



NORTH BRANCH —Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Jeff Goulet
Councilmember

Jim Ibinger
Councilmember

Patrick Meacham
Councilmember

**CITY COUNCIL
REGULAR AGENDA
WEDNESDAY, NOVEMBER 12, 2025 @ 7:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

4. AGENDA APPROVAL
 - a. Approve Agenda

ACTION

5. PRESENTATION & PROCLAMATION

6. PUBLIC COMMENT

Provides an opportunity for the public to address the Council on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes.

7. CONSENT AGENDA

All matters listed under Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

- | | |
|---|---------------|
| a. Claims | ACTION |
| b. Minutes - City Council Meeting - October 28th, 2025, 7:00 PM | ACTION |
| c. Approval of Resolution R-228-2025 Releasing Letter of Credit and Developer Obligations for Meadows North 4th Addition | ACTION |
| d. Cannabis and Hemp Ordinance Amendment #399-25 to include low potency hemp edible retailers and summary publication of said ordinance | ACTION |
| e. Approval of Pay Request #3 (Final) for 2025 Pavement Improvement Project | ACTION |
| f. Approval of Transient Merchant License - Renewal By Andersen | ACTION |

- g. Approval of Resolution R-249-2025 Releasing Letter of Credit and Developer Obligations for Falcon Apartments ACTION
- h. Recieve Monthly Legal Staff Report INFO
- i. Approval of Resolution R-250-2025 Certifying Unpaid Utility Bills ACTION
- j. Approval of Resolution # R-252-2025 authorizing payment #7 for CSAH 30 street improvement project ACTION

8. PUBLIC HEARINGS

9. STAFF REPORTS

- a. Consider approval of the hiring of Matt Fraley as the Director of Public Works and Utilities for the City of North Branch ACTION
- b. Update Regarding Student/Pedestrian Safety Concerns on Grand Ave INFO
- c. Approval of resolution R-253-2025 accepting bid for the Minnesota Paid Leave Private Plan and cost share between employee and employer. ACTION
- d. NW Old Town Feasibility Study presentation and resolution to receive the feasibility and set the public improvement hearing ACTION
- e. September Finance Update INFO
- f. Consider approval of Resolution R-248-2025 Concerning Bond Reimbursement Regulations ACTION

10. MAYOR/CITY COUNCIL

- a. Leaf Vacuum Trucks and Compost site schedule discussion VERBAL UPDATE
- b. Discussion on potential Facebook archive policy INFO
- c. Community Volunteerism to assist with City Tasks or Projects VERBAL UPDATE
- d. Closed meeting for the evaluation of performance of City Administrator under Minn. Stat. Sec. 13D.05, subd. 3(a). INFO

11. ADJOURNMENT

Since we do not have time to discuss every point presented, it may seem that decisions are preconceived. However, background information is provided to the City Council on each Agenda item in advance from Staff and appointed Commissions; and decisions are based on this information and past experiences. In addition some items may also have been discussed preliminarily at Council Work Sessions. If you are aware of information that has not been discussed, please raise your hand to be recognized. Comments that are pertinent are appreciated. Items requiring excessive time may be continued to another meeting.



Prepared By: Sharon Wright, Finance Director

Presenter: Sharon Wright, Finance Director

Date: 07/31/2025

Board & Commission: City Council

Subject: Claims

Claim Summary

Voting Requirements:

Voting Options Simple Majority

City of North Branch

ACH Checks

5975 TO 5987- \$246,264.49

Checks

92434 TO 92517- \$556,910.65

Payroll

11/07/2025 - \$116,258.10

Accounts Payable

Checks by Date - Summary by Check Number

User: TiffaniFolstad
Printed: 11/6/2025 2:19 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
5975	1033	Associated Bank	07/30/2025	252.77
5976	1941	WEX, Inc.	09/25/2025	128.25
5977	1424	N.B. Fire Relief Association	10/03/2025	139,133.40
5978	1424	N.B. Fire Relief Association	10/23/2025	933.00
5979	1118	Commissioner Of Revenue (W/H)	10/24/2025	7,902.77
5980	1468	PERA (Payroll W/H)	10/24/2025	32,949.92
5981	1585	United States Treasury	10/24/2025	35,211.00
5982	1372	Minnesota State Retirement	10/24/2025	2,930.23
5983	1592	US Postal Service	10/27/2025	1,183.77
5984	2146	Bremer Bank	10/16/2025	130.01
5985	1468	PERA (Payroll W/H)	10/21/2025	25,057.27
5986	1630	XCEL Energy	10/31/2025	401.97
5987	1941	WEX, Inc.	09/09/2025	50.13
Report Total (13 checks):				246,264.49

Accounts Payable

Computer Check Proof List by Vendor

User: TiffaniFolstad
Printed: 10/31/2025 - 1:53PM
Batch: 00005.10.2025 - 10312025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: UB*00089	MICHELLE ALEXANDER			Check Sequence: 1	ACH Enabled: False
	Refund Check 006841-000, 39793 FAWN AVE	7.44	10/24/2025	612-00000-20200	
	Refund Check 006841-000, 39793 FAWN AVE	23.89	10/24/2025	615-00000-20200	
	Refund Check 006841-000, 39793 FAWN AVE	12.82	10/24/2025	615-00000-20200	
	Refund Check 006841-000, 39793 FAWN AVE	0.98	10/24/2025	615-00000-20200	
	Refund Check 006841-000, 39793 FAWN AVE	17.31	10/24/2025	602-00000-20200	
	Refund Check 006841-000, 39793 FAWN AVE	19.79	10/24/2025	602-00000-20200	
	Check Total:	82.23			
Vendor: 1092	CENTRAL PENSION FUND			Check Sequence: 2	ACH Enabled: False
FOR OCT 2025	FOR OCTOBER 2025	5,384.68	10/31/2025	101-00000-21705	
	Check Total:	5,384.68			
Vendor: 1096	Chisago County			Check Sequence: 3	ACH Enabled: False
R-245-2025 #6	DEVELPR - CSAH 30 PAY REQUEST #6	22,481.36	10/31/2025	101-43000-50482	
R-245-2025 #6	CITY RES - CSAH 30 PAY REQUEST #6	79,706.62	10/31/2025	101-43000-50482	
R-245-2025 #6	SRTS - CSAH 30 PAY REQUEST #6	58,592.29	10/31/2025	486-46500-50506	
R-245-2025 #6	CITY - CSAH 30 PAY REQUEST #6	54,540.35	10/31/2025	101-43000-50482	
	Check Total:	215,320.62			
Vendor: UB*00090	BENJAMIN EDWARDS			Check Sequence: 4	ACH Enabled: False
	Refund Check 006422-000, 7174 376TH CIR	7.64	10/24/2025	602-00000-20200	
	Refund Check 006422-000, 7174 376TH CIR	10.55	10/24/2025	615-00000-20200	
	Refund Check 006422-000, 7174 376TH CIR	11.06	10/24/2025	615-00000-20200	
	Refund Check 006422-000, 7174 376TH CIR	17.08	10/24/2025	602-00000-20200	
	Refund Check 006422-000, 7174 376TH CIR	3.29	10/24/2025	612-00000-20200	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Refund Check 006422-000, 7174 376TH CIR	48.72	10/24/2025	615-00000-20200	
	Refund Check 006422-000, 7174 376TH CIR	0.43	10/24/2025	615-00000-20200	
	Check Total:	98.77			
Vendor: 1706	Flaherty & Hood, P.A.			Check Sequence: 5	ACH Enabled: False
EMP SEPT 2025	LABOR & EMPLOYMENT MATTERS	660.00	10/23/2025	101-42110-50304	
EMP SEPT 2025	LABOR & EMPLOYMENT MATTERS	1,375.00	10/23/2025	101-41610-50304	
MUN SEPT 2025	ADMINISTRATIVE MATTERS	358.75	10/23/2025	101-41610-50304	
MUN SEPT 2025	COMM DEV MATTERS	625.00	10/23/2025	101-41910-50304	
MUN SEPT 2025	GENERAL MUNI MATTERS	1,742.50	10/23/2025	101-41610-50304	
MUN SEPT 2025	EDA MATTERS	1,881.25	10/23/2025	201-46500-50304	
MUN SEPT 2025	BLDG ORD UPDATE	410.00	10/23/2025	101-41610-50304	
	Check Total:	7,052.50			
Vendor: 1269	IUOE Local 49 Fringe Benefit			Check Sequence: 6	ACH Enabled: False
FOR DEC 2025	49ERS HEALTH	21,910.00	10/31/2025	101-00000-21706	
	Check Total:	21,910.00			
Vendor: UB*00092	PENNYMAC LOAN SERVICES			Check Sequence: 7	ACH Enabled: False
	Refund Check 006000-000, 7669 386TH ST	0.18	10/24/2025	602-00000-20200	
	Refund Check 006000-000, 7669 386TH ST	0.12	10/24/2025	615-00000-20200	
	Refund Check 006000-000, 7669 386TH ST	3.42	10/24/2025	612-00000-20200	
	Refund Check 006000-000, 7669 386TH ST	7.96	10/24/2025	602-00000-20200	
	Refund Check 006000-000, 7669 386TH ST	0.44	10/24/2025	615-00000-20200	
	Refund Check 006000-000, 7669 386TH ST	10.99	10/24/2025	615-00000-20200	
	Check Total:	23.11			
Vendor: 1353	MIDCONTINENT			Check Sequence: 8	ACH Enabled: False
16640100115032	CITY WIDE INTERNET	1,161.20	10/31/2025	101-41420-50243	
	Check Total:	1,161.20			
Vendor: 1404	MN TEAMSTERS #320			Check Sequence: 9	ACH Enabled: False
FOR NOV 2025	UNION DUES FOR NOV 2025	1,657.00	10/31/2025	101-00000-21708	
FOR NOV 2025	UNION DUES CREDIT FOR SEPT 2025	-153.00	10/31/2025	101-00000-21708	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	1,504.00			
Vendor: UB*00093	TONY & JILL ORHN			Check Sequence: 10	ACH Enabled: False
	Refund Check 005410-000, 37838 HAWTHOR!	35.05	10/24/2025	615-00000-20200	
	Refund Check 005410-000, 37838 HAWTHOR!	22.64	10/24/2025	602-00000-20200	
	Refund Check 005410-000, 37838 HAWTHOR!	1.28	10/24/2025	615-00000-20200	
	Refund Check 005410-000, 37838 HAWTHOR!	9.73	10/24/2025	612-00000-20200	
	Refund Check 005410-000, 37838 HAWTHOR!	31.23	10/24/2025	615-00000-20200	
	Refund Check 005410-000, 37838 HAWTHOR!	54.10	10/24/2025	602-00000-20200	
	Refund Check 005410-000, 37838 HAWTHOR!	0.43	10/24/2025	615-00000-20200	
	Check Total:	154.46			
Vendor: 1499	Riteway Business Forms			Check Sequence: 11	ACH Enabled: False
25-32203	CHECKS FOR AP	258.94	10/31/2025	101-41940-50210	
	Check Total:	258.94			
Vendor: 2237	STANDARD INSURANCE COMPANY - RC			Check Sequence: 12	ACH Enabled: False
FOR NOV 2025 EE	LTD FOR NOV 2025 EE	1,045.24	10/31/2025	101-00000-21715	
FOR NOV 2025 EE	VOL LIFE FOR NOV 2025 EE	544.75	10/31/2025	101-00000-21714	
FOR NOV 2025 ER	STD FOR NOV 2025 ER	961.72	10/31/2025	101-00000-21715	
FOR NOV 2025 ER	BASIC LIFE FOR NOV 2025 ER	232.75	10/31/2025	101-00000-21714	
	Check Total:	2,784.46			
Vendor: UB*00091	KA THAO			Check Sequence: 13	ACH Enabled: False
	Refund Check 005874-000, 38516 HENNA CT	0.85	10/24/2025	612-00000-20200	
	Refund Check 005874-000, 38516 HENNA CT	0.12	10/24/2025	615-00000-20200	
	Refund Check 005874-000, 38516 HENNA CT	9.11	10/24/2025	615-00000-20200	
	Refund Check 005874-000, 38516 HENNA CT	2.72	10/24/2025	615-00000-20200	
	Refund Check 005874-000, 38516 HENNA CT	14.07	10/24/2025	602-00000-20200	
	Refund Check 005874-000, 38516 HENNA CT	1.96	10/24/2025	602-00000-20200	
	Refund Check 005874-000, 38516 HENNA CT	1.34	10/24/2025	615-00000-20200	
	Check Total:	30.17			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Total for Check Run:	255,765.14			
	Total of Number of Checks:	13			

Accounts Payable

Computer Check Proof List by Vendor

User: TiffaniFolstad
 Printed: 11/06/2025 - 3:43PM
 Batch: 00001.11.2025 - 11062025



Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1662	AMAZON CAPITAL SERVICES			Check Sequence: 1	ACH Enabled: False
139V-FTX6-MQ64	OPERATING SUPPLIES	157.00	10/23/2025	609-49750-50210	
139V-FTX6-MQ64	OPERATING SUPPLIES	24.79	10/23/2025	609-48000-50210	
14Y9-9YFD-JX6F	Screen Protectors	34.86	10/23/2025	101-41420-50210	
16FP-T3GK-6WKJ	Sling Attachment x 2	15.98	11/06/2025	101-42110-50210	
1GN6-6Q4L-93VG	Ethernet Adapter	8.99	10/23/2025	101-42110-50210	
1JHG-6GWM-9DC6	PD OPERATING SUPPLIES	72.86	10/23/2025	101-42110-50210	
1LDK-RJTF-6XCR	Tactical Backpacks x 8	150.21	11/06/2025	101-42110-50210	
1M9X-4N4X-4CPH	DUTY BAGS X 2	99.98	11/06/2025	101-42110-50210	
1P61-N7GG-YDVL	PAPER/BADGE HOLDER	80.15	10/23/2025	101-42110-50210	
1RTN-WNY9-FV7M	Business Prime Annual Membership	290.83	10/23/2025	101-00000-15500	
1RTN-WNY9-FV7M	Business Prime Annual Membership	58.17	10/23/2025	101-41940-50433	
	Check Total:	993.82			
Vendor: 1646	Ameritas			Check Sequence: 2	ACH Enabled: False
1107 AMER	11/7/2025 PAYROLL WITHHOLDING	90.00	11/06/2028	101-00000-21705	
	Check Total:	90.00			
Vendor: 1836	Analyze Corporation			Check Sequence: 3	ACH Enabled: False
20250951	MANAGED DNS SERVICE	1,500.00	11/06/2025	101-41420-50242	
	Check Total:	1,500.00			
Vendor: 1031	Aspen Mills			Check Sequence: 4	ACH Enabled: False
363509	CUSTOM BADGE	114.85	11/06/2025	101-42280-50237	
	Check Total:	114.85			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 2207	BEAUDRY OIL & SERVICE, INC			Check Sequence: 5	ACH Enabled: False
3089588	DIESEL FUEL PARKS	2,338.00	11/06/2025	101-45000-50212	
3089588	DIESEL FUEL PW	2,338.00	11/06/2025	101-43000-50212	
3089588	DIESEL FUEL WW	2,338.00	11/06/2025	612-49700-50212	
	Check Total:	7,014.00			
Vendor: 1049	BELLBOY CORPORATION			Check Sequence: 6	ACH Enabled: False
0110435400	N/A SALES	188.46	11/06/2028	609-49750-50250	
0209223000	LIQUOR	610.05	10/23/2025	609-48000-50251	
0209371600	LIQUOR	700.80	11/06/2028	609-49750-50251	
0209371600	WINE	96.70	11/06/2028	609-49750-50253	
0209445100	LIQUOR	715.00	11/06/2028	609-49750-50251	
0209445300	LIQUOR	787.45	11/06/2028	609-48000-50251	
0300376600	THC	91.65	10/23/2025	609-48000-50254	
0300415500	THC	409.90	11/06/2028	609-49750-50254	
0300437200	THC	85.65	11/06/2028	609-49750-50254	
0300437300	THC	85.65	11/06/2028	609-48000-50254	
209542600	11-5-2025 CK 92380 FEE	40.00	10/23/2025	101-41940-50210	
	Check Total:	3,811.31			
Vendor: 1052	BERNICKS			Check Sequence: 7	ACH Enabled: False
10418269	BEER	908.55	11/06/2028	609-48000-50252	
10418274	THC	75.60	11/06/2028	609-49750-50254	
10418275	BEER	1,509.15	11/06/2028	609-49750-50252	
10418276	N/A SALES	44.90	11/06/2028	609-49750-50250	
10420792	N/A SALES	23.00	11/06/2028	609-48000-50250	
10420792	BEER	1,390.00	11/06/2028	609-48000-50252	
10420796	N/A SALES	104.00	11/06/2028	609-49750-50250	
10420796	BEER	2,243.70	11/06/2028	609-49750-50252	
10420797	BEER CREDIT	-151.86	11/06/2028	609-49750-50252	
	Check Total:	6,147.04			
Vendor: 1921	Bituminous Roadways, Inc.			Check Sequence: 8	ACH Enabled: False
250403	BLACKTOP PATCHING	229.51	10/23/2025	101-43000-50224	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
250425	POTHOLE PATCHING	226.97	10/23/2025	101-43000-50224	
250464	BLACKTOP PATCHING	226.34	10/23/2025	101-43000-50224	
	Check Total:	682.82			
Vendor: 1066	Breakthru Beverage MN			Check Sequence: 9	ACH Enabled: False
123932666	LIQUOR	75.00	11/06/2028	609-49750-50251	
123933275	LIQUOR	402.97	11/06/2028	609-48000-50251	
123933457	LIQUOR	485.25	11/06/2028	609-49750-50251	
123933458	WINE	368.25	11/06/2028	609-49750-50253	
124041864	WINE	113.65	11/06/2028	609-49750-50253	
124041865	LIQUOR	1,235.02	11/06/2028	609-49750-50251	
124041866	N/A SALES	119.00	11/06/2028	609-49750-50250	
414037749	LIQUOR CREDIT	-289.25	11/06/2028	609-49750-50251	
414044440	LIQUOR CREDIT	-315.00	11/06/2028	609-49750-50251	
414121441	LIQUOR CREDIT	-25.00	11/06/2028	609-49750-50251	
	Check Total:	2,169.89			
Vendor: 1096	Chisago County			Check Sequence: 10	ACH Enabled: False
5-23 PARK REF	NB PARK DEP REFUND	100.00	11/06/2025	101-00000-34950	
	Check Total:	100.00			
Vendor: 1109	CINTAS			Check Sequence: 11	ACH Enabled: False
4245903551	WASTE WATER UNIFORMS	30.01	10/23/2025	602-49450-50237	
4245903605	WATER UNIFORMS	16.59	10/23/2025	615-49550-50237	
4245903605	SHOP TOWELS	10.55	10/23/2025	101-43000-50300	
4245903605	PW UNIFORMS	98.39	10/23/2025	101-43000-50237	
4245903605	PARKS UNIFORMS	7.71	10/23/2025	101-45000-50237	
4245903605	GENERATION UNIFORMS	8.04	10/23/2025	620-49600-50237	
4246619091	WW UNIFORMS	30.01	10/23/2025	602-49450-50237	
4246619091	MATS	22.04	10/23/2025	602-49450-50300	
4246619180	GENERATION UNIFORMS	8.04	10/23/2025	620-49600-50237	
4246619180	GENERATION MATS	18.70	10/23/2025	620-49600-50300	
4246619180	PARKS UNIFORMS	7.71	10/23/2025	101-45000-50237	
4246619180	SHOP TOWELS AND MATS	28.28	10/23/2025	101-43000-50300	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
4246619180	WATER UNIFORMS	16.59	10/23/2025	615-49550-50237	
4246619180	PW UNIFORMS	98.39	10/23/2025	101-43000-50237	
4246633644	FIRE HALL MATS	14.03	10/23/2025	101-42280-50300	
4246633681	LIBRARY MOP & MATS	26.60	10/23/2025	101-45500-50300	
4246633696	CITY HALL SUPPLIES & MATS	52.00	10/23/2025	101-41940-50300	
4246633806	LIQUOR STORE 1 SUPPLIES & MATS	49.93	10/23/2025	609-49750-50300	
4246633880	LIQUOR STORE 2 SUPPLIES & MATS	47.19	10/23/2025	609-48000-50300	
4246633973	5419 383RD WATER MATS	4.80	10/23/2025	615-49550-50300	
4247373619	MOP	1.99	10/23/2025	602-49450-50300	
4247373619	WW UNIFORMS	30.01	10/23/2025	602-49450-50237	
4247373777	WATER UNIFORMS	16.59	10/23/2025	615-49550-50237	
4247373777	SHOP TOWELS	10.55	10/23/2025	101-43000-50300	
4247373777	GEN UNIFORMS	8.04	10/23/2025	620-49600-50237	
4247373777	PARKS UNIFORMS	7.71	10/23/2025	101-45000-50237	
4247373777	PW UNIFORMS	98.39	10/23/2025	101-43000-50237	
4248145818	WW UNIFORMS	30.01	10/23/2025	602-49450-50237	
4248145854	WATER UNIFORMS	16.59	10/23/2025	615-49550-50237	
4248145854	GEN UNIFORMS	8.04	10/23/2025	620-49600-50237	
4248145854	PW UNIFORMS	98.39	10/23/2025	101-43000-50237	
4248145854	PARKS UNIFORMS	9.52	10/23/2025	101-45000-50237	
4248145854	SHOP TOWELS	10.55	10/23/2025	101-43000-50300	
4248160250	LS1 MATS AND SUPPLIES	49.93	10/23/2025	609-49750-50300	
4248160331	LS1 MATS AND SUPPLIES	47.19	10/23/2025	609-49750-50300	
9339786228	CREDIT	-18.70	10/23/2025	101-43000-50300	
Check Total:		1,020.40			
Vendor: 1114	Coffee Mill Inc			Check Sequence: 12	ACH Enabled: False
0276031-IN	COFFEE AND FIELD SERVICE	94.00	10/23/2025	101-41940-50210	
0276032-IN	COFFEE	154.00	10/23/2025	101-42110-50210	
Check Total:		248.00			
Vendor: 2206	Core & Main LP			Check Sequence: 13	ACH Enabled: False
22426	COD TESTING	488.00	11/06/2025	602-49450-50315	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Check Total:		488.00			
Vendor: 2195	Creative Earth Innovations, LLC			Check Sequence: 14	ACH Enabled: False
09292025	PERKINS BLDG MAINT SEPT 2025	400.00	11/06/2025	101-49990-50300	
10282025	PERKINS BLDG MAINT OCT 2025	400.00	11/06/2025	101-49990-50300	
Check Total:		800.00			
Vendor: 1122	Crystal Springs Ice			Check Sequence: 15	ACH Enabled: False
01-501600	N/A SALES	57.66	10/23/2025	609-48000-50250	
03-501843	N/A SALES	317.68	11/06/2028	609-49750-50250	
03-501844	N/A SALES	106.40	11/06/2028	609-48000-50250	
Check Total:		481.74			
Vendor: 1129	DAHLHEIMER DISTRIBUTING			Check Sequence: 16	ACH Enabled: False
2606788	LIQUOR	47.00	11/06/2028	609-49750-50251	
2606815	N/A SALES	33.85	11/06/2028	609-48000-50250	
2606885	THC	69.00	11/06/2028	609-48000-50254	
2606886	LIQUOR	414.60	11/06/2028	609-48000-50251	
2606888	BEER	1,719.15	11/06/2028	609-48000-50252	
2606894	N/A SALES	55.50	11/06/2028	609-49750-50250	
2606895	THC	297.50	11/06/2028	609-49750-50254	
2606896	BEER	7,362.60	11/06/2028	609-49750-50252	
2612606	THC	129.33	11/06/2028	609-49750-50254	
2612650	THC	224.50	11/06/2028	609-48000-50254	
2612711	LIQUOR	152.20	11/06/2028	609-48000-50251	
2612712	N/A SALES	68.00	11/06/2028	609-48000-50250	
2612714	BEER	4,943.90	11/06/2028	609-48000-50252	
2612726	N/A SALES	186.80	11/06/2028	609-49750-50250	
2612727	BEER	10,459.85	11/06/2028	609-49750-50252	
Check Total:		26,163.78			
Vendor: 1131	Dairyland Supply, Inc.			Check Sequence: 17	ACH Enabled: False
01-64155	MANURE RENTAL	4,800.00	11/06/2025	602-49450-50415	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	4,800.00			
Vendor: 2132	Data-Smart Computers, Inc.			Check Sequence: 18	ACH Enabled: False
95436	SONIC WALL SUPPORT	652.50	10/23/2025	101-41420-50300	
95437	SONICWALL & VPN SUPPORT	2,465.00	10/23/2025	101-41420-50300	
	Check Total:	3,117.50			
Vendor: 1175	F.I.R.E.			Check Sequence: 19	ACH Enabled: False
7755	FDC/STANDPIPES, APT PACKS	650.00	10/23/2025	101-42280-50332	
	Check Total:	650.00			
Vendor: 2205	FES, Inc.			Check Sequence: 20	ACH Enabled: False
21689	GARMENT REPAIR	38.84	11/06/2025	101-42280-50201	
	Check Total:	38.84			
Vendor: 1690	Flagship Recreation			Check Sequence: 21	ACH Enabled: False
F23891	8 BASKETBALL NETS FOR PARKS	328.00	11/06/2025	101-45000-50404	
	Check Total:	328.00			
Vendor: 2240	GigFire LLC			Check Sequence: 22	ACH Enabled: False
718315	North Branch Parks Wifi	70.00	10/23/2025	101-41420-50243	
	Check Total:	70.00			
Vendor: 1216	Gopher State One-Call, Inc.			Check Sequence: 23	ACH Enabled: False
5100646	282 BILLABLE TICKETS	126.90	11/06/2025	615-49550-50300	
5100646	282 BILLABLE TICKETS	126.90	11/06/2025	612-49700-50300	
5100646	282 BILLABLE TICKETS	126.90	11/06/2025	602-49450-50300	
	Check Total:	380.70			
Vendor: 1220	Grainger			Check Sequence: 24	ACH Enabled: False
9665198561	TEMP GE REPAIRS	42.67	10/23/2025	612-49700-50404	
	Check Total:	42.67			
Vendor: 1225	Graybar			Check Sequence: 25	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
9350419812	EXT LIGHTS NEW ASH ST BLDG	175.46	10/23/2025	101-49990-50525	
9350419812	EXT LIGHTS NEW ASH ST BLDG	43.87	10/23/2025	612-49700-50525	
9350419812	EXT LIGHTS NEW ASH ST BLDG	29.24	10/23/2025	615-49550-50525	
9350419812	EXT LIGHTS NEW ASH ST BLDG	43.87	10/23/2025	602-49450-50525	
9350549130	FANS NEW ASH ST BLDG	405.61	10/23/2025	101-49990-50525	
9350549130	FANS NEW ASH ST BLDG	67.60	10/23/2025	615-49550-50525	
9350549130	FANS NEW ASH ST BLDG	101.40	10/23/2025	612-49700-50525	
9350549130	FANS NEW ASH ST BLDG	101.40	10/23/2025	602-49450-50525	
	Check Total:	968.45			
Vendor: 1833	Grizzly Concrete & Masonry			Check Sequence: 26	ACH Enabled: False
1523	CONCRETE NEW ASH ST BLDG	8,779.20	11/06/2025	602-49450-50525	
1523	CONCRETE NEW ASH ST BLDG	5,852.80	11/06/2025	615-49550-50525	
1523	CONCRETE NEW ASH ST BLDG	8,779.20	11/06/2025	612-49700-50525	
1523	CONCRETE NEW ASH ST BLDG	35,116.80	11/06/2025	101-49990-50525	
	Check Total:	58,528.00			
Vendor: 1237	Hasser Garage Doors			Check Sequence: 27	ACH Enabled: False
27910	GARGE DOORS NEW ASH ST BLDG	2,883.00	11/06/2025	602-49450-50525	
27910	GARGE DOORS NEW ASH ST BLDG	1,922.00	11/06/2025	615-49550-50525	
27910	GARGE DOORS NEW ASH ST BLDG	2,883.00	11/06/2025	612-49700-50525	
27910	GARGE DOORS NEW ASH ST BLDG	11,532.00	11/06/2025	101-49990-50525	
	Check Total:	19,220.00			
Vendor: 1239	Hawkins, Inc.			Check Sequence: 28	ACH Enabled: False
7235082	WATER PLANT CHEMICALS	1,316.58	11/06/2025	615-49550-50272	
	Check Total:	1,316.58			
Vendor: 1265	Isanti-Chisago County Star			Check Sequence: 29	ACH Enabled: False
1920160	PUBLIC HEARING NOV 5	8.78	11/06/2025	101-41910-50351	
1921196	LIQUOR STORE SOS CERT	27.30	11/06/2025	609-49750-50352	
	Check Total:	36.08			
Vendor: 1279	JOHNSON BROTHERS LIQUOR CO			Check Sequence: 30	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
154795	THC CREDIT	-11.52	11/06/2028	609-49750-50254	
154796	LIQUOR CREDIT	-82.84	11/06/2028	609-49750-50251	
154797	LIQUOR CREDIT	-261.84	11/06/2028	609-49750-50251	
2908401	LIQUOR	514.59	11/06/2028	609-49750-50251	
2908402	WINE	176.52	11/06/2028	609-49750-50253	
2908403	LIQUOR	646.08	11/06/2028	609-49750-50251	
2908404	WINE	53.69	11/06/2028	609-49750-50253	
2908405	LIQUOR	2,155.28	11/06/2028	609-49750-50251	
2908406	LIQUOR	616.08	11/06/2028	609-48000-50251	
2908408	LIQUOR	388.36	11/06/2028	609-48000-50251	
2908409	WINE	449.20	11/06/2028	609-48000-50253	
2908410	LIQUOR	1,066.56	11/06/2028	609-48000-50251	
2913798	LIQUOR	849.90	11/06/2028	609-49750-50251	
2913799	WINE	526.57	11/06/2028	609-49750-50253	
2913800	LIQUOR	405.86	11/06/2028	609-49750-50251	
2913801	LIQUOR	660.78	11/06/2028	609-49750-50251	
2913802	LIQUOR	1,301.72	11/06/2028	609-49750-50251	
2913803	LIQUOR	1,351.22	11/06/2028	609-49750-50251	
2913804	LIQUOR	339.68	11/06/2028	609-48000-50251	
2913805	LIQUOR	666.74	11/06/2028	609-48000-50251	
2913806	WINE	179.68	11/06/2028	609-48000-50253	
2913807	LIQUOR	573.56	11/06/2028	609-48000-50251	
2913808	WINE	93.78	11/06/2028	609-48000-50253	
2915355	LIQUOR	274.30	11/06/2028	609-49750-50251	
Check Total:		12,933.95			
Vendor: 1292	Knife River			Check Sequence: 31	ACH Enabled: False
1146441	360TH CULVERT REPAIR	162.03	11/06/2025	612-49700-50407	
Check Total:		162.03			
Vendor: 1320	Lynette Koalska			Check Sequence: 32	ACH Enabled: False
102325	ADVERTISING	6.60	11/06/2028	609-48000-50340	
102325	ADVERTISING	65.96	11/06/2028	101-00000-15500	
102325	ADVERTISING	6.60	11/06/2028	609-49750-50340	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	79.16			
Vendor: 1293 1255877	Konrad Material Sales ASPHALT MIX	949.20	11/06/2025	Check Sequence: 33 101-43000-50224	ACH Enabled: False
	Check Total:	949.20			
Vendor: 1878 864228 SEP 2025	Larkin Hoffman Attorneys Legislative Representation	2,500.00	10/23/2025	Check Sequence: 34 101-41800-50300	ACH Enabled: False
	Check Total:	2,500.00			
Vendor: 1302 FOR NOV 2025	Law Enforcement Labor Services PD UNION DUES	876.00	11/06/2025	Check Sequence: 35 101-00000-21708	ACH Enabled: False
	Check Total:	876.00			
Vendor: 1308 FOR NOV 2025	LegalShield 11/7/2025 PAYROLL WH	46.85	11/06/2025	Check Sequence: 36 101-00000-21712	ACH Enabled: False
	Check Total:	46.85			
Vendor: 1176 15008702858 15008709924	M Health Fairview Visit #: 15008702858 on 9/30/2025 Visit #: 15008709924 on 10/13/2025	38.00 465.04	11/06/2025 11/06/2025	Check Sequence: 37 101-42110-50314 101-42110-50314	ACH Enabled: False
	Check Total:	503.04			
Vendor: 1327 P18586 P43537 P49965 P52140	MACQUEEN EQUIPMENT INC. SCBA MAINT SCBA MAINT SCBA MAINT SCBA MAINT	2,415.00 3,015.00 688.15 13.74	11/06/2025 11/06/2025 11/06/2025 11/06/2025	Check Sequence: 38 101-42280-50222 101-42280-50222 101-42280-50222 101-42280-50222	ACH Enabled: False
	Check Total:	6,131.89			
Vendor: 2271 10/15/25 10/15/25	MAVRICK NELSON STUMP REMOVAL X 10 STUMP REMOVAL X 4	714.00 286.00	11/06/2025 11/06/2025	Check Sequence: 39 101-43000-50300 101-42280-50300	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	1,000.00			
Vendor: 1643	McDonald Distributing			Check Sequence: 40	ACH Enabled: False
831871	LIQUOR	106.60	11/06/2028	609-48000-50251	
831871	BEER	4,338.90	11/06/2028	609-48000-50252	
831871	N/A SALES	21.40	11/06/2028	609-48000-50250	
831879	N/A SALES	108.90	11/06/2028	609-49750-50250	
831879	BEER	8,290.65	11/06/2028	609-49750-50252	
831893	LIQUOR	394.10	11/06/2028	609-49750-50251	
832869	BEER	4,479.95	11/06/2028	609-48000-50252	
832869	LIQUOR	85.30	11/06/2028	609-48000-50251	
832891	LIQUOR	106.60	11/06/2028	609-49750-50251	
832947	N/A SALES	44.70	11/06/2028	609-49750-50250	
832947	BEER	9,351.90	11/06/2028	609-49750-50252	
832947	LIQUOR	100.80	11/06/2028	609-49750-50251	
833227	BEER	160.00	11/06/2028	609-49750-50252	
	Check Total:	27,589.80			
Vendor: 1348	Metro Sales Inc.			Check Sequence: 41	ACH Enabled: False
2928116	COPY MACHINE LEASE	259.00	11/06/2025	101-41420-50219	
	Check Total:	259.00			
Vendor: 1364	Minnesota Elevator, Inc.			Check Sequence: 42	ACH Enabled: False
1155773	NOVEMBER MONTHLY SERVICE	140.00	11/06/2025	101-41940-50300	
	Check Total:	140.00			
Vendor: 1386	MN Dept Of Labor Industry Bld			Check Sequence: 43	ACH Enabled: False
Q3 SURCHARGE	Q3 BLDG PERMIT SURCHARGE	4,283.59	10/23/2025	101-00000-21716	
	Check Total:	4,283.59			
Vendor: 1402	MN State Fire Dept Assn.			Check Sequence: 44	ACH Enabled: False
2026 DUES	2026 MEMBERSHIP DUES	375.00	11/06/2025	101-00000-15500	
	Check Total:	375.00			

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
Vendor: 1404	MN TEAMSTERS #320			Check Sequence: 45	ACH Enabled: False
FOR JULY 2025	JULY 2025 FOR T. KOSTUCH	90.00	11/06/2025	101-00000-21708	
	Check Total:	90.00			
Vendor: 1411	Moose Lake Brewing Co. LLC			Check Sequence: 46	ACH Enabled: False
SB44-001	BEER	21.00	11/06/2028	609-48000-50252	
SB44-002	BEER	96.00	11/06/2028	609-49750-50252	
	Check Total:	117.00			
Vendor: 2203	Morris Electronics, Inc.			Check Sequence: 47	ACH Enabled: False
16364	ONSITE SERVICE 10/16/2025	1,873.25	11/06/2025	101-41420-50300	
16376	PD COMPUTER	1,049.99	11/06/2025	101-41420-50207	
16392	VEEAM TECH SUPPORT	250.00	11/06/2025	101-41420-50300	
16438	PD TECH SUPPORT	62.50	11/06/2025	101-41420-50300	
16464	PD TECH SUPPORT	62.50	11/06/2025	101-41420-50300	
	Check Total:	3,298.24			
Vendor: 2145	Nelson Electric Inc			Check Sequence: 48	ACH Enabled: False
67270	TEMP GEN WASTEWATER	650.00	11/06/2025	602-49450-50404	
	Check Total:	650.00			
Vendor: 1893	Parman Energy Group, LLC			Check Sequence: 49	ACH Enabled: False
0352219-IN	PW OIL	905.37	11/06/2025	101-43000-50404	
0353467-IN	WASTEWATER GEN SET REPAIR	562.83	11/06/2025	602-49450-50404	
352219A-IN	FD OIL	46.43	11/06/2025	101-42280-50404	
	Check Total:	1,514.63			
Vendor: 1474	PHILLIPS WINE & SPIRITS, INC			Check Sequence: 50	ACH Enabled: False
5066977	LIQUOR	4,558.31	11/06/2028	609-49750-50251	
5066978	WINE	229.20	11/06/2028	609-49750-50253	
5066979	LIQUOR	190.63	11/06/2028	609-48000-50251	
5066980	WINE	91.68	11/06/2028	609-49750-50253	
5070822	LIQUOR	448.40	11/06/2028	609-49750-50251	
5070823	WINE	45.84	11/06/2028	609-49750-50253	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
5070824	LIQUOR	613.12	11/06/2028	609-48000-50251	
5070825	WINE	45.84	11/06/2028	609-48000-50253	
5071793	LIQUOR	63.78	11/06/2028	609-49750-50251	
	Check Total:	6,286.80			
Vendor: 1482	Post Haste Business Solutions			Check Sequence: 51	ACH Enabled: False
142795	2 BANNERS	325.00	11/06/2025	208-42280-50401	
142882	NAME PLATE	34.98	11/06/2025	201-46500-50210	
142989	NAME TAG	15.99	11/06/2025	201-46500-50210	
	Check Total:	375.97			
Vendor: 2232	Pryes Brewing Company LLC			Check Sequence: 52	ACH Enabled: False
W-108791	BEER	182.00	11/06/2028	609-48000-50252	
W-108793	BEER	133.00	11/06/2028	609-49750-50252	
	Check Total:	315.00			
Vendor: 1494	Red Bull Distribution Company			Check Sequence: 53	ACH Enabled: False
2029464008	N/A SALES	78.11	10/23/2025	609-49750-50250	
	Check Total:	78.11			
Vendor: 2066	RMB Environmental Laboratories, Inc.			Check Sequence: 54	ACH Enabled: False
B020167	WLKY WASTEWATER TEST	234.50	11/06/2025	602-49450-50315	
B020264	WLKY WASTEWATER TEST	142.10	11/06/2025	602-49450-50315	
B020301	BIO SOLID TEST	24.50	11/06/2025	602-49450-50315	
B020343	WKLY WASTEWATER TEST	142.10	11/06/2025	602-49450-50315	
	Check Total:	543.20			
Vendor: 2257	Row Sewer Service			Check Sequence: 55	ACH Enabled: False
21	PARK TOILETS FOR NOV	390.00	11/06/2025	101-45000-50415	
	Check Total:	390.00			
Vendor: 1520	Sealtech, Inc			Check Sequence: 56	ACH Enabled: False
1781	PATCHING ELM/GRAND/BIRCH	1,070.00	11/06/2025	602-49450-50407	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	1,070.00			
Vendor: 1534	SOUTHERN GLAZERS WINE & SPIRITS OF MINNESOTA			Check Sequence: 57	ACH Enabled: False
2683585	LIQUOR	120.10	11/06/2028	609-48000-50251	
2683585	WINE	104.66	11/06/2028	609-48000-50253	
2684027	LIQUOR	1.55	11/06/2028	609-49750-50251	
2684028	LIQUOR	3,018.44	11/06/2028	609-49750-50251	
2684029	WINE	155.97	11/06/2028	609-49750-50253	
2686183	WINE	216.44	11/06/2028	609-48000-50253	
2686183	LIQUOR	1,267.53	11/06/2028	609-48000-50251	
2686716	LIQUOR	100.55	11/06/2028	609-49750-50251	
2686717	LIQUOR	1,542.43	11/06/2028	609-49750-50251	
2686718	WINE	245.56	11/06/2028	609-49750-50253	
9666678	LIQUOR CREDIT	-98.93	11/06/2028	609-49750-50251	
9666901	LIQUOR CREDIT	-1.55	11/06/2028	609-49750-50251	
	Check Total:	6,672.75			
Vendor: 1677	Springbrook Holding Company, LLC			Check Sequence: 58	ACH Enabled: False
22032	2026 SOFTWARE SUBSCRIPTION	33,395.87	11/06/2025	101-00000-15500	
	Check Total:	33,395.87			
Vendor: 1542	Staples			Check Sequence: 59	ACH Enabled: False
7007246151	INV 6045058112 & 6045058113	269.62	10/23/2025	101-41940-50210	
	Check Total:	269.62			
Vendor: 1191	STEIN SERVICES, LLC			Check Sequence: 60	ACH Enabled: False
25-1239	FLOW METER CALIBRATION	330.00	10/23/2025	602-49450-50404	
	Check Total:	330.00			
Vendor: 1343	Justin Strayer			Check Sequence: 61	ACH Enabled: False
IN-31769	BEER	298.66	11/06/2028	609-48000-50252	
	Check Total:	298.66			
Vendor: 1550	STREICHERS			Check Sequence: 62	ACH Enabled: False

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
1790462	NEW HIRE UNIFORM	426.98	11/06/2025	101-42110-50237	
1790628	NEW HIRE UNIFORM	1,398.84	11/06/2025	101-42110-50237	
1790677	NEW HIRE UNIFORM	23.98	11/06/2025	101-42110-50237	
1790755	NEW HIRE UNIFORM	95.00	11/06/2025	101-42110-50237	
1790847	NEW HIRE UNIFORM	76.98	11/06/2025	101-42110-50237	
1791725	NEW HIRE UNIFORM	190.00	11/06/2025	101-42110-50237	
1792168	HOLSTER	185.00	11/06/2025	101-42110-50237	
	Check Total:	2,396.78			
Vendor: 1566	The Dama - MP Inc.			Check Sequence: 63	ACH Enabled: False
17094	12 KEY BOXES	3,290.00	11/06/2025	208-42280-50210	
	Check Total:	3,290.00			
Vendor: 1521	THE SHERWIN-WILLIAMS CO., INC			Check Sequence: 64	ACH Enabled: False
44967162891125	PARTS STREET PAINT MACHINE	284.23	11/06/2025	101-43000-50404	
	Check Total:	284.23			
Vendor: 1598	Viking Coca-Cola Bottling Co.			Check Sequence: 65	ACH Enabled: False
3781956	N/A SALES	210.65	11/06/2028	609-49750-50250	
	Check Total:	210.65			
Vendor: 1611	WATSON COMPANY			Check Sequence: 66	ACH Enabled: False
153552	N/A SALES	1,354.57	11/06/2028	609-49750-50250	
159351	N/A SALES CREDIT	-33.30	11/06/2028	609-49750-50250	
	Check Total:	1,321.27			
Vendor: 2182	WESTERN STATES ENVELOPE COMPANY			Check Sequence: 67	ACH Enabled: False
332498	ENVELOPES	130.72	11/06/2025	612-49700-50210	
332498	ENVELOPES	130.72	11/06/2025	602-49450-50210	
332498	ENVELOPES	130.72	11/06/2025	615-49550-50210	
	Check Total:	392.16			
Vendor: 1622	WINE MERCHANTS			Check Sequence: 68	ACH Enabled: False
7540157	WINE	129.84	11/06/2028	609-48000-50253	

Invoice No	Description	Amount	Pmt Date	Acct Number	Reference
	Check Total:	129.84			
Vendor: 1624 83328	Winnick Supply, Inc. 360TH CULVERT REPAIR	1,774.50	11/06/2025	Check Sequence: 69 612-49700-50407	ACH Enabled: False
	Check Total:	1,774.50			
Vendor: 1867 84057683	WORKSTRATEGIES NEW HIRE MED EXAM	185.00	10/23/2025	Check Sequence: 70 101-42110-50314	ACH Enabled: False
	Check Total:	185.00			
Vendor: 1628	WSB & Associates, Inc.			Check Sequence: 71	ACH Enabled: False
FOR SEP 2025	R-031081-000-2 ESA INTERSTATE	1,200.00	11/06/2025	201-46500-50303	
FOR SEP 2025	R-027091-000-8 WASTEWATER ENG	288.00	11/06/2025	602-49450-50300	
FOR SEP 2025	R-028099-000-6 FLINK/400TH STUDY	725.00	11/06/2025	101-00000-21165	
FOR SEP 2025	R-027398-000-5 2024 PAVEMENT	10,634.50	11/06/2025	101-43000-50300	
FOR SEP 2025	R-021646-000-17 SRTS TRAIL	1,307.00	11/06/2025	486-46500-50303	
FOR SEP 2025	R-024886-000-9 MEADOWS N 2ND	140.00	11/06/2025	101-00000-21164	
FOR SEP 2025	R-019771-000-32 MS4	1,657.50	11/06/2025	612-49700-50303	
FOR SEP 2025	R-030615-000-6 SPEED LIMIT POL	547.00	11/06/2025	101-43000-50482	
FOR SEP 2025	R-027792-000-9 RETAINER	2,190.00	11/06/2025	101-41700-50303	
FOR SEP 2025	R-031862-000-1 BEACH TRANSPORT	1,451.00	11/06/2025	101-00000-21184	
FOR SEP 2025	R-027636-000-10 FOX RUN PHASE 2	9,235.75	11/06/2025	101-00000-21179	
FOR SEP 2025	R-027792-000-9 WASTEWATER ENG	5,985.00	11/06/2025	602-49450-50300	
FOR SEP 2025	R-028009-000-9 2025 PAVEMENT	602.50	11/06/2025	458-43000-50303	
FOR SEP 2025	R-024317-000-16 MEADOWS RIDGE	70.00	11/06/2025	101-00000-21165	
FOR SEP 2025	R-019036-000-14 MEADOWS NORTH	280.00	11/06/2025	101-00000-21138	
	Check Total:	36,313.25			
	Total for Check Run:	301,145.51			
	Total of Number of Checks:	71			



NORTH BRANCH —Minnesota—

Kevin Schieber
Mayor

Robert Canada
Councilmember/Acting Mayor

Jeff Goulet
Councilmember

Jim Ibinger
Councilmember

Patrick Meacham
Councilmember

**CITY COUNCIL
REGULAR AGENDA
TUESDAY, OCTOBER 28, 2025 @ 7:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF NORTH BRANCH IN THE COUNTY OF CHISAGO AND IN THE STATE OF MINNESOTA

REGULAR MEETING

Tuesday, October 28, 2025

1. CALL TO ORDER

Mayor Kevin Schieber called the North Branch City Council Meeting to order at 7 PM.

2. PLEDGE OF ALLEGIANCE

Mayor Kevin Schieber led the Pledge of Allegiance.

3. ROLL CALL

Present: Mayor Kevin Schieber, Councilmember Jeff Goulet, Councilmember Jim Ibinger,
Councilmember Patrick Meacham, Councilmember Robert Canada

Absent:

Remote:

Others Present:

Notes:

4. AGENDA APPROVAL

a. Approve Agenda

ACTION

Mayor Kevin Schieber requested that 7e under the Consent Agenda be moved to 9a in Staff Reports for discussion.

RESULT: Passed

MOVER: Kevin Schieber

SECONDER: Robert Canada

AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

5. PRESENTATION & PROCLAMATION

6. PUBLIC COMMENT

Provides an opportunity for the public to address the Council on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes.

Charley Klopp, Lisa Thackeray, Jeff Tentiger, and Connor Landry signed up for Public Comment.

7. CONSENT AGENDA

All matters listed under Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

Mayor Kevin Schieber requested that 7e under the Consent Agenda be moved to 9a in Staff Reports for discussion.

RESULT: Passed
MOVER: Jim Ibinger
SECONDER: Patrick Meacham
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

- | | | |
|----|--|--------|
| a. | Claims Summary | ACTION |
| b. | Minutes - City Council Meeting - October 14th, 2025, 7:00 PM | ACTION |
| c. | Approval of LG220 Application for Exempt Permit for St. Gregory the Great Catholic Church | ACTION |
| d. | Approval of Resolution R-245-2025 authorizing payment #6 for the CSAH 30 Project. | ACTION |
| e. | Approval of Letter of Understanding between the City of North Branch and Chisago County for the CSAH 14/Hemingway Avenue/Lincoln Trail Roundabout project. | ACTION |

Mayor Kevin Schieber requested that 7e under the Consent Agenda be moved before 9a in Staff Reports for discussion.

Mayor Kevin Schieber shared that this is an approval of a letter of understanding between the City of North Branch and Chisago County for County Road 14 and Hemmingway Avenue, also known as Lincoln Trail roundabout project. City Administrator Matthew Hill shared a letter of understanding regarding the roundabout project. This would be a 50/50 partnership for the cost of the construction of the project.

Motion and Second to approve the Letter of Understanding between the City of North Branch and Chisago County for the CSAH14/Hemingway Avenue/Lincoln Trail roundabout project as presented.

RESULT: **Passed**

MOVER: **Patrick Meacham**

SECONDER: **Robert Canada**

AYES: **Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada**

ABSENT:

NOTES:

- f. Approval of Resolution No. R-247-2025, Releasing Developer Obligations as Stated in the Development Agreement for Westside Commons **ACTION**
- g. Approval of Letter of Support for Chisago County's Local Road Improvement Program application for funding for the CSAH 14/Hemingway Avenue/Lincoln Trail roundabout **ACTION**

8. PUBLIC HEARINGS

- a. Public Hearing regarding New Comfort Massage business license **ACTION**

The City Council started the Public Hearing at 7:18 pm to discuss the revocation of the therapeutic massage business license of New Comfort Massage. The City of North Branch, Minnesota, initiated proceedings to revoke the therapeutic massage business license of New Comfort Massage LLC due to multiple credible accusations of City Code violations. The North Branch Police Department investigated complaints. The City Administrator recommended revocation, a recommendation supported by the Chief of Police, due to the ongoing threat to public health and safety.

City Administrator, Matthew Hill explained that he first received information regarding a formal complaint from the Police Department concerning alleged violations related to a specific massage establishment while he and Chief Dan Meyer were contemplating next steps, a second complaint was brought to the attention of the police department, prompting the revocation process from his office in a formal investigation by the police department, He reached out to a representative of the licensee, Darwin, he was supported to explain the complaints, and also included the fact that the person that was performing massages at the business was not approved or licensed therapist. We did reach out to our city attorney's office, and the complaints and local investigation information were then forwarded to our city attorney's office for their review. The legal department provided an assessment of the case, including an opinion on the legal grounds for revocation and adherence to due process requirements at this public hearing this evening. This review by our city attorney's office does ensure that any subsequent actions would be legally sound based on complaints, and the legal counsel's review, a recommendation for the revocation of the massage license was presented by me to the City Council. This recommendation outlined the specific reasons for revocation and the relevant city ordinance and statutes that were violated.

Police Chief Dan Meyer explained that the criminal case is currently in the hands of the Chisago County Attorney's Office. They're still reviewing the matter.

Robert Kringler, North Branch City Attorney from Flaherty and Hood, explained that per our City Code, the City does have options listed out directly regarding violations of this licensing ordinance, which are suspension, revocation, or administrative penalties. Robert explained that there are multiple options in the city code for dealing with code violations under the massage business ordinance. City staff have brought it forward, recommending revocation.

The business owner, Darwin, addressed the City Council and stated that he had no interest in keeping the business. He does have a lease with the building and is looking for someone to take over the lease.

The Public Hearing closed at 7:34 PM.

Motion for Resolution R-246-2025, including findings, conclusions, and order from the City of North Branch regarding the revocation of the therapeutic massage business licensed to New Comfort Massage, LLC .

RESULT: Passed
MOVER: Patrick Meacham
SECONDER: Jim Ibinger
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

9. STAFF REPORTS

- a. Consider approval of Resolution R-248-2025 concerning Bond Reimbursement Regulations ACTION

Finance Director Sharon Wright asked the City Council to approve R-248-2025 concerning bond reimbursement regulations. There has been discussion with City Council to utilize bonds to purchase equipment that has become obsolete. The resolution would allow the City to move forward with ordering the items that are listed on the staff report. The importance of this is due to the significant lead time required for the larger equipment. Once the equipment is received, then the City can use the bond proceeds to reimburse itself for the purchases that were completed prior to the final bond sale.

Shane Rudlang from Ehlers Public Finance Advisors explained to the Council that what the resolution does is buy you time. It allows you to pay for things and then bond finance them later. As you go and move through the process of potentially issuing bonds in the first quarter of next year, one thing to keep in mind is that your interest cost, depending on how you look at it, we estimate that to be around 4% and we all know that the cost of these cars, fire trucks, and all those other things are increasing at a rate that's quite a bit higher than that. And there's the possibility that 4% is even a little bit lower. We do add a buffer into the bond estimates at this stage, because we're four to six months out from issuing the debt, and so we have a buffer in there. We all know that the Fed is likely to reduce interest rates even this week, and sometimes that's already priced into the market, but there's a potential to have even lower interest costs. So the point is, you all borrow for a rate that's well in excess of what inflation is.

Councilmember Goulet asked if other cities bond their police cars. Shane responded that many do. Mayor Kevin Schieber asked if the Council could take more time and think, and ask more questions as they arise.

Councilmember Jim Ibinger made a motion to table this Resolution until the next City Council meeting.

RESULT: Passed
MOVER: Jim Ibinger
SECONDER: Jeff Goulet
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada
ABSENT:
NOTES:

Shane Rudlang from Ehlers Public Finance Advisors gave a presentation on Municipal Finance 101 regarding Property Taxes and Levy Dynamics to the City Council. The process used by the State of Minnesota to calculate property taxes is one of the most complex systems in the U.S. Because of this complexity, the presentation is to help us break this down into a presentation for the City Council and our taxpayers.

- c. Consider approval of proposal for completing the Part 1 Wellhead Protection (WHP) Plan Amendment ACTION

City Administrator Matthew Hill presented the proposal for completing the Part 1 Wellhead Protection (WHP) Plan Amendment. Cities need to complete a Part 1 amendment of their Wellhead Protection Plan (WHPP) for several reasons, primarily to ensure the continued safety and quality of their public drinking water supply. WSB has requested a proposal from Spheros Environmental, well known for its integrated water resource strategies, to assist in completing the required update. When Part 1 is completed, you will move on to Part 2, more than likely, in 2026. I am asking for a motion and a second to accept the proposal from Spheros, to complete Part One of the Wellhead Protection Plan Amendment as required by the Minnesota Department of Health.

RESULT: Passed

MOVER: Kevin Schieber

SECONDER: Robert Canada

AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada

ABSENT:

NOTES:

- d. Approval of Resolution R-242-2025 approving the Cannabis Retail Registration Application for Wild River Cannabis LLC ACTION

Wild River Cannabis LLC submitted a Cannabis Retail Registration Application to open a cannabis microbusiness at 4628 Isanti Trail, North Branch, MN 55056. The City Council discussed this at the October 14, 2025, meeting and tabled the item to October 28, 2025, to obtain the following information: legal opinion on compliance, traffic statistics/impact, and crime statistics.

The City Council received five letters of opposition regarding the application. City Attorney Robert Kringler from Flaherty and Hood gave a high-level overview. He stated that we've seen a lot of frustration from the public around the state regarding the municipal cannabis law, and I think the message to convey to the city council from your legal team is that the city's options here are quite limited. When the state passed these laws in the past few years, they really only gave the city a very narrow framework in which they actively regulate and be a part of the business regulation. The City did take initial action regarding working within that statutory framework when it set up the zoning protocols that I believe were passed last September, approximately. That was one of the biggest steps the city was able to take. That's where those buffer requirements came in. The City imposed its initial requirements of a 1000-foot buffer from a school, a 1000-foot buffer from another cannabis retail business. The city also took action to limit the number of businesses that could operate within the city. In that ordinance, the city also restricted the hours of operation in that ordinance in line with state statute. So from our perspective, what is in front of the city today is a limited decision. You have a pending business registration request in front of you. The question to the council is, should this business be registered? And, does it comply with your enacted local ordinances? I believe it's the staff's recommendation that it does comply with local ordinances you've enacted, and that is in front of you today.

Councilmember Ibinger made a motion for the approval of Resolution 242-2025 approving the cannabis

retail registration application.

RESULT: Passed
MOVER: Jim Ibinger
SECONDER: Patrick Meacham
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham
ABSENT:
NOTES: Robert Canada voted Nay

10. MAYOR/CITY COUNCIL

- a. Advisory Committee member updates - Public Safety, Personnel, Public Works, Finance, Liquor Store VERBAL
UPDATE

Councilmember Canada gave the Public Safety Committee update. There was a meeting on October 14th. The Fire Chief has elections this year, which start in December. Some of the fire calls that they are conducting, they are not charging, so they're going to try and look at that. The Fire Chief is doing his best to increase funding for his department. The police department talked about the PD Staff updates. Councilmember Canada thanked Chief Dan Meyer for his help on the Grand Avenue traffic concerns and the volunteers who are stepping up. Starting to discuss Christmas things, like stuff the squad. The next meeting is on November 4th.

Mayor Schieber discussed Parks and Trails. This past Saturday, they had a space race disc tournament. They had illuminated tee boxes and disc gold baskets. They had 48 registrations.

Councilmember Meacham gave the EDA update. EDA met last week. The EDA welcomes Cassie Keocher to the Council. The EDA board is now full. Nancy Hoffman from the Chisago County HRA EDA talked about lots of classes that they are providing at their office. Shields Plaza is doing lots of renovations inside and outside. There had been a closed session discussing potential sales of property in the industrial park.

City Administrator Matthew Hill gave Public Works updates. County Road 30 is now open. We are currently working on franchise fees updates for our utility providers. This is the last week for leaf pickup and leaf vacuuming. The Compost site will also be closing this week.

Councilmember Ibinger gave the Liquor Store updates. The net revenue is up about 10 1/2%. Setting some sales goals for next year. We also talked about some Marketing ideas.

11. ADJOURNMENT

Mayor Kevin Schieber adjourned the meeting at 9:13PM.

RESULT: Passed
MOVER: Kevin Schieber
SECONDER: Patrick Meacham
AYES: Kevin Schieber, Jeff Goulet, Jim Ibinger, Patrick Meacham, Robert Canada

ABSENT:

NOTES:



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 09/17/2025

Board & Commission: City Council

Subject: Approval of Resolution R-228-2025 Releasing Letter of Credit and Developer Obligations for Meadows North 4th Addition

Overview / Background

The North Branch City Council approved the Final Plat for Meadows North 4th Addition (“Development”) on June 14, 2022, and entered into a Planned Unit Development and Subdivision Agreement (“Agreement”) for the Development, also on June 14, 2022. The Developer completed the public improvements (“Improvements”) as required by the Agreement, and offered to dedicate the Improvements on November 12, 2024, entering the one (1) year warranty period. The Developer has satisfactorily completed the warranty period and has requested the City return all remaining security and escrow specific to the Development. Additionally, the release of financial security and escrow means the public portion of the project is complete, allowing the City to release the Developer from its terms, conditions and obligations as outlined in the Agreement. Because the Agreement is recorded with Chisago County, the City must approve a resolution and document for recording, releasing the Developer from the Agreement.

Staff Recommendation

City staff recommend accepting, releasing and returning to the developer the financial securities and remaining escrow balance for Meadows North 4th Addition.

Recommended City Council Action

Motion to approve Resolution No. R-228-2025, accepting, releasing and returning to the developer the financial securities and remaining escrow balance for Meadows North 4th Addition.

Voting Requirements:

Voting Options Simple Majority

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-228-2025

WHEREAS, the City of North Branch (“City”) and LGI Homes – Minnesota, LLC (“Developer”) entered into a Subdivision Agreement (“Agreement”) on Jun 14, 2022, for the purpose of the construction of a residential subdivision, known as Meadows North 4th Addition (“Development”); and,

WHEREAS, said Agreement for the Development was submitted to and recorded with Chisago County on July 18, 2022, as Document No. 660725; and,

WHEREAS, the public improvements (“Improvements”) are complete and have been accepted by the City, and the remaining financial securities and escrow were authorized for release and return to the Developer, pursuant to Resolution No. R-228-2025, as approved by the City Council on November 12, 2025; and,

WHEREAS, the City has reviewed the Agreement and has determined all terms and conditions described therein have been satisfied by the Developer and that the improvements related to the Development are deemed complete.

NOW, THEREFORE, BE IT RESOLVED That, the Mayor and City Clerk are hereby authorized to release the letter of credit and developer obligations for the Development and Subdivision Agreement for Meadows North 4th Addition with LGI Homes - Minnesota as described in Exhibit A.

ADOPTED this 12th day of November 2025.

Approved:

Kevin Schieber, Mayor

Attested:

Tonya Kostuch, City Clerk

EXHIBIT A
RELEASE OF
PLANNED UNIT DEVELOPMENT AND SUBDIVISION AGREEMENT
FOR MEADOWS NORTH 4TH ADDITION
WITH LGI HOMES – MINNESOTA, LLC

The City of North Branch hereby states the Developer, LGI Homes – Minnesota, LLC, has met the conditions of that certain Development and Subdivision Agreement entered into on the 14th day of June 2022, between the City of North Branch and LGI Homes – Minnesota, LLC for the construction of a residential subdivision, known as Meadows North 4th Addition, which was recorded with Chisago County on July 18, 2022 (Document No. 660725).

The legal description of the property subject to the Development and Subdivision Agreement is as follows:

Lots 1-10, Block 1, Lots 1-17, Block 2, Lots 1-13, Block 3 and Outlot A Meadows North 4th Addition, Chisago County, Minnesota

The City hereby RELEASES the Developer, its successors and assigns, from the terms and conditions of said Development and Subdivision Agreement (Document No. 660725).

CITY OF NORTH BRANCH

Kevin Schieber

Mayor

Matthew Hill

STATE OF MINNESOTA)

) ss.

COUNTY OF)

The foregoing instrument was acknowledged before me this ____ day of _____,
2025 by Kevin Schieber and Matthew Hill, the Mayor and City Administrator respectively, of the City of
North Branch, a Minnesota municipal corporation, on behalf of the corporation and pursuant to
the authority granted by its City Council.

Notary Public



Prepared By: Matthew Hill, City Administrator

Presenter: Matthew Hill, City Administrator

Date: 10/30/2025

Board & Commission: City Council

Subject: Cannabis and Hemp Ordinance Amendment #399-25 to include low potency hemp edible retailers and summary publication of said ordinance

Purpose:

To request City Council approval of an ordinance amendment that will allow low potency hemp retailers to obtain a local license, aligning with Minnesota State Statute Chapter 342. The products included within this amendment are items such as THC Drinks and Edibles. The City Municipal Liquor Stores currently sell these products and will be required to follow the ordinance the same as the rest of the retailers in the community.

Background:

Minnesota State Statute Chapter 342 regulates the sale of low potency hemp products. To ensure local compliance and oversight, it is necessary for the City of North Branch to establish a local licensing framework for businesses engaged in the retail sale of these products. This proposed amendment will provide the legal mechanism for the city to issue licenses, ensuring that all local retailers operate within established guidelines and contribute to the safety and well-being of our community.

Discussion:

The proposed ordinance amendment will:

- Define "low potency hemp products" in accordance with State Statute Chapter 342.
- Establish a local licensing requirement for all retailers selling low potency hemp products within the city limits.
- Outline the application process, including necessary documentation and fees.
- Detail the criteria for license approval and renewal.

- Provide for enforcement mechanisms, including inspections and penalties for non-compliance.

This amendment is crucial for several reasons:

- **Compliance with State Law:** It ensures the city's ordinances are consistent with and support the regulatory framework established by the state.
- **Public Safety:** Local licensing allows the city to monitor and regulate the sale of these products, ensuring they are sold responsibly and to appropriate age groups.
- **Revenue Generation:** Licensing fees will provide a new revenue stream for the city, which can be used to offset administrative and enforcement costs.
- **Local Control:** It grants the city greater control over the types and locations of businesses operating within its jurisdiction.

Staff Recommendation:

It is recommended that the City Council approve proposed ordinance amendment 399-25 and summary for publication, allowing low potency hemp retailers to obtain a local license, in accordance with Minnesota State Statute Chapter 342.

Voting Requirements:

Voting Options Simple Majority

ORDINANCE NO. 388-25

**AN ORDINANCE AMENDING NORTH BRANCH CITY CODE, CHAPTER 18:
BUSINESSES, ARTICLE XII: CANNABIS REGULATION**

THE CITY COUNCIL OF THE CITY OF NORTH BRANCH DOES ORDAIN THAT (new material is underlined in red; deleted material is lined out; sections which are not proposed to be amended are omitted; sections which are only proposed to be re-numbered are only set forth below as to their number and title):

SECTION 1. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation is hereby amended to amend the title of the Article, as follows:

ARTICLE XII CANNABIS AND HEMP REGULATION

SECTION 2. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-363 Definitions is hereby amended, as follows:

Sec 18-363 Definitions

Unless otherwise noted in this Section, words and phrases contained in Minnesota Statutes § 342.01 and the rules promulgated pursuant to any of these acts shall have the same meanings in this Ordinance.

* * *

Lower-potency hemp edible retailer: Any person or entity licensed to acquire, possess, transfer, sell, dispense, or distribute lower-potency hemp edible products and related supplies and products pursuant to Minnesota Statutes, Ch 342.

* * *

Preliminary License Approval: The preliminary license approval issued by the OCM pre-approval for to a cannabis business license applicant for applicants who qualify qualifies under Minnesota Statutes §§ 342.14 or 342.17, as evidenced by a document or other written communication from the OCM to the applicant.

Retail Registration: An approved registration issued by the City of North Branch to a state-licensed cannabis retail business or lower-potency hemp edible retailer.

* * *

SECTION 3. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-364 Registration of Cannabis Businesses is hereby amended, as follows:

Sec 18-364 Registration Of Cannabis and Hemp Businesses

No individual or entity may operate a state-licensed cannabis retail business or lower-potency hemp edible retailer within the City of North Branch without first registering with the City. Any state-licensed cannabis retail business or lower-potency hemp edible retailer that sells to a customer or patient without valid retail registration shall incur a civil penalty of up to \$2,000 for each violation per Minnesota Statutes §342.22 subd. 5(e).

SECTION 4. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-365 Compliance Checks Prior To Retail Registration is hereby amended, as follows:

Sec 18-365 Compliance Checks Prior To Retail Registration

Prior to issuance of a cannabis retail business registration to an applicant with a valid license from the OCM, the City shall conduct a preliminary compliance check to ensure compliance with local ordinances. Per Minnesota Statutes §342.13(f), within 30 days of receiving a copy of a state license application from OCM, the City shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

If the City approves a retail registration application submitted by an applicant with a preliminary license approval and prior to the issuance of a license by the OCM to the applicant, the City shall conduct a preliminary inspection to ensure compliance with the requirements of this article and all city ordinances after the applicant has submitted a copy of a valid state license to the City pursuant to Section 18-367. The applicant shall not make sales within the City prior to the completion of the preliminary inspection.

SECTION 5. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-367 Registration And Application Submittal is hereby amended, as follows:

Sec 18-367 Registration And Application Submittal

The City shall issue a retail registration to a state-licensed cannabis retail business or lower-potency hemp edible retailer that adheres to the requirements of Minnesota Statutes §342.22.

An applicant for a retail registration shall fill out a retail registration form, as provided by the City. Said form shall include, but is not limited to:

- Full name of the property owner and applicant;
- Address, email address, and telephone number of the applicant;
- The address and parcel ID for the property which the retail registration is sought; and
- Certification that the applicant complies with the requirements of local ordinances, including this Ordinance and the Zoning Code (Chapter 66) ~~those established pursuant to Minnesota Statutes §342.13.~~

The applicant shall include with the form:

- the registration fee as required in Section 18-366; and
- a copy of a valid state license or written notice of preliminary license approval issued by the OCM ~~OCM license preapproval~~.

Once an application is considered complete, the City shall inform the applicant as such, process the application fees, and review the application for approval or denial. The application fee shall be non-refundable once processed.

If the City approves a retail registration application submitted with a preliminary license approval and prior to the issuance of a license by the OCM to the applicant, the applicant shall be required to submit a copy of a valid state license issued by the OCM to the City and allow a preliminary inspection to be conducted pursuant to Section 18-365 prior to making sales within the City.

SECTION 6. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-368 Registration And Application Approval is hereby amended, as follows:

Sec 18-368 Registration And Application Approval

A ~~state-licensed-cannabis retail~~ registration business application shall not be approved if the cannabis retail business would exceed the maximum number of registered cannabis retail businesses permitted under Sec. 18-377 Limiting of Registrations.

A ~~state-licensed-cannabis retail~~ registration business application shall not be approved or renewed if the applicant is unable to meet the requirements of this Ordinance.

A ~~state-licensed-cannabis retail~~ registration business application that meets the requirements of this Ordinance shall be approved.

SECTION 7. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-369 Annual Compliance Checks is hereby amended, as follows:

Sec 18-369 Annual Compliance Checks

The City of North Branch's Police Department shall complete at minimum one compliance check per calendar year of every cannabis business or lower-potency hemp edible retailer with a retail registration to assess if the business meets age verification requirements, as required under Minnesota Statutes §342.22 subd. 4(b), Minnesota Statutes §342.24, and this Ordinance.

The City's Police Department shall conduct at minimum one unannounced age verification compliance check at least once per calendar year. Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use

cannabis flower, adult-use cannabis products, lower potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.

Any failures under this Section must be reported to the Office of Cannabis Management.

SECTION 8. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-370 Location Change is hereby amended, as follows:

Sec 18-370 Location Change

A state-licensed cannabis retail business or lower-potency hemp edible retailer shall be required to submit a new application for registration if it seeks to move to a new location still within the legal boundaries of the City of North Branch.

SECTION 9. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-371 Renewal of Registration is hereby amended, as follows:

Sec 18-371 Renewal Of Registration

The City shall renew an annual registration of a state-licensed cannabis retail business or lower-potency hemp edible retailer at the same time OCM renews the ~~cannabis retail~~ business' license.

A state-licensed cannabis retail business or lower-potency hemp edible retailer shall apply to renew registration on a form established by the City.

A ~~cannabis~~ retail registration issued under this ordinance shall not be transferred.

SECTION 10. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-374 Suspension Of Registration is hereby amended, as follows:

Sec 18-374 Suspension Of Registration

The City may suspend a ~~cannabis retail business's registration~~ retail registration of a cannabis retail business or lower-potency hemp edible retailer if it violates this Ordinance or poses an immediate threat to the health or safety of the public. The City shall immediately notify the ~~cannabis retail~~ business and the OCM in writing the grounds for the suspension. OCM will provide the City of North Branch and cannabis retail business or lower potency hemp edible retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.

SECTION 11. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-375 Length Of Suspension is hereby amended, as follows:

Sec 18-375 Length Of Suspension

The suspension of the retail registration of a cannabis retail business or lower potency hemp edible retailer registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.

The City Clerk may reinstate a registration if it determines that the violations have been resolved. The City Clerk shall reinstate the registration if OCM determines that the violation(s) have been resolved.

SECTION 12. City of North Branch City Code, Chapter 18 Businesses, Article XII Cannabis Regulation, Section 18-377 Limiting Of Registrations is hereby amended, as follows:

Sec 18-377 Limiting Of Registrations

The City shall allow one active cannabis retail business registration for every 12,500 residents (population as determined by the State of Minnesota Demographer's Office). For purposes of determining the number of cannabis retail business registrations for the City, if a number under 12,500 remains after applying the 12,500 increments to City's population, that fractional amount is also accorded one active cannabis retail business registration. This retail registration limitation shall not apply to medical cannabis combination businesses or lower-potency hemp edible retailers.

In applying this limitation, cannabis retail business applications will be prioritized based upon the date the application is received by the City. Applications will be reviewed in the order the applications were received, starting with the earliest received. Incomplete applications or those not following the requirements of this Ordinance will be removed from the order.

If applications are received on the same day and those applications outnumber the maximum number of registrations allowed, a committee comprised of the City Administrator, Police Chief, and Community Development Director will select which application(s) to accept. The decision shall be based upon factors such as completeness, feasibility of the proposal, safety, community needs, and distance from other cannabis retailers.

SECTION 13. This ordinance shall take effect following its passage and publication.

Passed by the City Council of the City of North Branch, Minnesota, this ____ day of _____, 20____.

Kevin Schieber, Mayor

ATTEST:

Matthew Hill, City Administrator

SUMMARY PUBLICATION OF CITY OF NORTH BRANCH ORDINANCE NO. 399-25

**AN ORDINANCE AMENDING NORTH BRANCH CITY CODE, CHAPTER 18:
BUSINESSES, ARTICLE XII: CANNABIS REGULATION**

The City Council of the City of North Branch has adopted Ordinance No. 399-25. This Ordinance amends Chapter 18: Businesses, Article XII to require the registration of lower-potency hemp edible retailers in the City of North Branch and to make other changes consistent with amendments to Minnesota Statutes, Chapter 342.

The complete text of Ordinance No. 399-25 may be obtained at no charge at North Branch City Hall, 6408 Elm Street, North Branch, MN 55056.

Dated this _____ day of _____, 2025.

Mayor

Attested By:

City Administrator



Prepared By: Matthew Hill, City Administrator

Presenter: Matthew Hill, City Administrator

Date: 11/03/2025

Board & Commission: City Council

Subject: Approval of Pay Request #3 (Final) for 2025 Pavement Improvement Project

The City's 2025 overlay project is completed and Bituminous Roadways Inc. has submitted pay request #3 for the amount of \$56,436.29. The quantities have been reviewed and agreed upon by the contractor and WSB, the City's Engineer, as accurate and recommend that the City of North Branch approve construction pay voucher #3 for Bituminous Roadways Inc.

Project Background:

The 2025 Street Pavement Improvement Project consists of the overlay of all or portions of ten streets, one trail, and paving of an existing gravel road in North Branch. All proposed streets are on the pavement overlay schedule and just over the 20-year pavement life cycle when an asphalt overlay is required.

These streets include:

- Evergreen Avenue
- 374th Court
- Eagle Lane
- Eagle Court
- Eaglewood Avenue
- Third Avenue
- Second Avenue
- Butternut Street
- Red Fox Run
- Oak Circle
- Grand Ave Trail
- Hemmingway Avenue

Requested Action:

Motion and Second to approve resolution R-232-2025 authorizing payment #3 to Bituminous Roadways in the amount of \$56,436.29

Voting Requirements:

Voting Options Simple Majority



October 28, 2025

Mr. Matthew Hill
City of North Branch
PO Box 910
North Branch, MN 55056

Re: 2025 Pavement Improvement Project
City of North Branch, MN
WSB Project No. 028009-000

Dear Mr. Hill:

Pay Voucher No. 3 (Final) for the above referenced project in the amount of \$56,436.29 is enclosed. The quantities completed have been reviewed and agreed upon by the contractor. We hereby recommend that the City of North Branch approve the Final Construction Pay Voucher for Bituminous Roadway, Inc.

We have also enclosed the following required documents:

1. Satisfactory showing that the contractor has complied with the provisions of Minnesota Statutes 290.92 requiring withholding state income tax (IC134 forms).
2. Evidence in the form of an affidavit that all claims against the contractor by reasons of the contract have been fully paid or satisfactorily secured (lien waivers).
3. Consent of Surety to Final Payment certification from the contractor's surety.
4. Two-year maintenance bond.

Please include one executed copy of the pay voucher with the payment to Bituminous Roadways, Inc. and return one executed copy to our office for our file. If you have any questions or comments regarding this voucher, please contact me at 612.388.9652. Thank you.

Sincerely,

WSB

Justin Messner, PE
Director of Municipal Services

Attachments

2025 Pavement Improvement
Project

Final Pay Voucher 3



Client: City of North Branch 6408 Elm Street North Branch, MN 55056-0910	Contractor: Bituminous Roadways, Inc. 1520 Commerce Drive Mendota Heights, MN 55120
---	--

WSB Project No.: 028009-000
Client Project No.:
State Project No.:
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$985,553.00	Original	\$985,553.00
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$985,553.00	Total	\$985,553.00

Work Certified To Date	
Base Bid Items	\$1,123,405.77
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$1,123,405.77

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$280.00	\$1,123,405.77	\$0.00	\$1,066,969.48	\$56,436.29	\$1,123,405.77
Percent Retained: 0%			Percent Complete: 113.99%		

FINAL PAY VOUCHER

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By Bituminous Roadways, Inc.

Signature

10/17/2025

Date

Approved By WSB

Signature

October 6, 2025

Date

Approved By City of North Branch

Signature

Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	08/07/2025	\$958,865.65	\$47,943.28	\$910,922.37
2	09/05/2025	\$164,260.12	\$8,213.01	\$156,047.11
3	10/06/2025	\$280.00	(\$56,156.29)	\$56,436.29

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
Local	\$1,123,405.77	\$0.00	\$1,066,969.48	\$56,436.29	\$1,123,405.77

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	Local	\$56,436.29	\$985,553.00	\$985,553.00	\$1,123,405.77

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LS	\$40,000.00	1	0	\$0.00	1	\$40,000.00
2	2104.503	REMOVE CURB AND GUTTER	L F	\$8.00	480	0	\$0.00	428.2	\$3,425.60
3	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$15.00	106	0	\$0.00	95	\$1,425.00
4	2104.518	REMOVE BITUMINOUS WALK	S F	\$0.40	2240	0	\$0.00	2531	\$1,012.40
5	2104.518	REMOVE CONCRETE WALK	S F	\$1.30	850	0	\$0.00	950.9	\$1,236.17
6	2106.507	EXCAVATION - COMMON (P)	C Y	\$15.00	1400	0	\$0.00	1400	\$21,000.00
7	2106.507	COMMON EMBANKMENT (CV) (P)	C Y	\$13.00	800	0	\$0.00	800	\$10,400.00
8	2112.519	SUBGRADE PREPARATION	RDST	\$180.00	65	0	\$0.00	65	\$11,700.00
9	2118.507	AGGREGATE SURFACING (CV) CLASS SPECIAL	C Y	\$65.00	54	0	\$0.00	11.19	\$727.35
10	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$150.00	15	0	\$0.00	26.5	\$3,975.00
11	2130.523	WATER	MGAL	\$40.00	20	0	\$0.00	5	\$200.00
12	2211.507	AGGREGATE BASE (CV) CLASS 5	C Y	\$45.00	140	0	\$0.00	333.3333	\$15,000.00
13	2221.604	SHOULDER BASE AGGREGATE	S Y	\$6.00	4870	0	\$0.00	4870	\$29,220.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
14	2231.604	BITUMINOUS PATCH SPECIAL	S Y	\$45.00	106	0	\$0.00	201	\$9,045.00
15	2232.504	MILL BITUMINOUS SURFACE (1.0")	S Y	\$1.00	12720	0	\$0.00	12720	\$12,720.00
16	2232.504	MILL BITUMINOUS SURFACE (1.5")	S Y	\$1.50	870	0	\$0.00	1246	\$1,869.00
17	2232.604	MILL BITUMINOUS SURFACE (SPECIAL)	SY	\$1.50	4510	0	\$0.00	11901	\$17,851.50
18	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$1.00	4290	0	\$0.00	3100	\$3,100.00
19	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$85.00	5440	0	\$0.00	6396.23	\$543,679.55
20	2360.509 /WR01	TYPE SP 9.5 NON WEARING COURSE MIX (2,C)	TON	\$84.00	1990	0	\$0.00	1991	\$167,244.00
21	2504.602	ADJUST GATE VALVE & BOX	EACH	\$1,000.00	3	0	\$0.00	16	\$16,000.00
22	2506.502	ADJUST FRAME AND RING CASTING	EACH	\$1,000.00	14	0	\$0.00	33	\$33,000.00
23	2521.518	6" CONCRETE WALK	S F	\$10.00	3340	28	\$280.00	3452	\$34,520.00
24	2521.518	1.5" BITUMINOUS WALK	S F	\$1.00	47500	0	\$0.00	47500	\$47,500.00
25	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	L F	\$35.00	480	0	\$0.00	436.8	\$15,288.00
26	2531.618	TRUNCATED DOMES	S F	\$80.00	370	0	\$0.00	378.8	\$30,304.00
27	2563.601	TRAFFIC CONTROL	LS	\$6,000.00	1	0	\$0.00	1	\$6,000.00
28	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$150.00	50	0	\$0.00	50	\$7,500.00
29	2575.604	SITE RESTORATION	S Y	\$2.00	13630	0	\$0.00	13620	\$27,240.00
30	2582.503	4" SOLID LINE PAINT	L F	\$0.10	38380	0	\$0.00	52110	\$5,211.00
31	2582.503	4" DBLE SOLID LINE PAINT	L F	\$0.20	18760	0	\$0.00	25816	\$5,163.20
32	2582.518	PAVT MSSG PAINT	S F	\$6.00	92	0	\$0.00	92	\$552.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
33	2582.518	CROSSWALK PAINT	S F	\$5.50	60	0	\$0.00	54	\$297.00
Bid Totals:							\$280.00		\$1,123,405.77

Project Category Totals		
Category	Amount This Voucher	Amount To Date
2025 PAVEMENT IMPROVEMENT PROJECT	\$280.00	\$1,123,405.77

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Contract Change Totals:											

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date

Material On Hand Additions					
Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining



Prepared By: Tonya Kostuch, City Clerk

Presenter: Tonya Kostuch, City Clerk

Date: 11/03/2025

Board & Commission: City Council

Subject: Approval of Transient Merchant License - Renewal By Andersen

Background Information:

Renewal by Andersen will be setting up appointments for quotes for windows and doors within the City of North Branch from November 13th, 2025, to December 13th, 2025. The organization has applied for a Transient Merchant License, paying the appropriate fees and submitting the accompanying documents. The permitted applicants name is Joshua Jankowski.

Requested City Council Action:

Approve the Transient Merchant License for Renewal by Andersen.

Voting Requirements:

Voting Options Simple Majority

Transient Merchant License Applicants

Notice to all License Applicants:

Attached is:

- The North Branch City Code on Peddlers, Solicitors and Transient Merchants.
- Transient Merchant License Application

The license is good for a 30-day period. The license fee is \$78.

The North Branch Police Department will conduct a background investigation on all solicitors. If more than one individual will be going door-to-door you must provide the name, date of birth and driver's license number for each solicitor.

License applications must be approved by the North Branch City Council before you can begin going door-to-door. You must be in possession of the approved licensed signed by the City prior to going door-to-door. G

SECTION 1 - INFORMATION ON APPLICANT

APPLICANT'S FULL LEGAL NAME (LAST, FIRST, MIDDLE)

Sankaranarayanan Sushan Thomas

APPLICANT'S ADDRESS (STREET ADDRESS, CITY, STATE, ZIP)

APPLICANT'S PHONE NUMBER

APPLICANT'S DRIVER'S LICENSE NUMBER

APPLICANT'S DATE OF BIRTH

APPLICANT'S SOCIAL SECURITY NUMBER

HAS APPLICANT EVER BEEN CONVICTED OF A VIOLATION OF ANY FEDERAL STATE OR CITY ORDINANCES OR LAWS? ☐ YES ☒ NO
IF SO LIST NATURE OF VIOLATION, DATE OF CONVICTION, AND NAME OF JURISDICTION INVOLVED.

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IF SO LIST NATURE OF VIOLATION, DATE OF CONVICTION, AND NAME OF JURISDICTION INVOLVED.

LICENSE APPLICANT:

Pursuant to Minnesota Statute 270.72 Tax Clearance: Issuance of Licenses, the licensing authority is required to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification number and the social security number of each license applicant.

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we are required to advise you of the following regarding the use of this information:

1. This information may be used to deny the issuance, renewal or transfer of your license in the event you owe the Minnesota Department of Revenue delinquent taxes, penalties or interest;
2. Upon receiving this information, the licensing authority will supply it only to the Minnesota Department of Revenue upon their request. However, under the Federal Exchange of Information Agreement the Department of Revenue may supply this information to the Internal Revenue Service;
3. Failure to supply this information may jeopardize or delay the processing of your licensing issuance or renewal application.

Please supply the following information and return along with your application to the agency issuing the license. **DO NOT RETURN TO THE DEPARTMENT OF REVENUE.**

LICENSE BEING APPLIED FOR OR RENEWED: Softbody license

LICENSING AUTHORITY: City of North Branch, Chisago County, Minnesota

LICENSE RENEWAL DATE: 10/28/25

PERSONAL INFORMATION (If applicable):

Applicant's Name Joshua Jensen

Applicant's Address _____
City State Zip

Social Security Number: _____

BUSINESS INFORMATION (If applicable):

Business Name Renewed by Anderson

Business Address 1970 County RD 6 Roseville MN 55113
City State Zip

MINNESOTA TAX IDENTIFICATION NO: _____

FEDERAL TAX IDENTIFICATION NO: _____

If a Minnesota Tax Identification number is not required, please explain on the reverse side.

[Signature] Director Marketing Associate 10/28/25
Signature Position (Officer, Partner, etc.) Date



Prepared By: Nathan Sondrol, Community Development Director

Presenter: Nathan Sondrol, Community Development Director

Date: 11/05/2025

Board & Commission: City Council

Subject: Approval of Resolution R-249-2025 Releasing Letter of Credit and Developer Obligations for Falcon Apartments

Overview / Background

The North Branch City Council approved the Final Plat for Meadows North 4th Addition (“Development”) on January 26, 2021, and entered into a Planned Unit Development and Subdivision Agreement (“Agreement”) for the Development, also on January 26, 2021. The Developer completed the public improvements (“Improvements”) as required by the Agreement, and offered to dedicate the Improvements on November 22, 2022, entering the one (1) year warranty period. The Developer has satisfactorily completed the warranty period and has requested the City return all remaining security and escrow specific to the Development. Additionally, the release of financial security and escrow means the public portion of the project is complete, allowing the City to release the Developer from its terms, conditions and obligations as outlined in the Agreement. Because the Agreement is recorded with Chisago County, the City must approve a resolution and document for recording, releasing the Developer from the Agreement.

Staff Recommendation

City staff recommend accepting, releasing and returning to the developer the financial securities and remaining escrow balance for Falcon Apartments.

Recommended City Council Action

Motion to approve Resolution No. R-249-2025, accepting, releasing and returning to the developer the financial securities and remaining escrow balance for Falcon Apartments.

Voting Requirements:

Voting Options Simple Majority

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-249-2025

A RESOLUTION ACCEPTING THE PUBLIC IMPROVEMENTS AND RELEASING THE FINANCIAL SECURITIES AND DEVELOPER OBLIGATIONS FOR FALCON APARTMENTS

WHEREAS, the City of North Branch (“City”) and Falcon Apartments of North Branch, LLLP (“Developer”) entered into a Development and Subdivision Agreement (“Agreement”) on March 22, 2021, for the purpose of the construction of a residential subdivision, known as Falcon Apartments (“Development”); and,

WHEREAS, said Agreement for the Development was submitted to and recorded with Chisago County on April 6, 2021, as Document No. 643626; and,

WHEREAS, the public improvements (“Improvements”) are complete and have been accepted by the City, and the remaining financial securities and escrow were authorized for release and return to the Developer, pursuant to Resolution No. R-249-2025, as approved by the City Council on November 12, 2025; and,

WHEREAS, the City has reviewed the Agreement and has determined all terms and conditions described therein have been satisfied by the Developer and that the improvements related to the Development are deemed complete.

NOW, THEREFORE, BE IT RESOLVED THAT, the Mayor and City Clerk are hereby authorized to accept the public improvements and release the developer obligations for the Development and Subdivision Agreement for Falcon Apartments with Falcon Apartments of North Branch, LLLP, as described in Exhibit A.

EXHIBIT A
RELEASE OF
DEVELOPMENT AND SUBDIVISION AGREEMENT
FOR FALCON APARTMENTS
WITH FALCON APARTMENTS OF NORTH BRANCH, LLLP

The City of North Branch hereby states the Developer, Falcon Apartments of North Branch, LLLP, has met the conditions of that certain Development and Subdivision Agreement entered into on the 22nd day of June 2021, between the City of North Branch and Falcon Apartments of North Branch, LLLP for the construction of a residential subdivision, known as Falcon Apartments, which was recorded with Chisago County on April 6, 2021 (Document No. 643626).

The legal description of the property subject to the Development and Subdivision Agreement is as follows:

Lots 1-4, Block 1, Falcon Apartments, Chisago County, Minnesota

The City hereby RELEASES the Developer, its successors and assigns, from the terms and conditions of said Development and Subdivision Agreement (Document No. 643626).

CITY OF NORTH BRANCH

Kevin Schieber

Mayor

Matthew Hill

STATE OF MINNESOTA)

) ss.

COUNTY OF)

The foregoing instrument was acknowledged before me this ____ day of _____,
2025 by Kevin Schieber and Matthew Hill, the Mayor and City Administrator respectively, of the City of
North Branch, a Minnesota municipal corporation, on behalf of the corporation and pursuant to
the authority granted by its City Council.

Notary Public

MEMORANDUM

To: The Honorable Kevin Schieber
City of North Branch City Council

VIA EMAIL ONLY

cc: Matthew Hill, City Administrator

From: Christopher M. Hood

Date: November 5, 2025

Re: Legal Staff Report for November 11, 2025 City Council Meeting

- - - - -

We are submitting this memorandum to update the City of North Branch City Council on the work we performed as City Attorney during October 2025. The matters listed below are discussed in a general manner only for sake of brevity and to maintain any attorney-client privileged and/or confidential information/data.

Summary of City Matters

1. **Personnel and Labor Matters**
Attorneys researched, reviewed, analyzed, and drafted documents regarding a personnel matter along with related data request, advice and response.
2. **Municipal Matters**
Attorneys researched, reviewed, analyzed, advised and drafted documents related to a license revocation and attended a related City Council meeting. Attorneys researched, reviewed, analyzed, advised and drafted a memorandum regarding a cannabis retail business and attended a related City Council meeting. Attorneys researched, reviewed, analyzed, and advised on a data request.
3. **Land Use and Real Estate Matters**
Attorneys researched, reviewed, advised and drafted amendments related to a cannabis ordinance. Attorneys researched, reviewed, advised and drafted documents related to two real estate transactions and drafted a template term sheet for City staff use.
4. **Staff Communications**
Attorneys also make occasional day-to-day communications with the City Administrator, City Engineer and City staff regarding the above-referenced matters, among others.

CMH/sc



Prepared By: Tonya Kostuch, City Clerk

Presenter: Tonya Kostuch, City Clerk

Date: 11/06/2025

Board & Commission: City Council

Subject: Approval of Resolution R-250-2025 Certifying Unpaid Utility Bills

Background:

Each year, the City of North Branch goes through all delinquent utility bills. The attached resolution identifies the parcels with delinquent bills that will need to be certified for property taxes.

Staff Recommendation:

Approve the resolution certifying delinquent utility bills.

Voting Requirements:

Voting Options Simple Majority

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-250-2025

**A RESOLUTION CERTIFYING THE UNPAID UTILITY BILLS AND CITY SERVICES
INVOICES OF CERTAIN RESIDENTS AND BUSINESSES CONTAINED ON THE
ATTACHED LIST TO PROPERTY TAXES FOR COLLECTION IN 2026**

WHEREAS, Utility bills (water, sanitary sewer, and storm water management utility) are sent monthly to the residents and businesses in North Branch; invoices for city services are billed as incurred; and

WHEREAS, A number of residents and businesses are delinquent in their utility payments of water, sanitary sewer, and storm water management utility, and unpaid city service invoices; and

WHEREAS, A letter was sent to those persons with delinquent utility accounts, Exhibit A, and unpaid city service invoices as of July 28, 2025, and August 28, 2025

WHEREAS, it is the City staff's recommendation if payment in full was not received by October 31, 2025 to certify the list of unpaid utilities (water, sanitary sewer, and storm water management utility) and unpaid invoices for city services to the County Auditor for collection in 2026, along with current taxes. This would be in accordance with Minnesota State Statute 429.101, subd 2.

NOW, THEREFORE. BE IT RESOLVED, the City of North Branch City Council hereby directs the City Administrator to certify the list "Exhibit A" of unpaid utilities (water, sanitary sewer, and storm water management utility) and other charges for city services, including a \$15.00 per parcel administrative certification fee to the County Auditor for collection in 2026, along with the current taxes.

**THIS RESOLUTION WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF
NORTH BRANCH ON THE 12TH DAY OF NOVEMBER, 2025.**

By: _____
Mayor Kevin Schieber

Attest: _____
Matthew Hill, City Administrator

EXHIBIT A

Grand Total of all Delinquent Utilities for the City of North Branch: \$65,562.10

- Total for Sewer: \$3,484.82
- Total for Water: \$4,623.34
- Total for Storm Water: \$51,038.94
- Delinquent Services: \$6,415.00

Delinquent Water

RP	11.00862.50	S-16000-26	772.64
RP	16.00562.62	S-16000-26	397.9
RP	11.01030.22	S-16000-26	45.75
RP	16.00231.00	S-16000-26	81.59
RP	16.00505.88	S-16000-26	8.89
RP	11.00362.10	S-16000-26	79.75
RP	16.00195.10	S-16000-26	337.58
RP	16.00511.87	S-16000-26	41.58
RP	16.00563.66	S-16000-26	92.59
RP	16.00165.00	S-16000-26	72.12
RP	16.00561.05	S-16000-26	108.16
RP	16.00193.64	S-16000-26	276.77
RP	16.00411.26	S-16000-26	46.07
RP	16.00562.03	S-16000-26	39.59
RP	16.00505.80	S-16000-26	271.04
RP	11.00158.73	S-16000-26	48.83
RP	11.00567.61	S-16000-26	29.98
RP	16.00563.43	S-16000-26	95.21
RP	16.00562.56	S-16000-26	33.49
RP	16.00425.00	S-16000-26	45.66
RP	16.00192.39	S-16000-26	44.24
RP	16.00517.00	S-16000-26	41.61
RP	11.01075.86	S-16000-26	87.1
RP	11.01068.86	S-16000-26	47.46
RP	16.00404.00	S-16000-26	355.8
RP	16.00562.98	S-16000-26	125.78
RP	16.00534.98	S-16000-26	67.2

RP	16.00198.10	S-16000-26	263.48
RP	16.00511.24	S-16000-26	161.79
RP	16.00192.37	S-16000-26	88.23
RP	11.01035.46	S-16000-26	30.24
RP	11.00567.51	S-16000-26	254.98
RP	11.00874.20	S-16000-26	45.68
RP	16.00119.10	S-16000-26	62.96
RP	16.00104.00	S-16000-26	21.6

4623.34

Delinquent Sewer

RP	11.00862.50	S-16001-26	531.65
RP	16.00562.62	S-16001-26	41.85
RP	11.01030.22	S-16001-26	50.29
RP	16.00231.00	S-16001-26	67.29
RP	16.00505.88	S-16001-26	9.08
RP	11.00362.10	S-16001-26	54.6
RP	16.00195.10	S-16001-26	165.95
RP	16.00511.87	S-16001-26	11.2
RP	16.00563.66	S-16001-26	82.92
RP	16.00165.00	S-16001-26	57.61
RP	16.00561.05	S-16001-26	89.77
RP	16.00193.64	S-16001-26	34.83
RP	16.00411.26	S-16001-26	50.78
RP	16.00562.03	S-16001-26	40.78
RP	16.00505.80	S-16001-26	154.23
RP	11.00158.73	S-16001-26	34.65
RP	11.00567.61	S-16001-26	19.98
RP	16.00563.43	S-16001-26	28.19
RP	16.00562.56	S-16001-26	30.86
RP	11.00745.34	S-16001-26	813.33
RP	16.00425.00	S-16001-26	50.15
RP	16.00192.39	S-16001-26	44.44
RP	16.00517.00	S-16001-26	43.89

RP	11.01075.86	S-16001-26	85.62
RP	11.01068.86	S-16001-26	29.88
RP	16.00404.00	S-16001-26	165.95
RP	16.00562.98	S-16001-26	35.74
RP	16.00534.98	S-16001-26	56.54
RP	16.00198.10	S-16001-26	135.5
RP	16.00511.24	S-16001-26	107.96
RP	16.00192.37	S-16001-26	73.4
RP	11.01035.46	S-16001-26	23.7
RP	11.00567.51	S-16001-26	127.02
RP	11.00874.20	S-16001-26	40.02
RP	16.00119.10	S-16001-26	76.85
RP	16.00104.00	S-16001-26	18.32

3484.82

Delinquent Stormwater

RP	11.00862.50	S-16002-26	392.28
RP	16.00562.62	S-16002-26	11.23
RP	11.01030.22	S-16002-26	11.23
RP	16.00231.00	S-16002-26	18.17
RP	16.00505.88	S-16002-26	5.68
RP	11.00362.10	S-16002-26	13.24
RP	16.00195.10	S-16002-26	74.15
RP	16.00563.66	S-16002-26	17.46
RP	16.00165.00	S-16002-26	15.27
RP	16.00561.05	S-16002-26	17.67
RP	16.00193.64	S-16002-26	11.17
RP	16.00411.26	S-16002-26	11.23
RP	16.00562.03	S-16002-26	11.23

RP	16.00505.80	S-16002-26	32.15
RP	11.00158.73	S-16002-26	11.23
RP	11.00567.61	S-16002-26	11.23
RP	16.00563.43	S-16002-26	11.23
RP	16.00562.56	S-16002-26	11.23
RP	11.00745.34	S-16002-26	76.65
RP	16.00425.00	S-16002-26	11.23
RP	16.00192.39	S-16002-26	11
RP	16.00517.00	S-16002-26	11.23
RP	11.01075.86	S-16002-26	17.46
RP	11.01068.86	S-16002-26	11.23
RP	16.00404.00	S-16002-26	74.15
RP	16.00562.98	S-16002-26	11.23
RP	16.00534.98	S-16002-26	17.46
RP	16.00198.10	S-16002-26	61.07
RP	16.00511.24	S-16002-26	23.69
RP	16.00192.37	S-16002-26	18.56
RP	11.01035.46	S-16002-26	6.36
RP	11.00567.51	S-16002-26	56.94
RP	11.00874.20	S-16002-26	11.23
RP	11.00043.00	S-16002-26	1691.82
RP	11.01072.00	S-16002-26	1468.33
RP	11.00044.00	S-16002-26	1073.6
RP	11.00687.00	S-16002-26	484.49
RP	11.00330.00	S-16002-26	158.54
RP	11.00001.15	S-16002-26	89.76

RP	11.00003.00	S-16002-26	89.76
RP	11.00005.00	S-16002-26	89.76
RP	11.00012.00	S-16002-26	89.76
RP	11.00013.00	S-16002-26	89.76
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RP	11.00028.00	S-16002-26	89.76
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RP	11.00089.00	S-16002-26	89.76

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RP	11.00150.02	S-16002-26	89.76
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RP	11.00167.00	S-16002-26	89.76
RP	11.00168.05	S-16002-26	89.76
RP	11.00168.10	S-16002-26	89.76
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RP	11.00172.20	S-16002-26	89.76
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RP	11.00861.79	S-16002-26	89.76
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RP	11.00861.83	S-16002-26	89.76

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RP	11.00862.22	S-16002-26	89.76
RP	11.00862.23	S-16002-26	89.76
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RP	11.00873.09	S-16002-26	89.76
RP	11.00873.11	S-16002-26	89.76
RP	11.00873.13	S-16002-26	89.76
RP	11.00873.14	S-16002-26	89.76
RP	11.00873.22	S-16002-26	89.76
RP	11.00882.00	S-16002-26	89.76

RP	11.00883.00	S-16002-26	89.76
RP	11.00894.00	S-16002-26	89.76
RP	11.00895.00	S-16002-26	89.76
RP	11.00896.00	S-16002-26	89.76
RP	11.00898.00	S-16002-26	89.76
RP	11.00900.05	S-16002-26	89.76
RP	11.00900.06	S-16002-26	89.76
RP	11.00900.10	S-16002-26	89.76
RP	11.00900.12	S-16002-26	89.76
RP	11.00900.20	S-16002-26	89.76
RP	11.00900.23	S-16002-26	89.76
RP	11.00900.26	S-16002-26	89.76
RP	11.00900.30	S-16002-26	89.76
RP	11.00900.34	S-16002-26	89.76
RP	11.00900.43	S-16002-26	89.76
RP	11.00900.47	S-16002-26	89.76
RP	11.00900.48	S-16002-26	89.76
RP	11.00900.49	S-16002-26	89.76
RP	11.00900.54	S-16002-26	89.76
RP	11.00900.56	S-16002-26	89.76
RP	11.00900.57	S-16002-26	89.76
RP	11.00900.58	S-16002-26	89.76
RP	11.00900.59	S-16002-26	89.76
RP	11.00900.62	S-16002-26	89.76
RP	11.00900.65	S-16002-26	89.76
RP	11.00900.66	S-16002-26	89.76

RP	11.00900.75	S-16002-26	89.76
RP	11.00900.80	S-16002-26	89.76
RP	11.00900.81	S-16002-26	89.76
RP	11.00900.83	S-16002-26	89.76
RP	11.00900.85	S-16002-26	89.76
RP	11.00900.86	S-16002-26	89.76
RP	11.00900.87	S-16002-26	89.76
RP	11.00900.88	S-16002-26	89.76
RP	11.00900.89	S-16002-26	89.76
RP	11.00900.90	S-16002-26	89.76
RP	11.00904.00	S-16002-26	89.76
RP	11.00909.00	S-16002-26	89.76
RP	11.00912.00	S-16002-26	89.76
RP	11.00918.00	S-16002-26	89.76
RP	11.00927.00	S-16002-26	89.76
RP	11.00928.00	S-16002-26	89.76
RP	11.00929.00	S-16002-26	89.76
RP	11.00931.00	S-16002-26	89.76
RP	11.00938.00	S-16002-26	89.76
RP	11.00939.00	S-16002-26	89.76
RP	11.00965.00	S-16002-26	89.76
RP	11.00970.52	S-16002-26	89.76
RP	11.00970.53	S-16002-26	89.76
RP	11.00970.58	S-16002-26	89.76
RP	11.00970.59	S-16002-26	89.76
RP	11.00970.63	S-16002-26	89.76

RP	11.00970.69	S-16002-26	89.76
RP	11.00971.00	S-16002-26	89.76
RP	11.00975.02	S-16002-26	89.76
RP	11.00983.03	S-16002-26	89.76
RP	11.00983.06	S-16002-26	89.76
RP	11.00983.22	S-16002-26	89.76
RP	11.00983.27	S-16002-26	89.76
RP	11.00983.31	S-16002-26	89.76
RP	11.00996.35	S-16002-26	89.76
RP	11.00996.36	S-16002-26	89.76
RP	11.00997.01	S-16002-26	89.76
RP	11.00997.02	S-16002-26	89.76
RP	11.00997.06	S-16002-26	89.76
RP	11.00997.07	S-16002-26	89.76
RP	11.00997.19	S-16002-26	89.76
RP	11.00997.50	S-16002-26	89.76
RP	11.00997.51	S-16002-26	89.76
RP	11.00997.60	S-16002-26	89.76
RP	11.00997.64	S-16002-26	89.76
RP	11.00997.97	S-16002-26	89.76
RP	11.01002.00	S-16002-26	89.76
RP	11.01003.00	S-16002-26	89.76
RP	11.01009.00	S-16002-26	89.76
RP	11.01015.00	S-16002-26	89.76
RP	11.01017.00	S-16002-26	89.76
RP	11.01018.00	S-16002-26	89.76

RP	11.01019.00	S-16002-26	89.76
RP	11.01026.02	S-16002-26	89.76
RP	11.01026.06	S-16002-26	89.76
RP	11.01026.09	S-16002-26	89.76
RP	11.01026.10	S-16002-26	89.76
RP	11.01026.50	S-16002-26	89.76
RP	11.01026.51	S-16002-26	89.76
RP	11.01026.54	S-16002-26	89.76
RP	11.01026.55	S-16002-26	89.76
RP	11.01026.60	S-16002-26	89.76
RP	11.01026.63	S-16002-26	89.76
RP	11.01026.65	S-16002-26	89.76
RP	11.01026.66	S-16002-26	89.76
RP	11.01026.67	S-16002-26	89.76
RP	11.01026.70	S-16002-26	89.76
RP	11.01026.71	S-16002-26	89.76
RP	11.01026.72	S-16002-26	89.76
RP	11.01026.73	S-16002-26	89.76
RP	11.01026.74	S-16002-26	89.76
RP	11.01026.75	S-16002-26	89.76
RP	11.01028.04	S-16002-26	89.76
RP	11.01028.13	S-16002-26	89.76
RP	11.01028.14	S-16002-26	89.76
RP	11.01028.21	S-16002-26	89.76
RP	11.01031.00	S-16002-26	89.76
RP	11.01031.02	S-16002-26	89.76

RP	11.01031.08	S-16002-26	89.76
RP	11.01031.10	S-16002-26	89.76
RP	11.01031.13	S-16002-26	89.76
RP	11.01031.20	S-16002-26	89.76
RP	11.01031.24	S-16002-26	89.76
RP	11.01031.25	S-16002-26	89.76
RP	11.01031.26	S-16002-26	89.76
RP	11.01031.32	S-16002-26	89.76
RP	11.01032.10	S-16002-26	89.76
RP	11.01032.13	S-16002-26	89.76
RP	11.01036.02	S-16002-26	89.76
RP	11.01036.06	S-16002-26	89.76
RP	11.01036.09	S-16002-26	89.76
RP	11.01036.10	S-16002-26	89.76
RP	11.01036.12	S-16002-26	89.76
RP	11.01036.13	S-16002-26	89.76
RP	11.01036.14	S-16002-26	89.76
RP	11.01036.19	S-16002-26	89.76
RP	11.01036.26	S-16002-26	89.76
RP	11.01036.35	S-16002-26	89.76
RP	11.01036.47	S-16002-26	89.76
RP	11.01037.00	S-16002-26	89.76
RP	11.01037.10	S-16002-26	89.76
RP	11.01037.96	S-16002-26	89.76
RP	11.01037.97	S-16002-26	89.76
RP	11.01038.05	S-16002-26	89.76

RP	11.01039.00	S-16002-26	89.76
RP	11.01039.02	S-16002-26	89.76
RP	11.01039.03	S-16002-26	89.76
RP	11.01039.06	S-16002-26	89.76
RP	11.01039.08	S-16002-26	89.76
RP	11.01039.10	S-16002-26	89.76
RP	11.01039.12	S-16002-26	89.76
RP	11.01039.21	S-16002-26	89.76
RP	11.01039.22	S-16002-26	89.76
RP	11.01039.25	S-16002-26	89.76
RP	11.01039.27	S-16002-26	89.76
RP	11.01040.04	S-16002-26	89.76
RP	11.01040.06	S-16002-26	89.76
RP	11.01040.10	S-16002-26	89.76
RP	11.01040.11	S-16002-26	89.76
RP	11.01040.12	S-16002-26	89.76
RP	11.01055.04	S-16002-26	89.76
RP	11.01055.06	S-16002-26	89.76
RP	11.01060.02	S-16002-26	89.76
RP	11.01060.35	S-16002-26	89.76
RP	11.01060.39	S-16002-26	89.76
RP	11.01060.46	S-16002-26	89.76
RP	11.01062.01	S-16002-26	89.76
RP	11.01062.02	S-16002-26	89.76
RP	16.00045.15	S-16002-26	89.76
RP	16.00045.25	S-16002-26	89.76

RP	16.00411.71	S-16002-26	89.76
RP	16.00411.72	S-16002-26	89.76
RP	11.00102.00	S-16002-26	89.52
RP	11.50009.00	S-16002-26	71.07
RP	11.50009.30	S-16002-26	71.07
RP	11.50012.00	S-16002-26	71.07
RP	11.50013.00	S-16002-26	71.07
RP	11.50014.00	S-16002-26	71.07

51038.94

Delinquent Services

RP	11.00862.50	S-16005-26	6415.00
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(STATE OF MINNESOTA)

COUNTY OF CHISAGO)

Authentication Certificate

I, the undersigned, being the duly qualified City Clerk of the City of North Branch, certify that the attached Resolution of the City Council adopting a certification for unpaid charges under the City Code Section 58-285 Delinquent Accounts, is a true copy of the original, of which is on file at the City of North Branch. Minnesota.

Dated this 12th day of November, 2025

Seal

Tonya Kostuch, City Clerk
City of North Branch



Prepared By: Matthew Hill, City Administrator

Presenter: Matthew Hill, City Administrator

Date: 11/06/2025

Board & Commission: City Council

Subject: Approval of Resolution # R-252-2025 authorizing payment #7 for CSAH 30 street improvement project

The County Road 30 reconstruction and trail project is complete and Chisago County has submitted pay request #7 for this project. This is not the final, as we retain the final 5%. The quantities completed to date have been reviewed and agreed upon by Chisago County and the Contractor and our engineering firm WSB, and have recommended the approval of construction pay voucher No. 7 for Chisago County in the amount of \$152,603.87.

Project Background:

The City is partnering with Chisago County for the construction of a trail and crosswalk improvements along the west side of CSAH 30 from Maple Street to 377th Street and a roundabout improvement at the intersection of CSAH 30 and 377th Street. These improvements are included as part of the overall CSAH 30 Improvement project from Maple Street to Co Rd 17.

The City Council approved a letter of understanding (LOU) between Chisago County and the City for the project that outlined the roles and responsibilities for each entity for the project at the September 24, 2024, meeting and approved the plans and specs and authorized obtaining bids at the same meeting.

Chisago County obtained bids and awarded Knife River Corporation the contract with the low quote for the project in the amount of \$6,586,316.60.

The City Council approved the award of the low bid and the city's contribution to the project at the October 26, 2024 meeting with the City's contribution for the project would be \$1,718,103.56 with a breakdown of the costs below. The project is bid on unit quantities and final project cost will be based on actual quantities used. The city requires a 5% contingency for all projects. The funding for the project was identified in the 2025 budget discussions and through srts grant funding.

CSAH 30 SRTS and CITY COSTS

Total \$1,718,103.56 Funding Source

City \$1,145,628.06 Reserves
SRTS \$322,475.50 Grant
Developer \$250,000.00 Developer

The developer conducted an EAW for the Townsedge development that required the installation of turn lanes on CSAH 30 to the development. The developer has agreed to contribute funds to the cost of the construction of the roundabout in lieu of the installation of the turn lanes.

Requested Action:

Approve Resolution R-252-2025 approving the CSAH 30 (Forest Blvd & SRTS Trail Project)
Pay Request #7

Voting Requirements:

Voting Options **Simple Majority**



November 6, 2025

Mr. Matthew Hill
City of North Branch
PO Box 910
North Branch, MN 55056

Re: CSAH 30 (Forest Blvd) & Safe Routes to School Trail Project
City of North Branch, MN
WSB Project No. 021646-000

Dear Mr. Hill:

Enclosed is Construction Pay Voucher No. 7 for the CSAH 30 (Forest Blvd) & Safe Routes to School Trail Project. Chisago County and the contractor have reviewed and agreed on the completed quantities, and we recommend that the City of North Branch pay Chisago County Finance \$152,603.87 for its share.

This amount covers work certified through October 27, 2025, with a 5% retainage applied. For questions or comments, please contact me at 612.388.9652.

Sincerely,

WSB

Justin Messner PE
Director, Municipal Services

Attachments



JOE TRIPLETT, P.E., DIRECTOR / ENGINEER

City of North Branch
To: 6408 Elm Street
North Branch, MN 55056

INVOICE

Date: 11/4/2025

Quantity	Description	Price	Amount
	Project: SAP 013-630-021 / CSAH 30		
1	Pay Estimate #7 - RAB Split	120216.46	60,108.23
1	Pay Estimate #7 - SRTS	52668.81	52,668.81
1	Pay Estimate #7 - City Funds	39826.83	39,826.83
			\$ 152,603.87
	Total		\$ 152,603.87

All accounts must be paid within 30 days

Make Check Payable to: Chisago County Finance

**Please Mail to: Chisago County Public Works
313 North Main Street, Room 400
Center City, MN 55012**



Chisago County Public Works Department
313 North Main Street, Room 400
Center City, MN 55012
Main: (651) 213-8700

RECEIVED

OCT 29 2025

Chisago County Public Works

Contract Number: SAP 013-630-021
Pay Request Number: 7

Project Number	Project Description
SAP 021-030-021	CSAH 30 Improvement Project

Contractor: Knife River Corporation 4787 Shadowwood Dr NE Sauk Rapids, MN 56379	Vendor Number: N/A Up To Date: 10/27/2025
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Contract Amount		Funds Encumbered	
Original Contract	\$6,586,316.60	Original	\$6,586,316.60
Contract Changes	\$168,623.86	Additional	N/A
Revised Contract	\$6,754,940.46	Total	\$6,586,316.60

Work Certified To Date	
Base Bid Items	\$6,536,774.66
Contract Changes	\$165,778.46
Material On Hand	\$0.00
Total	\$6,702,553.12

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
\$961,063.74	\$6,702,553.12	\$335,127.66	\$5,454,414.91	\$913,010.55	\$6,367,425.46
Percent: Retained: 5%			Percent Complete: 99.22%		

PW = 932006.6405
IFB = 03.325.6405 10/29/2025

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By: BEN ROBERT

Signature: Bn Hunt

Chisago County Project Engineer

Date: 10/29/2025

Approved By: Tom Dobrick

Signature: Tom Dobrick

Knife River Corporation Project Manager

Date: 10-29-25



Chisago County Public Works Department
313 North Main Street, Room 400
Center City, MN 55012
Main: (651) 213-8700

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	2025-05-02	\$186,687.57	\$9,334.38	\$177,353.19
2	2025-06-02	\$923,670.16	\$46,183.51	\$877,486.65
3	2025-06-30	\$456,533.12	\$22,826.65	\$433,706.47
4	2025-08-01	\$1,063,975.97	\$53,198.80	\$1,010,777.17
5	2025-08-29	\$1,298,418.35	\$64,920.92	\$1,233,497.43
6	2025-09-26	\$1,812,204.21	\$90,610.21	\$1,721,594.00
7	2025-10-27	\$961,063.74	\$48,053.19	\$913,010.55

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
Reconditioning		\$503,919.35	\$25,195.97	\$440,726.48	\$37,996.90	\$478,723.38
Reconstruction		\$3,289,907.78	\$164,495.39	\$2,463,433.84	\$661,978.55	\$3,125,412.39
Storm Sewer		\$1,078,631.52	\$53,931.58	\$1,024,376.94	\$323.00	\$1,024,699.94
Roadway		\$851,686.10	\$42,584.31	\$689,208.33	\$119,893.46	\$809,101.79
Storm Sewer		\$219,604.90	\$10,980.24	\$208,301.66	\$323.00	\$208,624.66
3 - SRTS		\$335,995.45	\$16,799.77	\$266,526.87	\$52,668.81	\$319,195.68
4 - City Local		\$422,808.02	\$21,140.40	\$361,840.79	\$39,826.83	\$401,667.62

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
1 - County Part	Regular (CSAH) (SAAS Act. # 70)	\$700,298.45	\$4,968,413.70	\$4,863,273.04	\$4,628,835.71
2 - RAB Split	Local / Other[1]	\$120,216.46	\$1,094,936.84	\$1,094,936.84	\$1,017,726.45
3 - SRTS	Municipal (MSAS > 5000) (SAAS Act.# 90)	\$52,668.81	\$329,841.50	\$322,475.50	\$319,195.68
4 - City Local Funds	Municipal (MSAS > 5000) (SAAS Act.# 90)	\$39,826.83	\$361,748.42	\$305,631.22	\$401,667.62

Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	1	0.1	\$46,000.00	1	\$460,000.00
Base Bid	2	2051.501/00010 MAINT AND RESTORATION OF HAUL ROADS (LUMP SUM)	\$10,500.00	1	0.5	\$5,250.00	1	\$10,500.00
Base Bid	3	2101.502/00020 CLEARING (EACH)	\$199.00	51	0	\$0.00	66	\$13,134.00
Base Bid	4	2101.502/00030 GRUBBING (EACH)	\$199.00	51	0	\$0.00	67	\$13,333.00



Chisago County Public Works Department
313 North Main Street, Room 400
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Contract Item Status

Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	5	2101.505/00020 CLEARING (ACRE)	\$2,501.00	0.7	0	\$0.00	0.7	\$1,750.70
Base Bid	6	2101.505/00030 GRUBBING (ACRE)	\$2,501.00	0.7	0	\$0.00	0.7	\$1,750.70
Base Bid	7	2104.502/00090 REMOVE BOX CULVERT (EACH)	\$3,700.00	2	0	\$0.00	2	\$7,400.00
Base Bid	8	2104.502/00100 REMOVE BOX CULVERT END (EACH)	\$3,700.00	4	0	\$0.00	4	\$14,800.00
Base Bid	9	2104.502/00850 REMOVE GATE VALVE AND BOX (EACH)	\$1,800.00	4	0	\$0.00	6	\$10,800.00
Base Bid	10	2104.502/00880 REMOVE HYDRANT (EACH)	\$1,500.00	4	0	\$0.00	4	\$6,000.00
Base Bid	11	2104.502/01185 REMOVE DELINEATOR / MARKER (EACH)	\$175.00	5	0	\$0.00	5	\$875.00
Base Bid	12	2104.502/01220 REMOVE SIGN (EACH)	\$25.00	25	0	\$0.00	30	\$750.00
Base Bid	13	2104.502/01580 REMOVE LIGHT FOUNDATION (EACH)	\$150.00	6	0	\$0.00	6	\$900.00
Base Bid	14	2104.502/02920 SALVAGE LIGHTING UNIT (EACH)	\$635.32	6	0	\$0.00	0	\$0.00
Base Bid	15	2104.502/03300 SALVAGE SIGN (EACH)	\$25.00	5	0	\$0.00	11	\$275.00
Base Bid	16	2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)	\$200.00	14	0	\$0.00	14	\$2,800.00



Chisago County Public Works Department
 313 North Main Street, Room 400
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Contract Item Status

Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	17	2104.503/00195 SAWING CONCRETE PAVEMENT (FULL DEPTH) (LIN FT)	\$6.00	695	0	\$0.00	754	\$4,524.00
Base Bid	18	2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT)	\$1.90	758	0	\$0.00	1648	\$3,131.20
Base Bid	19	2104.503/00255 REMOVE PIPE CULVERTS (LIN FT)	\$17.00	914	0	\$0.00	715	\$12,155.00
Base Bid	20	2104.503/00270 REMOVE WATER MAIN (LIN FT)	\$15.00	110	0	\$0.00	142.5	\$2,137.50
Base Bid	21	2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)	\$4.50	1220	0	\$0.00	1522	\$6,849.00
Base Bid	22	2104.503/00460 REMOVE GUARDRAIL-PLATE BEAM (LIN FT)	\$18.00	465	0	\$0.00	465	\$8,370.00
Base Bid	23	2104.503/00820 REMOVE STEEL CASING (LIN FT)	\$10.00	100	0	\$0.00	100	\$1,000.00
Base Bid	24	2104.503/01150 REMOVE TENSION CABLE GUARDRAIL (LIN FT)	\$20.00	505	0	\$0.00	505	\$10,100.00
Base Bid	25	2104.504/00070 REMOVE PAVEMENT (SQ YD)	\$2.00	10531	0	\$0.00	8231.7	\$16,463.40
Base Bid	26	2104.504/00080 REMOVE CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$2.75	431	0	\$0.00	457.3	\$1,257.58
Base Bid	27	2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)	\$2.00	710	0	\$0.00	693.9	\$1,387.80



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Contract Item Status								
Base/Alt	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Base Bid	28	2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)	\$2.00	35469	0	\$0.00	40476.9	\$80,953.80
Base Bid	29	2104.518/00100 REMOVE BITUMINOUS WALK (SQ FT)	\$2.00	10035	0	\$0.00	10200	\$20,400.00
Base Bid	30	2104.518/00140 REMOVE CONCRETE WALK (SQ FT)	\$2.00	970	0	\$0.00	1281	\$2,562.00
Base Bid	31	2104.602/00300 REMOVE SIGN SPECIAL (EACH)	\$25.00	1	0	\$0.00	1	\$25.00
Base Bid	32	2104.602/00400 SALVAGE SIGN SPECIAL (EACH)	\$25.00	7	0	\$0.00	7	\$175.00
Base Bid	33	2104.602/00500 SALVAGE SIGN PANEL SPECIAL (EACH)	\$25.00	3	0	\$0.00	3	\$75.00
Base Bid	34	2106.507 EXCAVATION - COMMON (P) (CU YD)	\$6.00	22163	0	\$0.00	22163	\$132,978.00
Base Bid	35	2106.507 EXCAVATION - SUBGRADE (P) (CU YD)	\$8.50	21120	0	\$0.00	21120	\$179,520.00
Base Bid	36	2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)	\$11.50	24653	0	\$0.00	24653	\$283,509.50
Base Bid	37	2106.507 SELECT GRANULAR EMBANKMENT MOD 10% (CV) (P) (CU YD)	\$11.50	1022	0	\$0.00	0	\$0.00
Base Bid	38	2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)	\$8.00	13126	0	\$0.00	13126	\$105,008.00



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Base Bid	39	2106.601/00015 DEWATERING (LUMP SUM)	\$42,000.00	1	0	\$0.00	1	\$42,000.00
Base Bid	40	2130.523/00010 WATER (M GALLON)	\$50.00	400	0	\$0.00	90.8	\$4,540.00
Base Bid	41	2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)	\$42.00	12301	0	\$0.00	12301	\$516,642.00
Base Bid	42	2221.509/00090 SHOULDER BASE AGGREGATE CLASS 5 MOD (TON)	\$44.50	494	493.39	\$21,955.86	493.39	\$21,955.86
Base Bid	43	2232.504/00060 MILL BITUMINOUS SURFACE (2.0") (SQ YD)	\$1.80	40837	0	\$0.00	40917.5	\$73,651.50
Base Bid	44	2355.506/00010 BITUMINOUS MATERIAL FOR FOG SEAL (GALLON)	\$6.00	2163	0	\$0.00	2168	\$13,008.00
Base Bid	45	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)	\$2.50	11170	2600	\$6,500.00	8547.5	\$21,368.75
Base Bid	46	2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3.B) (TON)	\$67.00	5102	0	\$0.00	5290.17	\$354,441.39
Base Bid	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3.C) (TON)	\$82.00	17081	6423.61	\$526,736.02	16695.96	\$1,369,068.72
Base Bid	48	2360.509/24600 TYPE SP 12.5 WEARING COURSE MIXTURE (4.F) (TON)	\$114.00	477	279.32	\$31,842.48	530.99	\$60,532.86
Base Bid	49	2360.509/24605 TYPE SP 12.5 NON WEARING COURSE MIXTURE (4.F) (TON)	\$106.00	239	0	\$0.00	244.38	\$25,904.28



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Base Bid	50	2411.507/04000 STRUCTURE EXCAVATION CLASS E (CU YD)	\$10.00	2743	0	\$0.00	2743	\$27,430.00
Base Bid	51	2412.502/09050 9X4 PRECAST CONCRETE BOX CULVERT END SECTION (EACH)	\$12,000.00	2	0	\$0.00	2	\$24,000.00
Base Bid	52	2412.503/09040 9X4 PRECAST CONCRETE BOX CULVERT (LIN FT)	\$1,650.00	200	0	\$0.00	200	\$330,000.00
Base Bid	53	2451.507/00150 GRANULAR BEDDING (CV) (CU YD)	\$11.50	183	0	\$0.00	0	\$0.00
Base Bid	54	2501.502/04018 18" GS PIPE APRON (EACH)	\$300.00	14	0	\$0.00	12	\$3,600.00
Base Bid	55	2501.502/05015 15" RC PIPE APRON (EACH)	\$2,700.00	2	0	\$0.00	2	\$5,400.00
Base Bid	56	2501.502/05018 18" RC PIPE APRON (EACH)	\$2,900.00	8	0	\$0.00	8	\$23,200.00
Base Bid	57	2501.502/05024 24" RC PIPE APRON (EACH)	\$3,200.00	6	0	\$0.00	6	\$19,200.00
Base Bid	58	2501.502/05030 30" RC PIPE APRON (EACH)	\$3,400.00	3	0	\$0.00	3	\$10,200.00
Base Bid	59	2501.502/05036 36" RC PIPE APRON (EACH)	\$3,800.00	1	0	\$0.00	1	\$3,800.00
Base Bid	60	2501.502/44015 15" RC SAFETY APRON (EACH)	\$2,775.00	2	0	\$0.00	2	\$5,550.00
Base Bid	61	2501.502/44018 18" RC SAFETY APRON (EACH)	\$2,950.00	2	0	\$0.00	2	\$5,900.00
Base Bid	62	2501.503/00018 18" CAS PIPE CULVERT (LIN FT)	\$38.00	320	0	\$0.00	261	\$9,918.00



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Base Bid	63	2501.503/24183 18" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT)	\$46.00	396	0	\$0.00	388	\$17,848.00
Base Bid	64	2501.503/24243 24" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT)	\$57.50	300	0	\$0.00	268	\$15,410.00
Base Bid	65	2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)	\$18.00	600	0	\$0.00	605	\$10,890.00
Base Bid	66	2503.503/13120 12" PVC PIPE SEWER (LIN FT)	\$54.00	302	0	\$0.00	302	\$16,308.00
Base Bid	67	2503.503/19155 15" RC PIPE SEWER DESIGN 3006 CLASS V (LIN FT)	\$38.10	3307	0	\$0.00	3327	\$126,758.70
Base Bid	68	2503.503/19183 18" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$42.40	1012	0	\$0.00	1012	\$42,908.80
Base Bid	69	2503.503/19243 24" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$52.50	2054	0	\$0.00	2054	\$107,835.00
Base Bid	70	2503.503/19303 30" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$73.00	947	0	\$0.00	947	\$69,131.00
Base Bid	71	2503.503/19363 36" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$101.40	267	0	\$0.00	267	\$27,073.80
Base Bid	72	2503.602/00310 CONNECT TO EXISTING MANHOLES (SAN) (EACH)	\$4,500.00	1	0	\$0.00	1	\$4,500.00
Base Bid	73	2503.603/31200 20" STEEL CASING PIPE (LIN FT)	\$140.00	90	0	\$0.00	90	\$12,600.00



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Base Bid	74	2504.602/00010 CONNECT TO EXISTING WATER MAIN (EACH)	\$4,000.00	4	0	\$0.00	4	\$16,000.00
Base Bid	75	2504.602/00020 HYDRANT (EACH)	\$7,600.00	4	0	\$0.00	5	\$38,000.00
Base Bid	76	2504.602/00026 ADJUST HYDRANT AND GATE VALVE (EACH)	\$1,500.00	1	0	\$0.00	1	\$1,500.00
Base Bid	77	2504.602/00032 ADJUST GATE VALVE AND BOX (EACH)	\$500.00	2	0	\$0.00	0	\$0.00
Base Bid	78	2504.602/00806 6" GATE VALVE AND BOX (EACH)	\$2,884.00	4	0	\$0.00	4	\$11,536.00
Base Bid	79	2504.603/01062 6" WATERMAIN DUCTILE IRON CL 52 (LIN FT)	\$54.00	56	0	\$0.00	65.5	\$3,537.00
Base Bid	80	2504.603/01102 10" WATERMAIN DUCTILE IRON CL 52 (LIN FT)	\$84.00	0	0	\$0.00	0	\$0.00
Base Bid	81	2504.603/04160 16" STEEL CASING PIPE (LIN FT)	\$100.00	164	0	\$0.00	163	\$16,300.00
Base Bid	82	2506.502/06000 CASTING ASSEMBLY (EACH)	\$1,000.00	70	0	\$0.00	69	\$69,000.00
Base Bid	83	2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)	\$950.00	2	0	\$0.00	2	\$1,900.00
Base Bid	84	2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT)	\$960.00	94.2	0	\$0.00	94.2	\$90,432.00



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Base Bid	85	2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT)	\$705.00	276.7	0	\$0.00	276.7	\$195,073.50
Base Bid	86	2506.503/03020 CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (LIN FT)	\$600.00	26.9	0	\$0.00	26.9	\$16,140.00
Base Bid	87	2506.602/06450 ADJUST FRAME AND RING CASTING (SPECIAL) (EACH)	\$650.00	2	0	\$0.00	1	\$650.00
Base Bid	88	2506.603/30000 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (LIN FT)	\$600.00	12.8	0	\$0.00	12.8	\$7,680.00
Base Bid	89	2506.603/50000 RECONSTRUCT DRAINAGE STRUCTURE SPECIAL (LIN FT)	\$516.00	6.2	0	\$0.00	10.7	\$5,521.20
Base Bid	90	2511.504/00017 GEOTEXTILE FILTER TYPE 7 (SQ YD)	\$3.80	398	0	\$0.00	169.9	\$645.62
Base Bid	91	2511.507/00012 RANDOM RIPRAP CLASS I (CU YD)	\$125.00	7	0	\$0.00	9.6	\$1,200.00
Base Bid	92	2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)	\$125.00	62.8	0	\$0.00	51.6	\$6,450.00
Base Bid	93	2511.507/00014 RANDOM RIPRAP CLASS III (CU YD)	\$120.00	400	0	\$0.00	110.4	\$13,248.00
Base Bid	94	2521.518/00040 4" CONCRETE WALK (SQ FT)	\$5.79	19101	117.5	\$680.32	19405.6	\$112,358.42
Base Bid	95	2521.518/00070 7" CONCRETE WALK (SQ FT)	\$13.35	3525	0	\$0.00	3531	\$47,138.85
Base Bid	96	2521.518/00130 3" BITUMINOUS WALK (SQ FT)	\$1.75	49336	21100	\$36,925.00	50363	\$88,135.25



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Base Bid	97	2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH)	\$8.50	93	0	\$0.00	109	\$926.50
Base Bid	98	2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)	\$9.50	4449	1240.5	\$11,784.75	3508.4	\$33,329.80
Base Bid	99	2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT)	\$24.50	310	0	\$0.00	659	\$16,145.50
Base Bid	100	2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)	\$20.25	9892	73	\$1,478.25	10101	\$204,545.25
Base Bid	101	2531.503/18120 CONCRETE CURB AND GUTTER DESIGN R424 (LIN FT)	\$26.50	374	0	\$0.00	374	\$9,911.00
Base Bid	102	2531.503/19220 CONCRETE CURB AND GUTTER DESIGN S524 (LIN FT)	\$22.75	3687	0	\$0.00	3841	\$87,382.75
Base Bid	103	2531.504/00060 6" CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$71.00	340	53.6	\$3,805.60	674.2	\$47,868.20
Base Bid	104	2531.504/00080 8" CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$84.00	828	0	\$0.00	1002.6	\$84,218.40
Base Bid	105	2531.618/00010 TRUNCATED DOMES (SQ FT)	\$50.00	580	160	\$8,000.00	611	\$30,550.00
Base Bid	106	2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)	\$275.00	14	0	\$0.00	14	\$3,850.00
Base Bid	107	2545.502/09030 LIGHTING UNIT TYPE 9-30 (EACH)	\$3,801.18	11	0	\$0.00	11	\$41,812.98



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Base Bid	108	2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)	\$1,052.09	6	0	\$0.00	6	\$6,312.54
Base Bid	109	2545.502/16050 LIGHT FOUNDATION DESIGN STEEL E (EACH)	\$1,440.28	11	0	\$0.00	11	\$15,843.08
Base Bid	110	2545.502/21201 SERVICE CABINET -TYPE L1 (EACH)	\$9,718.81	1	0.25	\$2,429.70	1	\$9,718.81
Base Bid	111	2545.502/22510 SERVICE EQUIPMENT (EACH)	\$1,326.23	1	0	\$0.00	1	\$1,326.23
Base Bid	112	2545.502/22521 EQUIPMENT PAD B (EACH)	\$1,140.75	1	0	\$0.00	1	\$1,140.75
Base Bid	113	2545.503/01053 2" NON-METALLIC CONDUIT (LIN FT)	\$4.79	1500	1350	\$6,466.50	1560	\$7,472.40
Base Bid	114	2545.503/03080 UNDERGROUND WIRE 1/C 8 AWG (LIN FT)	\$1.14	6500	6604	\$7,528.56	6604	\$7,528.56
Base Bid	115	2545.602/23130 INSTALL LIGHTING UNIT (EACH)	\$1,123.50	6	0	\$0.00	0	\$0.00
Base Bid	116	2554.502/00002 GUIDE POST TYPE B (EACH)	\$85.00	21	21	\$1,785.00	21	\$1,785.00
Base Bid	117	2557.503/01223 WIRE FENCE DESIGN 48V-9322 (LIN FT)	\$80.00	50	50	\$4,000.00	50	\$4,000.00
Base Bid	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	1	0.1	\$3,400.00	1	\$34,000.00



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Base Bid	119	2563.613/01100 PORTABLE CHANGEABLE MESSAGE SIGN (UNIT DAY)	\$75.00	100	0	\$0.00	93	\$6,975.00
Base Bid	120	2563.618/00100 CONSTRUCTION SIGN SPECIAL (SQ FT)	\$200.00	7	0	\$0.00	10	\$2,000.00
Base Bid	121	2564.602/01515 INSTALL SIGN (EACH)	\$450.00	5	5	\$2,250.00	12	\$5,400.00
Base Bid	122	2564.602/01516 INSTALL SIGN SPECIAL (EACH)	\$250.00	7	7	\$1,750.00	7	\$1,750.00
Base Bid	123	2564.602/01519 INSTALL SIGN PANEL SPECIAL (EACH)	\$250.00	3	3	\$750.00	3	\$750.00
Base Bid	124	2564.602/02340 DELINEATOR / MARKER (EACH)	\$350.00	3	3	\$1,050.00	3	\$1,050.00
Base Bid	125	2564.602/02350 DELINEATOR / MARKER PANEL (EACH)	\$95.00	13	13	\$1,235.00	13	\$1,235.00
Base Bid	126	2564.618/00010 SIGN (SQ FT)	\$73.50	682	682	\$50,127.00	682	\$50,127.00
Base Bid	127	2565.602/51717 RIGID PVC LOOP DETECTOR 6'X6' (EACH)	\$1,097.52	9	11	\$12,072.72	11	\$12,072.72
Base Bid	128	2565.616/00060 PEDESTRIAN CROSSWALK FLASHER SYSTEM (SYSTEM)	\$26,666.16	3	0	\$0.00	3	\$79,998.48
Base Bid	129	2573.501/00025 STABILIZED CONSTRUCTION EXIT (LUMP SUM)	\$1,500.00	1	0	\$0.00	1	\$1,500.00



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Base Bid	130	2573.501/00030 EROSION CONTROL SUPERVISOR (LUMP SUM)	\$765.34	1	0.1	\$76.53	1	\$765.34
Base Bid	131	2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)	\$200.00	78	0	\$0.00	78	\$15,600.00
Base Bid	132	2573.502/00140 CULVERT END CONTROLS (EACH)	\$220.00	17	0	\$0.00	14	\$3,080.00
Base Bid	133	2573.503/00023 SILT FENCE, TYPE MS (LIN FT)	\$1.95	8278	0	\$0.00	8381	\$16,342.95
Base Bid	134	2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)	\$2.35	3678	0	\$0.00	3710	\$8,718.50
Base Bid	135	2573.602/00030 TEMPORARY STREAM DIVERSION SYSTEM (EACH)	\$10,000.00	1	0	\$0.00	0	\$0.00
Base Bid	136	2574.508/00013 FERTILIZER TYPE 3 (POUND)	\$0.74	3378	1950	\$1,443.00	3300	\$2,442.00
Base Bid	137	2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)	\$1.70	31170	2981	\$5,067.70	7184	\$12,212.80
Base Bid	138	2575.505/00021 SEEDING (ACRE)	\$525.00	12.3	7.3	\$3,832.50	11.41	\$5,990.25
Base Bid	139	2575.505/00025 DISK ANCHORING (ACRE)	\$175.00	8.4	4.5	\$787.50	5.7	\$997.50
Base Bid	140	2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND)	\$0.91	9445	8700	\$7,917.00	12575	\$11,443.25
Base Bid	141	2575.509/00030 MULCH MATERIAL TYPE 3 (TON)	\$650.00	12.4	9	\$5,850.00	11.45	\$7,442.50



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Base Bid	142	2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)	\$495.00	22	0	\$0.00	12	\$5,940.00
Base Bid	143	2575.608/25080 SEED TURFGRASS (POUND)	\$3.45	645	480	\$1,656.00	525	\$1,811.25
Base Bid	144	2575.608/25100 SEED MESIC INSLOPE (POUND)	\$10.30	648	358	\$3,687.40	554	\$5,706.20
Base Bid	145	2582.503/10104 4" SOLID LINE PAINT (LIN FT)	\$0.13	9597	9599	\$1,247.87	9599	\$1,247.87
Base Bid	146	2582.503/10106 6" SOLID LINE PAINT (LIN FT)	\$0.17	44609	45274	\$7,696.58	45274	\$7,696.58
Base Bid	147	2582.503/10124 24" SOLID LINE PAINT (LIN FT)	\$3.70	545	645	\$2,386.50	645	\$2,386.50
Base Bid	148	2582.503/10204 4" BROKEN LINE PAINT (LIN FT)	\$0.13	3950	3890	\$505.70	3890	\$505.70
Base Bid	149	2582.503/10306 6" DOTTED LINE PAINT (LIN FT)	\$0.17	37	30	\$5.10	30	\$5.10
Base Bid	150	2582.503/10310 10" DOTTED LINE PAINT (LIN FT)	\$0.40	88	96	\$38.40	96	\$38.40
Base Bid	151	2582.503/10404 4" DOUBLE SOLID LINE PAINT (LIN FT)	\$0.26	6680	6424	\$1,670.24	6424	\$1,670.24
Base Bid	152	2582.503/20104 4" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.10	2869	1738	\$1,911.80	1738	\$1,911.80



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Base Bid	153	2582.503/20106 6" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	3856	2049	\$2,663.70	2049	\$2,663.70
Base Bid	154	2582.503/20306 6" DOTTED LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	46	86	\$111.80	86	\$111.80
Base Bid	155	2582.503/76312 12" DOTTED LINE PREFORM THERMO GROUND IN (LIN FT)	\$20.00	86	51	\$1,020.00	51	\$1,020.00
Base Bid	156	2582.518/01000 PAVEMENT MESSAGE PAINT (SQ FT)	\$4.00	1105	1096.95	\$4,387.80	1096.95	\$4,387.80
Base Bid	157	2582.518/08000 CROSSWALK PREFORM THERMOPLASTIC (SQ FT)	\$13.00	474	1080	\$14,040.00	1080	\$14,040.00
Base Bid	158	2582.518/08020 CROSSWALK PREFORM THERMOPLASTIC GROUND IN (SQ FT)	\$15.00	360	360	\$5,400.00	360	\$5,400.00
Base Bid Totals:						\$869,205.88		\$6,536,774.66

Project Category Totals

Project	Category	Amount This Request	Amount To Date
SAP 021-030-021		\$869,205.88	\$6,536,774.66

Contract Change Item Status

Project	CC	CC#	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 021-030-021	CO	1	159	2504.603 10" WATERMAIN C900 (LIN FT)	\$76.00	415	0	\$0.00	446.35	\$33,922.60
SAP 021-030-021	CO	1	160	2504.602 10" GATE VALVE & BOX (EACH)	\$7,370.00	1	0	\$0.00	3	\$22,110.00
SAP 021-030-021	CO	2	162	2104.502 REMOVE UTILITY VAULT (EACH)	\$300.00	1	0	\$0.00	1	\$300.00



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Contract Change Item Status

Project	CC	CC#	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
SAP 021-030-021	CO	3	163	2231.507 BITUMINOUS PATCHING MIXTURE (TON)	\$150.00	21	0	\$0.00	25	\$3,750.00
SAP 021-030-021	CO	5	164	2411.601 REINFORCEMENT BARS (LS)	\$13,838.00	1	0	\$0.00	1	\$13,838.00
SAP 021-030-021	CO	8	165	2104.504 REMOVE BITUMINOUS PAVEMENT - OAK TO TH 95 (SQ YD)	\$5.50	4209.4	4209.4	\$23,151.70	4209.4	\$23,151.70
SAP 021-030-021	CO	8	166	2360.509 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3.B) - OAK TO TH 95 (TON)	\$82.00	837.88	837.88	\$68,706.16	837.88	\$68,706.16
Contract Change Totals:								\$91,857.86		\$165,778.46

Contract Total	\$6,702,553.12
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Contract Change Totals

Number	Description	Amount This Request	Amount To Date
8	Full Depth Bituminous Pavement Removal Oak to 95	\$91,857.86	\$91,857.86
7	Extra Subgrade Excavation and Select Granular Embankment	\$0.00	\$0.00
5	Add rebar to the Fire Hall's concrete driveway	\$0.00	\$13,838.00
4		\$0.00	\$0.00
3	Oak to Maple Walk Width and Maple Improvements	\$0.00	\$3,750.00
2	Empty utility vault removal	\$0.00	\$300.00
1	The	\$0.00	\$56,032.60

Material On Hand Additions

Line	Item	Description	Date	Added	Comments

Material On Hand Balance

Line	Item	Description	Date	Added	Used	Remaining
109	2545.502/16 050	LIGHT FOUNDATION DESIGN STEEL E	2025-08-06	11 EACH \$9,210.55	11 EACH \$9,210.55	0 EACH \$0.00
128	2565.616/00 060	PEDESTRIAN CROSSWALK FLASHER SYSTEM	2025-08-06	1 SYSTEM \$17,560.44	1 SYSTEM \$17,560.44	0 SYSTEM \$0.00
128	2565.616/00 060	PEDESTRIAN CROSSWALK FLASHER SYSTEM	2025-08-06	1 SYSTEM \$17,560.44	1 SYSTEM \$17,560.44	0 SYSTEM \$0.00



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1 - SAP 013-630-021 / Reconditioning	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.07	0.07	\$32,200.00	0.07	\$32,200.00
1 - SAP 013-630-021 / Reconditioning	43	2232.504/00060 MILL BITUMINOUS SURFACE (2.0") (SQ YD)	\$1.80	36863	0	\$0.00	40917.5	\$73,651.50
1 - SAP 013-630-021 / Reconditioning	44	2355.506/00010 BITUMINOUS MATERIAL FOR FOG SEAL (GALLON)	\$6.00	2163	0	\$0.00	2168	\$13,008.00
1 - SAP 013-630-021 / Reconditioning	45	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)	\$2.50	3326	0	\$0.00	3300	\$8,250.00
1 - SAP 013-630-021 / Reconditioning	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3.C) (TON)	\$82.00	4413	0	\$0.00	4500.16	\$369,013.12
1 - SAP 013-630-021 / Reconditioning	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.07	0.07	\$2,380.00	0.07	\$2,380.00
1 - SAP 013-630-021 / Reconditioning	145	2582.503/10104 4" SOLID LINE PAINT (LIN FT)	\$0.13	3065	2841	\$369.33	2841	\$369.33
1 - SAP 013-630-021 / Reconditioning	146	2582.503/10106 6" SOLID LINE PAINT (LIN FT)	\$0.17	25698	25720	\$4,372.40	25720	\$4,372.40
1 - SAP 013-630-021 / Reconditioning	148	2582.503/10204 4" BROKEN LINE PAINT (LIN FT)	\$0.13	2610	2520	\$327.60	2520	\$327.60
1 - SAP 013-630-021 / Reconditioning	150	2582.503/10310 10" DOTTED LINE PAINT (LIN FT)	\$0.40	88	96	\$38.40	96	\$38.40
1 - SAP 013-630-021 / Reconditioning	156	2582.518/01000 PAVEMENT MESSAGE PAINT (SQ FT)	\$4.00	79	77.25	\$309.00	77.25	\$309.00



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Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1 - SAP 013-630-021 / Reconstruction	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.48	0	\$0.00	0.48	\$220,800.00
1 - SAP 013-630-021 / Reconstruction	2	2051.501/00010 MAINT AND RESTORATION OF HAUL ROADS (LUMP SUM)	\$10,500.00	1	0.5	\$5,250.00	1	\$10,500.00
1 - SAP 013-630-021 / Reconstruction	5	2101.505/00020 CLEARING (ACRE)	\$2,501.00	0.1	0	\$0.00	0.1	\$250.10
1 - SAP 013-630-021 / Reconstruction	6	2101.505/00030 GRUBBING (ACRE)	\$2,501.00	0.1	0	\$0.00	0.1	\$250.10
1 - SAP 013-630-021 / Reconstruction	11	2104.502/01185 REMOVE DELINEATOR / MARKER (EACH)	\$175.00	5	0	\$0.00	5	\$875.00
1 - SAP 013-630-021 / Reconstruction	12	2104.502/01220 REMOVE SIGN (EACH)	\$25.00	22	0	\$0.00	27	\$675.00
1 - SAP 013-630-021 / Reconstruction	13	2104.502/01580 REMOVE LIGHT FOUNDATION (EACH)	\$150.00	5	0	\$0.00	5	\$750.00
1 - SAP 013-630-021 / Reconstruction	14	2104.502/02920 SALVAGE LIGHTING UNIT (EACH)	\$635.32	5	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	15	2104.502/03300 SALVAGE SIGN (EACH)	\$25.00	5	0	\$0.00	11	\$275.00
1 - SAP 013-630-021 / Reconstruction	16	2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)	\$200.00	8	0	\$0.00	8	\$1,600.00
1 - SAP 013-630-021 / Reconstruction	17	2104.503/00195 SAWING CONCRETE PAVEMENT (FULL DEPTH) (LIN FT)	\$6.00	671	0	\$0.00	730	\$4,380.00



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1 - SAP 013-630-021 / Reconstruction	18	2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT)	\$1.90	648	0	\$0.00	1057	\$2,008.30
1 - SAP 013-630-021 / Reconstruction	19	2104.503/00255 REMOVE PIPE CULVERTS (LIN FT)	\$17.00	806	0	\$0.00	607	\$10,319.00
1 - SAP 013-630-021 / Reconstruction	21	2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)	\$4.50	1002	0	\$0.00	969	\$4,360.50
1 - SAP 013-630-021 / Reconstruction	22	2104.503/00460 REMOVE GUARDRAIL-PLATE BEAM (LIN FT)	\$18.00	465	0	\$0.00	465	\$8,370.00
1 - SAP 013-630-021 / Reconstruction	24	2104.503/01150 REMOVE TENSION CABLE GUARDRAIL (LIN FT)	\$20.00	505	0	\$0.00	505	\$10,100.00
1 - SAP 013-630-021 / Reconstruction	25	2104.504/00070 REMOVE PAVEMENT (SQ YD)	\$2.00	8185	0	\$0.00	5879.7	\$11,759.40
1 - SAP 013-630-021 / Reconstruction	26	2104.504/00080 REMOVE CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$2.75	431	0	\$0.00	457.30181 81818	\$1,257.58
1 - SAP 013-630-021 / Reconstruction	27	2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)	\$2.00	540	0	\$0.00	441	\$882.00
1 - SAP 013-630-021 / Reconstruction	28	2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)	\$2.00	32033	0	\$0.00	35962.3	\$71,924.60
1 - SAP 013-630-021 / Reconstruction	30	2104.518/00140 REMOVE CONCRETE WALK (SQ FT)	\$2.00	237	0	\$0.00	290	\$580.00
1 - SAP 013-630-021 / Reconstruction	32	2104.602/00400 SALVAGE SIGN SPECIAL (EACH)	\$25.00	7	0	\$0.00	7	\$175.00



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1 - SAP 013-630-021 / Reconstruction	33	2104.602/00500 SALVAGE SIGN PANEL SPECIAL (EACH)	\$25.00		3	\$0.00	3	\$75.00
1 - SAP 013-630-021 / Reconstruction	34	2106.507 EXCAVATION - COMMON (P) (CU YD)	\$6.00	13093	0	\$0.00	13093	\$78,558.00
1 - SAP 013-630-021 / Reconstruction	35	2106.507 EXCAVATION - SUBGRADE (P) (CU YD)	\$8.50	16760	0	\$0.00	16760	\$142,460.00
1 - SAP 013-630-021 / Reconstruction	36	2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)	\$11.50	19000	0	\$0.00	19000	\$218,500.00
1 - SAP 013-630-021 / Reconstruction	38	2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)	\$8.00	4181	0	\$0.00	4181	\$33,448.00
1 - SAP 013-630-021 / Reconstruction	39	2106.601/00015 DEWATERING (LUMP SUM)	\$42,000.00	1	0	\$0.00	1	\$42,000.00
1 - SAP 013-630-021 / Reconstruction	40	2130.523/00010 WATER (M GALLON)	\$50.00	400	0	\$0.00	90.8	\$4,540.00
1 - SAP 013-630-021 / Reconstruction	41	2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)	\$42.00	9420	0	\$0.00	9420	\$395,640.00
1 - SAP 013-630-021 / Reconstruction	42	2221.509/00090 SHOULDER BASE AGGREGATE CLASS 5 MOD (TON)	\$44.50	494	493.39011 23596	\$21,955.86	493.39011 23596	\$21,955.86
1 - SAP 013-630-021 / Reconstruction	43	2232.504/00060 MILL BITUMINOUS SURFACE (2.0") (SQ YD)	\$1.80	3974	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	45	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)	\$2.50	7319	2340	\$5,850.00	4880	\$12,200.00



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1 - SAP 013-630-021 / Reconstruction	46	2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3.B) (TON)	\$67.00	4799	0	\$0.00	4987.17	\$334,140.39
1 - SAP 013-630-021 / Reconstruction	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3.C) (TON)	\$82.00	11693	5838.56	\$478,761.92	11445.56	\$938,535.92
1 - SAP 013-630-021 / Reconstruction	54	2501.502/04018 18" GS PIPE APRON (EACH)	\$300.00	14	0	\$0.00	12	\$3,600.00
1 - SAP 013-630-021 / Reconstruction	56	2501.502/05018 18" RC PIPE APRON (EACH)	\$2,900.00	8	0	\$0.00	8	\$23,200.00
1 - SAP 013-630-021 / Reconstruction	57	2501.502/05024 24" RC PIPE APRON (EACH)	\$3,200.00	6	0	\$0.00	6	\$19,200.00
1 - SAP 013-630-021 / Reconstruction	61	2501.502/44018 18" RC SAFETY APRON (EACH)	\$2,950.00	2	0	\$0.00	2	\$5,900.00
1 - SAP 013-630-021 / Reconstruction	62	2501.503/00018 18" CAS PIPE CULVERT (LIN FT)	\$38.00	320	0	\$0.00	261	\$9,918.00
1 - SAP 013-630-021 / Reconstruction	63	2501.503/24183 18" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT)	\$46.00	367	0	\$0.00	359	\$16,514.00
1 - SAP 013-630-021 / Reconstruction	64	2501.503/24243 24" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT)	\$57.50	300	0	\$0.00	268	\$15,410.00
1 - SAP 013-630-021 / Reconstruction	65	2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)	\$18.00	400	0	\$0.00	451	\$8,118.00
1 - SAP 013-630-021 / Reconstruction	83	2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)	\$950.00	1	0	\$0.00	1	\$950.00



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1 - SAP 013-630-021 / Reconstruction	87	2506.602/06450 ADJUST FRAME AND RING CASTING (SPECIAL) (EACH)	\$650.00	1	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Reconstruction	92	2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)	\$125.00	35.8	0	\$0.00	20.8	\$2,600.00
1 - SAP 013-630-021 / Reconstruction	94	2521.518/00040 4" CONCRETE WALK (SQ FT)	\$5.79	485	117.4991364421	\$680.32	798	\$4,620.42
1 - SAP 013-630-021 / Reconstruction	98	2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)	\$9.50	528	0	\$0.00	115	\$1,092.50
1 - SAP 013-630-021 / Reconstruction	99	2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT)	\$24.50	163	0	\$0.00	274	\$6,713.00
1 - SAP 013-630-021 / Reconstruction	100	2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)	\$20.25	9004	-510	(\$10,327.50)	9379	\$189,924.75
1 - SAP 013-630-021 / Reconstruction	103	2531.504/00060 6" CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$71.00	340	53.6	\$3,805.60	674.2	\$47,868.20
1 - SAP 013-630-021 / Reconstruction	104	2531.504/00080 8" CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$84.00	503	0	\$0.00	458.3	\$38,497.20
1 - SAP 013-630-021 / Reconstruction	106	2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)	\$275.00	8	0	\$0.00	8	\$2,200.00
1 - SAP 013-630-021 / Reconstruction	108	2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)	\$1,052.09	5	0	\$0.00	5	\$5,260.45
1 - SAP 013-630-021 / Reconstruction	115	2545.602/23130 INSTALL LIGHTING UNIT (EACH)	\$1,123.50	5	0	\$0.00	0	\$0.00



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1 - SAP 013-630-021 / Reconstruction	116	2554.502/00002 GUIDE POST TYPE B (EACH)	\$85.00	13	13	\$1,105.00	13	\$1,105.00
1 - SAP 013-630-021 / Reconstruction	117	2557.503/01223 WIRE FENCE DESIGN 48V-9322 (LIN FT)	\$80.00	50	50	\$4,000.00	50	\$4,000.00
1 - SAP 013-630-021 / Reconstruction	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.48	0	\$0.00	0.48	\$16,320.00
1 - SAP 013-630-021 / Reconstruction	119	2563.613/01100 PORTABLE CHANGEABLE MESSAGE SIGN (UNIT DAY)	\$75.00	100	0	\$0.00	93	\$6,975.00
1 - SAP 013-630-021 / Reconstruction	120	2563.618/00100 CONSTRUCTION SIGN SPECIAL (SQ FT)	\$200.00	7	0	\$0.00	10	\$2,000.00
1 - SAP 013-630-021 / Reconstruction	121	2564.602/01515 INSTALL SIGN (EACH)	\$450.00	5	5	\$2,250.00	12	\$5,400.00
1 - SAP 013-630-021 / Reconstruction	122	2564.602/01516 INSTALL SIGN SPECIAL (EACH)	\$250.00	7	7	\$1,750.00	7	\$1,750.00
1 - SAP 013-630-021 / Reconstruction	123	2564.602/01519 INSTALL SIGN PANEL SPECIAL (EACH)	\$250.00	3	3	\$750.00	3	\$750.00
1 - SAP 013-630-021 / Reconstruction	124	2564.602/02340 DELINEATOR / MARKER (EACH)	\$350.00	1	1	\$350.00	1	\$350.00
1 - SAP 013-630-021 / Reconstruction	125	2564.602/02350 DELINEATOR / MARKER PANEL (EACH)	\$95.00	6	6	\$570.00	6	\$570.00
1 - SAP 013-630-021 / Reconstruction	126	2564.618/00010 SIGN (SQ FT)	\$73.50	441	441	\$32,413.50	441	\$32,413.50



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1 - SAP 013-630-021 / Reconstruction	127	2565.602/51717 RIGID PVC LOOP DETECTOR 6'X6' (EACH)	\$1,097.52	9	11	\$12,072.72	11	\$12,072.72
1 - SAP 013-630-021 / Reconstruction	128	2565.616/00060 PEDESTRIAN CROSSWALK FLASHER SYSTEM (SYSTEM)	\$26,666.16	1	0	\$0.00	1	\$26,666.16
1 - SAP 013-630-021 / Reconstruction	129	2573.501/00025 STABILIZED CONSTRUCTION EXIT (LUMP SUM)	\$1,500.00	1	0	\$0.00	1	\$1,500.00
1 - SAP 013-630-021 / Reconstruction	130	2573.501/00030 EROSION CONTROL SUPERVISOR (LUMP SUM)	\$765.34	1	0.0999947736	\$76.53	1	\$765.34
1 - SAP 013-630-021 / Reconstruction	131	2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)	\$200.00	58	0	\$0.00	57	\$11,400.00
1 - SAP 013-630-021 / Reconstruction	132	2573.502/00140 CULVERT END CONTROLS (EACH)	\$220.00	9	0	\$0.00	7	\$1,540.00
1 - SAP 013-630-021 / Reconstruction	133	2573.503/00023 SILT FENCE, TYPE MS (LIN FT)	\$1.95	6915	0	\$0.00	7026	\$13,700.70
1 - SAP 013-630-021 / Reconstruction	134	2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)	\$2.35	2078	0	\$0.00	1870	\$4,394.50
1 - SAP 013-630-021 / Reconstruction	136	2574.508/00013 FERTILIZER TYPE 3 (POUND)	\$0.74	2320	1345	\$995.30	2505	\$1,853.70
1 - SAP 013-630-021 / Reconstruction	137	2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)	\$1.70	24484	883	\$1,501.10	4049	\$6,883.30
1 - SAP 013-630-021 / Reconstruction	138	2575.505/00021 SEEDING (ACRE)	\$525.00	8	5.6	\$2,940.00	8	\$4,200.00



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1 - SAP 013-630-021 / Reconstruction	139	2575.505/00025 DISK ANCHORING (ACRE)	\$175.00	6.4	3.3	\$577.50	4.1	\$717.50
1 - SAP 013-630-021 / Reconstruction	140	2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND)	\$0.91	4609	1000	\$910.00	4750	\$4,322.50
1 - SAP 013-630-021 / Reconstruction	141	2575.509/00030 MULCH MATERIAL TYPE 3 (TON)	\$650.00	9.7	8	\$5,200.00	9.35	\$6,077.50
1 - SAP 013-630-021 / Reconstruction	142	2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)	\$495.00	10.5	0	\$0.00	6	\$2,970.00
1 - SAP 013-630-021 / Reconstruction	143	2575.608/25080 SEED TURFGRASS (POUND)	\$3.45	314	261	\$900.45	303.4985507246	\$1,047.07
1 - SAP 013-630-021 / Reconstruction	144	2575.608/25100 SEED MESIC INSLOPE (POUND)	\$10.30	441	243	\$2,502.90	403	\$4,150.90
1 - SAP 013-630-021 / Reconstruction	145	2582.503/10104 4" SOLID LINE PAINT (LIN FT)	\$0.13	6532	6758	\$878.54	6758	\$878.54
1 - SAP 013-630-021 / Reconstruction	146	2582.503/10106 6" SOLID LINE PAINT (LIN FT)	\$0.17	18911	19554	\$3,324.18	19554	\$3,324.18
1 - SAP 013-630-021 / Reconstruction	147	2582.503/10124 24" SOLID LINE PAINT (LIN FT)	\$3.70	503	600	\$2,220.00	600	\$2,220.00
1 - SAP 013-630-021 / Reconstruction	148	2582.503/10204 4" BROKEN LINE PAINT (LIN FT)	\$0.13	1340	1370	\$178.10	1370	\$178.10
1 - SAP 013-630-021 / Reconstruction	149	2582.503/10306 6" DOTTED LINE PAINT (LIN FT)	\$0.17	37	30	\$5.10	30	\$5.10



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Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
1 - SAP 013-630-021 / Reconstruction	151	2582.503/10404 4" DOUBLE SOLID LINE PAINT (LIN FT)	\$0.26	5904	5639	\$1,466.14	5639	\$1,466.14
1 - SAP 013-630-021 / Reconstruction	152	2582.503/20104 4" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.10	1089	678	\$745.80	678	\$745.80
1 - SAP 013-630-021 / Reconstruction	153	2582.503/20106 6" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	1815	963	\$1,251.90	963	\$1,251.90
1 - SAP 013-630-021 / Reconstruction	154	2582.503/20306 6" DOTTED LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	23	43	\$55.90	43	\$55.90
1 - SAP 013-630-021 / Reconstruction	156	2582.518/01000 PAVEMENT MESSAGE PAINT (SQ FT)	\$4.00	995	988.7	\$3,954.80	988.7	\$3,954.80
1 - SAP 013-630-021 / Reconstruction	157	2582.518/08000 CROSSWALK PREFORM THERMOPLASTIC (SQ FT)	\$13.00	474	1080	\$14,040.00	1080	\$14,040.00
1 - SAP 013-630-021 / Reconstruction	164	2411.601 REINFORCEMENT BARS (LS)	\$13,838.00	0.6	0	\$0.00	0.6	\$8,302.80
1 - SAP 013-630-021 / Reconstruction	165	2104.504 REMOVE BITUMINOUS PAVEMENT - OAK TO TH 95 (SQ YD)	\$5.50	4209.4	4209.4	\$23,151.70	4209.4	\$23,151.70
1 - SAP 013-630-021 / Reconstruction	166	2360.509 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3.B) - OAK TO TH 95 (TON)	\$82.00	837.88	837.88	\$68,706.16	837.88	\$68,706.16
1 - SAP 013-630-021 / Storm Sewer	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.18	0	\$0.00	0.18	\$82,800.00
1 - SAP 013-630-021 / Storm Sewer	7	2104.502/00090 REMOVE BOX CULVERT (EACH)	\$3,700.00	2	0	\$0.00	2	\$7,400.00



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1 - SAP 013-630-021 / Storm Sewer	8	2104.502/00100 REMOVE BOX CULVERT END (EACH)	\$3,700.00	4	0	\$0.00	4	\$14,800.00
1 - SAP 013-630-021 / Storm Sewer	37	2106.507 SELECT GRANULAR EMBANKMENT MOD 10% (CV) (P) (CU YD)	\$11.50	1022	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	50	2411.507/04000 STRUCTURE EXCAVATION CLASS E (CU YD)	\$10.00	2743	0	\$0.00	2743	\$27,430.00
1 - SAP 013-630-021 / Storm Sewer	51	2412.502/09050 9X4 PRECAST CONCRETE BOX CULVERT END SECTION (EACH)	\$12,000.00	2	0	\$0.00	2	\$24,000.00
1 - SAP 013-630-021 / Storm Sewer	52	2412.503/09040 9X4 PRECAST CONCRETE BOX CULVERT (LIN FT)	\$1,650.00	200	0	\$0.00	200	\$330,000.00
1 - SAP 013-630-021 / Storm Sewer	53	2451.507/00150 GRANULAR BEDDING (CV) (CU YD)	\$11.50	183	0	\$0.00	0	\$0.00
1 - SAP 013-630-021 / Storm Sewer	55	2501.502/05015 15" RC PIPE APRON (EACH)	\$2,700.00	2	0	\$0.00	2	\$5,400.00
1 - SAP 013-630-021 / Storm Sewer	58	2501.502/05030 30" RC PIPE APRON (EACH)	\$3,400.00	1	0	\$0.00	1	\$3,400.00
1 - SAP 013-630-021 / Storm Sewer	59	2501.502/05036 36" RC PIPE APRON (EACH)	\$3,800.00	1	0	\$0.00	1	\$3,800.00
1 - SAP 013-630-021 / Storm Sewer	67	2503.503/19155 15" RC PIPE SEWER DESIGN 3006 CLASS V (LIN FT)	\$38.10	1944	0	\$0.00	1938	\$73,837.80
1 - SAP 013-630-021 / Storm Sewer	68	2503.503/19183 18" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$42.40	1012	0	\$0.00	1012	\$42,908.80
1 - SAP 013-630-021 / Storm Sewer	69	2503.503/19243 24" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$52.50	2054	0	\$0.00	2054	\$107,835.00



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1 - SAP 013-630-021 / Storm Sewer	70	2503.503/19303 30" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$73.00	477	0	\$0.00	477	\$34,821.00
1 - SAP 013-630-021 / Storm Sewer	71	2503.503/19363 36" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$101.40	267	0	\$0.00	267	\$27,073.80
1 - SAP 013-630-021 / Storm Sewer	82	2506.502/06000 CASTING ASSEMBLY (EACH)	\$1,000.00	50	0	\$0.00	48	\$48,000.00
1 - SAP 013-630-021 / Storm Sewer	84	2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT)	\$960.00	82	0	\$0.00	82	\$78,720.00
1 - SAP 013-630-021 / Storm Sewer	85	2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT)	\$705.00	188.3	0	\$0.00	188.3	\$132,751.50
1 - SAP 013-630-021 / Storm Sewer	86	2506.503/03020 CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (LIN FT)	\$600.00	16	0	\$0.00	16	\$9,600.00
1 - SAP 013-630-021 / Storm Sewer	90	2511.504/00017 GEOTEXTILE FILTER TYPE 7 (SQ YD)	\$3.80	398	0	\$0.00	169.9	\$645.62
1 - SAP 013-630-021 / Storm Sewer	91	2511.507/00012 RANDOM RIPRAP CLASS I (CU YD)	\$125.00	7	0	\$0.00	9.6	\$1,200.00
1 - SAP 013-630-021 / Storm Sewer	92	2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)	\$125.00	18.8	0	\$0.00	20	\$2,500.00
1 - SAP 013-630-021 / Storm Sewer	93	2511.507/00014 RANDOM RIPRAP CLASS III (CU YD)	\$120.00	400	0	\$0.00	110.4	\$13,248.00
1 - SAP 013-630-021 / Storm Sewer	116	2554.502/00002 GUIDE POST TYPE B (EACH)	\$85.00	4	4	\$340.00	4	\$340.00



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1 - SAP 013-630-021 / Storm Sewer	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.18	0	\$0.00	0.18	\$6,120.00
1 - SAP 013-630-021 / Storm Sewer	135	2573.602/00030 TEMPORARY STREAM DIVERSION SYSTEM (EACH)	\$10,000.00	1	0	\$0.00	0	\$0.00
2 - RAB / Roadway	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.13	0.03	\$13,800.00	0.13	\$59,800.00
2 - RAB / Roadway	3	2101.502/00020 CLEARING (EACH)	\$199.00	1	0	\$0.00	8	\$1,592.00
2 - RAB / Roadway	4	2101.502/00030 GRUBBING (EACH)	\$199.00	1	0	\$0.00	8	\$1,592.00
2 - RAB / Roadway	5	2101.505/00020 CLEARING (ACRE)	\$2,501.00	0.5	0	\$0.00	0.5	\$1,250.50
2 - RAB / Roadway	6	2101.505/00030 GRUBBING (ACRE)	\$2,501.00	0.5	0	\$0.00	0.5	\$1,250.50
2 - RAB / Roadway	9	2104.502/00850 REMOVE GATE VALVE AND BOX (EACH)	\$1,800.00	2	0	\$0.00	4	\$7,200.00
2 - RAB / Roadway	10	2104.502/00880 REMOVE HYDRANT (EACH)	\$1,500.00	2	0	\$0.00	2	\$3,000.00
2 - RAB / Roadway	12	2104.502/01220 REMOVE SIGN (EACH)	\$25.00	1	0	\$0.00	1	\$25.00
2 - RAB / Roadway	13	2104.502/01580 REMOVE LIGHT FOUNDATION (EACH)	\$150.00	1	0	\$0.00	1	\$150.00
2 - RAB / Roadway	14	2104.502/02920 SALVAGE LIGHTING UNIT (EACH)	\$635.32	1	0	\$0.00	0	\$0.00



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2 - RAB / Roadway	16	2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)	\$200.00	2	0	\$0.00	2	\$400.00
2 - RAB / Roadway	17	2104.503/00195 SAWING CONCRETE PAVEMENT (FULL DEPTH) (LIN FT)	\$6.00	24	0	\$0.00	24	\$144.00
2 - RAB / Roadway	19	2104.503/00255 REMOVE PIPE CULVERTS (LIN FT)	\$17.00	108	0	\$0.00	108	\$1,836.00
2 - RAB / Roadway	25	2104.504/00070 REMOVE PAVEMENT (SQ YD)	\$2.00	2346	0	\$0.00	2352	\$4,704.00
2 - RAB / Roadway	28	2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)	\$2.00	2861	0	\$0.00	3535.4	\$7,070.80
2 - RAB / Roadway	29	2104.518/00100 REMOVE BITUMINOUS WALK (SQ FT)	\$2.00	10035	0	\$0.00	10200	\$20,400.00
2 - RAB / Roadway	31	2104.602/00300 REMOVE SIGN SPECIAL (EACH)	\$25.00	1	0	\$0.00	1	\$25.00
2 - RAB / Roadway	34	2106.507 EXCAVATION - COMMON (P) (CU YD)	\$6.00	4649	0	\$0.00	4649	\$27,894.00
2 - RAB / Roadway	35	2106.507 EXCAVATION - SUBGRADE (P) (CU YD)	\$8.50	3510	0	\$0.00	3510	\$29,835.00
2 - RAB / Roadway	36	2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)	\$11.50	4794	0	\$0.00	4794	\$55,131.00
2 - RAB / Roadway	38	2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)	\$8.00	1278	0	\$0.00	1278	\$10,224.00



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2 - RAB / Roadway	41	2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)	\$42.00	1630	0	\$0.00	1630	\$68,460.00
2 - RAB / Roadway	45	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)	\$2.50	403	150	\$375.00	257.5	\$643.75
2 - RAB / Roadway	46	2360.509/23205 TYPE SP 12.5 NON WEARING COURSE MIXTURE (3.B) (TON)	\$67.00	303	0	\$0.00	303	\$20,301.00
2 - RAB / Roadway	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3.C) (TON)	\$82.00	605	364.06	\$29,852.92	364.06	\$29,852.92
2 - RAB / Roadway	48	2360.509/24600 TYPE SP 12.5 WEARING COURSE MIXTURE (4.F) (TON)	\$114.00	477	279.32	\$31,842.48	530.99	\$60,532.86
2 - RAB / Roadway	49	2360.509/24605 TYPE SP 12.5 NON WEARING COURSE MIXTURE (4.F) (TON)	\$106.00	239	0	\$0.00	244.38	\$25,904.28
2 - RAB / Roadway	65	2502.503/10040 4" PERF TP PIPE DRAIN (LIN FT)	\$18.00	200	0	\$0.00	154	\$2,772.00
2 - RAB / Roadway	77	2504.602/00032 ADJUST GATE VALVE AND BOX (EACH)	\$500.00	2	0	\$0.00	0	\$0.00
2 - RAB / Roadway	87	2506.602/06450 ADJUST FRAME AND RING CASTING (SPECIAL) (EACH)	\$650.00	1	0	\$0.00	1	\$650.00
2 - RAB / Roadway	94	2521.518/00040 4" CONCRETE WALK (SQ FT)	\$5.79	14310	0	\$0.00	14185.298 791019	\$82,132.88
2 - RAB / Roadway	95	2521.518/00070 7" CONCRETE WALK (SQ FT)	\$13.35	3525	0	\$0.00	3531	\$47,138.85



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2 - RAB / Roadway	96	2521.518/00130 3" BITUMINOUS WALK (SQ FT)	\$1.75	11408	5030	\$8,802.50	13140	\$22,995.00
2 - RAB / Roadway	97	2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH)	\$8.50	33	0	\$0.00	33	\$280.50
2 - RAB / Roadway	98	2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)	\$9.50	1619	0	\$0.00	473.9	\$4,502.05
2 - RAB / Roadway	100	2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)	\$20.25	286	0	\$0.00	61	\$1,235.25
2 - RAB / Roadway	101	2531.503/18120 CONCRETE CURB AND GUTTER DESIGN R424 (LIN FT)	\$26.50	374	0	\$0.00	374	\$9,911.00
2 - RAB / Roadway	102	2531.503/19220 CONCRETE CURB AND GUTTER DESIGN S524 (LIN FT)	\$22.75	3687	0	\$0.00	3841	\$87,382.75
2 - RAB / Roadway	105	2531.618/00010 TRUNCATED DOMES (SQ FT)	\$50.00	160	0	\$0.00	76	\$3,800.00
2 - RAB / Roadway	106	2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)	\$275.00	2	0	\$0.00	2	\$550.00
2 - RAB / Roadway	107	2545.502/09030 LIGHTING UNIT TYPE 9-30 (EACH)	\$3,801.18	11	0	\$0.00	11	\$41,812.98
2 - RAB / Roadway	108	2545.502/14080 LIGHT FOUNDATION DESIGN E (EACH)	\$1,052.09	1	0	\$0.00	1	\$1,052.09
2 - RAB / Roadway	109	2545.502/16050 LIGHT FOUNDATION DESIGN STEEL E (EACH)	\$1,440.28	11	0	\$0.00	11	\$15,843.08



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2 - RAB / Roadway	110	2545.502/21201 SERVICE CABINET -TYPE L1 (EACH)	\$9,718.81	1	0.2499997428	\$2,429.70	1	\$9,718.81
2 - RAB / Roadway	111	2545.502/22510 SERVICE EQUIPMENT (EACH)	\$1,326.23	1	0	\$0.00	1	\$1,326.23
2 - RAB / Roadway	112	2545.502/22521 EQUIPMENT PAD B (EACH)	\$1,140.75	1	0	\$0.00	1	\$1,140.75
2 - RAB / Roadway	113	2545.503/01053 2" NON-METALLIC CONDUIT (LIN FT)	\$4.79	1500	1350	\$6,466.50	1560	\$7,472.40
2 - RAB / Roadway	114	2545.503/03080 UNDERGROUND WIRE 1/C 8 AWG (LIN FT)	\$1.14	6500	6604	\$7,528.56	6604	\$7,528.56
2 - RAB / Roadway	115	2545.602/23130 INSTALL LIGHTING UNIT (EACH)	\$1,123.50	1	0	\$0.00	0	\$0.00
2 - RAB / Roadway	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.13	0.03	\$1,020.00	0.13	\$4,420.00
2 - RAB / Roadway	124	2564.602/02340 DELINEATOR / MARKER (EACH)	\$350.00	2	2	\$700.00	2	\$700.00
2 - RAB / Roadway	125	2564.602/02350 DELINEATOR / MARKER PANEL (EACH)	\$95.00	4	4	\$380.00	4	\$380.00
2 - RAB / Roadway	126	2564.618/00010 SIGN (SQ FT)	\$73.50	173	173	\$12,715.50	173	\$12,715.50
2 - RAB / Roadway	128	2565.616/00060 PEDESTRIAN CROSSWALK FLASHER SYSTEM (SYSTEM)	\$26,666.16	1	0	\$0.00	1	\$26,666.16



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2 - RAB / Roadway	131	2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)	\$200.00	16	0	\$0.00	16	\$3,200.00
2 - RAB / Roadway	133	2573.503/00023 SILT FENCE. TYPE MS (LIN FT)	\$1.95	474	0	\$0.00	405	\$789.75
2 - RAB / Roadway	134	2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)	\$2.35	729	0	\$0.00	764	\$1,795.40
2 - RAB / Roadway	136	2574.508/00013 FERTILIZER TYPE 3 (POUND)	\$0.74	549	305	\$225.70	405	\$299.70
2 - RAB / Roadway	138	2575.505/00021 SEEDING (ACRE)	\$525.00	1.9	0.8	\$420.00	1.2	\$630.00
2 - RAB / Roadway	139	2575.505/00025 DISK ANCHORING (ACRE)	\$175.00	1.5	0.6	\$105.00	1	\$175.00
2 - RAB / Roadway	140	2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND)	\$0.91	1306	2650	\$2,411.50	2650	\$2,411.50
2 - RAB / Roadway	141	2575.509/00030 MULCH MATERIAL TYPE 3 (TON)	\$650.00	2.2	0.5	\$325.00	1.6	\$1,040.00
2 - RAB / Roadway	142	2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)	\$495.00	3	0	\$0.00	2	\$990.00
2 - RAB / Roadway	143	2575.608/25080 SEED TURFGRASS (POUND)	\$3.45	89	0	\$0.00	0	\$0.00
2 - RAB / Roadway	144	2575.608/25100 SEED MESIC INSLOPE (POUND)	\$10.30	105	95	\$978.50	115	\$1,184.50
2 - RAB / Roadway	152	2582.503/20104 4" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.10	1543	921	\$1,013.10	921	\$1,013.10



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2 - RAB / Roadway	153	2582.503/20106 6" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	2041	1086	\$1,411.80	1086	\$1,411.80
2 - RAB / Roadway	154	2582.503/20306 6" DOTTED LINE PAINT GROUND IN (WR) (LIN FT)	\$1.30	23	43	\$55.90	43	\$55.90
2 - RAB / Roadway	155	2582.503/76312 12" DOTTED LINE PREFORM THERMO GROUND IN (LIN FT)	\$20.00	43	26	\$520.00	26	\$520.00
2 - RAB / Roadway	156	2582.518/01000 PAVEMENT MESSAGE PAINT (SQ FT)	\$4.00	31	31	\$124.00	31	\$124.00
2 - RAB / Roadway	158	2582.518/08020 CROSSWALK PREFORM THERMOPLASTIC GROUND IN (SQ FT)	\$15.00	180	180	\$2,700.00	180	\$2,700.00
2 - RAB / Storm Sewer	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.04	0	\$0.00	0.04	\$18,400.00
2 - RAB / Storm Sewer	58	2501.502/05030 30" RC PIPE APRON (EACH)	\$3,400.00	2	0	\$0.00	2	\$6,800.00
2 - RAB / Storm Sewer	60	2501.502/44015 15" RC SAFETY APRON (EACH)	\$2,775.00	2	0	\$0.00	2	\$5,550.00
2 - RAB / Storm Sewer	67	2503.503/19155 15" RC PIPE SEWER DESIGN 3006 CLASS V (LIN FT)	\$38.10	1363	0	\$0.00	1389	\$52,920.90
2 - RAB / Storm Sewer	70	2503.503/19303 30" RC PIPE SEWER DESIGN 3006 CLASS III (LIN FT)	\$73.00	470	0	\$0.00	470	\$34,310.00
2 - RAB / Storm Sewer	82	2506.502/06000 CASTING ASSEMBLY (EACH)	\$1,000.00	18	0	\$0.00	18	\$18,000.00



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2 - RAB / Storm Sewer	84	2506.503/00070 CONSTRUCT DRAINAGE STRUCTURE DESIGN G (LIN FT)	\$960.00	12.2	0	\$0.00	12.2	\$11,712.00
2 - RAB / Storm Sewer	85	2506.503/02420 CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020 (LIN FT)	\$705.00	88.4	0	\$0.00	88.4	\$62,322.00
2 - RAB / Storm Sewer	86	2506.503/03020 CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020 (LIN FT)	\$600.00	10.9	0	\$0.00	10.9	\$6,540.00
2 - RAB / Storm Sewer	92	2511.507/00013 RANDOM RIPRAP CLASS II (CU YD)	\$125.00	8.2	0	\$0.00	10.8	\$1,350.00
2 - RAB / Storm Sewer	116	2554.502/00002 GUIDE POST TYPE B (EACH)	\$85.00	4	4	\$340.00	4	\$340.00
2 - RAB / Storm Sewer	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.04	0	\$0.00	0.04	\$1,360.00
3 - SRTS	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.05	0	\$0.00	0.05	\$23,000.00
3 - SRTS	3	2101.502/00020 CLEARING (EACH)	\$199.00	50	0	\$0.00	58	\$11,542.00
3 - SRTS	4	2101.502/00030 GRUBBING (EACH)	\$199.00	50	0	\$0.00	59	\$11,741.00
3 - SRTS	5	2101.505/00020 CLEARING (ACRE)	\$2,501.00	0.1	0	\$0.00	0.1	\$250.10
3 - SRTS	6	2101.505/00030 GRUBBING (ACRE)	\$2,501.00	0.1	0	\$0.00	0.1	\$250.10
3 - SRTS	9	2104.502/00850 REMOVE GATE VALVE AND BOX (EACH)	\$1,800.00	2	0	\$0.00	2	\$3,600.00



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3 - SRTS	10	2104.502/00880 REMOVE HYDRANT (EACH)	\$1,500.00	2	0	\$0.00	2	\$3,000.00
3 - SRTS	18	2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT)	\$1.90	70	0	\$0.00	160	\$304.00
3 - SRTS	21	2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)	\$4.50	78	0	\$0.00	230	\$1,035.00
3 - SRTS	27	2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)	\$2.00	161	0	\$0.00	37.9	\$75.80
3 - SRTS	34	2106.507 EXCAVATION - COMMON (P) (CU YD)	\$6.00	3181	0	\$0.00	3181	\$19,086.00
3 - SRTS	38	2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)	\$8.00	7288	0	\$0.00	7288	\$58,304.00
3 - SRTS	41	2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)	\$42.00	881	0	\$0.00	881	\$37,002.00
3 - SRTS	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3.C) (TON)	\$82.00	36	0	\$0.00	0	\$0.00
3 - SRTS	76	2504.602/00026 ADJUST HYDRANT AND GATE VALVE (EACH)	\$1,500.00	1	0	\$0.00	1	\$1,500.00
3 - SRTS	94	2521.518/00040 4" CONCRETE WALK (SQ FT)	\$5.79	3546	0	\$0.00	3564.3005 181347	\$20,637.30
3 - SRTS	96	2521.518/00130 3" BITUMINOUS WALK (SQ FT)	\$1.75	37928	16070	\$28,122.50	37223	\$65,140.25



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
3 - SRTS	97	2521.602/00030 DRILL AND GROUT REINF BAR (EPOXY COATED) (EACH)	\$8.50	60	0	\$0.00	76	\$646.00
3 - SRTS	98	2521.618/00400 CONCRETE CURB RAMP WALK (SQ FT)	\$9.50	2302	1240.5	\$11,784.75	2919.5	\$27,735.25
3 - SRTS	100	2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)	\$20.25	32	13	\$263.25	91	\$1,842.75
3 - SRTS	105	2531.618/00010 TRUNCATED DOMES (SQ FT)	\$50.00	420	160	\$8,000.00	535	\$26,750.00
3 - SRTS	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.05	0	\$0.00	0.05	\$1,700.00
3 - SRTS	132	2573.502/00140 CULVERT END CONTROLS (EACH)	\$220.00	8	0	\$0.00	7	\$1,540.00
3 - SRTS	133	2573.503/00023 SILT FENCE, TYPE MS (LIN FT)	\$1.95	889	0	\$0.00	950	\$1,852.50
3 - SRTS	134	2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)	\$2.35	597	0	\$0.00	656	\$1,541.60
3 - SRTS	136	2574.508/00013 FERTILIZER TYPE 3 (POUND)	\$0.74	404	300	\$222.00	375	\$277.50
3 - SRTS	137	2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)	\$1.70	5450	883	\$1,501.10	1920	\$3,264.00
3 - SRTS	138	2575.505/00021 SEEDING (ACRE)	\$525.00	1.8	0.4	\$210.00	1.71	\$897.75



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
3 - SRTS	140	2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND)	\$0.91	3420	5050	\$4,595.50	5050	\$4,595.50
3 - SRTS	142	2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)	\$495.00	8	0	\$0.00	4	\$1,980.00
3 - SRTS	143	2575.608/25080 SEED TURFGRASS (POUND)	\$3.45	234	215	\$741.75	215	\$741.75
3 - SRTS	144	2575.608/25100 SEED MESIC INSLOPE (POUND)	\$10.30	80	0	\$0.00	11	\$113.30
3 - SRTS	162	2104.502 REMOVE UTILITY VAULT (EACH)	\$300.00	1	0	\$0.00	1	\$300.00
3 - SRTS	163	2231.507 BITUMINOUS PATCHING MIXTURE (TON)	\$150.00	21	0	\$0.00	25	\$3,750.00
4 - City Local	1	2021.501/00010 MOBILIZATION (LUMP SUM)	\$460,000.00	0.05	0	\$0.00	0.05	\$23,000.00
4 - City Local	12	2104.502/01220 REMOVE SIGN (EACH)	\$25.00	2	0	\$0.00	2	\$50.00
4 - City Local	16	2104.502/03590 SALVAGE MAIL BOX SUPPORT (EACH)	\$200.00	4	0	\$0.00	4	\$800.00
4 - City Local	18	2104.503/00205 SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LIN FT)	\$1.90	40	0	\$0.00	431	\$818.90
4 - City Local	20	2104.503/00270 REMOVE WATER MAIN (LIN FT)	\$15.00	110	0	\$0.00	142.5	\$2,137.50
4 - City Local	21	2104.503/00315 REMOVE CURB AND GUTTER (LIN FT)	\$4.50	140	0	\$0.00	323	\$1,453.50



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Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
4 - City Local	23	2104.503/00820 REMOVE STEEL CASING (LIN FT)	\$10.00	100	0	\$0.00	100	\$1,000.00
4 - City Local	27	2104.504/00110 REMOVE BITUMINOUS DRIVEWAY PAVEMENT (SQ YD)	\$2.00	9	0	\$0.00	215	\$430.00
4 - City Local	28	2104.504/00120 REMOVE BITUMINOUS PAVEMENT (SQ YD)	\$2.00	575	0	\$0.00	979.2	\$1,958.40
4 - City Local	30	2104.518/00140 REMOVE CONCRETE WALK (SQ FT)	\$2.00	733	0	\$0.00	991	\$1,982.00
4 - City Local	34	2106.507 EXCAVATION - COMMON (P) (CU YD)	\$6.00	1240	0	\$0.00	1240	\$7,440.00
4 - City Local	35	2106.507 EXCAVATION - SUBGRADE (P) (CU YD)	\$8.50	850	0	\$0.00	850	\$7,225.00
4 - City Local	36	2106.507 SELECT GRANULAR EMBANKMENT (CV) (P) (CU YD)	\$11.50	859	0	\$0.00	859	\$9,878.50
4 - City Local	38	2106.507 COMMON EMBANKMENT (CV) (P) (CU YD)	\$8.00	379	0	\$0.00	379	\$3,032.00
4 - City Local	41	2211.507 AGGREGATE BASE (CV) CLASS 5 (P) (CU YD)	\$42.00	370	0	\$0.00	370	\$15,540.00
4 - City Local	45	2357.506/00010 BITUMINOUS MATERIAL FOR TACK COAT (GALLON)	\$2.50	122	110	\$275.00	110	\$275.00
4 - City Local	47	2360.509/23300 TYPE SP 12.5 WEARING COURSE MIXTURE (3.C) (TON)	\$82.00	334	220.99	\$18,121.18	386.18	\$31,666.76



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
4 - City Local	63	2501.503/24183 18" RC PIPE CULVERT DESIGN 3006 CLASS III (LIN FT)	\$46.00	29	0	\$0.00	29	\$1,334.00
4 - City Local	66	2503.503/13120 12" PVC PIPE SEWER (LIN FT)	\$54.00	302	0	\$0.00	302	\$16,308.00
4 - City Local	72	2503.602/00310 CONNECT TO EXISTING MANHOLES (SAN) (EACH)	\$4,500.00	1	0	\$0.00	1	\$4,500.00
4 - City Local	73	2503.603/31200 20" STEEL CASING PIPE (LIN FT)	\$140.00	90	0	\$0.00	90	\$12,600.00
4 - City Local	74	2504.602/00010 CONNECT TO EXISTING WATER MAIN (EACH)	\$4,000.00	4	0	\$0.00	4	\$16,000.00
4 - City Local	75	2504.602/00020 HYDRANT (EACH)	\$7,600.00	4	0	\$0.00	5	\$38,000.00
4 - City Local	78	2504.602/00806 6" GATE VALVE AND BOX (EACH)	\$2,884.00	4	0	\$0.00	4	\$11,536.00
4 - City Local	79	2504.603/01062 6" WATERMAIN DUCTILE IRON CL 52 (LIN FT)	\$54.00	56	0	\$0.00	65.5	\$3,537.00
4 - City Local	81	2504.603/04160 16" STEEL CASING PIPE (LIN FT)	\$100.00	164	0	\$0.00	163	\$16,300.00
4 - City Local	82	2506.502/06000 CASTING ASSEMBLY (EACH)	\$1,000.00	2	0	\$0.00	3	\$3,000.00
4 - City Local	83	2506.502/06020 ADJUST FRAME AND RING CASTING (EACH)	\$950.00	1	0	\$0.00	1	\$950.00



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
4 - City Local	88	2506.603/30000 CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (LIN FT)	\$600.00	12.8	0	\$0.00	12.8	\$7,680.00
4 - City Local	89	2506.603/50000 RECONSTRUCT DRAINAGE STRUCTURE SPECIAL (LIN FT)	\$516.00	6.2	0	\$0.00	10.7	\$5,521.20
4 - City Local	94	2521.518/00040 4" CONCRETE WALK (SQ FT)	\$5.79	760	0	\$0.00	858	\$4,967.82
4 - City Local	99	2531.503/02310 CONCRETE CURB AND GUTTER DESIGN B612 (LIN FT)	\$24.50	147	0	\$0.00	385	\$9,432.50
4 - City Local	100	2531.503/02320 CONCRETE CURB AND GUTTER DESIGN B624 (LIN FT)	\$20.25	570	570	\$11,542.50	570	\$11,542.50
4 - City Local	104	2531.504/00080 8" CONCRETE DRIVEWAY PAVEMENT (SQ YD)	\$84.00	325	0	\$0.00	544.3	\$45,721.20
4 - City Local	106	2540.602/00140 INSTALL MAIL BOX SUPPORT (EACH)	\$275.00	4	0	\$0.00	4	\$1,100.00
4 - City Local	118	2563.601/00010 TRAFFIC CONTROL (LUMP SUM)	\$34,000.00	0.05	0	\$0.00	0.05	\$1,700.00
4 - City Local	125	2564.602/02350 DELINEATOR / MARKER PANEL (EACH)	\$95.00	3	3	\$285.00	3	\$285.00
4 - City Local	126	2564.618/00010 SIGN (SQ FT)	\$73.50	68	68	\$4,998.00	68	\$4,998.00
4 - City Local	128	2565.616/00060 PEDESTRIAN CROSSWALK FLASHER SYSTEM (SYSTEM)	\$26,666.16	1	0	\$0.00	1	\$26,666.16



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Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
4 - City Local	131	2573.502/00110 STORM DRAIN INLET PROTECTION (EACH)	\$200.00	4	0	\$0.00	5	\$1,000.00
4 - City Local	134	2573.503/00060 SEDIMENT CONTROL LOG TYPE STRAW (LIN FT)	\$2.35	274	0	\$0.00	420	\$987.00
4 - City Local	136	2574.508/00013 FERTILIZER TYPE 3 (POUND)	\$0.74	105	0	\$0.00	15	\$11.10
4 - City Local	137	2575.504/00110 RAPID STABILIZATION METHOD 4 (SQ YD)	\$1.70	1236	1215	\$2,065.50	1215	\$2,065.50
4 - City Local	138	2575.505/00021 SEEDING (ACRE)	\$525.00	0.6	0.5	\$262.50	0.5	\$262.50
4 - City Local	139	2575.505/00025 DISK ANCHORING (ACRE)	\$175.00	0.5	0.6	\$105.00	0.6	\$105.00
4 - City Local	140	2575.508/40006 HYDRAULIC STABILIZED FIBER MATRIX (POUND)	\$0.91	110	0	\$0.00	125	\$113.75
4 - City Local	141	2575.509/00030 MULCH MATERIAL TYPE 3 (TON)	\$650.00	0.5	0.5	\$325.00	0.5	\$325.00
4 - City Local	142	2575.523/00020 RAPID STABILIZATION METHOD 3 (M GALLON)	\$495.00	0.5	0	\$0.00	0	\$0.00
4 - City Local	143	2575.608/25080 SEED TURFGRASS (POUND)	\$3.45	8	4	\$13.80	6.5014492754	\$22.43
4 - City Local	144	2575.608/25100 SEED MESIC INSLOPE (POUND)	\$10.30	22	20	\$206.00	25	\$257.50
4 - City Local	147	2582.503/10124 24" SOLID LINE PAINT (LIN FT)	\$3.70	42	45	\$166.50	45	\$166.50



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Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
4 - City Local	151	2582.503/10404 4" DOUBLE SOLID LINE PAINT (LIN FT)	\$0.26	776	785	\$204.10	785	\$204.10
4 - City Local	152	2582.503/20104 4" SOLID LINE PAINT GROUND IN (WR) (LIN FT)	\$1.10	237	139	\$152.90	139	\$152.90
4 - City Local	155	2582.503/76312 12" DOTTED LINE PREFORM THERMO GROUND IN (LIN FT)	\$20.00	43	25	\$500.00	25	\$500.00
4 - City Local	158	2582.518/08020 CROSSWALK PREFORM THERMOPLASTIC GROUND IN (SQ FT)	\$15.00	180	180	\$2,700.00	180	\$2,700.00
4 - City Local	159	2504.603 10" WATERMAIN C900 (LIN FT)	\$76.00	415	0	\$0.00	446.35	\$33,922.60
4 - City Local	160	2504.602 10" GATE VALVE & BOX (EACH)	\$7,370.00	1	0	\$0.00	3	\$22,110.00
4 - City Local	164	2411.601 REINFORCEMENT BARS (LS)	\$13,838.00	0.4	0	\$0.00	0.4	\$5,535.20
Totals:						\$961,063.74		\$6,702,553.12

CSAH 30 Improvements - Pay Voucher #7

Item No.	Description	Unit	Unit Price			50% CHISAGO COUNTY SAP 013-630-021 50% CITY OF NORTH BRANCH SAP 225-102-004						SAP 225-591-007 CITY OF NORTH BRANCH			CITY OF NORTH BRANCH		
				NORTH BRANCH TOTAL		ROADWAY			STORM SEWER			SAFE ROUTES TO SCHOOL					
				Contract Quantity	Total Cost	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date
2021.501	MOBILIZATION	LUMP SUM	\$460,000.00	0.19	\$85,100.00	0.13	0.13	\$59,800.00	0.04	0.04	\$18,400.00	0.05	0.05	\$23,000.00	0.05	0.05	\$23,000.00
2051.501	MAINT AND RESTORATION OF HAUL ROADS	LUMP SUM	\$10,500.00														
2101.502	CLEARING	EACH	\$199.00	50.50	\$10,049.50	1	8	\$1,592.00				50	58	\$11,542.00			
2101.502	GRUBBING	EACH	\$199.00	50.50	\$10,049.50	1	8	\$1,592.00				50	59	\$11,741.00			
2101.505	CLEARING	ACRE	\$2,501.00	0.35	\$875.35	0.5	0.5	\$1,250.50				0.1	0.1	\$250.10			
2101.505	GRUBBING	ACRE	\$2,501.00	0.35	\$875.35	0.5	0.5	\$1,250.50				0.1	0.1	\$250.10			
2104.502	REMOVE BOX CULVERT	EACH	\$3,700.00														
2104.502	REMOVE BOX CULVERT END	EACH	\$3,700.00														
2104.502	REMOVE GATE VALVE AND BOX	EACH	\$1,800.00	3.00	\$5,400.00	2	4	\$7,200.00				2	2	\$3,600.00			
2104.502	REMOVE HYDRANT	EACH	\$1,500.00	3.00	\$4,500.00	2	2	\$3,000.00				2	2	\$3,000.00			
2104.502	REMOVE DELINEATOR / MARKER	EACH	\$175.00														
2104.502	REMOVE SIGN	EACH	\$25.00	2.50	\$62.50	1	1	\$25.00							2	2	\$50.00
2104.502	REMOVE LIGHT FOUNDATION	EACH	\$150.00	0.50	\$75.00	1	1	\$150.00									
2104.502	SALVAGE LIGHTING UNIT	EACH	\$635.32	0.50	\$317.66	1											
2104.502	SALVAGE SIGN	EACH	\$25.00														
2104.502	SALVAGE MAIL BOX SUPPORT	EACH	\$200.00	5.00	\$1,000.00	2	2	\$400.00							4	4	\$800.00
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$6.00	12.00	\$72.00	24	24	\$144.00									
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$1.90	110.00	\$209.00							70	160	\$304.00	40	431	\$818.90
2104.503	REMOVE PIPE CULVERTS	LIN FT	\$17.00	54.00	\$918.00	108	108	\$1,836.00									
2104.503	REMOVE WATER MAIN	LIN FT	\$15.00	110.00	\$1,650.00										110	142.5	\$2,137.50
2104.503	REMOVE CURB AND GUTTER	LIN FT	\$4.50	118.00	\$531.00							78	230	\$1,035.00	40	323	\$1,453.50
2104.503	REMOVE GUARDRAIL-PLATE BEAM	LIN FT	\$18.00														
2104.503	REMOVE STEEL CASING	LIN FT	\$10.00	100.00	\$1,000.00										100	100	\$1,000.00
2104.503	REMOVE TENSION CABLE GUARDRAIL	LIN FT	\$20.00														
2104.504	REMOVE PAVEMENT	SQ YD	\$2.00	1173.00	\$2,346.00	2346	2352	\$4,704.00									
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$2.75														
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	\$2.00	170.00	\$340.00							161	38	\$75.80	9	215	\$430.00
2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$2.00	2005.50	\$4,011.00	2861	3535.4	\$7,070.80							575	979.2	\$1,958.40
2104.518	REMOVE BITUMINOUS WALK	SQ FT	\$2.00	5017.50	\$10,035.00	10035	10200	\$20,400.00									
2104.518	REMOVE CONCRETE WALK	SQ FT	\$2.00	733.00	\$1,466.00										733	991	\$1,982.00
2104.602	REMOVE SIGN SPECIAL	EACH	\$25.00	0.50	\$12.50	1	1	\$25.00									
2104.602	SALVAGE SIGN SPECIAL	EACH	\$25.00														
2104.602	SALVAGE SIGN PANEL SPECIAI	EACH	\$25.00														
2106.507	EXCAVATION - COMMON	CU YD	\$6.00	6667.50	\$40,005.00	4649	4649	\$27,894.00				3183	3181	\$19,086.00	1160	1240	\$7,440.00
2106.507	EXCAVATION - SUBGRADE	CU YD	\$8.50	2605.00	\$22,142.50	3510	3510	\$29,835.00							850	850	\$7,225.00
2106.507	SELECT GRANULAR EMBANKMENT (CV)	CU YD	\$11.50	3256.00	\$37,444.00	4794	4794	\$55,131.00							859	859	\$9,878.50
2106.507	SELECT GRANULAR EMBANKMENT MOD 10% (CV)	CU YD	\$11.50														
2106.507	COMMON EMBANKMENT (CV)	CU YD	\$8.00	8266.00	\$66,128.00	1278	1278	\$10,224.00				7288	7288	\$58,304.00	339	379	\$3,032.00
2106.601	DEWATERING	LUMP SUM	\$42,000.00														
2130.523	WATER	M GALLON	\$50.00														
2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	\$42.00	2033.00	\$85,386.00	1630	1630	\$68,460.00				881	881	\$37,002.00	337	370	\$15,540.00
2221.509	SHOULDER BASE AGGREGATE CLASS 5 MOD	TON	\$44.50														
2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	\$1.80														
2355.506	BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	\$6.00														
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	\$2.50	323.50	\$808.75	403	257.5	\$643.75							122	110	\$275.00

CSAH 30 Improvements - Pay Voucher #7

Item No.	Description	Unit	Unit Price			50% CHISAGO COUNTY SAP 013-630-021 50% CITY OF NORTH BRANCH SAP 225-102-004						SAP 225-591-007 CITY OF NORTH BRANCH			CITY OF NORTH BRANCH		
				NORTH BRANCH TOTAL		ROADWAY			STORM SEWER			SAFE ROUTES TO SCHOOL					
				Contract Quantity	Total Cost	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date
2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,B)	TON	\$67.00	151.50	\$10,150.50	303	303	\$20,301.00									
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	\$82.00	672.50	\$55,145.00	605	364.06	\$29,852.92				36			334	386.18	\$31,666.76
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (4;F)	TON	\$114.00	238.50	\$27,189.00	477	530.99	\$60,532.86									
2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (4;F)	TON	\$106.00	119.50	\$12,667.00	239	244.38	\$25,904.28									
2411.507	STRUCTURE EXCAVATION CLASS E	CU YD	\$10.00														
2412.502	9X4 PRECAST CONCRETE BOX CULVERT END SECTION	EACH	\$12,000.00														
2412.503	9X4 PRECAST CONCRETE BOX CULVERT	LIN FT	\$1,650.00														
2451.507	GRANULAR BEDDING (CV)	CU YD	\$11.50														
2501.502	18" GS PIPE APRON	EACH	\$300.00														
2501.502	15" RC PIPE APRON	EACH	\$2,700.00														
2501.502	18" RC PIPE APRON	EACH	\$2,900.00														
2501.502	24" RC PIPE APRON	EACH	\$3,200.00														
2501.502	30" RC PIPE APRON	EACH	\$3,400.00	1.00	\$3,400.00				2	2	\$6,800.00						
2501.502	36" RC PIPE APRON	EACH	\$3,800.00														
2501.502	15" RC SAFETY APRON	EACH	\$2,775.00	1.00	\$2,775.00				2	2	\$5,550.00						
2501.502	18" RC SAFETY APRON	EACH	\$2,950.00														
2501.503	18" CAS PIPE CULVERT	LIN FT	\$38.00														
2501.503	18" RC PIPE CULVERT DESIGN 3006 CLASS III	LIN FT	\$46.00	9.00	\$414.00										9	29	\$1,334.00
2501.503	24" RC PIPE CULVERT DESIGN 3006 CLASS III	LIN FT	\$57.50														
2502.503	4" PERF TP PIPE DRAIN	LIN FT	\$18.00	100.00	\$1,800.00	200	154	\$2,772.00									
2503.503	12" PVC PIPE SEWER	LIN FT	\$54.00	280.00	\$15,120.00										280	302	\$16,308.00
2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	\$38.10	681.50	\$25,965.15				1363	1389	\$52,920.90						
2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$42.40														
2503.503	24" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$52.50														
2503.503	30" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$73.00	235.00	\$17,155.00				470	470	\$34,310.00						
2503.503	36" RC PIPE SEWER DESIGN 3006 CLASS III	LIN FT	\$101.40														
2503.602	CONNECT TO EXISTING MANHOLES (SAN)	EACH	\$4,500.00	1.00	\$4,500.00										1	1	\$4,500.00
2503.603	20" STEEL CASING PIPE	LIN FT	\$140.00	90.00	\$12,600.00										90	90	\$12,600.00
2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$4,000.00	4.00	\$16,000.00										4	4	\$16,000.00
2504.602	HYDRANT	EACH	\$7,600.00	4.00	\$30,400.00										4	5	\$38,000.00
2504.602	ADJUST HYDRANT AND GATE VALVE	EACH	\$1,500.00	1.00	\$1,500.00							1	1	\$1,500.00			
2504.602	ADJUST GATE VALVE AND BOX	EACH	\$500.00	1.00	\$500.00	2											
2504.602	6" GATE VALVE AND BOX	EACH	\$2,884.00	4.00	\$11,536.00										4	4	\$11,536.00
2504.603	6" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$54.00	44.00	\$2,376.00										44	66	\$3,537.00
2504.603	10" WATERMAIN DUCTILE IRON CL 52	LIN FT	\$84.00	170.00	\$14,280.00										170		
2504.603	16" STEEL CASING PIPE	LIN FT	\$100.00	150.00	\$15,000.00										150	163	\$16,300.00
2506.502	CASTING ASSEMBLY	EACH	\$1,000.00	11.00	\$11,000.00				18	18	\$18,000.00				2	3	\$3,000.00
2506.502	ADJUST FRAME AND RING CASTING	EACH	\$950.00	1.00	\$950.00										1	1	\$950.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN G	LIN FT	\$960.00	6.10	\$5,856.00				12.2	12.2	\$11,712.00						
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT	\$705.00	44.20	\$31,161.00				88.4	88.4	\$62,322.00						
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	LIN FT	\$600.00	5.45	\$3,270.00				10.9	10.9	\$6,540.00						
2506.602	ADJUST FRAME AND RING CASTING (SPECIAL)	EACH	\$650.00	0.50	\$325.00	1	1	\$650.00									
2506.603	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL	LIN FT	\$600.00	10.50	\$6,300.00										10.5	12.8	\$7,680.00
2506.603	RECONSTRUCT DRAINAGE STRUCTURE SPECIAL	LIN FT	\$516.00	6.20	\$3,199.20										6.2	10.7	\$5,521.20
2511.504	GEOTEXTILE FILTER TYPE 7	SQ YD	\$3.80														

CSAH 30 Improvements - Pay Voucher #7

Item No.	Description	Unit	Unit Price			50% CHISAGO COUNTY SAP 013-630-021 50% CITY OF NORTH BRANCH SAP 225-102-004						SAP 225-591-007 CITY OF NORTH BRANCH			CITY OF NORTH BRANCH		
				NORTH BRANCH TOTAL		ROADWAY			STORM SEWER			SAFE ROUTES TO SCHOOL					
				Contract Quantity	Total Cost	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date
2511.507	RANDOM RIPRAP CLASS I	CU YD	\$125.00														
2511.507	RANDOM RIPRAP CLASS II	CU YD	\$125.00	4.10	\$512.50				8.2	10.8	\$1,350.00						
2511.507	RANDOM RIPRAP CLASS III	CU YD	\$120.00														
2521.518	4" CONCRETE WALK	SQ FT	\$5.79	11461.00	\$66,359.19	14310	14185.30	\$82,132.88				3546	3564.30	\$20,637.30	760	858	\$4,967.82
2521.518	7" CONCRETE WALK	SQ FT	\$13.35	1762.50	\$23,529.38	3525	3531	\$47,138.85									
2521.518	3" BITUMINOUS WALK	SQ FT	\$1.75	43632.00	\$76,356.00	11408	13140	\$22,995.00				37928	37223	\$65,140.25			
2521.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	EACH	\$8.50	76.50	\$650.25	33	33	\$280.50				60	76	\$646.00			
2521.618	CONCRETE CURB RAMP WALK	SQ FT	\$9.50	3111.50	\$29,559.25	1619	473.9	\$4,502.05				2302	2919.5	\$27,735.25			
2531.503	CONCRETE CURB AND GUTTER DESIGN B612	LIN FT	\$24.50	107.00	\$2,621.50										107	385	\$9,432.50
2531.503	CONCRETE CURB AND GUTTER DESIGN B624	LIN FT	\$20.25	745.00	\$15,086.25	286	61	\$1,235.25				32	91	\$1,842.75	570	570	\$11,542.50
2531.503	CONCRETE CURB AND GUTTER DESIGN R424	LIN FT	\$26.50	187.00	\$4,955.50	374	374	\$9,911.00									
2531.503	CONCRETE CURB AND GUTTER DESIGN S524	LIN FT	\$22.75	1843.50	\$41,939.63	3687	3841	\$87,382.75									
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$71.00														
2531.504	8" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$84.00	125.00	\$10,500.00										125	544.3	\$45,721.20
2531.618	TRUNCATED DOMES	SQ FT	\$50.00	500.00	\$25,000.00	160	76	\$3,800.00				420	535	\$26,750.00			
2540.602	INSTALL MAIL BOX SUPPORT	EACH	\$275.00	5.00	\$1,375.00	2	2	\$550.00							4	4	\$1,100.00
2545.502	LIGHTING UNIT TYPE 9-30	EACH	\$3,801.18	5.50	\$20,906.49	11	11	\$41,812.98									
2545.502	LIGHT FOUNDATION DESIGN E	EACH	\$1,052.09	0.50	\$526.05	1	1	\$1,052.09									
2545.502	LIGHT FOUNDATION DESIGN STEEL E	EACH	\$1,440.28	5.50	\$7,921.54	11	11.00	\$15,843.08									
2545.502	SERVICE CABINET -TYPE L1	EACH	\$9,718.81	0.50	\$4,859.41	1	1	\$9,718.81									
2545.502	SERVICE EQUIPMENT	EACH	\$1,326.23	0.50	\$663.12	1	1	\$1,326.23									
2545.502	EQUIPMENT PAD B	EACH	\$1,140.75	0.50	\$570.38	1	1	\$1,140.75									
2545.503	2" NON-METALLIC CONDUIT	LIN FT	\$4.79	750.00	\$3,592.50	1500	1560	\$7,472.40									
2545.503	UNDERGROUND WIRE 1/C 8 AWG	LIN FT	\$1.14	3250.00	\$3,705.00	6500	6604	\$7,528.56									
2545.602	INSTALL LIGHTING UNIT	EACH	\$1,123.50	0.50	\$561.75	1											
2554.502	GUIDE POST TYPE B	EACH	\$85.00	2.00	\$170.00				4	4	\$340.00						
2557.503	WIRE FENCE DESIGN 48V-9322	LIN FT	\$80.00														
2563.601	TRAFFIC CONTROL	LUMP SUM	\$34,000.00	0.19	\$6,290.00	0.13	0.13	\$4,420.00	0.04	0.04	\$1,360.00	0.05	0.05	\$1,700.00	0.05	0.05	\$1,700.00
2563.613	PORTABLE CHANGEABLE MESSAGE SIGN	UNIT DAY	\$75.00														
2563.618	CONSTRUCTION SIGN SPECIAL	SQ FT	\$200.00														
2564.602	INSTALL SIGN	EACH	\$450.00														
2564.602	INSTALL SIGN SPECIAL	EACH	\$250.00														
2564.602	INSTALL SIGN PANEL SPECIAL	EACH	\$250.00														
2564.602	DELINEATOR / MARKER	EACH	\$350.00	1.00	\$350.00	2	2	\$700.00									
2564.602	DELINEATOR / MARKER PANEL	EACH	\$95.00	5.00	\$475.00	4	4	\$380.00							3	3	\$285.00
2564.618	SIGN	SQ FT	\$73.50	154.50	\$11,355.75	173	173	\$12,715.50							68	68	\$4,998.00
2565.602	RIGID PVC LOOP DETECTOR 6'X6'	EACH	\$1,097.52														
2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	SYSTEM	\$26,666.16	1.50	\$39,999.24	1	1	\$26,666.16							1	1	\$26,666.16
2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	\$1,500.00														
2573.501	EROSION CONTROL SUPERVISOR	LUMP SUM	\$765.34														
2573.502	STORM DRAIN INLET PROTECTION	EACH	\$200.00	12.00	\$2,400.00	16	16	\$3,200.00							4	5	\$1,000.00
2573.502	CULVERT END CONTROLS	EACH	\$220.00	8.00	\$1,760.00							8	7	\$1,540.00			

CSAH 30 Improvements - Pay Voucher #7

Item No.	Description	Unit	Unit Price			50% CHISAGO COUNTY SAP 013-630-021 50% CITY OF NORTH BRANCH SAP 225-102-004						SAP 225-591-007 CITY OF NORTH BRANCH			CITY OF NORTH BRANCH		
				NORTH BRANCH TOTAL		ROADWAY			STORM SEWER			SAFE ROUTES TO SCHOOL					
				Contract Quantity	Total Cost	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date	Contract Quantity	Quantity To Date	Amount To Date
2573.503	SILT FENCE, TYPE MS	LIN FT	\$1.95	1126.00	\$2,195.70	474	405	\$789.75				889	950	\$1,852.50			
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	\$2.35	1235.50	\$2,903.43	729	764	\$1,795.40				597	656	\$1,541.60	274	420	\$987.00
2573.602	TEMPORARY STREAM DIVERSION SYSTEM	EACH	\$10,000.00														
2574.508	FERTILIZER TYPE 3	POUND	\$0.74	783.50	\$579.79	549	405	\$299.70				404	375	\$277.50	105	15	\$11.10
2575.504	RAPID STABILIZATION METHOD 4	SQ YD	\$1.70	6686.00	\$11,366.20							5450	1920	\$3,264.00	1236	1215	\$2,065.50
2575.505	SEEDING	ACRE	\$525.00	3.35	\$1,758.75	1.9	1.2	\$630.00				1.8	1.71	\$897.75	0.6	0.5	\$262.50
2575.505	DISK ANCHORING	ACRE	\$175.00	1.25	\$218.75	1.5	1.0	\$175.00							0.5	0.6	\$105.00
2575.508	HYDRAULIC STABILIZED FIBER MATRIX	POUND	\$0.91	4183.00	\$3,806.53	1306	2650	\$2,411.50				3420	5050	\$4,595.50	110	125	\$113.75
2575.509	MULCH MATERIAL TYPE 3	TON	\$650.00	1.60	\$1,040.00	2.2	1.6	\$1,040.00							0.5	0.5	\$325.00
2575.523	RAPID STABILIZATION METHOD 3	M GALLON	\$495.00	10.00	\$4,950.00	3	2	\$990.00				8	4	\$1,980.00	0.5		
2575.608	SEED TURFGRASS	POUND	\$3.45	286.50	\$988.43	89						234	215	\$741.75	8	6.5014	\$22.43
2575.608	SEED MESIC INSLOPE	POUND	\$10.30	154.50	\$1,591.35	105	115	\$1,184.50				80	11	\$113.30	22	25	\$257.50
2582.503	4" SOLID LINE PAINT	LIN FT	\$0.13														
2582.503	6" SOLID LINE PAINT	LIN FT	\$0.17														
2582.503	24" SOLID LINE PAINT	LIN FT	\$3.70	42.00	\$155.40										42	45	\$166.50
2582.503	4" BROKEN LINE PAINT	LIN FT	\$0.13														
2582.503	6" DOTTED LINE PAINT	LIN FT	\$0.17														
2582.503	10" DOTTED LINE PAINT	LIN FT	\$0.40														
2582.503	4" DOUBLE SOLID LINE PAINT	LIN FT	\$0.26	776.00	\$201.76										776	785	\$204.10
2582.503	4" SOLID LINE PAINT GROUND IN (WR)	LIN FT	\$1.10	1008.50	\$1,109.35	1543	921	\$1,013.10							237	139	\$152.90
2582.503	6" SOLID LINE PAINT GROUND IN (WR)	LIN FT	\$1.30	1020.50	\$1,326.65	2041	1086	\$1,411.80									
2582.503	6" DOTTED LINE PAINT GROUND IN (WR)	LIN FT	\$1.30	11.50	\$14.95	23	43	\$55.90									
2582.503	12" DOTTED LINE PREFORM THERMO GROUND IN	LIN FT	\$20.00	64.50	\$1,290.00	43	26	\$520.00							43	25	\$500.00
2582.518	PAVEMENT MESSAGE PAINT	SQ FT	\$4.00	15.50	\$62.00	31	31	\$124.00									
2582.518	CROSSWALK PREFORM THERMOPLASTIC	SQ FT	\$13.00														
2582.518	CROSSWALK PREFORM THERMOPLASTIC GROUND IN	SQ FT	\$15.00	270.00	\$4,050.00	180	180	\$2,700.00							180	180	\$2,700.00
2104.502	REMOVE UTILITY VAULT	EACH	\$300.00									1	1	\$300.00			
2231.507	BITUMINOUS PATCHING MIXTURE	TON	\$150.00									21	25	\$3,750.00			
2504.603	10" WATERMAIN C900	LIN FT	\$76.00												415	446.35	\$33,922.60
2504.602	10" GATE VALVE & BOX	EACH	\$7,370.00												3	3	\$22,110.00
2411.601	REINFORCEMENT BARS	LUMP SUM	\$13,838.00												1	0.4	\$5,535.20
TOTAL					\$1,179,503.14			\$851,686.10			\$219,604.90			\$335,995.45			\$422,808.02

50% Split =	\$425,843.05	50% Split =	\$109,802.45		
Less 5% Retainage =	\$404,550.91	Less 5% Retainage =	\$104,312.34	Less 5% Retainage =	\$319,195.68
				Less 5% Retainage =	\$401,667.62
					Total Amount to Date = \$1,229,726.55
					Less Previoius Payments = \$1,077,122.68
					Total Due This Pay Voucher = \$152,603.87

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-245-2025

Resolution R-252-2025 Approving Co.Rd. 30 Project Pay Request #7

WHEREAS, pursuant to City Council Authorization on February 11, 2025 this project was approved, and the project was awarded to Knife River Corporation and the city is partnering with Chisago County Public Works on this project, and the city cost for this project will be \$1,718,103.56 with the city funding break down is as follows, received a safe routes to school grant in the amount of \$250,000.00,, the developer Graphic Homes Inc. will pay \$250,000, and the balance of \$1,145,628.06 will come from city reserves, and

WHEREAS, Chisago County has submitted pay voucher no.7 in the amount \$152,603.87, and the quantities have been reviewed and approved by both the contractor, Chisago County, and the City's Engineer WSB and Associates as accurate.

Now, Therefore, Be It Resolved That: The City of North Branch Council approve Pay Request Number 7 in the amount of \$152,603.87 to Chisago County as outlined in the said report for the Co.Rd. 30 reconstruction and trail project.

ADOPTED this 28th day of October 2025.

Approved:

Kevin Schieber, Mayor

Attested:

Tonya Kostuch, City Clerk



Prepared By: Travis Miles, Human Resources Generalist

Presenter: Travis Miles, Human Resources Generalist

Date: 11/05/2025

Board & Commission: City Council

Subject: Consider approval of the hiring of Matt Fraley as the Director of Public Works and Utilities for the City of North Branch

Background:

The Director of Public Works and Utilities position became open September 10, 2025. The position was posted on the League of Minnesota Cities website, Indeed, along with the City of North Branch's Facebook page and website. 43 applications were received and a points-based matrix was completed by the selection committee, who included Matthew Hill, City Administrator, Nate Sondrol, Community Development Director, Travis Miles HR Generalist, Joe Triplett, Chisago County Engineer/Public Works Director, and Justin Messner, WSB Director, Municipal Services.

The eight highest scoring applicants were invited to interview. One applicant selected not to move forward. The selection committee held the seven interviews between October 20 and 27th.

Mr. Matt Fraley was selected as the top candidate for the position by the selection committee, based on having had the highest-scoring matrix, a certificate in Public Works, and has completed the Public Works Leadership Academy, and Public Works Executive Fellowship through Hamelin University. Mr. Fraley has 19 years experience in Public Works, the majority of that in leadership roles. He has experience with departmental budgeting, City Policies, Comprehensive Plans, SCADA, GIS, and has served as a Safety Committee member. Mr. Fraley holds a Class A water Operator License and Class B Wastewater License. He has the experience in Public Works and leadership that was being looked for.

Staff recommendation:

The selection committee unanimously recommends the City Council approve Matt Fraley as the Director of Public Works and Utilities for the City of North Branch.

City Council request for Action:

Motion to approve the hiring of Matt Fraley as the Director of Public Works and Utilities for the

City of North Branch

Voting Requirements:

Voting Options Simple Majority



Prepared By: Dan Meyer, Police Chief

Presenter: Dan Meyer, Police Chief

Date: 11/05/2025

Board & Commission: City Council

Subject: Update Regarding Student/Pedestrian Safety Concerns on Grand Ave

At the September 23, 2025, City Council Meeting, the city council, city staff, and members of the public discussed concerns regarding traffic and pedestrian safety on Grand Ave. I wanted to provide an update and highlight some of the things that have been done in an attempt to address these concerns.

- Our patrol officers continue to provide as much proactive patrol and extra enforcement in the area as they can, especially before and after school hours. I reached out to the Chisago County Sheriff's Office to let them know of the concerns that were discussed. Their patrol deputies are providing additional proactive patrol in the area when they are able. We also requested our volunteer reserve officers to provide extra patrol in that area when they are working.
- North Branch Area School Superintendent, Sara Paul, advised that she had reached out to residents that expressed interest in assisting with the crossing guard program. It sounds like this program is going well and crossing guards have been added at additional intersections such as Grand Ave. and Maple St. near Kwik Trip.
- The City's Public Works department added in-street pedestrian crossing signs on Grand Ave. at 381st St. and 378th St. Unfortunately, these signs have to be removed over the winter due to snow plowing, but we plan on bringing them back out in the Spring.

- We discussed the option of adding permanent speed monitor signs on Grand Ave. The cost per sign is around \$7000 (\$14,000 if we added speed monitors covering both directions). We will continue to explore this option during the upcoming Safe Routes to School project.
- There were some questions regarding increasing fines for traffic violations that occur within the school zone. Unfortunately, the city has limited authority in setting fine amounts; the MN Judicial Council sets the fines for violations of state statutes and the Chisago County District Court sets the fines for violations of county and city ordinances.

We have also seen a decrease in traffic congestion since the completion of the County Road 30 road project. We will continue to provide as much extra patrol/ traffic enforcement on Grand Ave., and we look forward to participating in the upcoming Safe Routes to Schools Project to help identify additional solutions moving forward.

Voting Requirements:

N/A



Prepared By: Travis Miles, Human Resources Generalist

Presenter: Travis Miles, Human Resources Generalist

Date: 11/05/2025

Board & Commission: City Council

Subject: Approval of resolution R-253-2025 accepting bid for the Minnesota Paid Leave Private Plan and cost share between employee and employer.

Background:

Minnesota Statute Chapter 26B, *Family and Medical Leave Benefits*, will take effect on January 1, 2026. Beginning on this date, all employers in Minnesota must either participate in the state-administered Paid Family and Medical Leave (PFML) program or provide an approved private plan alternative.

Under the state program, employers are required to contribute 0.88% of employee wages to fund the program. Employers may choose to share this cost equally with employees, with each contributing up to 0.44%. The Minnesota Department of Employment and Economic Development (DEED) will conduct an annual review each April to assess program revenue and expenditures. Based on that review, the contribution rate may be adjusted, up to a maximum of 1.1%.

To evaluate potential cost savings and program stability, City staff worked with the City's insurance broker to explore approved private alternatives that meet the State's PFML requirements. Two proposals were received: The Standard – 1.177% of wages, MetLife – 0.79% of wages

City staff submitted an application to DEED requesting approval to use MetLife as an alternative provider as required, and that request was approved.

Based on cost projections and alignment with the preliminary 2026 budget, staff recommends a 50/50 cost split between the City and employees. Under this arrangement, the City of North Branch would contribute 0.395% of wages, and employees would contribute 0.395% through payroll withholding.

MetLife brings extensive experience administering Paid Family and Medical Leave programs in other states with similar legislation, providing additional confidence in their ability to manage this program effectively.

Staff Recommendation:

City staff recommends contracting with MetLife to provide Paid Family and Medical Leave coverage for City employees, with costs shared equally (50/50) between the City and employees.

Recommended Action:

Approve the attached resolution authorizing the City of North Branch to use MetLife as the provider for Paid Family and Medical Leave coverage, effective January 1, 2026, with a 50/50 cost share between the City and employees.

Voting Requirements:

Voting Options **Simple Majority**

**STATE OF MINNESOTA
COUNTY OF CHISAGO
CITY OF NORTH BRANCH**

RESOLUTION NO. R-253-2025

RESOLUTION ACCEPTING BID FOR MINNESOTA PAID LEAVE PRIVATE PLAN

WHEREAS effective January 1, 2026, the State of Minnesota has mandated that Minnesota employers participate in a paid family medical leave benefit insurance program for their employees under Minnesota Paid Leave (MPL) Law (Minn. Stat. ch. 268B);

WHEREAS the City of North Branch has elected to provide coverage for this benefit under an allowable MPL private plan substitute as provided under Minn. Stat. sec. 268B.10;

WHEREAS, payment for the MPL premium for each employee will be shared equally by the City of North Branch and each employee as provided under Minn. Stat. sec. 268B.10 and .14;

WHEREAS North Risk Partners conducted a bid process on behalf of the City of North Branch for a MPL private plan; and

WHEREAS, the City received the following bids for the MPL private plan, effective January 1, 2026:

Carrier	Rate	Rate Guarantee
The Standard	1.177%	1 year
MetLife	0.79%	2 years

NOW THEREFORE, BE IT RESOLVED, that the bid of Met Life is hereby accepted for Minnesota Paid Leave private plan, effective January 1, 2026.

Approved by the North Branch City Council this 12th day of November, 2025

APPROVED:

Mayor

ATTEST:

City Clerk



Prepared By: Heidi Hamilton, Senior Project Manager

Presenter: Heidi Hamilton, Senior Project Manager

Date: November 12, 2025

Board & Commission: City Council

Subject: Resolution R-251-2025 Receiving Feasibility Report and Calling a Hearing on Improvement

Introduction:

The city's 2026 Capital Improvement Plan (CIP) includes the Northwest Old Town Street and Utility Improvements including:

- Cedar Street (Elmwood Terrace Apartments to Branch Avenue)
- Elm Street (Oakview Avenue to 8th Avenue)
- 10th Avenue (TH 95 to Cedar Street)
- 11th Avenue (Elm Street to Cedar Street)
- 12th Avenue (TH 95 to Cedar Street)

The project involves the reconstruction of streets in the Old Town area along with drainage improvements, storm water detention, water main improvements and sanitary sewer remediation. Sidewalks could be included in the project along Elm Street and Ninth Avenue, and street parking along Elm Street, at the Council's direction.

Background Information:

The City Council considered proceeding with this project in 1995, 2005, and again in 2016. In all instances the project did not go forward due to high assessment costs. A new assessment policy was adopted in August 2025 and used in developing the proposed financial plan for the project.

The proposed project schedule includes completing utilities and the first lift of bituminous pavement by October 31, 2026, and completion of the final lift of bituminous pavement and restoration by June 30, 2027.

A neighborhood meeting to discuss the project is scheduled for November 17, 2025 and December 9, 2025 is the date proposed for a Public Hearing on the improvement.

Details about the project are included in the attached Feasibility Report.

Funding/Financing:

The proposed improvement cost is estimated to be \$5,547,400 , which includes 10% contingency and 20% indirect costs. Funding for the project is proposed to be provided through Municipal State Aid (MSA) funds, assessment to the benefiting properties, Street Fund, Restricted Fund, Watermain Fund, Sanitary Sewer Fund and Storm Fund.

Staff Recommendation:

Motion and Second to approve Resolution R-251-2025 receiving the feasibility report and calling a hearing on the improvement

Voting Requirements:

Voting Options Simple Majority

Attachment: Northwest Old Town Street and Utility Improvements

STATE OF MINNESOTA

COUNTY OF CHISAGO

CITY OF NORTH BRANCH

**CITY COUNCIL RESOLUTION NO. R-251-2025 RECEIVING FEASIBILITY REPORT
AND CALLING A HEARING ON IMPROVEMENT**

WHEREAS, pursuant to resolution of the council adopted October 4, 2025, a report has been prepared by WSB with reference to proposed Improvement No. [REDACTED], the improvement of Northwest Old Town Street and Utility Improvements including:

- Cedar Street (Elmwood Terrace Apartments to Branch Avenue)
- Elm Street (Oakview Avenue to 8th Avenue)
- 10th Avenue (TH 95 to Cedar Street)
- 11th Avenue (Elm Street to Cedar Street)
- 12th Avenue (TH 95 to Cedar Street)

This report was received by the council on November 12, 2025, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The council will consider the improvement of such streets in accordance with the report and the assessment of benefiting properties for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$5,547,000.
2. A public hearing shall be held on such proposed improvement on the 9th day of December, 2025, in the council chambers of the city hall at 7:00 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the council on this 12th day of November, 2025.

Kevin Schiber, Mayor

Tonya Kostuch, City Clerk



Northwest Old Town Street and Utility Improvement Project

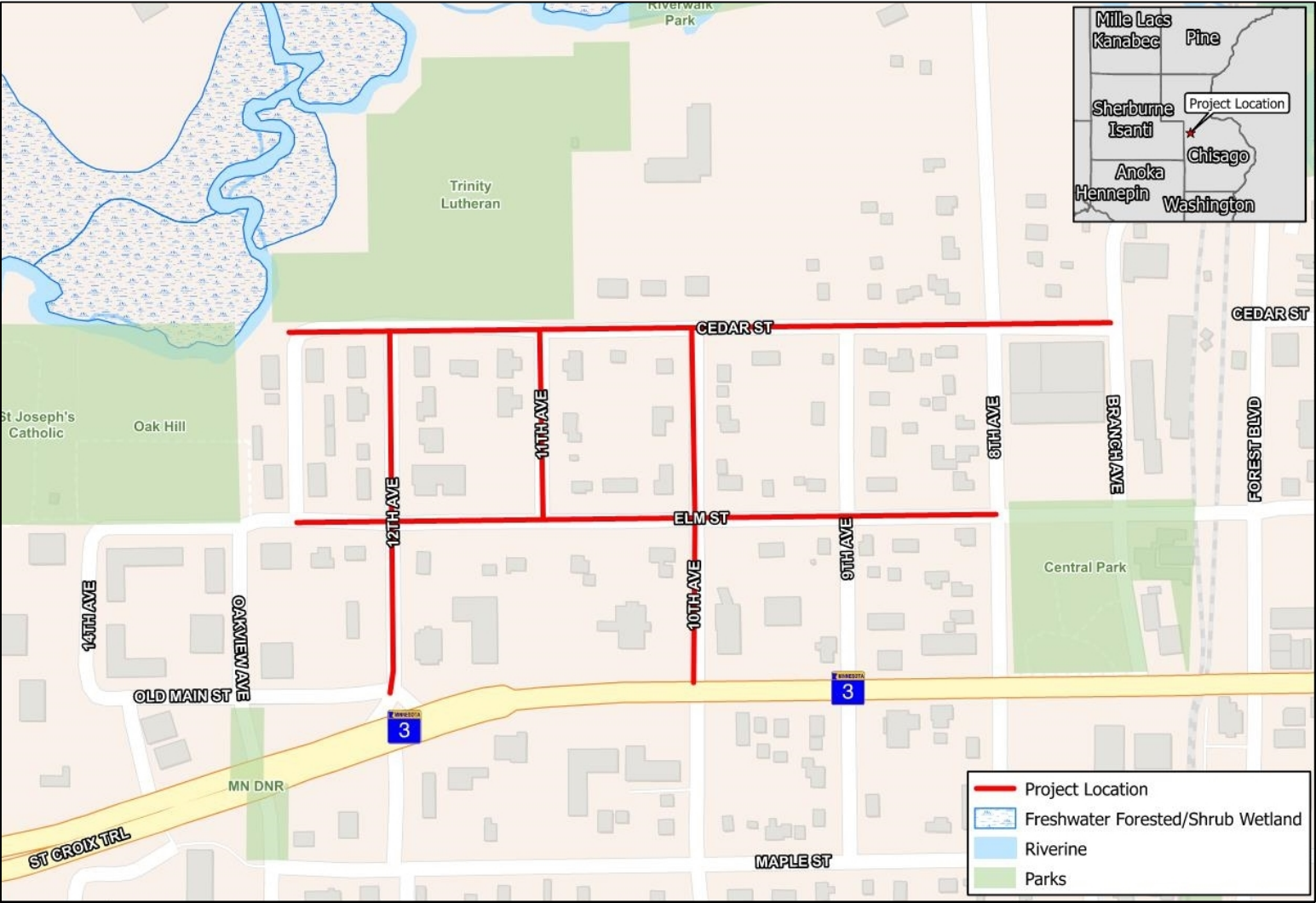
City Council Meeting
November 12, 2025



CITY OF
NORTH BRANCH

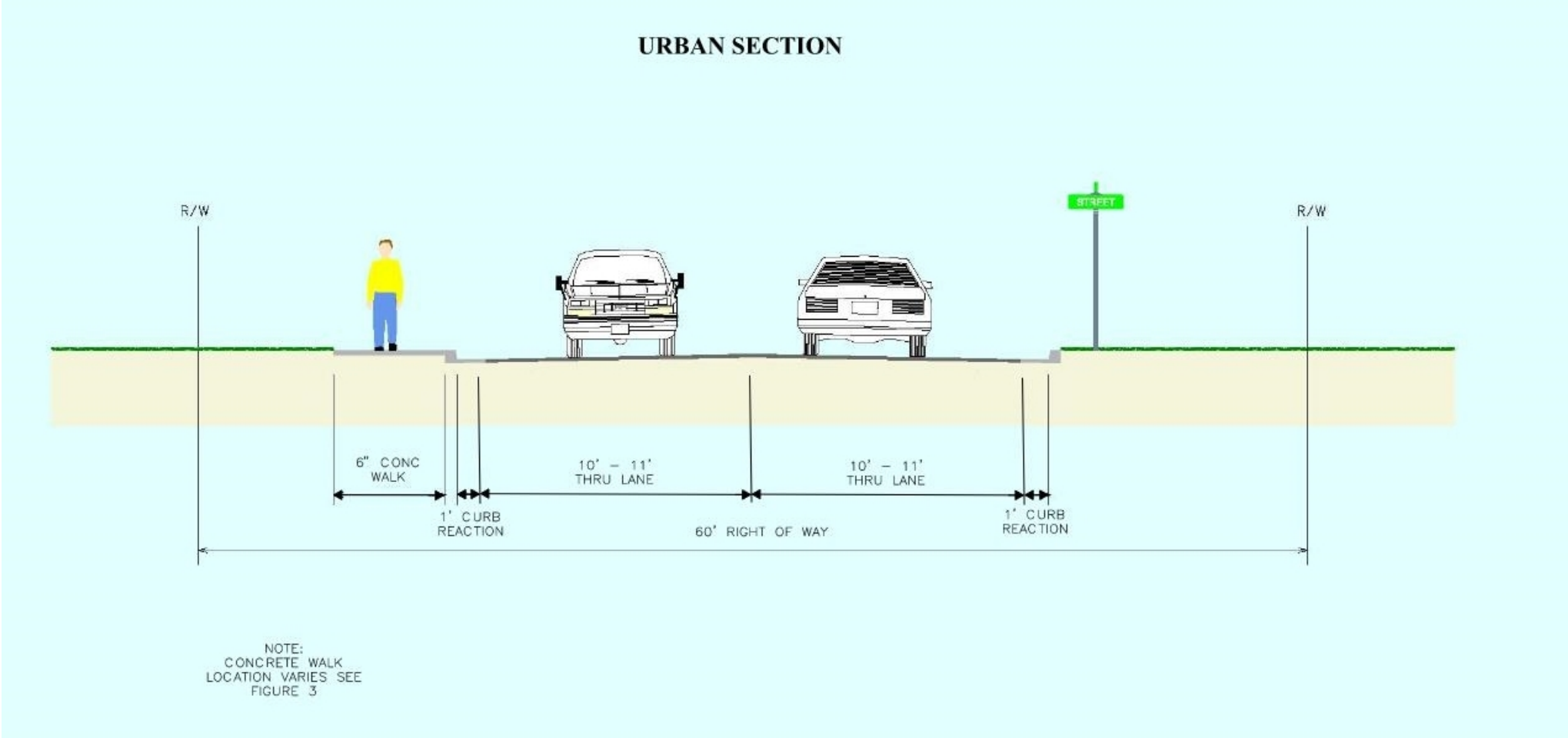


Proposed Improvements

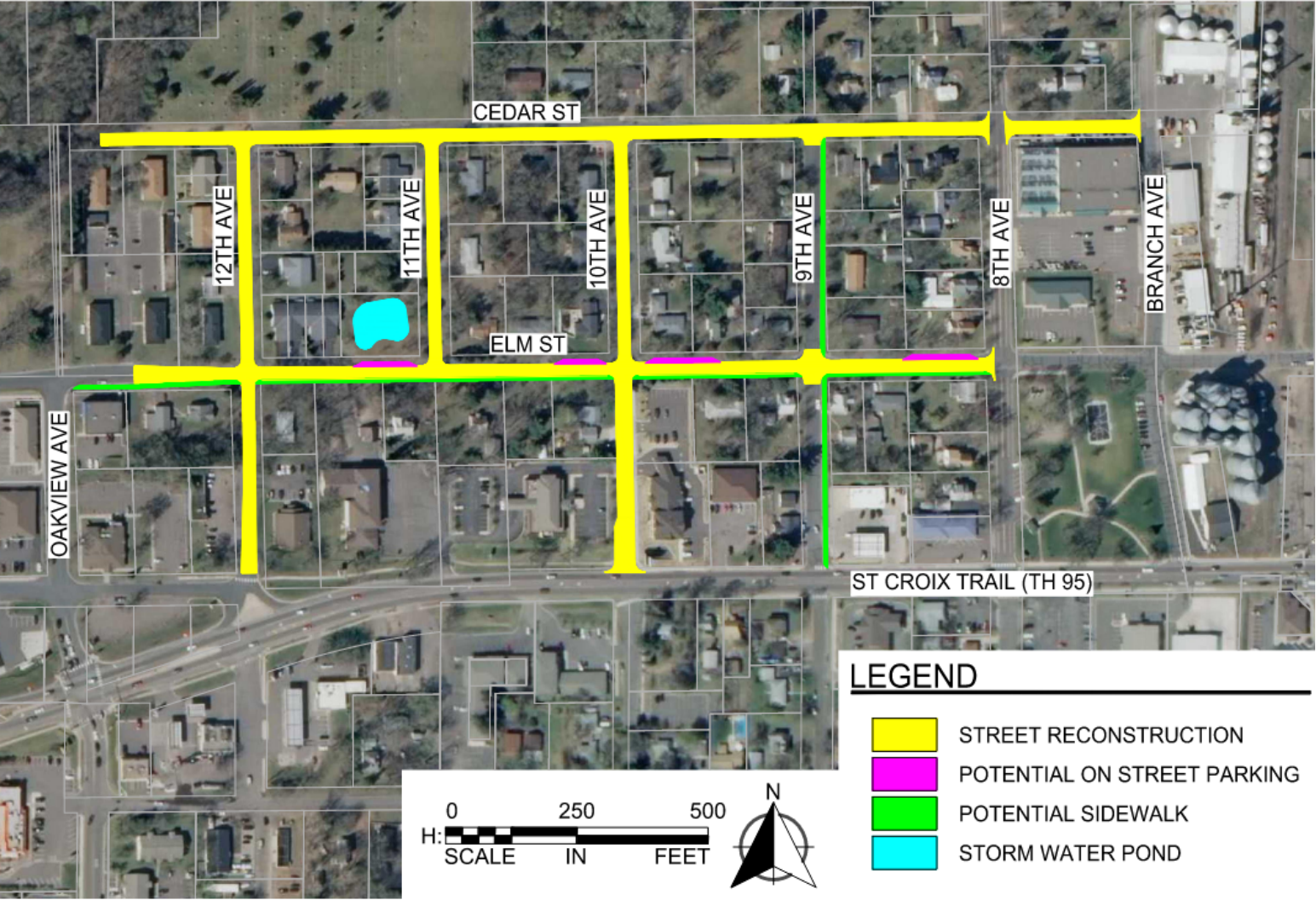


- Project Location
 - Cedar Street
Elmwood Terrace Apartments to Branch Avenue
 - Elm Street
Oakview Avenue to 8th Avenue
 - 12th Avenue
Cedar Street to Main Street
 - 11th Avenue
Cedar Street to Elm Street
 - 10th Avenue
Cedar Street to Main Street

Proposed Improvements



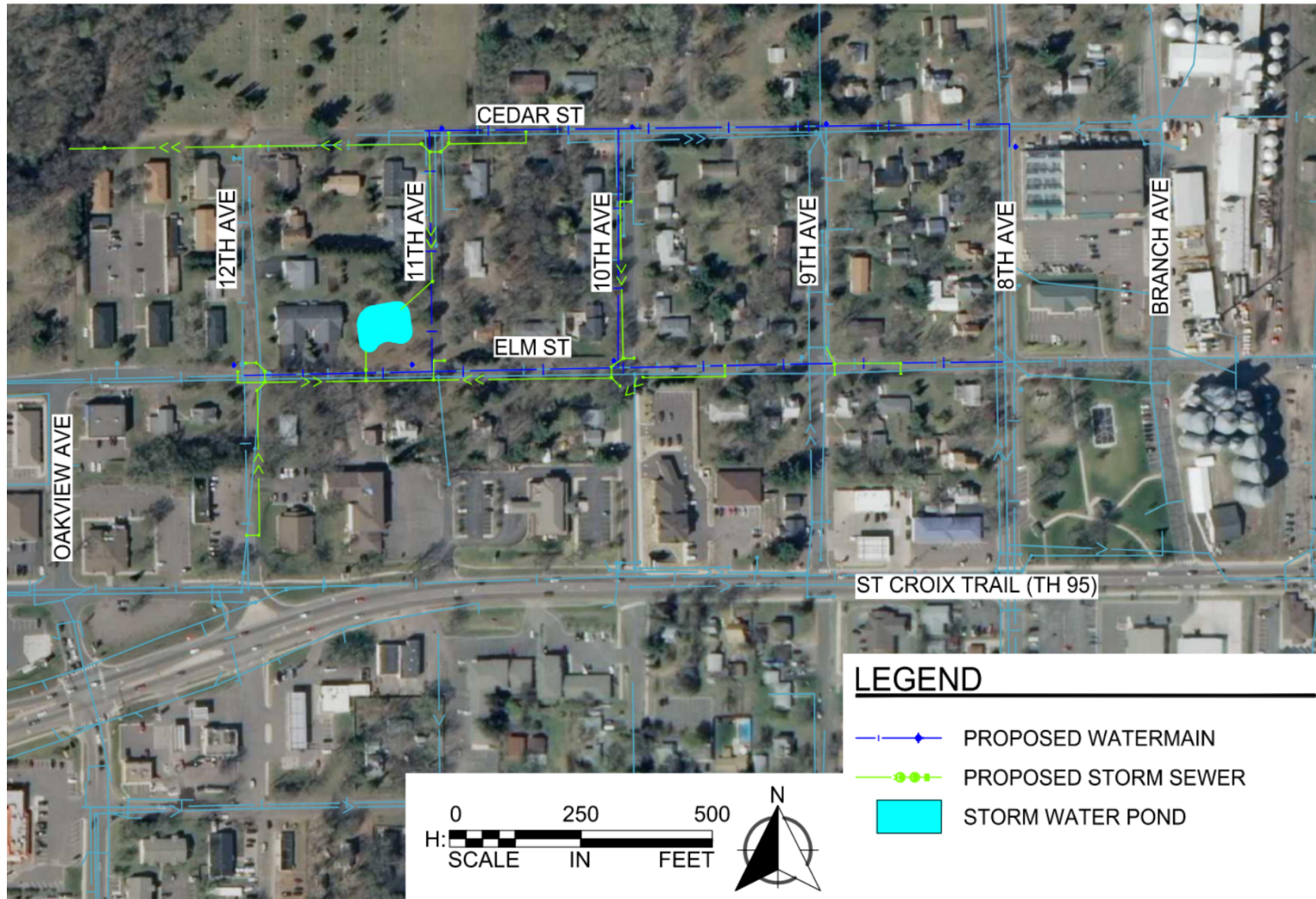
Proposed Improvements



- Surface Improvements

- Full pavement replacement and subgrade corrections as needed
- Curb installation
- Street widths per MSAS standards
- Potential sidewalk along Elm St and 9th Ave
- Potential On-street Parking along Elm St

Proposed Improvements



- **Storm Improvements**
 - Installation of new storm sewer and catch basins along all roadways
 - Installation of new stormwater retention within City owned property
- **Sanitary Improvements**
 - Maintenance and repairs as needed (to be evaluated during final design)
- **Watermain Improvements**
 - Replacement of existing 4-inch and 6-inch watermains with 8-inch
 - Installation of new 12-inch trunk watermain along Cedar Street

Project Costs

Proposed Improvements	Total Estimated Cost
Street Improvements	\$2,694,400
Drainage Improvements	\$1,163,500
Sanitary Sewer Improvements	\$130,900
Watermain Improvements	\$1,091,500
Optional Sidewalk Improvements	\$410,600
Optional Street Parking	\$56,800
Totals	\$5,547,700

Project Funding



Proposed Improvements	Total Estimated Cost
Street Fund	\$391,200
Special Assessments	\$539,100
Storm Fund	\$195,400
Sanitary Sewer Fund	\$130,900
Watermain Fund	\$1,091,500
Restricted Funds	\$1,800,000
State Aid Reimbursement	\$1,399,600
Totals	\$5,547,700

Project Schedule



City Council Receive Feasibility Study/Order Public Hearing	November 12, 2025
1st Public Information Meeting	November 19, 2025
Public Hearing/Authorize Preparation of Plans and Specifications	December 9, 2025
2nd Public Information Meeting	February 2026
Approve Plans and Specifications/Authorize Advertisement for Bid	February 24, 2026
Receive Bids	March 2026
Public Hearing/Award Contract	April/May 2026
3rd Public Information Meeting	May 2026
Begin Construction	June 2026
Final Completion	October 2026

Questions



Prepared By: Sharon Wright, Finance Director

Presenter: Sharon Wright, Finance Director

Date: 11/06/2025

Board & Commission: City Council

Subject: September Finance Update

Cash and Investments

The City currently holds \$6.1 million in checking accounts and money markets that are easily converted to cash. This is the money that we operate on from day to day. We try to keep around the six million dollar mark to avoid penalties for the larger invoices or pay applications that are processed.

The City has \$17.5 million in investments that include Agencies, Treasuries, Certificates of Deposit, and Bonds. The average earnings rate for September was 3.898% on our investments. This can result in approximately \$50k per month in earnings on these investments.

Liquor Store Report

Revenue was down slightly in September but so were expenses. The net income before transfers is still running at approximately 10.6% which is significantly higher than the last few years. The Gross Margin is running at 29.1% where the state average is closer to 27%. Overall, the liquor stores have both been seeing some higher than average sales during 2025.

September Finance Update

The Fund Balance has been added to each of the funds. It can be found first after the fund title. The Fund Balance only changes once a year after the revenue and expense accounts are closed after the annual audit has been completed. Fund Balance can have restrictions limiting how the money can be spent.

Some items to note in the other funds are that the General Fund is showing \$1.6 million more in expenses than in revenue, but this is due to the timing of the property taxes. The next payment will occur in the first part of December. While we did anticipate using \$1 million from the fund balance in the General Fund for the County Road 30 construction, there have been savings in some other areas. Currently, I am projecting that the City will only need to use approximately \$500k out of the fund balance to cover all General Fund expenses in 2025.

At this point, the projections are leading towards all other funds completing the year with a positive net income in 2025.

Voting Requirements:

Bank Account Balances 9/30/2025

	EOM Balance	Interest Rate
Bremer - Checking (0753)	448,045.93	0.0%
Bremer - MM (2886)	3,961,448.73	3.4%
Associated - Checking (4089)	113,133.42	0.0%
Associated - MM (3859)	1,442,431.52	3.71%
Xpress Cash Balance	180,271.21	0.00%
Total Checking/Savings	\$ 6,145,330.81	

Investments

US Bank	15,486,502.09	Varies *
Neighborhood National CD	1,000,000.00	1.8%
Wells Fargo	1,052,125.91	Varies *
Total Investments	\$ 17,538,628.00	

Total Cash & Investments	\$ 23,683,958.81
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US Bank and Wells Fargo investments have multiple types of investments with different interest rates that fluctuate from 2% to 5.05% with an average of 3.898%.

Monthly Report for Liquor Store - Council Report

September 2025

Percent of Year: 75.00%

Sales by Month and Year-to-Date

Month	2025 Sales	3 Year Avg Sales	2024 Sales	2023 Sales	2022 Sales	2021 Sales
January	\$ 291,927	\$ 258,152	\$ 249,337	\$ 260,869	\$ 264,251	\$ 294,006
February	271,922	259,711	260,707	258,033	260,393	266,208
March	312,449	284,347	295,583	287,435	270,023	304,564
April	320,504	291,390	288,819	294,541	290,810	327,239
May	390,851	353,492	359,929	360,263	340,284	366,090
June	362,784	369,694	356,157	396,703	356,222	370,136
July	406,984	386,768	387,761	384,874	387,670	406,355
August	402,160	377,153	416,855	374,215	340,390	337,323
September	347,318	358,098	367,288	364,930	342,075	329,748
October	-	320,305	348,507	320,341	292,066	332,607
November	-	324,683	360,918	315,225	297,905	310,290
December	-	407,670	435,391	392,734	394,885	375,740
Total	\$ 3,106,899	\$ 3,991,463	\$ 4,127,252	\$ 4,010,162	\$ 3,836,975	4,020,305

YTD Sales compared to 3 Year Avg	\$ 168,093
YTD Sales compared to 2024 Sales	\$ 124,462

YTD Sales compared to 3 Year Avg	105.72%
YTD Sales compared to 2024 Sales	104.17%

Expenses by Month and Year-to-Date

Month	2025 Expenses	3 Year Avg Expenses	2024 Expenses	2023 Expenses	2022 Expenses	2021 Expenses
January	267,093	\$ 246,181	175,638	255,794	307,113	293,718
February	262,001	279,673	331,652	272,608	234,760	282,744
March	281,533	334,265	324,884	326,195	351,716	382,787
April	306,612	303,311	287,748	309,284	312,900	317,321
May	382,917	358,198	389,397	327,960	357,236	325,980
June	294,551	327,872	275,479	306,429	401,707	361,741
July	304,131	353,050	378,477	364,310	316,364	365,403
August	381,999	354,394	365,253	364,211	333,718	338,110
September	296,754	327,614	346,710	330,720	305,413	329,361
October	-	272,960	237,750	306,036	275,092	279,299
November	-	366,419	378,443	378,576	342,238	279,323
December	-	482,953	660,224	487,602	301,033	392,250
Total	\$ 2,777,591	\$ 4,006,889	\$ 4,151,654	\$ 4,029,724	\$ 3,839,288	3,948,037

YTD Expenses compared to 3 Year Avg	\$ (106,966)
YTD Expenses compared to 2024 Exps	\$ (97,646)

YTD Expenses compared to 3 Year Avg	96.29%
YTD Expenses compared to 2024 Exps	96.60%

	2025	3 Year Avg	2024	2023	2022	2021
YTD Net Income (Before Transfers)	\$ 329,308	\$ 76,093	\$ 55,598	\$ 80,438	\$ 92,243	\$ 172,269
Net Income Percentage	10.60%	1.92%	1.35%	2.01%	2.40%	4.28%

Gross Margin **NOTE:** Gross Margin measures the revenue generated less the cost of the items sold

Monthly Report for Liquor Store - Council Report

September 2025

Percent of Year: 75.00%

	2025 Annual Budget	Actual 2025 YTD	Actual East	Actual West
Sales	\$ 4,259,583	\$ 3,101,367	\$ 2,207,732	\$ 893,635
Cost of Sales	3,106,843	2,199,847	1,582,300	617,547
Gross Margin	\$ 1,152,740 27.1%	\$ 901,520 29.1%	\$ 625,432 28.3%	\$ 276,088 30.9%

	2025 Annual Budget	Actual 2025 YTD	East Actual	West Actual
Gross Margin by Category - Budget vs Actual				
Liquor	\$ 418,468	\$ 325,155	\$ 229,230	\$ 95,925
Beer	556,299	387,774	280,944	106,829
Wine	123,638	117,642	62,772	54,870
Non-Alcoholic	37,335	38,511	31,048	7,463
THC	17,000	32,438	21,436	11,002
Other	-	-	-	-
	<u>\$ 1,152,740</u>	<u>\$ 901,520</u>	<u>\$ 625,432</u>	<u>\$ 276,088</u>

2025 Sales By Category

Month	Total	Liquor	Beer	Wine	THC	Non-Alcoholic
January	291,017	108,447	134,588	29,854	8,527	9,601
February	270,498	102,744	122,439	29,206	7,886	8,224
March	311,711	115,750	145,909	32,016	8,543	9,492
April	319,634	117,478	151,667	31,388	9,222	9,879
May	389,862	143,857	191,703	31,187	9,203	13,912
June	362,853	131,376	179,666	29,633	8,187	13,992
July	406,984	145,869	203,349	30,037	10,836	16,893
August	402,160	149,728	191,844	33,503	11,339	15,745
September	346,718	131,695	164,430	29,057	8,428	13,108
October	-					
November	-					
December	-					
Total	<u>3,101,437</u>	<u>1,146,944</u>	<u>1,485,596</u>	<u>275,880</u>	<u>82,171</u>	<u>110,846</u>

2025 Cost of Goods Sold By Category

Month	Total	Liquor	Beer	Wine	THC	Non-Alcoholic
January	189,931	98,706	65,812	14,628	6,730	4,055
February	197,271	70,807	92,673	22,267	5,747	5,776
March	215,775	88,594	91,132	23,825	4,551	7,672
April	248,250	94,221	127,565	14,754	5,188	6,523
May	302,502	112,929	148,341	25,240	5,761	10,231
June	243,217	86,363	138,001	7,370	3,131	8,352
July	250,491	80,559	137,287	18,564	4,993	9,089
August	307,288	102,590	168,665	16,725	8,494	10,814
September	245,121	87,019	128,277	14,864	5,138	9,824
October	-					
November	-					
December	-					
Total	<u>2,199,847</u>	<u>821,788</u>	<u>1,097,752</u>	<u>158,238</u>	<u>49,733</u>	<u>72,335</u>

Monthly Report for Liquor Store - Council Report

September 2025

Percent of Year: 75.00%

2024 Sales to Cost of Goods Sold Comparison

2024 Sales By Category

Month	Total	Liquor	Beer	Wine	THC	Non-Alcoholic
January	249,162	96,471	116,344	27,809	-	8,539
February	260,303	99,256	121,438	30,641	-	8,968
March	295,369	111,612	140,575	33,741	-	9,440
April	287,961	105,719	143,013	28,776	-	10,454
May	359,716	128,807	184,939	32,723	-	13,247
June	356,247	127,840	182,522	32,263	-	13,622
July	387,751	132,338	208,092	31,690	-	15,631
August	416,555	142,184	221,495	36,758	909	15,209
September	367,288	127,223	188,095	34,381	4,368	13,221
October	348,482	128,231	167,580	35,655	5,341	11,675
November	360,318	133,546	163,115	47,104	5,691	10,861
December	421,538	166,694	178,546	56,103	8,411	11,784
Total	4,110,689	1,499,920	2,015,754	427,645	24,720	142,651

2024 Cost of Goods Sold By Category

Month	Total	Liquor	Beer	Wine	THC	Non-Alcoholic
January	98,488	54,374	39,284	3,003	-	1,826
February	257,805	102,021	116,719	29,676	-	9,389
March	232,041	99,025	98,637	25,000	-	9,379
April	222,083	77,625	113,174	22,005	-	9,280
May	310,782	105,537	152,552	38,043	-	14,650
June	206,602	69,342	112,660	11,939	-	12,660
July	302,657	87,152	175,558	28,314	-	11,633
August	278,520	93,741	156,504	18,515	-	9,760
September	280,341	100,389	141,435	21,712	6,959	9,845
October	177,997	46,801	103,408	18,209	3,421	6,158
November	298,206	94,454	151,680	38,439	3,429	10,205
December	311,851	92,170	183,084	31,170	(340)	5,767
Total	2,977,372	1,022,631	1,544,694	286,026	13,470	110,552

City of North Branch

September 2025 Update

Percent of Year

0.75%

General Fund

	9/30/2025 Actual	9/30/2024 Actual	Current vs Prior Inc/(Dec)	Projected 2025	2025 Budget
Fund Balance - General Fund	\$ 5,333,430	\$ 5,369,812	\$ (36,382)		
Revenues:					
Taxes	\$ 3,417,271	\$ 2,940,327	\$ 476,944	\$ 6,152,620	\$ 6,246,315
Licenses & Permits	287,057	330,481	(43,424)	382,743	347,800
Intergovernmental	850,383	841,528	8,855	1,665,593	1,570,822
Charges for Services	110,369	119,056	(8,687)	122,632	104,300
Fines & Forfeits	20,940	20,021	919	23,267	17,000
Other Revenue	200,816	617,671	(416,855)	223,129	150,400
Other Financing Sources	14,701	8,600	6,101	334,901	315,300
Total Revenues	\$ 4,901,537	\$ 4,877,684	\$ 23,853	\$ 8,904,885	\$ 8,751,937
Expenditures:					
City Council	\$ 14,914	\$ 32,333	\$ (17,419)	30,000	\$ 32,382
City Administrator	166,501	61,238	105,263	220,755	261,168
City Clerk	54,096	102,836	(48,740)	74,463	132,406
Elections	-	10,415	(10,415)	-	-
Technology	406,599	-	406,599	480,000	481,100
Finance	264,321	241,808	22,513	371,009	404,753
City Attorney	67,094	107,410	(40,316)	91,000	50,000
City Engineer	24,107	23,449	658	37,500	40,000
Legislative	20,112	17,500	2,612	30,224	31,500
Planning & Zoning	67,956	83,602	(15,646)	111,130	153,239
City Facilities	99,066	175,176	(76,110)	139,720	172,189
Police	2,058,068	2,057,084	984	2,696,045	2,777,895
Fire	467,883	326,281	141,602	708,491	809,257
Building Inspection	256,610	250,757	5,853	334,813	352,169
Civil Defense	6,363	55,543	(49,180)	8,000	4,200
Animal Control	3,107	3,150	(43)	5,500	4,500
Street Lights	45,769	43,637	2,132	59,128	109,000
Public Works	2,064,579	975,897	1,088,682	3,164,364	3,176,340
Parks	160,999	262,124	(101,125)	309,929	382,074
Library	73,032	59,388	13,644	97,582	116,202
Non-Dept Exps	260,792	140,996	119,796	405,000	301,100
Total Expenditures	\$ 6,581,968	\$ 5,030,624	\$ 1,551,344	9,374,653	\$ 9,791,474
Net Postion increase/(decrease)	\$ (1,680,431)	\$ (152,940)	\$ (1,527,491)	\$ (469,768)	\$ (1,039,537)

EDA (201)

	9/30/2025 Actual	9/30/2024 Actual	Current vs Prior Inc/(Dec)	Projected 2025	2025 Budget
Fund Balance	\$ 215,421	\$ (50,526)	\$ 265,947		
Revenues:					
Taxes	\$ 306,928	\$ 301,479	5,449	554,593	\$ 561,045
Charges for Services	-	-	-	-	4,066
Other Revenue	33,648	3,000	30,648	66,000	3,600
Other Financing Sources	101,415	97,970	97,970	182,873	185,000
Total Revenues	\$ 441,991	\$ 402,449	\$ 134,067	\$ 803,465	\$ 753,711
Expenditures:					
Operating Expenditures	\$ 81,540	\$ 111,104	(29,563)	510,503	\$ 605,579
Total Expenditures	\$ 81,540	\$ 111,104	\$ (29,563)	\$ 510,503	\$ 605,579
Net Postion increase/(decrease)	\$ 360,451	\$ 291,345	\$ 163,631	\$ 292,962	\$ 148,132

Sewer Fund (602)

	9/30/2025 Actual	9/30/2024 Actual	Current vs Prior Inc/(Dec)	Projected 2025	2025 Budget
Fund Balance	\$ 14,101,651	\$ 12,051,829	\$ 2,049,822		
Revenues:					
Charges for Services	\$ 360,234	\$ 349,765	\$ 10,469	480,998	\$ 355,000
Utility Charges	1,382,021	1,152,821	229,200	1,841,920	1,803,000
Other Revenue	66,851	406	66,445	80,221	5,000
Other Financing Sources	-	-	-	-	-
Total Revenues	\$ 1,809,106	\$ 1,502,993	\$ 306,114	\$ 2,403,140	\$ 2,163,000
Expenditures:					
Sanitary Sewer	\$ 1,117,840	\$ 812,108	305,732	2,251,760	\$ 2,325,610
Total Expenditures	\$ 1,117,840	\$ 812,108	\$ 305,732	\$ 2,251,760	\$ 2,325,610
Net Postion increase/(decrease)	\$ 691,266	\$ 690,884	\$ 382	\$ 151,380	\$ (162,610)

Liquor Store Fund (609)

	9/30/2025 Actual	9/30/2024 Actual	Current vs Prior Inc/(Dec)	Projected 2025	2025 Budget
Fund Balance	\$ 523,504	\$ 547,907	\$ (24,403)		
Revenues:					
Liquor Store - East	\$ 2,207,732	\$ 2,122,510	\$ 85,222	\$ 2,935,785	\$ 3,013,672
Liquor Store - West	893,635	858,673	34,962	1,258,193	1,245,911
Cost of Liquor Sold - East	(1,582,300)	(1,570,508)	(11,792)	(2,128,444)	(2,258,504)
Cost of Liquor Sold - West	(617,547)	(618,810)	1,264	(880,735)	(848,339)
Other Revenue	5,533	1,254	4,279	7,799	9,600
Total Revenues	\$ 907,053	\$ 793,118	\$ 113,934	\$ 1,192,598	\$ 1,162,340
Operating Expenses:					
Liquor Store - East	\$ 358,992	\$ 391,679	(32,687)	\$ 579,945	\$ 763,666
Liquor Store - West	218,544	294,239	(75,695)	234,053	393,998
Total Operating Expenses	\$ 577,536	\$ 685,919	\$ (108,382)	\$ 813,998	\$ 1,157,664
Net Postion increase/(decrease)	\$ 329,516	\$ 107,199	\$ 222,317	\$ 378,600	\$ 4,676
Net Profit Percentage	10.61%	3.59%		9.01%	

Stormwater Fund (612)

	9/30/2025 Actual	9/30/2024 Actual	Current vs Prior Inc/(Dec)	Projected 2025	2025 Budget
Fund Balance	\$ 6,467,061	\$ 6,314,657	\$ 152,404		
Revenues:					
Utility Charges	\$ 426,824	\$ 377,821	49,003	453,148	\$ 475,500
Other Revenue	12,656	14	12,641	38,622	300
Other Financing Sources	-	-	-	-	-
Total Revenues	\$ 439,480	\$ 377,835	\$ 61,645	\$ 491,770	\$ 475,800
Expenditures:					
Storm Sewer	\$ 222,636	\$ 235,032	(12,396)	446,848	\$ 563,413
Total Expenditures	\$ 222,636	\$ 235,032	\$ (12,396)	\$ 446,848	\$ 563,413
Net Postion increase/(decrease)	\$ 216,843	\$ 142,803	\$ 74,040	\$ 44,922	\$ (87,613)

Water Fund (615)

	9/30/2025 Actual	9/30/2024 Actual	Current vs Prior Inc/(Dec)	Projected 2025	2025 Budget
Fund Balance	\$ 17,004,602	\$ 15,652,062	\$ 1,352,540		
Revenues:					
Charges for Services	\$ 292,180	\$ 537,607	\$ (245,427)	375,096	\$ 135,000
Water Charges	1,656,441	1,354,761	301,681	2,222,236	1,969,468
Other Revenue	59,338	34,599	24,739	135,158	50,000
Other Financing Sources	-	26,041	26,041	-	-
Total Revenues	\$ 2,007,959	\$ 1,953,007	\$ 107,034	\$ 2,732,491	\$ 2,154,468
Expenditures:					
Water	\$ 856,917	\$ 3,971,158	(3,114,241)	2,010,000	\$ 2,700,682
Total Expenditures	\$ 856,917	\$ 3,971,158	\$ (3,114,241)	\$ 2,010,000	\$ 2,700,682
Net Postion increase/(decrease)	\$ 1,151,042	\$ (2,018,151)	\$ 3,221,275	\$ 722,491	\$ (546,214)

Generation Fund (620)

	9/30/2025 Actual	9/30/2024 Actual	Current vs Prior Inc/(Dec)	Projected 2025	2025 Budget
Fund Balance	\$ 11,974,349	\$ 11,685,231	\$ 289,118		
Revenues:					
Charges for Services	\$ -	\$ 14,224	\$ (14,224)	-	\$ -
Utility Charges	270,000	271,057	(1,057)	360,000	360,000
Other Revenue	138,485	27,150	111,334	138,485	-
Other Financing Sources	-	-	-	-	-
Total Revenues	\$ 408,485	\$ 312,431	\$ 96,054	\$ 498,485	\$ 360,000
Expenditures:					
Generation	\$ 185,550	\$ 129,858	55,692	328,325	\$ 361,151
Total Expenditures	\$ 185,550	\$ 129,858	\$ 55,692	\$ 328,325	\$ 361,151
Net Postion increase/(decrease)	\$ 222,935	\$ 182,573	\$ 40,362	\$ 170,160	\$ (1,151)



Prepared By: Sharon Wright, Finance Director

Presenter: Sharon Wright, Finance Director

Date: 11/06/2025

Board & Commission: City Council

Subject: Consider approval of Resolution R-248-2025 Concerning Bond Reimbursement Regulations

Resolution R-248-2025 Establishing Procedures Relating to Compliance With Reimbursement Bond Regulations Under the Internal Revenue Code

There has been discussion with City Council to utilize bonds to purchase equipment that has become obsolete. This equipment includes:

Desc of Item	Dept	Life	Quantity	Cost
Squad Cars	Police	5	7	525,000
1/2 Ton 4WD Pickup	PW	10	1	60,000
3/4 Ton Pickup	WW Fund	10	1	180,000
Leaf Vacuum Unit	PW	15	1	300,000
3/4 Ton Cargo Van	PW	15	1	60,000
1 Ton Pickup	Water Fund	15	1	100,000
Mini-Excavator	Water Fund	15	1	140,000
Ladder Truck	Fire	20	1	1,000,000
Tanker Truck	Fire	20	1	565,000
1 Ton 4WD Plow	PW	20	2	160,000
Truck				
Plow Truck - Tandem	PW	20	3	1,050,000
Axle				
Front End Loader	PW	20	1	<u>300,000</u>
Total				<u>4,440,000</u>

The Resolution being presented, once approved, will allow the City to move forward with ordering the items on the list. The importance of this is due to the significant lead time required

on the larger equipment. Once the equipment is received, then the City can use the bond proceeds to reimburse itself for any purchases that were completed prior to the final bond sale.

Voting Requirements:

Voting Options Simple Majority

City of North Branch, Minnesota

\$4,745,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Sources & Uses

Dated 02/15/2026 | Delivered 02/15/2026

Sources Of Funds

Par Amount of Bonds	\$4,745,000.00
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Total Sources	\$4,745,000.00
----------------------	-----------------------

Uses Of Funds

Total Underwriter's Discount (1.200%)	56,940.00
---------------------------------------	-----------

Costs of Issuance	73,000.00
-------------------	-----------

Deposit to Capitalized Interest (CIF) Fund	170,772.63
--	------------

Deposit to Project Construction Fund	4,440,000.00
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Rounding Amount	4,287.37
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Total Uses	\$4,745,000.00
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City of North Branch, Minnesota

\$4,745,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Net New D/S	Fiscal Total
02/15/2026	-	-	-	-	-	-	-
08/01/2026	-	-	-	-	-	-	-
02/01/2027	-	-	170,772.63	170,772.63	(170,772.63)	-	-
08/01/2027	-	-	88,841.25	88,841.25	-	88,841.25	-
02/01/2028	85,000.00	3.050%	88,841.25	173,841.25	-	173,841.25	262,682.50
08/01/2028	-	-	87,545.00	87,545.00	-	87,545.00	-
02/01/2029	130,000.00	3.000%	87,545.00	217,545.00	-	217,545.00	305,090.00
08/01/2029	-	-	85,595.00	85,595.00	-	85,595.00	-
02/01/2030	130,000.00	3.000%	85,595.00	215,595.00	-	215,595.00	301,190.00
08/01/2030	-	-	83,645.00	83,645.00	-	83,645.00	-
02/01/2031	140,000.00	3.000%	83,645.00	223,645.00	-	223,645.00	307,290.00
08/01/2031	-	-	81,545.00	81,545.00	-	81,545.00	-
02/01/2032	140,000.00	3.050%	81,545.00	221,545.00	-	221,545.00	303,090.00
08/01/2032	-	-	79,410.00	79,410.00	-	79,410.00	-
02/01/2033	310,000.00	3.150%	79,410.00	389,410.00	-	389,410.00	468,820.00
08/01/2033	-	-	74,527.50	74,527.50	-	74,527.50	-
02/01/2034	320,000.00	3.300%	74,527.50	394,527.50	-	394,527.50	469,055.00
08/01/2034	-	-	69,247.50	69,247.50	-	69,247.50	-
02/01/2035	335,000.00	3.400%	69,247.50	404,247.50	-	404,247.50	473,495.00
08/01/2035	-	-	63,552.50	63,552.50	-	63,552.50	-
02/01/2036	345,000.00	3.550%	63,552.50	408,552.50	-	408,552.50	472,105.00
08/01/2036	-	-	57,428.75	57,428.75	-	57,428.75	-
02/01/2037	355,000.00	3.700%	57,428.75	412,428.75	-	412,428.75	469,857.50
08/01/2037	-	-	50,861.25	50,861.25	-	50,861.25	-
02/01/2038	370,000.00	3.900%	50,861.25	420,861.25	-	420,861.25	471,722.50
08/01/2038	-	-	43,646.25	43,646.25	-	43,646.25	-
02/01/2039	385,000.00	4.000%	43,646.25	428,646.25	-	428,646.25	472,292.50
08/01/2039	-	-	35,946.25	35,946.25	-	35,946.25	-
02/01/2040	400,000.00	4.100%	35,946.25	435,946.25	-	435,946.25	471,892.50
08/01/2040	-	-	27,746.25	27,746.25	-	27,746.25	-
02/01/2041	415,000.00	4.200%	27,746.25	442,746.25	-	442,746.25	470,492.50
08/01/2041	-	-	19,031.25	19,031.25	-	19,031.25	-
02/01/2042	435,000.00	4.250%	19,031.25	454,031.25	-	454,031.25	473,062.50
08/01/2042	-	-	9,787.50	9,787.50	-	9,787.50	-
02/01/2043	450,000.00	4.350%	9,787.50	459,787.50	-	459,787.50	469,575.00
Total	\$4,745,000.00	-	\$2,087,485.13	\$6,832,485.13	(170,772.63)	\$6,661,712.50	-

Significant Dates

Dated	2/15/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$53,415.47
Average Life	11.257 Years
Average Coupon	3.9080159%
Net Interest Cost (NIC)	4.0146142%
True Interest Cost (TIC)	4.0152332%
Bond Yield for Arbitrage Purposes	3.8794001%
All Inclusive Cost (AIC)	4.1925939%

IRS Form 8038

Net Interest Cost	3.9080159%
Weighted Average Maturity	11.257 Years

Series 2026A GO Equip Cer | SINGLE PURPOSE | 10/22/2025 | 11:59 AM



City of North Branch, Minnesota

\$4,745,000 General Obligation Equipment Certificates, Series 2026A

Assumes Current Market BQ AA Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	CIF	Existing D/S	Net New D/S	105% of Total
02/01/2027	-	-	170,772.63	170,772.63	(170,772.63)	205,200.00	205,200.00	215,460.00
02/01/2028	85,000.00	3.050%	177,682.50	262,682.50	-	206,500.00	469,182.50	492,641.63
02/01/2029	130,000.00	3.000%	175,090.00	305,090.00	-	167,700.00	472,790.00	496,429.50
02/01/2030	130,000.00	3.000%	171,190.00	301,190.00	-	169,600.00	470,790.00	494,329.50
02/01/2031	140,000.00	3.000%	167,290.00	307,290.00	-	166,400.00	473,690.00	497,374.50
02/01/2032	140,000.00	3.050%	163,090.00	303,090.00	-	163,200.00	466,290.00	489,604.50
02/01/2033	310,000.00	3.150%	158,820.00	468,820.00	-	-	468,820.00	492,261.00
02/01/2034	320,000.00	3.300%	149,055.00	469,055.00	-	-	469,055.00	492,507.75
02/01/2035	335,000.00	3.400%	138,495.00	473,495.00	-	-	473,495.00	497,169.75
02/01/2036	345,000.00	3.550%	127,105.00	472,105.00	-	-	472,105.00	495,710.25
02/01/2037	355,000.00	3.700%	114,857.50	469,857.50	-	-	469,857.50	493,350.38
02/01/2038	370,000.00	3.900%	101,722.50	471,722.50	-	-	471,722.50	495,308.63
02/01/2039	385,000.00	4.000%	87,292.50	472,292.50	-	-	472,292.50	495,907.13
02/01/2040	400,000.00	4.100%	71,892.50	471,892.50	-	-	471,892.50	495,487.13
02/01/2041	415,000.00	4.200%	55,492.50	470,492.50	-	-	470,492.50	494,017.13
02/01/2042	435,000.00	4.250%	38,062.50	473,062.50	-	-	473,062.50	496,715.63
02/01/2043	450,000.00	4.350%	19,575.00	469,575.00	-	-	469,575.00	493,053.75
Total	\$4,745,000.00	-	\$2,087,485.13	\$6,832,485.13	(170,772.63)	\$1,078,600.00	\$7,740,312.50	\$8,127,328.13

Significant Dates

Dated	2/15/2026
First Coupon Date	2/01/2027

Yield Statistics

Bond Year Dollars	\$53,415.47
Average Life	11.257 Years
Average Coupon	3.9080159%
Net Interest Cost (NIC)	4.0146142%
True Interest Cost (TIC)	4.0152332%
Bond Yield for Arbitrage Purposes	3.8794001%
All Inclusive Cost (AIC)	4.1925939%

STATE OF MINNESOTA
COUNTY OF CHISAGO
CITY OF NORTH BRANCH

CITY COUNCIL RESOLUTION NO. R-248-2025

**RESOLUTION ESTABLISHING PROCEDURES
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND
REGULATIONS UNDER THE INTERNAL REVENUE CODE**

BE IT RESOLVED by the City Council (the "Council") of the City of North Branch, Minnesota (the "City"), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of the City's bonds used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.

(b) The Regulations generally require that the City make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

(c) The City heretofore implemented procedures for compliance with the predecessor versions of the Regulations and desires to amend and supplement those procedures to ensure compliance with the Regulations.

(d) The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have declared an official intent (the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Council hereby authorizes the City Clerk to make the City's Declarations or to delegate from time

to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

(a) Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the City reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of Exhibit A which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

(b) Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

(c) Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City does not reasonably expect to issue reimbursement bonds to finance the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the City concerning the requirements of the Regulations and their application in particular circumstances.

(d) The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Declarations.

3. Reimbursement Allocations. The designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally written allocations that evidence the City's use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the City for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Adopted this ____ day of _____, 2025, by the City Council.

Kevin Schieber, Mayor

Attested:

Tonya Kostuch, City Clerk

EXHIBIT A

Declaration of Official Intent

The undersigned, being the duly appointed and acting City Clerk of the City of North Branch, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations, Section 1.150-2 (the "Regulations"), under the Internal Revenue Code of 1986, as amended, hereby states and certifies on behalf of the City as follows:

1. The undersigned has been and is on the date hereof duly authorized by the City Council to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City.

2. This Declaration relates to the following project, property or program (the "Project") and the costs thereof to be financed:

2026 Equipment Bond

Desc of Item	Dept	Bond/Lease	Life	Quantity	Cost
Squad Cars	Police	Bond	5	7	525,000
1/2 Ton 4WD Pickup	PW	Bond	10	1	60,000
3/4 Ton Pickup	WW Fund	Bond	10	1	180,000
Leaf Vacuum Unit	PW	Bond	15	1	300,000
3/4 Ton Cargo Van	PW	Bond	15	1	60,000
1 Ton Pickup	Water Fund	Bond	15	1	100,000
Mini-Excavator	Water Fund	Bond	15	1	140,000
Ladder Truck	Fire	Bond	20	1	1,000,000
Tanker Truck	Fire	Bond	20	1	565,000
1 Ton 4WD Plow Truck	PW	Bond	20	2	160,000
Plow Truck - Tandem Axle	PW	Bond	20	3	1,050,000
Front End Loader	PW	Bond	20	1	300,000
Total					4,440,000

3. The City reasonably expects to reimburse itself for the payment of certain costs of the Project out of the proceeds of a bond issue or similar borrowing (the "Bonds") to be issued by the City after the date of payment of such costs. As of the date hereof, the City reasonably expects

that \$4,440,000.00 is the maximum principal amount of the Bonds which will be issued to finance the Project.

4. Each expenditure to be reimbursed from the Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.

5. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

Date: _____, 2025

City Clerk

City of North Branch, Minnesota

CERTIFICATION

The undersigned, being the duly qualified and acting City Clerk of the City of North Branch, Minnesota, hereby certifies the following:

The foregoing is a true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City (the "Council") at a regular meeting of the Council held on _____, 2025. Said meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held. Council Member _____ moved the adoption of the Resolution, which motion was seconded by Council Member _____. A vote being taken on the motion, the following members of the Council voted in favor of the motion to adopt the Resolution:

and the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect and no action has been taken by the Council which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the City Clerk of the City of North Branch, Minnesota, this ____ day of _____, 2025.

City Clerk
City of North Branch, Minnesota

Leaf pickup services-Compost site hours

October 7, 2025

Topic: Leaf pickup service and compost site hours of availability

Submitted by: Mayor Kevin Schieber

Background: There has been a lot of feedback from residents over the past few weeks regarding dissatisfaction with the service cycle of the leaf pickup services, as well as the hours of operation for the compost site, with many people expressing views that the leaf pickup services start too early and end too early in the Autumn season. There were indeed many trees that had only dropped approximately half of their leaves by the last week that this service was scheduled. Although residents were frustrated that the service had ended, many expressed that they could bring them to the compost site, but that service too was scheduled to close down for the season. When staff leadership did a last minute review of the demand, a decision was made to extend the compost site hours for one more week, but only offered limited hours during the weekday, when many residents were working, so they could not take advantage of those hours offered. After additional consideration, staff leadership offered available hours for the weekend of October 8/9.

Discussion/possible actions: As mayor, I engaged with many residents who kept telling me the same things, such as:

- Can the city not extend the leaf pick service for another 1-2 weeks, while the leaves are still falling from the trees?
- Maybe the city should consider shifting the 4-week cycle back (start later in October) to better align with when the leaves actually fall off the trees.
- Why can't the city keep the compost site open on the weekends, deeper into November?
- "The change in weekend hours no longer works for me".
- If staffing is an issue for the compost site, can residents volunteer to help manage the site during open hours?
- Can the city install an access card reader and a camera, to allow residents to use the site when hours work better for them?

These are just a few of the comments, but I have attached several from various Facebook posts. From a city leadership standpoint, I feel we have underestimated the demand for these two services. When residents reached out for better answers, we either gave them poor ones, or we did not respond in a timely manner. In my opinion, the city broke the trust

of our residents by the way these concerns and inquiries were handled. I also recognize that the city did not have a full-time public works director during this time, and our city administrator, Matthew Hill, was doing his best to cover and work with the public works manager to keep things running as smoothly as possible. With all of this said, I am looking for feedback from staff leaders, as well as the council, on how we can make these services work much more effectively for our community next year, and beyond.

Resident comments- Compost site/Leaf pickup

Oct/Nov 2025



Carrie Fredstrom

Having the compost site officially closed Oct. 29 and no additional pick up hours is ridiculous! We pay well over 5K dollars in property taxes and have had very limited compost hours all summer. I see they added some additional compost hours, but for people who work during the day, full time, these hours do nothing. We have been picking up our leaves every weekend since the end of September and still have tons of leaves left. It's not like we waited to start picking them up. We had our leaves out for our pick up day last Monday and we now have another yard full. We at least expected to take them ourself to the compost site on the weekend. Additionally, I had to call the city, 3 of the 4 weeks because they didn't come by our street. Very poor service in my opinion. This needs to be fixed.



Alyssa Hall

We have so many we put out hoping it would extend! Bummed!



Tom Beltt

I don't understand why they start the leaf pickup so early in the season. I barely had any leaves on the ground during the first two weeks of pickup. If it's a question of not wanting to do it more than 4 weeks, then start it 2 weeks later. In my neighborhood there were virtually zero piles by the curb for the first two weeks. There were a lot last week and there's a lot again to be picked up tomorrow, but looking around the neighborhood, including in my yard, there are a lot of leaves still on the trees. I'm not certain another week this year will even be enough. I'd certainly rather have those first two weeks moved to the end of the pickup season. And finally, who the hell runs this city, the mayor and the council or the city administrator? IMHO it should be the former, not the latter. If it's the latter then this city surely has an effed up power structure.

3d [Like](#) [Reply](#) [Send message](#) [Hide](#)

7



Andrea Sinn

Another week would be great!

3d [Like](#) [Reply](#) [Send message](#) [Hide](#)



Author

Kevin Schieber North Branch Mayor

Andrea Sinn It would, but I just found out we will not be extending this service. This will be an agenda item at our next council meeting.

3d [Like](#) [Reply](#)



Andrea Sinn

Kevin Schieber North Branch Mayor I know every year's weather varies, but it seems as though it would be better to shift the pickup schedule one week later.



Reno Carbon Rising contributor

Let's go back to being open everyday of the week. The hours are terrible especially only 4 hrs on Sat & Sun! We pay enough in taxes put some cameras up to record the ones that do the illegal dumping. I will donate my time to review cameras if needed

2h [Like](#) [Reply](#) [Edited](#)

6



Sean Leopold Top contributor

Terrible hours, dates for what is needed. Any word on a extra pickup day? Where is the nearest place to dispose of leaves?

5h [Like](#) [Reply](#)



Joe Moos [Author](#)

I spoke with a public works employee today to by calling the number, he said it's closed for the season. 🧑

6h Like Reply



Merannda Chenevert · [Follow](#)

Joe Moos how did you get ahold of them on a Sunday?!

5h Like Reply



Joe Moos [Author](#)

Merannda Chenevert there's a number for on call public works. There was like 8 people waiting at 1pm for the site to open so I called and Kyle answered.



Joe Moos

6h · 🌐

...

Everyone going to the compost site today, I guess they actually closed the site for the year... even though the website says November 30th.

Even though there was a post about extended dates.

Great job city of North Branch. 🙌



Tom Beltt

🏆 All-star contributor · October 31 at 10:27 AM · 🌐

...

This just came through on my Facebook newsfeed. I don't know if this also means they will be extending the leaf pickup another week or not, but it appears [Kevin Schieber North Branch Mayor](#) is supportive of it. From what I can gather, city administration is not planning on doing so, at least not at this time despite many North Branch taxpayers asking them to do so. Stay tuned. Also, I find it curious, if not a bit annoying, that comments cannot be left on City Facebook posts. Do they not want citizen feedback?



Douglas T Edberg ★ Rising contributor

I always thought they started a week to early and never ran late enough.

9h Like Reply



Patricia Jeukens

Many trees still have a lot of leafs on them. I do not have a way to get them to the compost site. I know they extended it last year because still so many trees drop their leafs late.

2d Like Reply





Elizabeth McDonald Hoffmann

Thanks for extending the dates - but those dates dont work for people who work - future at least one day should be a weekend day.

2d Like Reply

2



Duane Hushka

Kevin if you remember correctly, I believe it was the last two or three years they had to extend a week due to the change in seasons and weather Etc. I wonder if they shouldn't just start a week later than the whole month of October because the first week of October I can't imagine they have a whole lot of leaves where the first week of November they sure would. Just my opinion Mayor

City Facebook page- public comment turned off

October 12, 2025

Topic: City Facebook page- public comment turned off

Submitted by: Mayor Kevin Schieber

Background: It has been noticed by residents, as well as me, that the city Facebook page no longer allows public comment. This option has changed sometime during the past year, as there was certainly an option in the past, as I have previously posted comments, and have now lost the ability as well.

Discussion/possible actions: I think it is critical to allow community members to be able to interact with city leadership via various social media platforms, such as Facebook. Although social media platforms are filled with pros and cons for how useful they are, it is at least a starting point of engagement between the community and the city. When government takes away the ability for people to share their opinions, it erodes trust in our leadership. I understand the city is taking steps to ensure we are adhering to all state public records laws. I am requesting feedback from staff leadership for how and when the city will be able to reinstate the ability for public comment on our Facebook page again.

Community Volunteerism

City Support

October 12, 2025

Topic: Community volunteerism- assisting with city tasks or projects

Submitted by: Mayor Kevin Schieber

Background: In the past year, some residents have offered to volunteer to assist the city with tasks or projects, to help save the city money, or to simply get a community project completed if it has been put on the back burner. While city leadership listened and there was expression of this being a possibility, the city has not acted on it.

Discussion/possible actions: The city often has projects or initiatives in which I think can be supported by some of our talented residents, such as:

- Sprucing up the warming house located at Elm St and Grand Ave (eye sore right now)
- Parks and trails needs
 - Weeding the trail cracks and walkway edges
 - Sealing asphalt cracks and other types of damage (Sunrise trail is crying for help, for example)
 - Lighting for some of our parks (dozens of football players at Roger Johnson Memorial Park, for example, keep practicing until it is too dark- safety hazard)
 - We have qualified residents who can trench/handle the higher labor part under the supervision of a master electrician.
 - Crossing Guard help for schools
 - Christmas tree light ceremony committee

We have many people who want to help the city, and creating a volunteering program is a great way for them to feel an even closer sense of community togetherness. This can also be a way to help save money by not having to contract some of these smaller projects/initiatives. I have provided just a few ideas, but I think there are lots of opportunities for our fellow residents to help out. I am looking for feedback from staff leadership and city council.

