-3-3 seating configuration)
- Seats, front bucket (STD)
- Seat trim, premium cloth
- Seat adjuster, driver 8-way power
- Seat adjuster, front passenger 4-way manual

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Vehicle: [Fleet] 2022 Chevrolet Traverse (1NV56) AWD 4dr LS w/1FL ( Complete )

## Interior


Seat adjuster, power driver lumbar control
Seats, third row 60/40 split-bench, manual-folding
Head restraints, front, 2-way adjustable
Head restraints, second and third row outboard, 2-way manual-folding
Console, front center with 2 cup holders, covered storage bin with storage and removable tray
Floor mats, color-keyed all rows (Deleted when LPO floor mats or LPO floor liners are ordered.)
Steering wheel, urethane
Steering column, tilt
Steering wheel controls, mounted controls for audio, phone and cruise
Display, 3.5" driver instrument information, monochromatic
Compass display, digital
Windows, power with driver Express Up/Down and front passenger Express-Down
Door locks, power programmable with lockout protection
Keyless Open includes extended range Remote Keyless Entry with lock/unlock feature
Keyless Start
Vehicle health management
Cruise control, electronic with set and resume speed
Remote panic alarm
Theft-deterrent system, electrical, unauthorized entry
USB ports 2 first row, 2 second row, 2 third row
Air conditioning, tri-zone automatic climate control with individual climate settings for driver, right front passenger and rear seat occupants
Sensor, humidity and windshield temperature
Defogger, rear-window electric
Heater ducts, 2nd row
Cup holders, 10 total
Umbrella holders, driver and front passenger doors
Mirror, inside rearview manual day/night
Visors, driver and passenger illuminated vanity mirrors, covered
Lighting, interior with theater dimming, cargo compartment, reading lights for front seats, second row reading lamps integrated into dome light, door-and tailgate-activated switches and illuminated entry and exit feature

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Vehicle: [Fleet] 2022 Chevrolet Traverse (1NV56) AWD 4dr LS w/1FL (  Complete )

### Interior

Cargo storage, bin under rear floor

Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)

### Safety-Mechanical

StabiliTrak, stability control system with traction control

### Safety-Exterior

Daytime Running Lamps, LED

### Safety-Interior

Airbags, dual-stage frontal and side-impact for driver and front passenger, driver inboard seat-mounted side-impact and roof-rail side-impact for all rows in outboard seating positions (Always use seat belts and the correct child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

Passenger Sensing System sensor indicator inflatable restraint, front passenger/child presence detector (Always use seat belts and the correct child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

OnStar and Chevrolet connected services capable (Terms and limitations apply. See onstar.com or dealer for details.)

Rear Vision Camera

Rear Park Assist with audible warning (Vehicles built prior to December 20, 2021 include Rear Park Assist. Certain vehicles built on or after December 20, 2021, will be forced to include (00Y) Not Equipped with Rear Park Assist, which removes Rear Park Assist. See dealer for details or the window label for the features on a specific vehicle.)

Lane Change Alert with Side Blind Zone Alert

Lane Keep Assist with Lane Departure Warning

Following Distance Indicator

Forward Collision Alert

Automatic Emergency Braking

Rear Cross Traffic Alert

Front Pedestrian Braking

Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings or Teen Driver menu

Door locks, rear child security

Rear Seat Reminder

LATCH system (Lower Anchors and Tethers for CHildren), for child restraint seats

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Vehicle: [Fleet] 2022 Chevrolet Traverse (1NV56) AWD 4dr LS w/1FL ( Complete )

## Safety-Interior

Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. It includes the Buckle-to-Drive feature which prevents the driver from shifting from Park for up to 20 seconds if the driver's seat belt is not buckled. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver

Tire Pressure Monitor, includes Tire Fill Alert (Does not monitor spare.)

Horn, dual-note

## WARRANTY

Warranty Note: <<< Preliminary 2022 Warranty >>>  
Basic Years: 3  
Basic Miles/km: 36,000  
Drivetrain Years: 5  
Drivetrain Miles/km: 60,000  
Drivetrain Note: Qualified Fleet Purchases: 5 Years/100,000 Miles  
Corrosion Years (Rust-Through): 6  
Corrosion Years: 3  
Corrosion Miles/km (Rust-Through): 100,000  
Corrosion Miles/km: 36,000  
Roadside Assistance Years: 5  
Roadside Assistance Miles/km: 60,000  
Roadside Assistance Note: Qualified Fleet Purchases: 5 Years/100,000 Miles  
Maintenance Note: 1 Year/1 Visit

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## RESOLUTION 2022-XXX

### APPROVING THE RE-HIRE OF PART-TIME PUBLIC WORKS SEASONAL JOEL BAZEY

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

**WHEREAS**, the City Council approved to fill two Seasonal positions for part time employment; and,

**WHEREAS**, Joel Bazey is selected as the most qualified candidate for the open Seasonal position. Joel is a Seasonal re-hire from 2020 and 2021. The offer is contingent on successfully passing a background check;

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

1. That Human Resources is hereby directed to offer the Public Works Seasonal position to Joel Bazey for the City of Isanti and shall be eligible to start in April, 2022.
2. Joel Bazey shall start at the wage scale of \$16.17 per hour.
3. Seasonal hires shall not work more than 100 days per the Union Contract in the position of the Public Works Seasonal position effective Spring through Fall 2022.
4. This position is seasonal, non-exempt and not eligible for benefits.
5. That Human Resources is directed to complete all required documentation for the completion of the employment offer.
6. That Human Resources is directed to forward an executed copy of this resolution to the employee and place a copy in the employee's personnel file for future reference.

This Resolution is hereby approved by the Isanti City Council this 5<sup>th</sup> day of April 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk

## RESOLUTION 2022-XXX

### APPROVING THE RE-HIRE OF PART-TIME PUBLIC WORKS SEASONAL ERIC JONES

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

**WHEREAS**, the City Council approved to fill two Seasonal positions for part time employment; and,

**WHEREAS**, Eric Jones is selected as the most qualified candidate for the open Seasonal position. Eric is a Seasonal re-hire from 2020 and 2021. The offer is contingent on successfully passing a background check;

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

1. That Human Resources is hereby directed to offer the Public Works Seasonal position to Eric Jones for the City of Isanti and shall be eligible to start in April, 2022.
2. Eric Jones shall start at the wage scale of \$16.17 per hour.
3. Seasonal hires shall not work more than 100 days per the Union Contract in the position of the Public Works Seasonal position effective Spring through Fall 2022.
4. This position is seasonal, non-exempt and not eligible for benefits.
5. That Human Resources is directed to complete all required documentation for the completion of the employment offer.
6. That Human Resources is directed to forward an executed copy of this resolution to the employee and place a copy in the employee's personnel file for future reference.

This Resolution is hereby approved by the Isanti City Council this 5<sup>th</sup> day of April 2022.

Attest:

\_\_\_\_\_  
Mayor Jeff Johnson

\_\_\_\_\_  
Jaden Strand  
City Clerk

## RESOLUTION 2022-XXX

### APPROVING THE HIRE OF JANET BOOTH LIQUOR STORE CLERK II

**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 Janet Booth as the most qualified candidate for the position; and,

**WHEREAS**, the offer is contingent upon successfully passing a background investigation;

**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 Janet Booth.
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 will be scheduled up to 29 hours per week.
5. 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 5<sup>th</sup> day of April 2022.

Attest:

---

Mayor Jeff Johnson

---

Jaden Strand  
City Clerk