

Regular City Council Meeting
Mountain Lake City Hall
Monday, March 1, 2021
6:30 p.m.
AGENDA

1. Meeting Called to Order *Additional information on agenda item is attached or at City Hall
2. Approval of Agenda and Consent Agenda
 - a. Bills: Checks #24686 – 24719 (1-3)
 - b. Payroll: Checks #65881 – 65895
 - c. Approve February 11 Utilities Commission Minutes (4-5)
 - d. Approve February 16 City Council Minutes (6-8)
3. Public – A total of ten (10) minutes is allotted for individuals to briefly discuss a topic of concern or provide comments to the Council.
4. Street Department Report – Daron Friesen, Street Superintendent (9)
 - a. Discussion/Action – Review Industrial Bucket Grapples (10-12)
5. Pre-Planning - Fire/Ambulance Hall
 - a. Discussion/Action – Review Geotechnical Services Quotes (13-24)
6. City Hall
 - a. Review – Interior Remodel Layout Plan (at meeting)
7. League of Minnesota Cities Insurance Trust
 - a. Discussion/Action – LMCIT Liability Coverage - Waiver Form (25)
 - b. Discussion/Action – LMCIT Workers' Compensation Premium Options (26)
8. City Attorney
9. City Administrator
10. Adjourn

Board of Appeal & Equalization Meeting – Monday, April 26, 2021 at 5:30PM - Virtual

CITY OF MOUNTAIN LAKE

02/25/21 8:41 AM

Page 1

***Check Detail Register©**

Batch: 2-16-21pay,3-1-21cks

*March 1, 2021
mtg
ck# 24686-24719*

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 United Prairie 10100					
24686	02/16/21	JEAN HABERMAN			
E 101-45171-430		Miscellaneous	\$483.51		ICE RINK EXPENSES
		Total	\$483.51		
24687	02/16/21	VERIZON WIRELESS			
E 101-42100-321		Telephone	\$41.75		PD PHONE #1
E 101-42100-321		Telephone	\$41.75		PD PHONE #2
E 231-42154-321		Telephone	\$46.75		AMB PHONE
E 101-42100-321		Telephone	\$35.01		PD TABLET #1
E 101-42100-321		Telephone	\$35.07		PD TABLET #2
		Total	\$200.33		
24688	02/16/21	FRONTIER COMMUNICATIONS			
E 101-43100-321		Telephone	\$87.00		ST DEPT INTERNET
		Total	\$87.00		
24699	03/01/21	BARCO MUNICIPAL PRODUCTS			
E 101-43100-226		Sign Repair Materials	\$228.12	IN-239592	SIGNS-ST DEPT
		Total	\$228.12		
24700	03/01/21	DENNIS HULZEBOS			
E 211-45500-400		Janitor-Repairs/Maint	\$345.00		MARCH MAINTENANCE AT LIBRARY
		Total	\$345.00		
24701	03/01/21	DUERKSEN ELECTRIC INC.			
E 101-45171-380		Elec,Water,Sewer	\$240.22	5475	INSTALL OUTLET AT ICE SKATING RINK
		Total	\$240.22		
24702	03/01/21	FRONTIER COMMUNICATIONS			
E 101-41400-321		Telephone	\$210.69		CITY HALL PHONE 427-2999
E 101-42100-321		Telephone	\$225.96		POLICE DEPT PHONE 427-3403
E 101-43100-321		Telephone	\$71.42		ST DEPT PHONE 427-2997
E 101-45186-321		Telephone	\$69.96		SR CTR PHONE 427-2151
E 205-46500-321		Telephone	\$37.50		EDA PORTION OF DSL & 427-2999
E 101-00000-430		Miscellaneous	\$114.71		UT PHONE
		Total	\$730.24		
24703	03/01/21	HANSON PLUMBING			
E 101-45186-401		Repairs/Maint Buildings	\$152.41	7713	VACUUM BREAKER FOR COMMUNITY CENTER
		Total	\$152.41		
24704	03/01/21	INDOFF INCORPORATED			
E 211-45500-200		Office Supplies	\$42.22		LIBRARY OFFICE SUPPLIES
		Total	\$42.22		
24705	03/01/21	KARI HANSON			
E 211-45500-434		Project Expense	\$301.17		CRAFT SUPPLIES FOR SUMMER READING
		Total	\$301.17		
24706	03/01/21	MEMSA			

CITY OF MOUNTAIN LAKE

02/25/21 8:41 AM

Page 2

***Check Detail Register©**

Batch: 2-16-21pay,3-1-21cks

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 231-42154-433		Dues and Subscriptions	\$250.00		AMBULANCE MEMBERSHIP RENEWAL
		Total	\$250.00		
24707	03/01/21	MIDSTATES			
E 101-43100-404		Repairs/Maint Machinery/	\$200.50	221094	ST DEPT-GRACO KIT REPAIR DRAIN VALVE
		Total	\$200.50		
24708	03/01/21	MINNESOTA ENERGY RESOURCES COR			
E 101-45186-383		Gas Utilities	\$240.81		COMM CTR GAS-ACCT#0504742031
E 211-45500-383		Gas Utilities	\$189.16		LIBRARY GAS-ACCT#0502593301
E 101-43100-383		Gas Utilities	\$708.15		STREET GARAGE GAS-ACCT#0503270939
E 231-42154-383		Gas Utilities	\$160.32		AMB PORTION OF FIREHALL GAS
E 221-42200-383		Gas Utilities	\$325.49		FIRE DEPT PORTION FIREHALL GAS
E 101-41400-383		Gas Utilities	\$346.82		CITY HALL GAS-ACCT#0505387558
		Total	\$1,970.75		
24709	03/01/21	MINNESOTA LIFE INSURANCE CO			
E 101-42100-135		Employer Paid Other	\$1.70		MARCH BRIAN LUNZ LIFE INSURANCE
E 101-42100-134		Employer Paid Life	\$6.80		MARCH LIFE INS-POLICE DEPT (4)
E 211-45500-134		Employer Paid Life	\$1.70		MARCH LIFE INS-LIBRARY
E 101-43100-134		Employer Paid Life	\$3.06		MARCH LIFE INS-ST DEPT
E 101-41400-134		Employer Paid Life	\$3.40		MARCH LIFE INS-OFFICE
E 101-45200-134		Employer Paid Life	\$1.02		MARCH LIFE INS-PARKS DEPT
E 101-46200-134		Employer Paid Life	\$1.02		MARCH LIFE INS-CEMETERY
E 205-46500-134		Employer Paid Life	\$3.40		MARCH LIFE INS-EDA ROB & TABITHA
G 101-21706		Hospitalization/Medical In	\$40.10		MARCH LIFE INS-ROB ANDERSON
G 101-21706		Hospitalization/Medical In	\$17.30		MARCH LIFE INS-DARON FRIESEN
G 101-21706		Hospitalization/Medical In	\$20.00		MARCH LIFE INS-STEVE PETERS
E 101-42100-134		Employer Paid Life	(\$1.70)		JON BECK JAN LIFE INS
E 211-45500-134		Employer Paid Life	(\$1.70)		CAROL L. JAN LIFE INS
		Total	\$96.10		
24710	03/01/21	MOUNTAIN LAKE UTILITIES			
E 101-45200-380		Elec,Water,Sewer	\$105.67		LAWCON PARK LIGHT
E 101-41400-380		Elec,Water,Sewer	\$323.21		CITY HALL UT
E 101-45200-380		Elec,Water,Sewer	\$171.84		CITY PARK RESTROOMS UT
E 101-45186-380		Elec,Water,Sewer	\$318.10		SR CTR UT
E 101-43100-380		Elec,Water,Sewer	\$270.27		ST DEPT UT
E 221-42200-380		Elec,Water,Sewer	\$160.78		FIRE DEPT PORTION OF FIREHALL UT
E 231-42154-380		Elec,Water,Sewer	\$79.19		AMB PORTION OF FIREHALL UT
E 211-45500-380		Elec,Water,Sewer	\$394.95		LIBRARY UT
E 101-45183-380		Elec,Water,Sewer	\$5.60		UT AT CAMPGROUND
E 101-45200-380		Elec,Water,Sewer	\$28.21		UT AT CITY PARK SHELTERHOUSE
E 101-45171-380		Elec,Water,Sewer	\$1,226.76		UT AT SKATING RINK
		Total	\$3,084.58		
24711	03/01/21	MOUNTAIN LAKE UTILITIES			
E 101-43160-381		Electric Utilities	\$4,000.38		JANUARY STREET LIGHTING
		Total	\$4,000.38		

CITY OF MOUNTAIN LAKE

***Check Detail Register©**

Batch: 2-16-21pay,3-1-21cks

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
24712	03/01/21	MUSKE, SUHRHOFF & PIDDE			
G 101-15506		PREPAID-LEGAL FEES	\$1,400.00		MARCH RETAINER
		Total	\$1,400.00		
24713	03/01/21	NATIONAL GEOGRAPHIC KIDS			
E 211-45500-591		Periodicals	\$40.00		LIBRARY PERIODICALS
		Total	\$40.00		
24714	03/01/21	NATIONAL GEOGRAPHIC LITTLE KID			
E 211-45500-591		Periodicals	\$30.00		LIBRARY PERIODICALS
		Total	\$30.00		
24715	03/01/21	PETERSON DRUG & GIFTS			
E 231-42154-210		Operating Supplies	\$159.99	1/20/21	TEST STRIPS-AMB
E 101-42100-430		Miscellaneous	\$5.77	1/27/21	HAND SANITZER-PD
		Total	\$165.76		
24716	03/01/21	PETERSON DRUG & GIFTS			
E 211-45500-200		Office Supplies	\$43.80		LIBRARY OFFICE SUPPLIES
		Total	\$43.80		
24717	03/01/21	SOUTH CENTRAL COLLEGE			
E 231-42154-308		Training & Instruction	\$5,067.69		EMT CLASS--R. CURRY, ROCIO GARNICA,MARITZA LOPEZ
		Total	\$5,067.69		
24718	03/01/21	TASTE OF HOME			
E 211-45500-590		Capital Outlay Books	\$34.18		LIBRARY BOOKS
		Total	\$34.18		
24719	03/01/21	WILLIAM POHLMAN			
E 101-42100-205		Uniforms	\$176.59		UNIFORMS-HANDCUFFS & CASE
E 101-42100-308		Training & Instruction	\$695.00		ALICE TRAINING
		Total	\$871.59		
		10100 United Prairie 10100	\$20,065.55		

Fund Summary

10100 United Prairie 10100	
101 GENERAL FUND	\$12,353.96
205 ECONOMIC DEVELOPMENT AUTHORITY	\$40.90
211 LIBRARY FUND	\$1,420.48
221 FIRE DEPT FUND	\$486.27
231 AMBULANCE FUND	\$5,763.94
	<u>\$20,065.55</u>

Mountain Lake Municipal Utilities Commission Meeting
Mountain Lake City Hall
Thursday, February 11, 2021
7 AM

Members On-Call: Mark Langland, Sue Garloff, Todd Johnson, Council Liaison Dean Janzen, David Savage

Members Absent: One Vacancy

Staff On-Call: Michael Schulte, Administrator/Clerk; Lynda Cowell, Utilities Office Manager; David Watkins, Electric Lineman; Lane Anderson, Electric Lineman; Taylor Nesmoe, Water/Wastewater Foreman; Scott Pankratz, Water/Wastewater Operator

Others Present: None

Call to Order

The meeting was called to order at 7:00 a.m.

Approval of Agenda, Minutes, and Bills

Motion by Johnson, seconded by Garloff, to approve the agenda, the January 21 Minutes, and Bills #20552 - 20603. Motion carried 4 – 0.

Electric Department

The department replaced an electric heater on one of the CAT engines, working on building a new trailer for the ditch witch to be able to move around the city quicker, and working on various forms and paperwork. A transformer was replaced by the new four-plex as it was overloaded.

Water/Wastewater Department

A water main break was detected and fixed on 10th Street near the cemetery. Nickel Construction had to assist with their jackhammer to remove the blacktop and get through the frost. Service work is being done on the jetter. A floor coating estimate for the water plant should arrive by next week. The department is working with John Graupman on a SCADA system to have remote access to the water and wastewater treatment plant. Having the system should eliminate call-outs if fixes can be made remotely. The system was supposed to be included in the water treatment plant project and then the wastewater treatment project and is now being added to the current project cost.

Mountain Lake Municipal Utilities Commission Cogeneration and Small Power Production Rate Schedule, Policy Regarding Distributed Energy Resource and Net Metering, Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities, & Cogeneration and Small Power Production Tariff

The average retail utility energy rate calculations use the average of 2020 data for residential, commercial, large commercial, and rural data. The formula then produces the cost per kWh for each class in which the utility is required to pay for any interconnections to the utility's system. Currently there is one commercial and one residential. The other policies are annually approved as are part of the Star Power Portal for any inquires to new interconnections. The rates and policies were discussed. Motion by Johnson, seconded by Savage, to approve the presented policies and rate schedule. Motion carried 4 – 0.

Dirt/Clay at Wastewater Ponds

At the last city council meeting, building a new fire/ambulance hall was discussed. There are a few potential sites of building new but may require fill and grading. If more fill is needed, there is an opportunity to use excess clay and dirt from the wastewater ponds project to haul to the potential site. John Graupman stated that a plan would need to be known by April so Mathiowetz Construction can adjust their grading plans. More information will be discussed at upcoming meetings.

CMPAS AMI Notes

Some notes from a recent virtual meeting of CMPAS board members was shared discussing AMI technology.

Information from Spiegel & McDiarmid

Information was shared discussing the potential future of energy with the Biden-Harris administration. Many changes from the Trump administration are expected with the expansion of renewable energy, investments in transmission, and other ways to decarbonize energy.

Thank-You from Chamber

A thank-you letter from the Mountain Lake Chamber was reviewed.

Approved February 25, 2021

Adjourn

The meeting was adjourned at 7:32 a.m.

ATTEST:

Michael Schulte, Administrator/Clerk

**City of Mountain Lake
Regular City Council Meeting
Mountain Lake City Hall – 930 Third Ave
Tuesday, February 16, 2021
6:30 p.m.**

Members Present: Dean Janzen, Dana Kass, Darla Kruser, Mike Nelson, Andrew Ysker

Members Absent: None

City Staff Present: Michael Schulte, City Administrator/Clerk; Maryellen Suhrhoff, City Attorney

Others Present: Doug Regehr, Rachel Yoder

Call to Order

The meeting was called to order by Mayor Nelson at 6:30 p.m.

Approval of Agenda & Consent Agenda

Motion by Kass, seconded by Kruser, to approve the agenda and consent agenda as presented.

Motion carried 5 – 0.

Bills: Checks #24636 – 24685, 712E – 715E

Payroll: Checks #65851 – 65880

Approve January 11 EDA Board Minutes

Approve January 11 Lake Commission Minutes

Approve January 12 Library Board Minutes, January Report, & January Expenditures

Approve January 21 Utilities Commission Minutes

Approve February 1 City Council Minutes

Public

No one spoke during this portion of the meeting.

Fire/Ambulance Hall

The administrator had a conference call with John Graupman and Owen Todd of Bolton & Menk regarding potential building sites and possibly using excess dirt and clay from the wastewater ponds projects to fill in or level two potential building sites. Todd recommended two companies to request a quote for soil boring testing to ensure the ground was proper for constructing. Requests were sent asking to have a quote submitted by the end of February. The administrator asked if 2 soil testing samples should be done at all three sites, two sites, or just on one. The

three sites include the lot next to the former Lohrenz building, north of the new substation, or a lot in Jenny's subdivision. Direction was given to see what the cost would be and the difference between doing one to three sets. Graupman stated if clay and dirt were desired to move to a potential lot that Mathiowetz would need to know by April so they can haul the dirt instead of shaping it on-site. Mayor Nelson provided an update from the last EDA Board meeting. The EDA board is open to the idea of utilizing a lot for a fire/ambulance hall but the specific details were not decided upon yet. A sample request for proposals and information on USDA financing were reviewed. Direction was given to work with the building committee on formulating a request for proposals for architecture/engineering designs.

City Attorney

Various public nuisances and updates from the attorney were discussed.

Federal Recreational Trail Grant Application

Members of the Lake Commission have worked on a federal recreational trail program application to apply for funds to construct a new boardwalk on the west side of the lake. Due to flooding and old age, the current bridge has been swept away in the past with flooding waters and has been damaged. The Lake Commission desires to submit the presented application along with additional pictures and letters of support. The grant will provide 75% of the needed funds with a matching portion of 25% needed by the city or with donated funds. The grant application was sent in 2019 but the application was not awarded. The intent is to continue to apply if not awarded this round. The administrator asked if the council wanted to contribute more than the 25% minimum match to help increase the chances of being awarded. Discussion ensued on how much to contribute if the grant is awarded. Motion by Janzen, seconded by Ysker, to contribute \$64,625 as a local match if the grant application is awarded. Motion carried 5 – 0. Funds potentially could be budgeted for 2022, used from the Lake Commission fund, or from the general fund.

Resolution #3-21 Supporting Boardwalk Grant Application

It was discussed to check in-line skating as a secondary use to the application and update the dollar amount from the previous motion. Motion by Kruser, seconded by Kass, to approve Resolution #3-21 with the changes to the application. Motion carried 5 – 0.

Resolution #4-21 Supporting LGA

The Coalition of Greater Minnesota Cities is requesting cities to pass a resolution to support LGA in the upcoming state budget to ensure LGA is funded on-time and in-full. Motion by Kruser, seconded by Kass, to approve Resolution #4-21. Motion carried 5 – 0.

Adjourn

The meeting was adjourned at 7:36 p.m.

ATTEST:

Michael Schulte, Administrator/Clerk

FEBRUARY Street Dept Report

- Build 12 Picnic Tables
- Put EDA Cabinets in Street Shop
- Open @ Close 2 Graves
- Help With Water Main Break 10th St N
- Snow Removal (2-4) (2-17) (2-21)
- Clean Side walks, Haul Snow
- Maint Paint Strippers, Replace Pump Valve
- New Battery @ Brake Switch #4
- Grapple Bucket BIOS
- Clean Shop
- Clean Trucks @ Eq @ Garage

Michael Schulte

From: dfriesen@mountainlakemn.com
Sent: Thursday, February 25, 2021 8:33 AM
To: 'Michael Schulte'
Subject: FW: Grapple Bucket Quotes
Attachments: Erskine Bucket.PNG; Erskine Bucket Specs.PNG; Virnig Bucket Specs.PNG; Virnig Bucket.PNG; Berlon Bucket Specs.PNG; Berlon Bucket.PNG

From: Karau, Andrew <AKarau@rdoequipment.com>
Sent: Wednesday, February 24, 2021 4:44 PM
To: dfriesen@mountainlakemn.com
Subject: Grapple Bucket Quotes

Darin,

See Attached Attachments, showing Specs for Each Brand and an Image of design.

Note bucket width shows outside to outside is 68" and Inside to Inside 66". Prices are shipping included, and I deliver to you.

Erskine Bucket 66" is \$3675

Berlon Bucket 66" is \$3400

Virnig Bucket 66" is \$3975

To go to a 72" Bucket its around \$120-\$150 More for all brands.

Virnig does offer a HD version of the 72" Bucket with extra support if there is a concern.

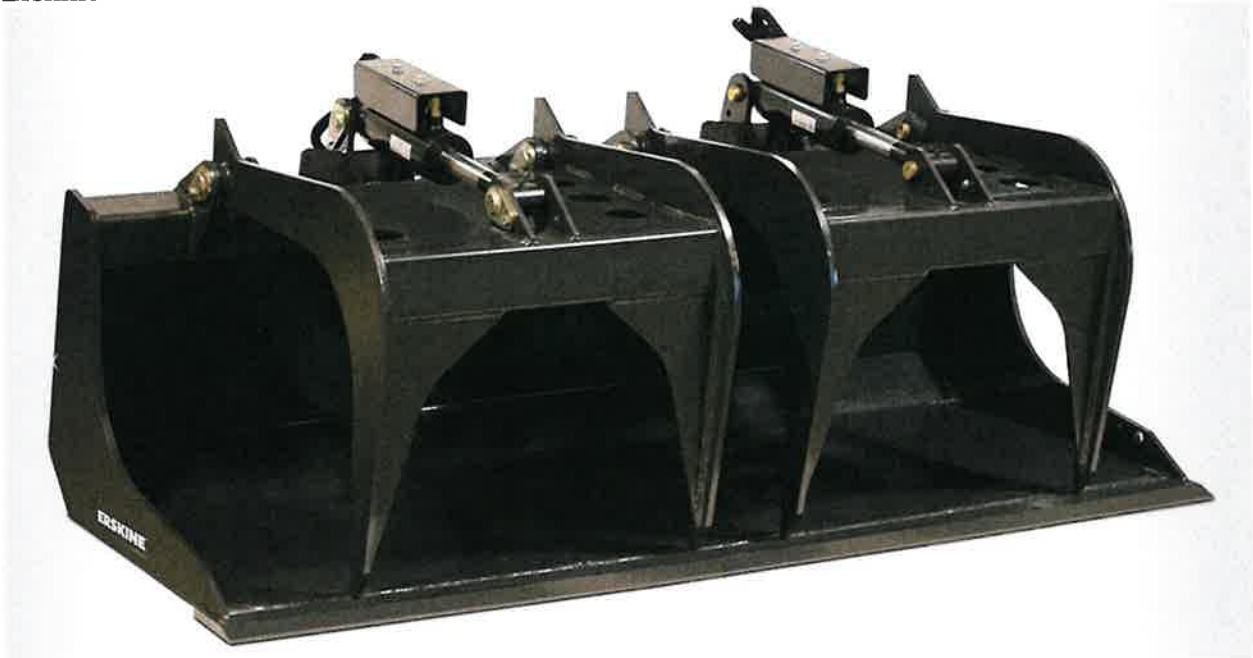
	Andrew Karau Customer Service Representative akarau@rdoequipment.com 12500 DuPont Ave S Burnsville, MN 55337
	HITACHI C: 507-720-2498 P: 507-890-8880 F: 952-890-7046 www.rdoequipment.com

Berlon

AUGERS/RENCHERS



Erskine



Virmig

REQUEST A QUOTE

FIND A DEALER



V60 SCRAP GRAPPLE

Two-cylinder independent grapple with 1/4" Grade 50 steel solid bottom scoops up bulky material.

- EXTRA BRACE PLATE Welded inside of bucket for added strength.
- Four 1/2" thick vertical braces inside bucket for added strength.
- NitroSteel[®] cylinder rods and Teflon[®] coated bushings on all pivots.
- 3/4" x 6" weld-on edge with holes to accept optional edges.
- Standard with Cylinder Guards.



Bobcat

Product Quotation

Quotation Number: HMM-25303

Date: 2021-02-15 09:44:22

Customer Name/Address:	Bobcat Delivering Dealer	ORDER TO BE PLACED WITH: Contract Holder/Manufacturer
CITY OF MOUNTAIN LAKE	GDF Enterprises Inc, Windom, MN 1815 1ST AVE N	Clark Equipment Co dba Bobcat Company
MOUNTAIN LAKE, MN 56159	P.O. BOX 101 WINDOM MN 56101-0101 Phone: (507) 831-5342 Fax: (507) 831-2601	250 E Beaton Dr, PO Box 6000 West Fargo, ND 58078 Phone: 701-241-8719 Fax: 855-608-0681 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
74" Industrial Bucket Grapple	7168290	1	\$2,949.56	\$2,949.56

Total of Items Quoted	\$2,949.56
Dealer Assembly Charges	\$0.00
Quote Total - US dollars	\$2,949.56

Notes:

- *Prices per the MN Loader Contract*
- *Terms Net 30 Days. Credit cards accepted.*
- *FOB Destination within the 48 Contiguous States.*
- *Delivery: 60 to 90 days from ARO.*

**State Sales Taxes apply. Must include a Tax Exempt Certificate with order placed.*

**TID# 38-0425350*

**Orders Must be Placed With: Clark Equipment dba Bobcat Company, Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078.*

ORDER ACCEPTED BY:

SIGNATURE

DATED

PRINT NAME AND TITLE

PURCHASE ORDER #

SHIP TO ADDRESS: _____

BILL TO ADDRESS (if different than Ship To): _____





- CONSULTANTS
- ENVIRONMENTAL
 - GEOTECHNICAL
 - MATERIALS
 - FORENSICS

February 22, 2021

Mr. Michael Schulte
City of Mountain Lake
930 Third Avenue – Drawer C
Mountain Lake, MN 56159
mschulte@mountainlakemn.com

RE: Proposal for Geotechnical Services
Proposed Fire Hall & Ambulance Facility
Mountain Lake, Minnesota
AET #08-20960

Dear Mr. Schulte:

American Engineering Testing, Inc. is pleased to submit a proposal for this project. In this proposal, we present our understanding of the project, an outline of the scope of services we are to provide, a fee schedule, and an estimate of charges for our services.

Purpose

The purpose of this geotechnical work is to explore the subsurface conditions at three (3) potential sites, and based on our characterization of the obtained data, prepare one factual report discussing the soil boring information. After selection of one of the sites for the Fire Hall/Ambulance Facility construction, we would perform additional soil borings and prepare a detailed geotechnical engineering report presenting comments and recommendations to assist you and your design team in planning and construction.

Project Information

We understand that you are planning to construct a one-story, slab-on-grade fire hall and ambulance facility, with overall dimensions of approximately 10,000 to 12,000 square feet. You plan on constructing the building at one of three potential sites. Site 1 is north of the City's substation east of County Road 1, between 1st and 2nd Avenue. Site 2 is an empty lot on the northwest corner of Stuart Avenue and County Road 1. Site 3 is a lot between 9th Street North and 10th Street North and 1st and 2nd Avenue. We do not have any specific structural loading information; we assume light to moderate loads for a structure of this type.

Scope of Services

Field Exploration

As requested by you, our subsurface exploration program will consist of the following:

- Perform six (6) initial standard penetration test borings (ASTM: D1586) to a depth of 12 feet, two (2) at each of the proposed three sites.
- After final site selection, perform an additional six (6) standard penetration test borings (ASTM:D1586) on the selected project site to a depth of 11 to 21 feet each.

1730 1st Avenue

Mankato, MN 56001

Phone 507-387-2222 Toll Free 800-972-6364 Fax 651-659-1379 www.amengtest.com AA/EEO

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- Seal the boreholes per Minnesota Department of Health requirements.
- Obtain surface elevations at each boring location based on provided/assumed benchmarks.

We understand the soil boring locations will be staked by City of Mountain Lake personnel prior to completion of the Gopher One Call. We have not had an opportunity to observe the project site; we assume that the proposed boring locations will be accessible to our truck mounted equipment. We have not included snow plowing fees in our proposal.

We will backfill the boreholes to comply with the Minnesota Department of Health Regulations. Even after backfilling, some sloughing of the backfill may occur, resulting in a potential tripping hazard to pedestrians. We assume that the property owner will backfill and repair any boreholes that may slough after our exploration is complete. AET cannot accept any liability associated with pedestrian injury. Accessing the boring locations may leave ruts in the ground. We assume that the property owner will perform any site restoration work. We have not included a fee for site restoration in our cost estimate.

Underground Utilities

Before we drill, we will contact Gopher State One Call to locate public underground utilities. Gopher State One Call does not currently charge for this service, but they will not locate private underground utilities or structures. Examples of private utilities include, but are not limited to, propane lines, sewer laterals, storm sewer, sprinkler systems, site lighting, and electric and data lines between buildings. **The property owner is responsible for locating all private underground utilities and structures.** Please provide us with any maps, plans and records showing the location of all private utilities and structures.

We can provide you with names and contact information for private utility locators. These companies usually charge a fee for their services. Also, please note that private locators cannot guarantee that all private utilities will be located. For the private locator to be accurate and effective, the property owner must provide maps, plans and records showing the location of all private utilities and structures. The property owner must also provide a knowledgeable site representative to meet with the private locator and AET personnel.

AET shall be entitled to rely upon the accuracy of all location information supplied by any source. We will not be responsible for any damages to underground utilities or structures not located or incorrectly identified by the property owner, any maps, plans or records, or public or private utility locator providers.

Laboratory Testing

Our services will include index laboratory testing of selected soil samples to aid in judging engineering properties of the soils. In this proposal, we have budgeted \$400 for the initial geotechnical laboratory testing, and \$700 for the final laboratory testing scope. If conditions are encountered which indicate the laboratory program should be expanded for proper evaluation, we will review the recommended tests and associated cost with you prior to proceeding.

Engineering Report

Upon completion of the initial drilling and laboratory work, one (1) factual report will be prepared and submitted. This report will include logs of the test borings, the laboratory test results, and a review of engineering properties of the soils at each of the sites.

After final site selection and completion of the final soil boring drilling and laboratory work, we will prepare a full geotechnical report describing the subsurface conditions encountered at the selected site and present

our foundation recommendations for the fire hall/ambulance building. The report will also discuss earthwork recommendations. The report would include geotechnical engineering opinions and recommendations regarding the following:

- Grading procedures to prepare the building area for structural support, including comments on the suitability of the on-site soils for reuse as fill.
- Foundation types and depths, including allowable soil bearing capacity and estimates of foundation settlement.
- Backfilling procedures, including material types and compaction requirements.
- Ground floor slab support, including recommendations on the need for a vapor or capillary water barrier.
- Basement/below grade wall backfilling procedures with drain tile recommendations and estimates of lateral earth pressures (if required).
- Preparation of the subgrade for pavements
- Pavement section thickness designs
- Comments on other items which may affect final performance or constructability, such as frost heave and drainage considerations.

Insurance

For the mutual protection of you and American Engineering Testing, we maintain both general and professional liability insurance. Certificates of such insurance can be provided at your request.

Project Direction

Services we perform on your project will be done under the direction of an experienced geotechnical engineer registered in the State of Minnesota.

Fees

The scope of work defined in this proposal will be performed on a time and materials basis in accordance with the attached schedule of fees. For the scope of work described above, the estimated cost will be as follows:

<u>Task(Initial Scope of Work)</u>	<u>Cost</u>
Mobilization/Demobilization	\$700.00
Clear Utilities	\$150.00
Soil Borings	\$1,400.00
Pavement Coring	\$0.00
MDH Sealing Notification	\$0.00
Laboratory Testing	\$400.00
Report and Project Management	\$1,000.00
TOTAL	\$3,650.00

<u>Task(Final Scope of Work)</u>	<u>Cost</u>
Mobilization/Demobilization	\$700.00
Clear Utilities	\$150.00
Soil Borings	\$1,750.00
Pavement Coring	\$0.00
MDH Sealing Notification	\$140.00
Laboratory Testing	\$700.00

Report and Project Management	\$1,300.00
TOTAL	\$4,740.00
TOTAL PROJECT COST	\$8,390.00

We would not exceed \$8,390.00 without prior authorization. If additional drilling is required for proper soil evaluation it would be charged at a unit rate of \$20/foot.

In the event the scope of our services needs to be revised due to unanticipated conditions or for proper evaluation, we will review such scope adjustments and the associated fees with you and receive your approval before proceeding.

Minnesota Department of Health Fees

Effective July 1, 2019, the Minnesota Department of Health (MDH) has changed the borehole sealing and notification requirements. For sites where borings are drilled to a depth of 15 feet or deeper, all licensed drilling companies are required by law to grout the boreholes upon completion. For borings 25 feet in depth or deeper all licensed drilling companies must submit written notification to the MDH prior to drilling along with a fee of \$75. Projects that span multiple properties will require multiple notifications. The MDH also requires that a Sealing Record be submitted to the MDH, with a copy to you, after the borings are completed. The above fee estimate for our geotechnical services includes the MDH fee for the proposed scope of drilling; however, because final boring depths can change, for example, due to possible unanticipated poor soil conditions, the final MDH fee (including an administrative charge of \$65 per notification) will be added, if necessary, to our final invoice to you.

The MDH Notification and Sealing Record requires the Property Owner name and mailing address (the Property Owner will also receive a copy of the Sealing Record). Please provide this information below.

Property Owner's name/company name:

Property Owner's mailing address:

Performance Schedule

Weather permitting; we anticipate drilling operations can begin within about three (3) to four (4) weeks after receiving authorization to proceed. Verbal results of the drilling activities can be obtained shortly after completion of the drilling. We anticipate the geotechnical reports can be prepared within about one (1) to two (2) weeks after completion of the field work. We are available to review special schedule needs with you.

Environmental Concerns

This proposal is presented for engineering services to evaluate the structural properties of the soil at the specified sites. This proposal does not cover environmental assessment of the sites or environmental testing of the soil or groundwater. If you wish to have us provide these additional services, please contact us.

City of Mountain Lake
Page 5 of 5
February 22, 2021
AET #08-20960

Terms and Conditions

All AET Services are provided subject to the Terms and Conditions set forth in the enclosed Service Agreement—Terms and Conditions, which, upon acceptance of this proposal, are binding upon you as the Client requesting Services, and your successors, assignees, joint venturers and third-party beneficiaries. Please be advised that additional insured status is granted upon acceptance of the proposal.

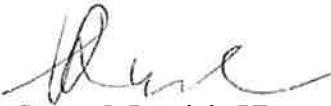
Acceptance

AET requests written acceptance of this proposal in the Proposal Acceptance box below, but the following actions shall constitute your acceptance of this proposal together with the Terms and Conditions and Amendments: 1) issuing an authorizing purchase order for any of the Services described above, 2) authorizing AET's presence on site or 3) written or electronic notification for AET to proceed with any of the Services described in this proposal. Please indicate your acceptance of this proposal by signing below and returning a copy to us. When you accept this proposal, you represent that you are authorized to accept on behalf of the Client.

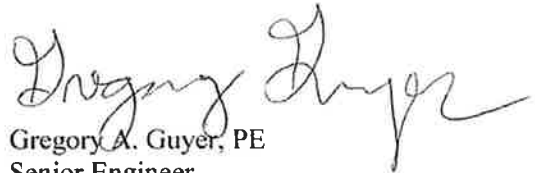
We have enclosed with this proposal a copy of the "Environmental/Geotechnical Service Agreement-Terms and Conditions." The terms contained in this attachment are incorporated herein and are an integral part of this contract for professional engineering services.

If you have any questions regarding our services, or need additional information, please do not hesitate to contact us.

Sincerely,
American Engineering Testing, Inc.



Steven J. Ruesink, PE
Manager-Mankato Office
Phone: 507-387-2222
Fax: 651-659-1379
Email: sruesink@amengtest.com



Gregory A. Guyer, PE
Senior Engineer

SJR/GAG/lmh
Attachments
Service Agreement (4 pages)

AET PROPOSAL No.: 08-20960	ACCEPTANCE AND AUTHORIZATION
Signature: _____	Date: _____
Typed/Printed Name: _____	
Email Address: _____	
Company _____	

February 24, 2021

Proposal QTB133661

Mr. Michael Schulte
City of Mountain Lake
930 Third Avenue, PO Box C
Mountain Lake, MN 56159
mschulte@mountainlakemn.com

Re: Proposal for a Geotechnical Evaluation
Mountain Lake Fire Hall and Ambulance Garage
Various Sites
Mountain Lake, Minnesota

Dear Mr. Schulte:

Braun Intertec Corporation appreciates the opportunity to submit this proposal to complete a geotechnical evaluation for the Mountain Lake Fire Hall and Ambulance Garage at the referenced site.

Project Information

Per the RFP provided by Mr. Michael Schulte with the City of Mountain Lake, dated February 5, 2021, we understand the proposed project will include the construction of an approximately 10,000 to 12,000 square-foot fire hall and ambulance garage structure. We understand the City is currently exploring three separate sites to construct the structure, as listed below:

- Site 1 – North of City’s substation, east of County Road 1, between 1st and 2nd Avenue
- Site 2 – Empty lot on northwest corner of Stuart Avenue and County Road 1
- Site 3 – Lot between 9th Street North and 10th Street North and 1st and 2nd Avenue

Purpose

The purpose of our geotechnical evaluation will be to characterize subsurface geologic conditions at selected boring locations, evaluate their impact on the project, and provide geotechnical recommendations for the design and construction of fire hall and ambulance garage. It should be noted that depending upon the final location of the buildings and the results of the 2 borings on each site, additional exploration may be necessary.

Scope of Services

We propose the following tasks to help achieve the stated purpose. If we encounter unfavorable or unforeseen conditions during the completion of our tasks that lead us to recommend an expanded scope of services, we will contact you to discuss the conditions before resuming our services.

AA/EDE

Site Access

Based on aerial photographs, it appears that the site is currently accessible to a truck-mounted drill rig. Depending upon when authorization is received and seasonal conditions, Site 2 may require the use of an all-terrain carrier-mounted drill rig; we have included an alternate cost if an ATV drill rig is required for this site. We assume there will be no cause for delays in accessing the boring locations. We are not including tree clearing, debris or obstruction removal, grading of navigable paths, or snow plowing.

Depending on access requirements, ground conditions or potential utility conflicts, our field crew may alter the boring locations from those proposed to facilitate accessibility.

Our drilling activities may also impact the vegetation and may rut the surface to access boring locations. Restoration of vegetation and turf is not part of our scope of services.

Staking

We will stake prospective boring locations and obtain surface elevations at those locations using GPS (Global Positioning System) technology. For purposes of linking the GPS data to an appropriate reference, we request that you provide CAD files indicating location/elevation references appropriate for this project, or give us contact information for the consultant that might have such information.

Utility Clearance

Prior to drilling or excavating, we will contact Gopher State One Call and arrange for notification of the appropriate utility vendors to mark and clear the boring locations of public underground utilities. You, or your authorized representative, are responsible to notify us before we begin our work of the presence and location of any underground objects or private utilities that are not the responsibility of public agencies. We assume the City and/or property owners can assist in locating private utilities on each of the sites. If the City/property owners are unable to assist in locating private utilities, or do not want this responsibility, we can subcontract this service for an additional fee.

Penetration Test Borings – Requested Scope

As requested, we will drill two (2) standard penetration test borings for the fire hall, with two borings performed at each site, extending them to depths of 12 feet below existing grade. It should be noted that additional exploration including mobilization with extended boring depths will likely be required if this scope is authorized. Additionally, at your request, we have separated our fees for each individual site.

Penetration Test Borings – Recommended Scope

Based on our knowledge and anticipated soil conditions at the sites, it is our recommendation that each of the borings be extended to a depth of 20 feet below grade.

If the borings encounter groundwater during or immediately after drilling of each boring, we will record the observed depth on the boring logs.

If the intended boring depths do not extend through unsuitable material, we will extend the borings at least 5 feet into suitable material at greater depths. The additional information will help evaluate such issues as excavation depth, consolidation settlement, and foundation alternatives, among others.

If we identify a need for deeper (or additional) borings, we will contact you prior to increasing our total estimated drilled footage and submit a Change Order summarizing the anticipated additional effort and the associated cost, for your review and authorization.

MDH Sealing Record – Recommended Scope

We are planning the deepest borings to be at least 15 feet and less than 25 feet. Therefore, the Minnesota Statutes require us to complete a Sealing Record after our completion of the borings. Our proposal includes the fees for the Minnesota Department of Health (MDH) Sealing Record.

In the event we extend our borings to a depth of 25 feet or greater, the MDH requires us to complete and submit a Sealing Notification Form for the project. The submission of the Sealing Notification Form will require a signature from the property owner (or agent). If we extend our borings to a depth of 25 feet or greater, we will forward on to you a copy of the form for signature and increase our total fees by \$100.

MDH Notification and Sealing Record – Requested Scope

Since the requested boring depth will be less than 15 feet in depth, the Minnesota Statutes will not require that we complete any notifications or sealing records. If we extend any of the borings to a depth of 15 feet or greater, the Statutes requires that we seal the boreholes and complete a Sealing Record. If 25 feet or greater, the Statutes also require us to complete a Sealing Notification Form. If the Record or Form are required, we will contact you to discuss the additional fees and sealing requirements.

Borehole Abandonment

We will backfill our boring locations immediately after completing the drilling at each location. Minnesota Statutes require sealing temporary borings that are 15 feet deep or deeper. Based on our proposed subsurface characterization depths in our recommended scope, we will seal 40 linear feet of borehole with grout at each site. Our lump sum fee includes those fees associated with the sealing.

If the requested scope is authorized, we do not anticipate having to seal any of the borings.

Upon backfilling or sealing boring locations, we will fill holes in slabs or pavements with a temporary patch.

Sealing boreholes with grout will prevent us from disposing of auger boring cuttings in the completed boreholes. Unless you direct us otherwise, we intend to thin-spread the cuttings around the boreholes. If we cannot thin-spread cuttings, we will put them in a container left on site. We can provide off-site disposal of the cuttings for an additional fee.

Over time, subsidence of borehole backfill may occur, requiring releveling of surface grades or replacing bituminous or concrete patches. We are not assuming responsibility for re-leveling or re-patching after we complete our fieldwork.

Sample Review and Laboratory Testing – Per Site

We will return recovered samples to our laboratory, where a geotechnical engineer will visually classify and log them. To help classify the materials encountered and estimate the engineering properties necessary to our analyses, we anticipate performing the following laboratory tests for each site:

- (6) *Moisture content tests (ASTM D2166)* – intended to aid in classification, evaluation of moisture condition and estimation of engineering parameters;
- (1) *Organic content test (ASTM D2974)* – intended to evaluate the organic content of the soils to aid in evaluating the reusability of on-site materials as structural and non-structural backfill; and,

It is our intention to only perform laboratory tests that will be necessary to our analyses. If after review of the soils it appears that additional testing would provide potential cost-benefits to the project, we will request authorization for the additional testing through a Change Order.

Engineering Analyses

We will use data obtained from the boring and laboratory tests to evaluate the subsurface profile and groundwater conditions, and to perform engineering analyses related to structure design and performance.

Report

We will prepare a report including:

- A CAD sketch showing the boring locations.
- Logs of the borings describing the materials encountered and presenting the results of our groundwater measurements and laboratory tests.
- A summary of the subsurface profile and groundwater conditions.
- Discussion identifying the subsurface conditions that will impact design and construction.
- Discussion regarding the reuse of on-site materials during construction.
- Recommendations for preparing structure and pavement subgrades, and the selection, placement and compaction of fill.
- Recommended net allowable bearing pressures for the design of spread footing foundations, and estimated settlements at the indicated pressures.
- Preliminary recommendations for alternative foundations, if warranted.

We will only submit an electronic copy of our report to you unless you request otherwise. At your request, we can also send the report to additional project team members.

Schedule

We anticipate performing our work according to the following schedule.

- Drill rig mobilization – within about 2 to 3 weeks following receipt of written authorization
- Field exploration – 1 day on site to complete the work
- Classification and laboratory testing – within 1 to 2 weeks after completion of field exploration
- Preliminary results – within 1 week after completion of the field exploration
- Report submittal – within 2 to 3 weeks after completion of the field exploration

If we cannot complete our proposed scope of services according to this schedule due to circumstances beyond our control, we may need to revise this proposal prior to completing the remaining tasks.

Fees

We will furnish the services described in this proposal for the following lump sum fees:

Scope	Fee	Authorization (Check one)
Requested Scope (One Site) – (2) borings to 12 feet	\$3,715	
Requested Scope (Two sites, same mobilization)	\$5,655	
Requested Scope (Three sites, same mobilization)	\$7,625	
Recommended Scope (One Site) – (2) borings to 20 feet	\$3,975	
Recommended Scope (Two sites, same mobilization)	\$5,915	
Recommended Scope (Three sites, same mobilization)	\$7,885	

If an ATV drill rig is required for Site 2, an additional fee of \$150 will be applied to each scope.

Our work may extend over several invoicing periods. As such, we will submit partial progress invoices for work we perform during each invoicing period.

Additional Services

Our fees do not include potential costs due to the need for snow plowing, towing, stand-by time or work that is not included in the above Scope of Services. We will charge costs for snow plowing or towing (if necessary) at a rate of 1.15 times the actual cost. For stand-by time (defined as time spent by our field crew due to circumstances that are beyond the control of our field crew or its equipment, or beyond the scope of services indicated above), we will charge a rate of \$250 per hour.

General Remarks

We will be happy to meet with you to discuss our proposed scope of services further and clarify the various scope components.

We appreciate the opportunity to present this proposal to you. Please sign and return a copy to us in its entirety.

We based the proposed fee on the scope of services described and the assumptions that you will authorize our services within 30 days and that others will not delay us beyond our proposed schedule.

We include the Braun Intertec General Conditions, which provide additional terms and are a part of our agreement.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please contact Mickale Endres (507.514.0514 or MEndres@braunintertec.com) or Philip Bailey (507.995.2788 or PBailey@braunintertec.com).

Sincerely,

BRAUN INTERTEC CORPORATION



Mickale L. Endres, PE
Project Engineer



Philip E. Bailey, PE
Business Unit Leader, Senior Engineer

Attachments:
MDH Notification Form
General Conditions (1/1/18)

The proposal is accepted, and you are authorized to proceed.

Authorizer's Firm

Authorizer's Signature

Authorizer's Name (please print or type)

Authorizer's Title

Date



LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member’s effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member’s governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member’s liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

Workers' Compensation Premium Options

MOUNTAIN LAKE, CITY OF - WC

The following premium options will be included with your quote. Once you receive the quote, the city can choose only one of these options for the coming coverage year.

Regular Premium Option

The regular premium option is a "fully insured" option; premium payments are the city's only responsibility or liability.

Deductible Premium Options

Under a deductible option, the city pays a lower premium in return for agreeing to reimburse LMCIT for paid medical losses up to the deductible; the deductible applies per occurrence to medical costs only.

Deductible	Premium Credit
\$250	1.0%
\$500	1.7%
\$1,000	2.9%
\$2,500	5.0%
\$5,000	7.5%
\$10,000	10.5%
\$25,000	17.0%
\$50,000	22.5%

Retrospective Rating Premium Options

The city's final premium under this option reflects the city's own actual loss experience for the year. This option is available to any city with regular premiums of \$25,000 or more.