

AGENDA
OLIVIA CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
MONDAY, APRIL 15 at 5:30 PM



PLEDGE OF ALLEGIANCE

1) CALL TO ORDER AND DETERMINATION OF A QUORUM

Councilors: ___Baumgartner ___Ebbers ___Ferguson ___Mayor Hawkinson ___Padrnos

2) PUBLIC FORUM

- A) When addressing the Council, please provide your name for the meeting record
- B) Speaking times will be limited to 3-minutes

3) AGENDA APPROVAL

4) CONSENT AGENDA

- A) Regular Meeting Minutes of April 1, 2024
- B) Park and Recreation Committee By-Laws
- C) Planning Commission By-Laws
- D) Solid Waste Services RFP
- E) Electric Department Purchase Request
- F) Resolution 2024-43, Hiring of Seasonal Part-Time Worker for the Public Works/ Parks Department

5) DISCUSSION / BUSINESS ITEMS

- A) Nuvera Presentation
- B) BOLD Baseball Association – Willow Ave Shed
- C) Comprehensive Plan
 - i) Resolution 2024-44, Adopting the 2023 Comprehensive Plan
- D) Pole Attachment Agreement, Appendix A Amendment
- E) Park & Recreation Committee Projects and Recommendations

6) BOARD OF APPEAL & EQUALIZATION 6:00PM to 6:30PM

- A) Temporary Recess of Meeting / Open Local Board of Appeal and Equalization Meeting
- B) Receive County Report
- C) Receive Public Comment
- D) Close Local Board of Appeal and Equalization Meeting / Reopen Regular Meeting

7) REPORTS

- A) Reports of Council / Staff

8) NOTICES AND COMMUNICATIONS

9) ADJORNMENT

REGULAR MEETING MINUTES

Monday, April 1, 2024

CALL TO ORDER AND DETERMINATION OF A QUORUM

The Regular Meeting of the City Council of the City of Olivia, Minnesota, was called to order by Mayor Hawkinson at 5:30 P.M.

Council Members Present: Matt Baumgartner, Blanca Ferguson, Mayor Jon Hawkinson, George Ebbers and Landon Padrnos.

Others present: Elizabeth Torkelson, City Administrator; Jason Krumheuer, Police Chief; Kevin Morse, Fire Chief; Ross Okins, Renville County Register; Troy Fuoss, Electric Department Superintendent; Shawn Hanson, Finance Director; Tyler Mitchell, Lightbeam Internet; Dan Keltgen, Lightbeam Internet; Melanie Keltgen, Lightbeam Internet; Todd Howard, Sue Hilgert, Rob Thurston, Pamela Whitmore, City Attorney (Zoom); Guest (Zoom) Jasmine Miller, Deputy Clerk.

PUBLIC FORUM

Mayor Hawkinson temporarily suspended the regular meeting and opened the public forum at 5:31 P.M.

Todd Howard came forward and shared concerns with the potential extra costs associated with the water plant and the RO project.

Dan Keltgen addressed the Council on behalf of Lightbeam internet and its customers and asked the City to revisit plans to require meter devices on street poles. Keltgen expressed frustration with the City's approach to establishing a contract with Lightbeam to operate their business in the City. Keltgen stated that the City wants Lightbeam to install meters at all 37 of their locations around town and bill each location. Keltgen requested the Council add back the original flat per location electrical fee that was previously done.

No other public comments were offered so Mayor Hawkinson reopened the regular meeting at 5:39 P.M.

AGENDA

Motion by Ebbers, second by Padrnos: to approve the agenda with the addition of discussion item "Pole Attachment Agreement". Motion passed unanimously.

CONSENT AGENDA

Motion by Baumgartner, second by Padrnos: to approve the Consent Agenda. Motion passed unanimously.

- A. Regular Meeting Minute of April 1, 2024
- B. Resolution 2024-40, Governing Write-In Vote Counting
- C. Resolution 2024-41, Authorization to Execute MnDOT Grant Agreement for Airport Improvement
- D. March Disbursements

DISCUSSION / BUSINESS ITEMS

Ordinance 2024-02, Fine and Fee Schedule

Motion by Padrnos, second by Baumgartner: to approve Ordinance 2024-02, Fine and Fee Schedule. Motion passed unanimously.

Resolution 2024-42, Title and Summary Publication of Ordinance 2024-02

Motion by Ebbers, second by Baumgartner: to approve Resolution 2024-42, Authorizing Title and Summary Publication of Ordinance 2024-02. Motion passed unanimously.

Ordinance 2024-03, Amending Chapter 50 and 52 of the Olivia City Code Regarding Utility Charges and Franchise Requirements

Motion by Baumgartner, second by Ebbers: to approve ordinance 2024-03, Amending Chapter 50 and 52 of the Olivia City Code Regarding Utility Charges and Franchise Requirements. Motion passed unanimously.

Electric Department Vehicle Quotes

Motion by Ebbers, second by Padrnos: to approve the purchase of a boom truck from AMB Equipment, referencing the quote for \$309,900. Motion passed unanimously.

Pole Attachment Agreement

Padrnos recalled pushing for standardized practice during the previous discussion about the pole attachment agreement. Padrnos expressed that he wanted to find a better solution, and found the current agreement too costly for the business. Ebbers shared that as an EDA member he recognizes that the current agreement is not conducive to attracting other business to town, and wants to find a better solution. Baumgartner recommended providing the PUC with direction for them to revisit the agreement. Hawkinson suggested that any changes that need to be made to move forward need to be made by the Council. Padrnos requested to create a subcommittee to address the issue. It was decided that the committee would consist of Councilor Padrnos, Councilor Baumgartner, Elizabeth Torkelson, Troy Fuoss and Shawn Hanson. Whitmore suggested that the committee invite Lightbeam representatives to the meeting to address their concerns.

No additional items or new business items were presented.

REPORTS

Reports of Council / Staff

Torkelson shared that the Renville County HRA/EDA executive committee selected the City of Renville to be the location of the childcare project if the grant funds are awarded. Torkelson also shared that the Olivia Liquor Store has a new website (olivialiquor.com) and they are working to improve their services to their customers. Torkelson received a draft from Community Design Group and thanked staff for their time reviewing and editing the document. Staff will be attending the League of Minnesota Cities Safety and Loss Control Workshop on April 4th in Willmar.

No additional reports were presented.

ADJOURNMENT

Motion by Ebbers, second by Baumgartner: to adjourn the meeting at 6:03 P.M. Motion passed unanimously.

WORK SESSION MINUTES

Monday, April 1, 2024
6:08 P.M. to 7:08 P.M

Council Members Present: Matt Baumgartner, Blanca Ferguson, Mayor Jon Hawkinson, George Ebbers and Landon Padrnos.

Others present: Elizabeth Torkelson, City Administrator; Jason Krumheuer, Police Chief; Kevin Morse, Fire Chief; Tim Seehusen, Fire Department; Ross Okins, Renville County Register; Shawn Hanson, Finance Director; Todd Howard, Jasmine Miller, Deputy Clerk.

Capital Improvement Plan Discussion

Hanson reviewed the CIP funds for each City department. Hanson highlighted reducing the number of transfers from the electric fund, large equipment purchases and department budgets.

Jon Hawkinson, Mayor

Attest: _____
Jasmine Miller, City Clerk

BY-LAWS
OF
THE PARKS & RECREATION COMMITTEE

- I. Mission:** The mission of the Parks & Recreation Committee is to contribute vision, leadership and recommendations to the Olivia City Council for the best use and development of City parks, trails, and open spaces.
- II. Purpose.** The purpose of the Parks & Recreation Committee is to oversee and manage the numerous activities associated with City beautification, park improvement, highway corridor planning & development, and other efforts to enhance and benefit the general welfare of the residential and business community.
- II. Primary Activities.** The primary activities of the Parks & Recreation Committee are the following:
1. Provide input, project recommendations, and program expenditure recommendations regarding park and beautification activities;
 2. Provide recommendations and obtain bids for playground and activity equipment;
 3. Prioritize activities and recommend expenditures for the annual budget to maintain the mission and purpose of the Parks and Recreation Committee;
 4. Obtain bids and coordinate all activity to ensure hanging flower baskets are ordered, prepared, and hung;
 5. Periodically review the Comprehensive Plan and make recommendations to City Council for project development;
 6. Request additional funds from the City of Olivia, Chamber of Commerce, Corn Capital Trust, State and Federal Agencies, and other sources (i.e. gaming funds);
 7. Monitor the maintenance of community entrance signs and plantings;
 8. Assess Holiday decorations and seasonal banners along highway corridors and downtown and make appropriate requests for funding of replacements;
 9. Make recommendations concerning highway beautification, lighting, or other enhancement activities, and request necessary funding;
 10. Other activities as necessary to enhance the community, and other activities incidental to the foregoing activities.
- III. Board.**
1. **Management.**
 - a. The management of all of the affairs, property, and business of the Parks and Recreation Committee shall be vested in a governing Board

consisting of no more than nine (9) members; including one member from the City Council. The Mayor shall recommend the remaining seven (8) at-large committee members to the City Council for final approval.

2. **Term of Office.**

- a. Term and Term Limits: The City and Chamber representatives shall serve on the committee until they are replaced by another appointee. At-large community members shall serve a three (3) year term.
 - i. The initial terms of the community-at-large members of the board shall be for one year for the first member, two years for the next two members, and three years for the final two members.
- b. Early Dismissal: Any member of the Parks & Recreation Committee who misses three consecutive meetings per year, or acts in a manner inappropriate to the duties of the Committee is subject to removal at the pleasure of the City Council.
- c. Vacancy: Any vacancies shall be filled by appointment of the Mayor with the approval of the City Council for the unexpired portion of the term. Members may be re-appointed for additional terms.

3. **Meetings.**

- a. Meetings of the Parks & Recreation Committee shall be held as needed when called by the Parks & Recreation Committee Chair in consultation with City staff, but no less than four times per year.
- b. A quorum consisting of a majority of duly appointed members shall be present at any meeting in which official action is taken.
- c. The Committee may establish and appoint subcommittees. These subcommittees shall meet at the direction of the Committee and shall report back to the Committee.
- d. All meetings shall follow Open Meeting rules per Minnesota State Statute, and shall follow Roberts Rules of Order, Simplified and Applied, unless otherwise specified and/or applicable.
- e. Decisions, Resolutions, and recommendations of the Parks and Recreation Committee shall be by a majority vote of Members present.

4. **Officers.** Officers shall be elected at the first regularly scheduled meeting of the new year. The Board of the Parks and Recreation Committee shall elect from its membership a Chair and Vice Chair for the term of one year and shall be eligible for re-election. They may also create and fill such other offices as they determine. The City Administrator or other designated person shall act as the official Secretary of the Parks & Recreation Committee, but shall not be a voting member.

- a. Duties of Chair: The chair shall preside at all meetings of the Parks & Recreation Committee and shall have the duties normally conferred by

parliamentary usage of such officers. The Chair shall work with City staff to establish the meeting agenda.

b. Duties of Vice-Chair: The vice-chair shall act for the chair in their absence.

5. **Records.** Minutes shall be kept for all Parks and Recreation meetings. The minutes shall include all important facts pertaining to each meeting which will include, but not be limited to: the names and addresses of all persons appearing before the Committee; a record of agenda items discussed; the vote of each member upon each recommendation; the reasons for the Board's determination; and the members absent or failing to vote. These records shall be immediately filed in the office of the City Administrator and shall be a public record.

ADOPTED by the Olivia City Council this 15th day of April, 2024. Said motion was made by _____ and seconded by _____.

Seal

Jon Hawkinson, Mayor

Attest: _____
Jasmine Miller, Deputy Clerk



**Organization and Bylaws
City of Olivia
Planning Commission**

City of Olivia
Organization and Bylaws of the Planning Commission of the City of Olivia
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Article 1: Introduction

1.1 Policy Statement

The Minnesota legislature finds that municipalities are faced with mounting problems in providing means of guiding future development of land so as to insure a safer, more pleasant and more economical environment for residential, commercial, industrial and public activities, to preserve agricultural and other open lands, and to promote the public health, safety, and general welfare. Municipalities can prepare for anticipated changes and by such preparations bring about significant savings in both private and public expenditures. Municipal planning, by providing public guides to future municipal action, enables other public and private agencies to plan their activities in harmony with the municipality's plans. Municipal planning will assist in developing lands more wisely to serve citizens more effectively, will make the provision of public services less costly, and will achieve a more secure tax base. (Minn. Statue §462.351)

The City of Olivia Planning Commission shall be organized and exercise such power as prescribed by the Municipal Code (§152.290).

1.2 Purpose

The purpose of the Planning Commission by-laws is to provide a set of operating procedures for the Planning Commission and to establish a code of ethics and conduct.

1.3 Amendments

This policy on rules of procedure may be amended at any meeting of the Planning Commission provided that notice of said proposed amendment is given to each member in writing at least four (4) days prior to said meeting. All amendments are subject to City Council review and approval before they take effect.

1.4 Annual Review of Policy

This policy shall be reviewed annually by the Planning Commission, and any changes or amendments agreed to by a majority vote of the Commission shall be recommended to the City Council for adoption. In addition, the City Council may review this policy and adopt amendments as needed.

Article 2: Establishment of Planning Commission

2.1 Establishment of the Planning Commission

The Planning Commission shall consist of six (6) appointed members, one (1) alternate member, plus one (1) member and one (1) alternate from the City Council, which the Council shall select from its own members. Members shall serve a 3-year term, or until removed by the City Council, or until his or her successor is duly appointed and qualified.

2.2 Duties of the Planning Commission

Minnesota Statutes provide municipalities, in a single body of law, with the necessary powers and a uniform procedure for adequately conducting and implementing municipal planning. The Planning Commission shall be an advisory board, except as other powers and duties are imposed on it by Minn. Statue 462.351 to 462.364, to the City Council and to the Board of Adjustment and Appeals on issues and policies relating to planning, land use regulation, and community development.

The duties of the Planning Commission are as follows, but not limited to:

1. Prepare or assist in the preparation of the City's Comprehensive Plan and recommend the adoption, and such subsequent amendments there to;
2. Studying, propose, and periodically review the Comprehensive plan and recommend to the City Council reasonable and practical means for putting the plan to into effect;
3. Review and recommend special development applications such as Conditional Use Permit, Rezoning Applications, Major Subdivision Applications, and Variance Applications;
4. Review and approve Site Plans for planned buildings or structures, substantially changed, converted, or reconstructed, unless exempt;
5. Prepare, review, propose, recommend and amend as needed, the official map;
6. Prepare, review, propose, recommend and amend as needed, the zoning map;
7. Review applications and site plans for new land development in respect to their compliance with chapter 151 of the city code, known as the Subdivision Ordinance.
8. Prepare, review, propose, recommend and amend as needed, Chapter 152, known as the Olivia Zoning Ordinance;

Article 3: Members

3.1 Appointment to Planning Commission

Upon the receipt of an application to preside on the Planning Commission, the application will be evaluated by the Planning and Zoning Administrator and forwarded to the Planning Commission for approval or rejection. The Planning Commission shall formally recommend in writing to the City Council if it wishes to appoint the applicant.

In the event there is more than one application for a single seat, the Planning Commission shall interview all parties and vote to formally recommend to the City Council in writing a new member for each available seat.

3.2 Term of Appointed Members

The appointed members shall serve a 3-year term, or until removed by the City Council, or until his or her successor is duly appointed and qualified. Any vacancies shall be filled by appointment of the mayor with the approval of the City Council for the unexpired portion of the term. Members may be re-appointed for additional terms.

No member may succeed themselves, but may be reappointed thereafter to the Commission again upon the expiration of their term.

3.3 Vacancies

If a vacancy occurs among the members of this Planning Commission by reason of death, resignation, disability or otherwise, notice shall be given to the City Administrator, City Clerk, or the Planning and Zoning Administrator. Resignations should be made in writing to the Planning Commission Secretary stating the effective date of the resignation.

3.4 Removal of Commissioners

Members may be removed by the City Council without cause, after a hearing. (Ord. 280 07/21/2005). The Planning Commission is authorized to consider recommending removal of a commission to the City Council if:

1. A commissioner fails to attend two meetings of the Commission's regularly scheduled meetings in a calendar year without providing prior notice to the Chair and Zoning Administrator;
2. A commissioner fails to attend four meetings of the Commission's regularly scheduled meetings in a calendar year with or without providing prior notice to the Chair and Zoning Administrator;
3. Any member missing three consecutive meetings without prior discussion and agreement by a majority of the commission will be subject to review.

Article 4: Officers

4.1 Election of Officers

Officers shall be elected at the Annual Meetings to serve at the pleasure of the Commission. The Commission shall elect a Chair, Vice Chair and Assistant Secretary for the term of one year and may create and fill such other offices as they determine. The Planning and Zoning Administrator shall act as the official Secretary of the Planning Commission, but shall not be a voting member. (Ord. 280 07/21/2005)

4.2 Duties of Officers

Being an officer of the Planning Commission involves a number of responsibilities in addition to running meetings.

The responsibilities and powers of the Officers of the Planning Commission shall be as follows:

1. Chair
 - a. Preside at all meetings of the Planning Commission;
 - b. Sign documents of the Planning Commission;
 - c. See that all actions of the Planning Commission are properly taken;
 - d. The Chair may serve an ex-officio member of all committees (no ability to vote);
 - e. Appoint committees as necessary;
 - f. Write and approve letters on behalf of the Planning Commission.
 - g. Communicate informally as necessary with the Mayor, City Council members, City Administrator, and Planning staff on Planning Commission matters;
 - h. Assist staff in determining whether certain matters can be handled administratively or should come to the Planning Commission;
 - i. Assist the Planning staff in the orientation and education of the new Planning Commission members.
 - j. To invoke a reasonable time limit for speakers during any public hearing in the interest of maintaining focus and the effective use of time.
 - k. To order an end to disorderly conduct and direct law enforcement to remove disorderly persons from Planning Commission meetings or hearings.
2. Vice Chair
 - a. During the absence, disability, or disqualification of the Chair, the Vice Chair shall exercise or perform all the duties and be subject to all responsibilities of the Chair.
3. Secretary
 - a. Cancel or postpone any regularly scheduled meetings;
 - b. Call special meetings in accordance with these bylaws;
 - c. To prepare the agenda for all meeting of the Commission;
 - d. To take the minutes of all meetings of the Commission for typing and filing into the appropriate minute book by City Staff;
 - e. To give or to serve all notices required by law or by-laws;

- f. To inform the Commission of correspondence relating to business of the Commission and to attend to such correspondence.;
- g. To be the custodian of Commission records.
- h. Sign documents of the Planning Commission;

4.3 Order of Succession

The Vice Chair shall succeed the Chair if the position is vacated before the term is completed. The Vice Chair shall serve the unexpired term of the vacated office. A new Vice Chair shall be elected at the next regular meeting.

In the absence of the Chair and Vice Chair, another member shall call the Planning Commission to order, whereupon a chair shall be elected from the members present to preside.

An alternate member shall be appointed by the City Council in their Annual Resolution. The alternate member shall sit in place of the City Council Representative.

A separate alternate member shall also be appointed by City Council upon recommendation of the Planning Commission. This alternate may sit in place of any absent regular member.

Alternate members shall remain in that seat until all items addressed during that meeting are concluded and is entitled to vote on all subjects including on continued items. When a conflict of interest requires a member to step down, the alternate of the appropriate type shall sit in place for that agenda item only. Either alternate, when not seated as a Commissioner, shall be considered a member of the audience and shall not be seated at the staff table.

Article 5: Meetings

5.1 Meetings and the Open Meeting Law

In accordance with the Minnesota Open Meeting Law (Minnesota Statutes Chapter 13D), and unless otherwise provided, authorized or permitted under the Open Meeting Law or other applicable law, all official meetings of the Planning Commission shall be open to the general public. An “official” Planning Commission meeting is any gathering, or simultaneous communication (via email, telephone or otherwise), between a quorum of Planning Commission members for the purpose of considering the public business of the Planning Commission.

5.2 Annual Meetings

The annual meeting of the Planning Commission shall be the first regular meeting in the month of January of each year. Such meeting shall be devoted to the election of officers for the ensuing year and such other business.

5.3 Regular Meetings

Regular meetings of the Planning Commission will be determined at the Annual Meeting.

5.4 Special Meetings

Special meetings of the Planning Commission may be called by the Zoning Administrator. (Ord. 280, 07/21/2005)

5.5 Quorum

A quorum is the majority of members, including vacancies. Decisions, resolutions, and recommendations of the Planning Commission shall be by majority vote of members present. (Ord. 280, 07/21/2005)

5.6 Agenda Deadline

The deadline for filing for placement on the agenda for applications to be considered by the Planning Commission shall be Wednesday at 12:00 PM preceding any regularly scheduled meeting. Applications requiring public hearings shall have earlier deadlines as required by ordinance.

Additional items may be added to the agenda at the Planning Commission meeting subject to approval by a majority vote of the members present. The additional agenda items may be discussed, but no action may be taken if any member objects.

5.7 Manner of Voting

The voting on all questions coming before the Commission may be a voice vote called for by the Chair. The vote shall be entered in the minutes of each meeting.

A roll call on any question before the Commission may be taken upon the demand of one or more members of the Commission. At the request of the Commission, the Chair shall direct that the yeas and nays be taken and entered on the record on any question before the Commission. All recommendations and actions shall be by a majority vote a quorum being present, except for actions amending the Comprehensive Municipal Plan when a majority affirmative vote of the entire commission shall be required. The number of ayes and nays shall be recorded and accompany the recommendation or action.

5.8 Regular Meeting Proceedings

In order to promote consistency and efficiency, the following shall be the regular order of business for the regular meetings of the Planning Commission:

1. Call to Order
2. Approval of Agenda
3. Consent Agenda
4. Public Hearings/Discussion or Business Items/New Applications
5. Reports/Staff Reports
6. Notices and Communications
7. Adjournment

5.9 Procedures for Conducting Meetings

Roberts Rules of Order, current addition, shall be the parliamentary authority of the Planning Commission meetings.

Article 6: Ethical and Respectful Conduct

6.1 Conflict of Interest

Members may not use their position on the Planning Commission for personal benefit. The interests of the Planning Commission must be the first priority in all decisions and actions. Any member who has a

financial interest in, or who may receive a financial benefit as a result of, any Planning Commission action or decision must disclose this fact as a conflict of interest. A member who has disclosed a conflict of interest should abstain from discussion and voting on the matter.

6.2 Gifts

Planning Commission members may not receive personal gifts from any “interested person” in conjunction with their board and commission duties. An “interested person” is a person, or representative of a person or an association, who has a direct financial interest in a recommendation under the Planning Commission’s purview. This section does not apply to lawful campaign contributions. The Planning Commission may recommend acceptance of general gifts or donations through the City’s donation policy.

6.3 Respectful Behavior

The City of Olivia is committed to providing a work environment free from violence for all elected and appointed officials, employees and visitors. The City does not tolerate any form of violence in the workplace including threats or intimidating actions by or against any of the groups cited above. Violence and threats may include, but are not limited to:

1. Any act which is a physical assault; and
2. Any threat, behavior or action which is interpreted by a reasonable person to carry the potential to harm or endanger the safety of others, or result in an act of aggression, or destroy or damage city property.

The Chair and City Staff Liaison have the right to call for the immediate removal of anyone who threatens or commits an act of violence on City property.

Respectful behavior also includes how Planning Commission members relate to each other, City staff and members of the public. Members share a joint responsibility in modeling, monitoring and addressing behavior within the group.

During Planning Commission interactions, members should strive to:

1. Treat people with courtesy, politeness and kindness;
2. Encourage others to express their opinions and ideas;
3. Listen to what others have to say;
4. Use the ideas of others to improve decisions and outcomes; and
5. Recognize cultural differences.

Members should avoid:

1. Speaking over or cutting off another individual’s comments;
2. Insulting, disparaging or putting down people or their ideas; and
3. Bullying other members by displaying a pattern of belittling, demeaning, judging or patronizing comments.

Adopted by the City Council of the City of Olivia this 15th day of April 2024

Jon Hawkinson, Mayor

ATTEST: _____
Jasmine Miller, City Clerk



Request for Proposals

Solid Waste Services

Introduction

The City of Olivia is seeking proposals from qualified and experienced waste management companies to provide refuse collection services. This Request for Proposal (RFP) outlines the requirements and expectations for interested parties to submit their proposals.

Not a Competitive Bid Process

This is a request for proposals, not a competitive bid process.

The City Council will determine, in its sole discretion, considering various factors such as (without limitation) those set forth below, which proposer shall be awarded the Contract.

- Pricing
- Experience and capacity
- References
- Thoroughness and responsiveness to this RFP

No one single criterion will be determinative of the best proposal, and the foregoing list is not exhaustive. All responsive proposals will be reviewed and compared with competing proposals for the City Council to determine, in its sole discretion, which proposal is in the best interests of the property owners of Olivia. The City of Olivia reserves the right to contract with a solid waste hauler who does not submit the lowest cost proposal.

Proposers May Inspect City Routes and Facilities

Prospective proposers are encouraged to tour the City's residential routes and the specified City buildings and City parks to become familiar with the solid waste collection work described in this RFP packet. No formal tour is scheduled to be offered. Proposers must inspect routes and facilities from publicly accessible areas.

Background Information

The City of Olivia is committed to maintaining a clean and sustainable environment for its community members. Proper waste management is crucial to achieving this goal, and we are seeking a reliable partner to assist us in efficiently collecting and disposing of refuse within the City.

Current Estimated Volumes

The City has a population of 2,337. This contract will serve approximately 1,055 households and 60 business locations. This is an estimate and not to be guaranteed.

Scope

The selected vendor will be responsible for providing comprehensive refuse collection services within the city limits of Olivia. The scope of work includes, but is not limited to:

1. Regular curbside collection of waste at least once a week between the hours of 7:00am and 6:00pm.
2. Collection of bulk items and special waste upon request or scheduled pickups.
3. Transporting collected waste to appropriate disposal facilities in compliance with local and state regulations.
4. Providing necessary containers, bins and equipment for waste collection.
5. Ensuring timely and reliable service to all residents and businesses within City limits.
6. Refuse service from designated city buildings, park facilities and special events at no charge to the city
7. The Contractor shall at all times during the contract maintain in full force and effect employer's liability, worker's compensation, public liability and property damage insurance, including contractual liability. All insurance shall be for policy limits acceptable to the City and before commencement of work thereunder the Contractor agrees to furnish the City certificates of insurance listing the City as an additional insured.
8. The Contractor will bill households and commercial refuse generators for services provided.

Proposal Requirements

Interested parties are required to submit a comprehensive proposal that includes the following:

1. Company Overview: Provide background information on your company, including experience in providing refuse collection services
2. Approach: Describe your approach for refuse collection, including details on scheduling, routing and handling of different types of waste.
3. Service Plan: Outline your proposed service plan, including frequency of collection, available container sizes and any additional services offered.
4. References: Provide references from previous clients who can attest to the quality and reliability of your services.

Contact for RFP Communications

All communications about this RFP after its release and up through the due date shall be in writing, via email, through the City's designated contact person:

Elizabeth Torkelson
City Administrator
etorkelson@olivia.mn.us

Instructions for Submission

The Deadline for submitting proposals is 4:30 P.M. on April 26, 2024. Late proposals will not be accepted. Proposals must be emailed to etorkelson@olivia.mn.us. PDF Format is required. Hard copies are not required.

Schedule

All dates and times in the following schedule are subject to change.

- April 16, 2024 – RFP Released
- May 3, 2024 – Responses due
- May 6, 2024 - Council will review proposals at 5:30 P.M. during the regular City Council meeting

We thank all interested parties for their participation and look forward to receiving your proposals.

Sincerely,

Elizabeth Torkelson
City Administrator
City of Olivia



AGENDA ITEM REQUEST

Meeting Date Requested: 11-06-23

Agenda Item Request: Purchase transformers to replace inventory and use for future projects.

These transformers are overhead transformers that we own and have recently taken down. This company will convert them into a ground mount transformer which is about ¼ the cost of new. We have been using this service the past few years to save cost. There is also a large 3 phase transformer that was leaking and needs to be rebuilt. They could not give me a price on this until the unit is received, but will be a fraction of the cost of replacing it.

Department: Electric

Name & Signature: Troy Fuoss

#	Item	Purpose	Amount
1.	10 Transformers	Inventory replacement	\$16,140.00
2.	1 Transformer needing rebuilt		?

Budget Impact:

All material is budgeted for and will go into inventory until expensed in 2025 or later.

Action Requested / Recommended:

Approval

PURCHASE ORDER

OFFICE USE ONLY

ACCOUNT CODE			
640	49556		

AMOUNT	

AMOUNT PAID	

INVOICE NO.

CITY OF OLIVIA

Attn: Office of City Administrator
 1009 West Lincoln
 Olivia, MN 56277-1292
 Phone: 320-523-2361

P.O. Number Must Appear On
 All Invoices, Shipping Papers,
 Packages, And Correspondence.

№ 12490

DATE OF P.O. 4-2-24

VENDOR NUMBER

DATE PAID

CHECK NUMBER

VENDOR

B & B
Transformer

SHIP TO

DATE REQUIRED		SHIPPED VIA	TERMS	DEPARTMENT	
CODE	QUANTITY	DESCRIPTION		UNIT PRICE	TOTAL
Inv	3	25 KVA transformer - rebuilt		1575.00	4725.00
Inv	1	37.5 KVA transformer - rebuilt		1575.00	1575.00
Inv	5	50 KVA transformer - rebuilt		1575.00	7875.00
Inv	1	75 KVA transformer - rebuilt		2015.00	2015.00
Inv	1	500 KVA transformer - rebuilt			
				Sales Tax	
				TOTAL	

Dept. Head [Signature]

Administration

**CITY OF OLIVIA
RESOLUTION NO. 2024-43**

Hiring of Seasonal Part-Time Worker for the Public Works/ Parks Department

WHEREAS, The Olivia Public Works Department provides for the maintenance of public facilities including parks and recreational areas; and

WHEREAS, The summer maintenance requirements of the City's various parks require considerable upkeep including mowing, edge trimming, weeding, painting, refuse collection, etc. that necessitate additional support staff to accomplish adequately; and

WHEREAS, Seasonal positions generally are assumed to run from May until early September but regardless of individual start dates, no seasonal position authorized in this resolution shall continue beyond October 31st or otherwise exceed 179 total calendar days of employment without additional review and formal authorizations by the City Council; and

WHEREAS, Only the City Council has the sole authority to authorize the hiring of employees to positions with the City of Olivia;

NOW, THEREFORE, BE IT RESOLVED, The Olivia City Council hereby agrees with the staff recommendations and extends seasonal, part-time employment status to Douglas Pratt, at the compensation rate of Grade 0, Step 1 and authorizes Parks/ Public Works Superintendent Craig Mages or his designate to schedule work shifts for this individual as needed.

Adopted by the City Council of the City of Olivia this 15th day of April 2024

Jon Hawkinson, Mayor

ATTEST: _____
Jasmine Miller, City Clerk



Nuvera Expands Fiber Network in Southern Minnesota with Plans to Build and Roll Out Fiber Service in Olivia

Nuvera's \$200 million infrastructure project meets demand for fiber fast connection

NEW ULM, April 2, 2024– Nuvera Communications, Inc. (OTC: NUVR), a diversified communications company, is announcing plans to expand its fiber network into Olivia. The expansion plans are part of the third year of construction and deployment for the \$200 million Nuvera Gig Cities project.

New Ulm-based Nuvera will begin construction on the multi-year project in Olivia within the next several weeks and gradually roll out service beginning later this year.

“At Nuvera, we take pride in being the Minnesota company investing, building, and bringing connections to life for more families and communities every day,” said Glenn Zerbe, Chief Executive Officer of Nuvera Communications. “Just like roads and bridges, technology infrastructure investments transform a community. Nuvera’s work in Olivia will contribute to creating a vibrant quality of life in a great Minnesota community.”

The state of Minnesota’s current broadband speed goal is 100 megabits for all communities by 2026. Nuvera’s build-out provides fiber-to-the-home connections that exceed the 2026 goal by ten times, connecting homes to speeds up to 1 Gig with symmetrical speeds. In 2024, Nuvera is managing an estimated 30+ fiber projects in 21 communities across southern Minnesota.

As Nuvera ramps up for construction in Olivia, all residents interested in connecting to the new fiber network are encouraged to sign up early. To sign up for residential service call Nuvera’s local team at 844.354.4111 or visit [NuveraGigCities.com](https://www.nuvera.com/gigcities). For business services, go [Nuvera.net/Business](https://www.nuvera.com/business) or talk to Nuvera’s local business team at 844.610.5300.

To learn more about Nuvera’s construction process, go to [Nuvera.net/Construction](https://www.nuvera.com/construction).

About Nuvera

Nuvera Communications is a leading Minnesota broadband provider headquartered in New Ulm, Minnesota. Nuvera’s state-of-the-art fiber network provides reliable and affordable residential internet service through both fiber-to-the-neighborhood and newly expanding Gig-speed fiber-to-the-home services. Nuvera also provides business services including fiber internet, voice, hosting and managed services. Nuvera serves residents and businesses in New Ulm, Arlington, Dassel, Glencoe, Goodhue, Hector, Hutchinson, Litchfield, Prior Lake, Redwood Falls, Elko New Market, Savage, Sleepy

Eye, Springfield and surrounding communities. Nuvera also serves customers in Aurelia, Iowa. Nuvera is a Fiber Minnesota partner which cooperatively enables connectivity for multi-location business customer locations, wireless towers and network connectivity to major internet connection transport points. Nuvera Communications, Inc., is a publically held corporation. For more information about Nuvera or to purchase stock, visit <http://www.nuvera.net/investors>

Nuvera Gig Cities Fiber Expansion Project

City of Olivia
April 15, 2024

Nuvera was founded in 1905 by farmers who wanted better access to the technology of the time - phone service.





Nuvera

Today Nuvera is a leading connections company delivering on that early vision to provide reliable, affordable access to today's technology in all the communities we serve.



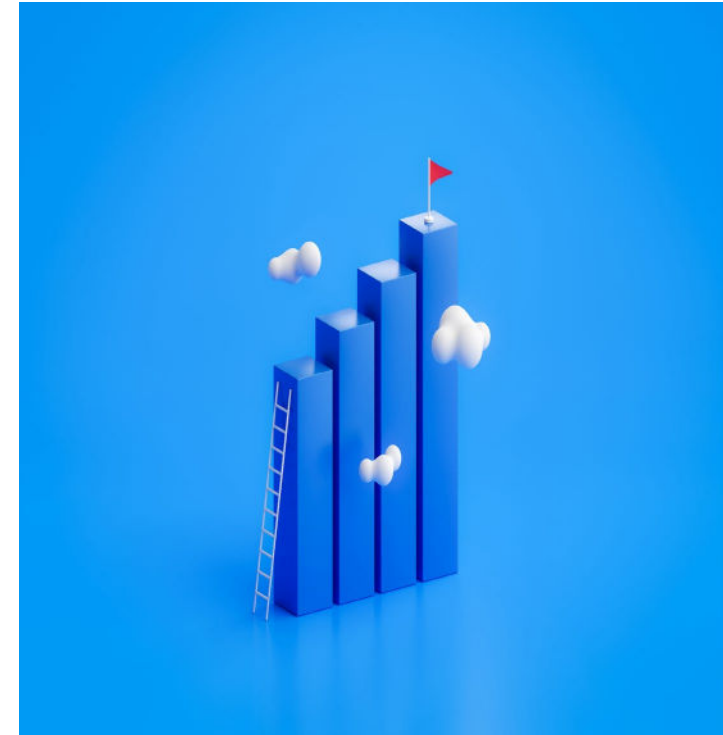
About Nuvera: A Local Connections Company Providing State-of-the-Art Internet to Homes & Businesses

- ◆ Leadership
 - Glenn Zerbe, CEO/President
 - Barb Bornhoft, COO/Vice President
 - Curt Kawlewski, CFO
- ◆ Headquartered in New Ulm, MN
- ◆ Minnesota publicly held corporation
- ◆ Employees - 215
- ◆ Local offices - 11 located in southern MN and northern IA
- ◆ Serving over 70,000 voice, video and internet connections
- ◆ Fiber MN ownership – most comprehensive statewide network



Building Nuvera Gig Communities: Continual investment is in our DNA

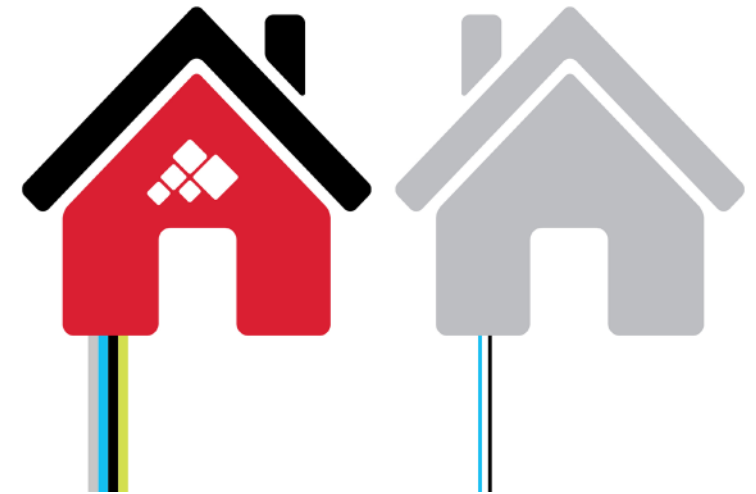
- ◆ For more than a decade and through 2021, we have been extending our fiber network into the communities
- ◆ 2022 forward, we are accelerating our fiber expansion process to extend access to fiber-based Internet service delivering Gig speeds
- ◆ Total project investment \$250M +
- ◆ Nuvera Gig Cities project will take a few years start to finish
- ◆ Gig cities:
 - New Ulm, Hutchinson, Glencoe, Goodhue, Litchfield, Redwood Falls, Prior Lake, Elko New Market, Savage, Sleepy Eye, Springfield, and more surrounding areas.
 - 2023 Gig cities: Arlington, Dassel, Hector
 - 2024 Gig cities: Belle Plaine, Cokato, Olivia, areas of Shakopee



Fiber is the gold standard for making connections



- ◆ Speed
 - Moving at the speed of light
 - Up to 1 Gig symmetrical speeds
 - Scalable for future needs
- ◆ Reliability
 - Seamless connection to minimize buffering for a better streaming experience
- ◆ Future proof
 - Unlimited capacity to support emerging technologies
 - Video (4K and 8K)
 - IoT and smart home devices
 - Artificial Intelligence (AI)



Your Community thrives with strong connections



- ◆ Economic development opportunities attract high value jobs
- ◆ Competitive advantage to attract and retain Gig workers/learners as residents
- ◆ Fiber home values increase by an average of 3.1%*
- ◆ Local teams mean fast, convenient installations and repairs



*National study conducted by UC Boulder and Carnegie Mellon

Pricing is the same for all communities regardless of geography



100 Mbps
➔ \$54.99/mo

Plus taxes and equipment fees.



500 Mbps
➔ \$79.99/mo

Plus taxes and equipment fees. Home Wi-Fi Premium included.



1 Gig
➔ \$99.99/mo

Plus taxes and equipment fees. Home Wi-Fi Premium included.

Residential pricing

- ◆ Additional \$9.95 monthly modem fee applies
- ◆ Wi-Fi router included with most fiber plans (500 and Gig) and includes parental control options
 - Home WiFi: \$6.95/mo
 - Home WiFi Premium: \$12.95/mo
- ◆ Federal Lifeline programs available for qualified households
- ◆ Residents must subscribe to service before a drop is buried to home
 - Pre-sign up – no charge for drop
 - Post construction sign up - \$250 charge for drop



2024 City of Olivia Project Area



Construction Process Detail



Notification

- Alert impacted areas of pending construction and expectations
- GTM strategy will include several communication touchpoints to keep customers informed on progress



Site Prep/Design

- Plan & prepare fiber route
- Conduct site survey
- Obtain right-of-way easements
- Submit permits
- Organize line routes
- Prepare material list for inventory



Fiber Construction

- Marking utilities
- Teams will be burying main line fiber in the public right of ways using directional drills or plows
- Site restoration as needed



Drop Construction

- This is where we connect the main line fiber to your home
- Marking utilities continue and will be on customer premise
- Fiber is buried to your home & attached to the NID (Network Interface Device) from the main line
- Drops will only be buried to homes that have agreed to fiber service
- Site restoration and patch ups as needed



Splicing & Testing

- This is when we connect and test the fiber installed at your home to our network
- Splicing happens at the NID located on the side of your home



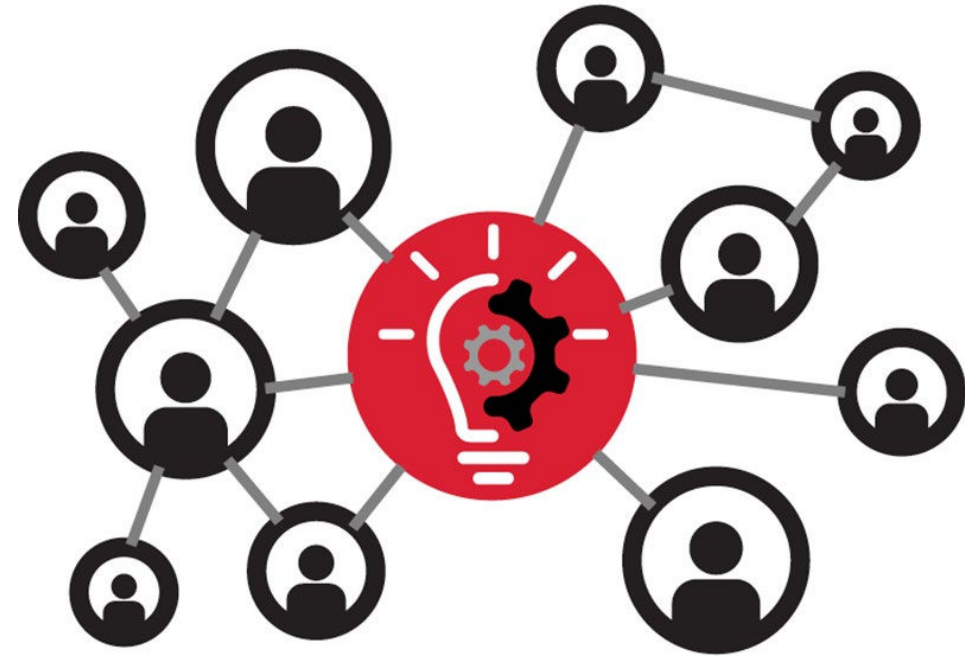
Installation

- Nuvera technician will be dispatched to your home to complete the installation to deliver up to Gig speeds
- Bring fiber from the NID into the home



Collaboration is key to our mutual success

- ◆ Construction meetings
 - Construction meetings with City, Nuvera engineers and contractors will be held to communicate project plan
- ◆ Streamline the permitting process and facility locates
- ◆ Facilitate multiple Nuvera construction crews for project efficiency
- ◆ Help communicate construction updates on city website and social media accounts





Questions?

Nuvera 

Olivia City Council,

This letter is in regards to the building purchased from the city by Mr. Ben Fischer. It has been brought to my attention that he no longer plans on using the building and approached me to see if our association would have a use for it. The baseball association would like to turn the building into a year round field house utilized for multiple purposes. However, our resources are limited and it will take time and coordination for our vision to become a reality.

I plan to come to the next city council meeting to discuss the issue and will have the following questions/topics

- 1- does the city want the building removed or could it be remodeled where it is
- 2- would the city be open to an agreement with our association similar to what we have in Bird Island where the city owns/ insures the property and the association manages/maintains the property.
- 3- would the city prefer the building be moved to Bird Island and be done with it.

Please feel free to call me with any questions

Sincerely,

Mike Nagel - BOLD baseball association president

320-894-6149

AGREEMENT FOR THE PURCHASE AND REMOVAL OF BUILDING

This Agreement for the Purchase and Removal of a Building (“Agreement”) is by and between City of Olivia (“Seller” or “City”) and Ben Fischer (“Purchaser”) (collectively the “Parties”), to be effective the 5th day of June, 2023.

WITNESSETH,

WHEREAS, the City owns a steel building currently located on Willow Avenue in Olivia, Minnesota on the land legally described as:

Lot 1, Block 3, Olivia Farmers Cooperative Elevator Subdivision, City of Olivia according to the plat thereof on file and of record in the office of the County Recorder, in and for the County of Renville, State of Minnesota;

WHEREAS; the City wishes to sell the building located on the land and to retain ownership of the land, legally described above;

WHEREAS, the City published a solicitation for online bids to purchase the building and move it off of the City’s land and;

WHEREAS, the Purchaser submitted the highest bid.

NOW, THEREFORE, the City and the Purchaser hereby enter into a formal agreement to transfer ownership of the house and to govern its removal from City property, with terms of the Agreement as follows:

- 1. Purchase Price.** The Purchaser agrees to pay the City the sum of \$10,455.11 for the steel building currently located on Willow Avenue E, Olivia, MN 56227 (“Building”) and the right to remove the steel building from the City’s property. The payment shall be made by the 21st day of June, 2023 in certified funds. Payment shall also be made prior to work on removal of the building.
- 2. Condition of Building.** The building is being sold “as is.” The City makes no representations or warranties concerning the condition of the Building, the suitability of the Building for the Purchaser’s intended uses, or any other matter relative to this Agreement other than those expressly stated herein. Purchaser acknowledges that neither the City, nor any principal, agent, attorney, employee, broker, or other representative of the City, has made any representation or warranty of any kind whatsoever, either express or implied, with respect to the Building or any matter

related thereto, and Purchaser is not relying on any warranty, representation, or covenant, express or implied, with respect to the condition of the Building.

3. **Other Structures Not Included.** This Agreement does not transfer any rights with regard to any of the other structures located on the property.
4. **Obligation to Remove.** The Purchaser is required to remove the Building from the City's property within twelve (12) months of the execution of this Agreement. The Purchaser is responsible for all costs associated with or related to the removal and moving of the Building.
5. **Removal of Foundation.** The City shall be responsible for removing the foundation of the building at their own expense.
6. **Removal Notice.** The Purchaser is required to provide the City with at least five (5) business days notice of the date(s) on which the Purchaser plans to move the building. The Purchaser is required to receive City approval of the proposed dates prior to entering onto City property in order to remove the Building.
7. **Permits for Moving Structure.** The Purchaser shall, at his own expense, obtain all required licenses and permits for moving the Building, unless the Building is disassembled prior to moving.
8. **Indemnity.** The Purchaser shall be responsible to the City for its acts and omissions, and the acts and omissions of the Purchaser's building mover and any other person or organization performing any of the work under a contract with the Purchaser. The Purchaser agrees to defend, indemnify, and hold harmless the City, its officers, employees, and agents from all losses, expenses, and costs, including attorney's fees, and from all suits, actions, and claims of any character brought because of injuries received or damages sustained by any person, persons, or property arising out of the removal operations, including the removal of any materials in the structure; or in consequence of any neglect in safeguarding the site; or because of any act or omission, neglect, or misconduct of the Purchaser, or by any person or organization employed directly or indirectly by the Purchaser.
9. **Insurance.** Purchaser shall obtain and maintain commercial liability insurance and automobile insurance to protect against loss or damage during the removal process. Purchaser shall require any contractor it engages to perform the removal to obtain and maintain the same coverage. Limits of liability shall be at least \$1,000,000 per occurrence and each such policy shall name the City as an additional insured. Prior

to beginning the removal process, Purchaser shall provide the City with a certificate of insurance evidencing such liability coverage.

10. Assignment. The Purchaser may not assign his rights under this Agreement without the written consent of the City.

11. Entire Agreement. This written Agreement constitutes the complete agreement between the parties and supersedes any and all other oral or written agreements, negotiations, understandings and representations between the Parties regarding the Building. There are no verbal or written side agreements that change this Agreement.

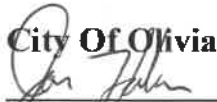
12. Amendment; Waiver. No amendment of this Agreement, and no waiver of any provision of this Agreement, shall be effective unless set forth in a writing expressing the intent to so amend or waive and the exact nature of such amendment or waiver, which is signed by the Parties (in the case of amendment) or the waiving party (in the case of waiver). No waiver of a right in any one instance shall operate as a waiver of any other right or as a waiver of such right in a later or separate instance.

13. Governing Law. This Agreement is made and executed under, and in all respects is to be governed and construed under, the laws of the State of Minnesota.

14. Binding Effect. This Agreement binds and benefits the Parties and their respective successors and assigns.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed effective the date first written above.

SELLER:

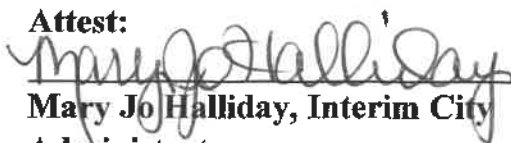
City Of Olivia


Jon Hawkinson, Mayor

BUYER:


Ben Fischer

Attest:



**Mary Jo Halliday, Interim City
Administrator**



BILL OF SALE

Auction Date: May 22, 2023 3:14:09 PM CDT

Auction ID: 3256112

Item Number:

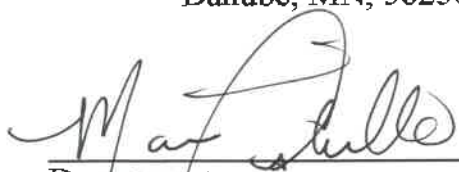
Description: Steel Metal Building - 40'x 140' - Willow Ave E, Olivia MN 56277

Purchase Price: \$9,100.00

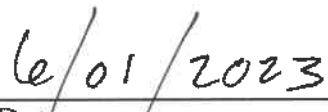
Taxes: 7.375%

Buyer Name: Ben Fischer

Address: 85789 US Hwy 71
Danube, MN, 56230,



Department



Date

REGULAR MEETING MINUTES

Monday, October 3, 2022

CALL TO ORDER AND DETERMINATION OF A QUORUM

The Regular Meeting of the City Council of the City of Olivia, Minnesota, was called to order by Mayor Hawkinson at 5:31 P.M.

Council Members Present: Jon Hawkinson, Tom Kalahar, Blanca Ferguson, George Ebbers and Landon Padrnos.

Others present: Mary Jo Halliday, Interim City Administrator; Aaron Walton, City Attorney; Tim Seehusen, Fire Chief; Steve Altmann, Fire Department; Todd Howard, resident; Scott Tedrick, Register Editor (via Zoom); and Jasmine Miller, Interim Deputy Clerk.

AGENDA

Motion by Kalahar, second by Ferguson: to approve the agenda as presented. Motion passed unanimously.

CONSENT AGENDA

Motion by Ebbers, second by Padrnos: to approve the Consent Agenda items with the change to move items: Resolution 2022-130, Update Contractor's Application and Resolution 2022-131 to discussion/business items. Motion passed unanimously.

- Regular Meeting Minutes of September 19, 2022
- Resolution 2022-120, Outstanding Deputy Clerk
- Resolution 2022-121, Outstanding Utility Accounts Manager
- Resolution 2022-122, Services Contract with Nicole Pregler
- Resolution 2022-123, Amend Services Contract with Kari Klages
- Resolution 2202-124, Amendment to Compensation of Brian Klinghagen to PW Superintendent
- Resolution 2022-125, Olivia Ambulance Service Designate Waylon's Their Gambling Premise
- Resolution 2022-126, Authorizing Employment to Tracey Johnson Temporary Part-time
- Resolution 2022-130, Amend Res 2022-43 Hiring of Seasonal Part-Time Worker for the PW / Parks
- Update Contractor's Application No. 1 for Payment to Hjerpe Contracting, Inc. for Depue Project
- Snow Loading Agreement with MnDOT - Snow Removal on Trunk Highways within Municipalities
- Resolution 2022-131, Approval of New Liquor License to Waylon's LLC

DISCUSSION / BUSINESS ITEMS

Kingman Township Fire Service Agreement

Chief Seehusen said Kingman Township had canceled their contract with the Olivia Fire Department in the past. Bird Island did not sign a contract with them, so Olivia continues to service the area. Kingman Township has reconsidered a contract with the Olivia Fire Department and requested paragraph 10 be edited to say the contract will be from January 1 to December 31 with the option to terminate without notice. Seehusen explained that if they are not under contract we charge differently for fire calls, clarifying it would cost their township property owners more money for our services. Walton clarified that they want to be able to terminate the contract without giving a 12-month notice. Seehusen suggested that if they don't want to sign a contract that we negotiate a different rate to service townships not under contract. Walton suggested we adjust our fee schedule to reflect the prices that townships have to pay under contract vs. not under contract. Mayor Hawkinson asked if Chief Seehusen was worried about other townships canceling their contracts with the Olivia Fire Department. Chief Seehusen stated that he doesn't think other townships would terminate their contracts and those townships have expressed that they like the way the contract is set up. Kalahar stated that he doesn't want these contracts to become an annual negotiation. Seehusen shared that if we removed the 12-month termination rule he wouldn't expect townships to terminate. Padrnos suggested we make sure we have a rate schedule in place before we respond to the request. Seehusen stated the contract has to be submitted to Kingman Township by December. Ebbers stated that the other townships should receive new contracts with the same terms to be fair. Seehusen asked the Council to consider the request from Kingman Township and make a decision at a future meeting. Council directed staff to work with the fire chief to develop non-membership schedule rates for fire services.

Resolution 2022-127, Approval of Logan Miller as the New Fire Fighter

Motion by Padrnos, second by Ferguson: to approve resolution 2022-127, approval of Logan Miller. Motion passed unanimously.

Seehusen said the department has been inviting prospective fire fighters to trainings to observe for the most part. Seehusen said that Miller was highly recommended by everyone.

Name Change for Olivia Area Technical Response Team (DATRT) to Southwest Minnesota Advanced Rescue Team (SMART)

Seehusen said that when they started the Olivia area technical rescue team three-four years ago, they named it Olivia area because they thought that they wanted to be identified by an area. They serve areas west to the South Dakota border, as far north as the outskirts of Alexandria and south to the Marshall area. It will remain a division of the fire department. Seehusen has expressed some confusion with the public with who the team services. A name change would sound more regional. The Olivia Area Technical Rescue Team requests a name change to Southwest Minnesota Advanced Rescue Team (S.M.A.R.T.).

Walton suggested an ordinance amendment to reflect the change in the City Code.

Council directs Walton to change the name in the code from Olivia Area Technical Response Team to Southwest Minnesota advanced rescue team. Halliday asked Seehusen what the roster number is with the addition of Logan Miller. Seehusen responded with 26, and stated 25 was considered full strength.

USDA Rural Development Funding for Olivia City Hall & Public Safety Facility

Motion by Kalahar, second by Ebbers: to approve resolution 2022-128, Loan Resolution. Motion passed unanimously.

Motion by Ferguson, second by Padrnos: to approve resolution 2022-129, Authorization Agreement for Preauthorized Payments. Motion passed unanimously.

Halliday shared that she and Walton met with a gentleman from Rural Development. In the packet Halliday included the letter of conditions, enrollment form, legal services agreement and resolution for the loan of \$4,150,000, and a resolution for preauthorized payments.

Padrnos confirmed this is the next step towards moving forward with the City Hall project. Mayor Hawkinson added that this will help us qualify for the USDA special financing should the project move forward.

Steel Shed Located North Side of Railroad Tracks

Motion by Padrnos, second by Ebbers: to declare the structure surplus and direct staff to list the building for sale to be removed from city limits or scrapped to the highest bidder. Motion passed unanimously.

Miller expressed that staff provided a memo to Council with their options moving forward. Walton expressed that if we sell the structure, we don't have a corresponding statute that we have to follow. Walton suggested posting the building for sale, and requesting quotes to remove concrete at the City's expense. Mayor Hawkinson suggested posting in the shoppers, Padrnos suggested using a government surplus auction site and our local publications. There was council consensus to post the property for 60 days, with removal required to be completed 12 months after sale. the List the auction for 14 days.

Survey of Liquor License Fees

Council reviewed the survey taken by Halliday of liquor license fees from the local area. Mayor Hawkinson asked the Council what they thought would be appropriate to do with the given information. Halliday shared that they can request staff to do a more thorough survey. Hawkins said he thought what was provided was a decent sample size.

Kalahar asked if there was an explanation for why our fees are so much lower than our neighboring communities. Halliday explained that years ago the City offered to lower the fee to get organizations using club licensure from \$1800 to convert to full on-sale licenses for \$750. Halliday clarified that at that time everyone agreed to become full on-sale and we no longer have club licensures.

As a result, there are no club licensures left in Olivia. Halliday stated that she wanted to bring it to their attention since it hadn't been looked at in many years. The council consensus was to not change the fee for liquor licenses in Olivia.

Amendment to Resolution 2022-130, Amend Resolution 2022-43 Hiring of Seasonal Part-Time Worker for PW/Parks

Motion by Kalahar, second by Ebbers: to approve resolution 2022-130. Motion passed unanimously. Halliday explained that it was brought to staff's attention that when we hired a seasonal part-time worker it incorrectly identified the worker on the resolution. Halliday stated that the resolution was for Elijah Walton and needed to be amended.

Resolution 2022-130 Amend Resolution 2022-43 Hiring of seasonal part-time worker for the PW/Parks.

Updated Contractor's Application No. 1 for payment to Hierpe Contracting, Inc. for DePue Project

Motion by Ebbers, second by Kalahar: to approve the payment adjustment. Motion passed unanimously.

Halliday stated the invoice was incorrectly calculated and that mistake was identified by S.E.H.

Resolution 2022-131, Approval of New Liquor License to Waylon's LLC

Motion by Padrnos, second by Kalahar: to approve resolution 2022-131. Motion passed unanimously.

No additional items or new business items were presented.

PUBLIC FORUM

Mayor Hawkinson temporarily suspended the regular meeting and opened the public forum at 6:39 P.M. He clarified the amount of time allocated for public comments and the decorum expectations for those who participate in the Public Forum.

Todd Howard shared that October is Breast Cancer Awareness Month, and encouraged both males and females to get checked for the cancer. Howard shared that he is still waiting for an answer about the free service the City offers at the park dumping station.

No other public comments were offered so Mayor Hawkinson reopened the regular meeting at 6:41 P.M.

REPORTS

BOLD Community Pool Report for September

Halliday stated the pool report was included in the packet for council to review.

DePue Ave Construction Progress Meetings

Hawkins shared that the meetings are held every Thursday at 10am at City Hall.

EDA Meeting

Ebbers shared that the board renewed contracts with both lawn/snow service and the management.

Other Reports

Kalahar shared that the 12-13 acres of native prairie by Pond Park will be harvested in sections every year. He also suggested it would be a nice spot for bee hives if there was interest in the future.

Hawkinson shared that there will be a park board meeting on October 4th at City Hall. Padrnos suggested adding Howard's dumping station question to the park board agenda.

Padrnos requested an update on the Finance Director's open position asking if there were any internal applications submitted. Halliday shared that there were not internal applications submitted. Halliday also shared that the Public Works, Patrol Officer and Finance Direct positions are all being publicly advertised.

Hawkinson read aloud Resolutions 2022-120, outstanding Deputy Clerk & Resolution 2022-121, outstanding utility accounts manager.

Halliday asked the Council if they wanted to schedule a workshop to look at the preliminary budget in more detail. Halliday stated that she has information about the increase on employee insurance, she

shared that they budgeted for 15%, but it is going to 42%. Padmos agreed that a workshop needs to be scheduled to discuss the change. Kalahar suggested Halliday reach out to the Council when she feels she has gathered enough information to present about the change.

No additional reports were presented.

NOTICES AND COMMUNICATIONS

Corn Capital Days met on October 3rd. Tedrick shared that the committee is starting to plan for CCD 2023. The committee is looking for volunteers to get involved with planning. The next meeting will be November 7th at Max's Grill at noon.

DePue Avenue Improvement Project Progress Meetings – Weekly on Thursdays at 10 A.M. City Hall Council Chambers

Hawkinson invited the public to an Open House on Wednesday, October 12th from 4:30 to 7pm a tour of the City Hall facilities will be available.

Employment Opportunity – Olivia Police Department Patrol Officer position, first application review 9-23-2022 after 4:00 P.M.

No additional notices or communications were presented.

ADJOURNMENT

Motion by Kalahar, second by Padmos: to adjourn the meeting at 6:36 P.M. Motion passed unanimously.

Attest: 
Jon Hawkinson, Mayor


Mary Jo Halliday, Interim City Administrator

View Summary for Completed eCRV ID 1429154

County:Renville Auditor ID:17501

Submit Date: 06/21/2022 1:40 PM Accept Date: 06/23/2022 10:13 AM

Buyers Information

Organization name: **City of Olivia**
 Address: **1009 West Lincoln Ave., Olivia, MN 56277 United States**
 Foreign address: **No**
 Phone number: **(320) 523-2361**
 Email:

*** MN Revenue does not display SSN/Tax ID fields due to privacy. ***

Sellers Information

Organization name: **TBD Cooperative**
 Address: **711 Front Street, P.O. Box 278, Morgan, MN 56266 United States**
 Foreign address: **No**
 Phone number: **(507) 249-3196**
 Email:

*** MN Revenue does not display SSN/Tax ID fields due to privacy. ***

Property Information

County: **Renville**
 Legal description: **Lot 1, Block 3, Olivia Farmers Cooperative Elevator Subdivision, City of Olivia, according to the plat thereof on file and of record in the office of the County Recorder, in and for the County of Renville and State of Minnesota.**

Deeded acres:
 Will use as primary residence: **No**
 What is included in the sale: **Land and Buildings**
 New construction: **No**

Property Location(s)

Property location: , ,

Parcels to be split or combined: **No**

Use(s)

Planned use: **Unimproved/Vacant Land / Rural/vacant**
 Primary use: **Yes**
 Prior use: **Agriculture/Rural / Rural/vacant**

Sales Agreement Information

Deed Type: **Warranty Deed**
Date of Deed or Contract: **06/13/2022**
Purchase amount: **\$19,600.00**
Downpayment amount: **\$0.00**
Seller-paid points: **\$0.00**
Delinquent Special Assessments
and Delinquent Taxes Paid by
Buyer: **\$0.00**
Financing type: **Cash**

Personal Property

Personal property included: **No**

Sales Agreement Questions

Buyer leased before sale:	No	Lease option to buy:	No
Seller leased after sale:	No	Minimum rental income guaranteed:	No
Partial interest indicator:	No	Contract payoff or deed resale:	No
Received in trade:	No	Like exchange (IRS section 1031):	No
Purchase over two years old:	No		

Supplementary Information

Buyer paid appraisal:	No	Appraisal value:	\$0.00
Seller paid appraisal:	No	Appraisal value:	\$0.00
Buyer and seller related:	No	Organization tax exempt:	Yes
Government sale:	Yes	Foreclosed, condemned or legal proceedings:	No
Gift or inheritance:	No	Name change:	No
Buyer owns adjacent property:	No		
Public promotion:	No		
Comment on public promotion:	word of mouth		
Significant different price paid:	No		
Comment on price difference:			

Submitter Information

Submit date: **06/21/2022 1:40:02 PM**
Submitter: **Gregory Haupert**
Organization:
Email: **ghaupert@parthenonagency.com**
Phone number: **(320) 774-1818**
Comments:

Terms Accepted by the Submitter:

I declare under penalty of law that I have examined the information entered and submitted on this form, and, based on what I know and believe to be true, the information entered on this form is complete and correct.

County Data Information

County ID: **65**
Deed type code: **Warranty Deed**
Deed document ID: **400380**
Sales agreement net amount: **\$19,600.00**

Sales Price Adjustment(s)

Property Attributes

Year structure built: _____ Parcel new construction percent: _____
Gross Building Area: _____ Deeded acres: _____
Parcel water influence: **None**
Neighborhood code: _____
Exempt wetland: **No**
Exempt native prairie: **No**

Property Type(s)

Property Group: **Exempt**
Property Type: _____
Primary type: **Yes** Exempt: **Yes**
Contributing parcels: **1**

County Assessment

Land value: **\$14,300.00** Assessment Year: **2022**
Building value: **\$5,300.00**
Total market value: **\$19,600.00**

County Recommendation for County Study

Good for study: **No**
Reject reason-1: **03b - Government Agency Sale**

County Recommendation for State Study

Good for study: **No**
Reject reason-1: **03b - Government Agency Sale**

Final Parcels

(primary parcel listed first)

Parcel ID: **35-06030-00** Seq: _____
Jurisdiction: **Olivia** SD: **Bird Island-Olivia-Lake**
CER: _____ CPI: _____

Marissa Castillo

From: Randy Mertz <RandyM@RENVILLECOUNTYMN.COM>
Sent: Monday, May 22, 2023 4:04 PM
To: Marissa Castillo
Subject: RE: Steel Shed on Willow Ave 35-06030-00

Yes, Land \$14300, Bldg \$5300. Total EMV as of 1/2/2023 \$19,600.

Randy Mertz, SAMA
Deputy Renville County Assessor

From: Marissa Castillo <mcastillo@olivia.mn.us>
Sent: Monday, May 22, 2023 3:57 PM
To: Randy Mertz <RandyM@RENVILLECOUNTYMN.COM>
Subject: Steel Shed on Willow Ave 35-06030-00

EXTERNAL - STOP & THINK before opening links or attachments!

Randy: Do you have the tax assessed value for the building only located on Parcel ID 35-06030-00?

Thanks,

Marissa Castillo | Planning and Zoning Administrator
City of Olivia | 1009 West Lincoln Ave. | Olivia, MN 56277
Phone: 320-523-2361 | mcastillo@olivia.mn.us



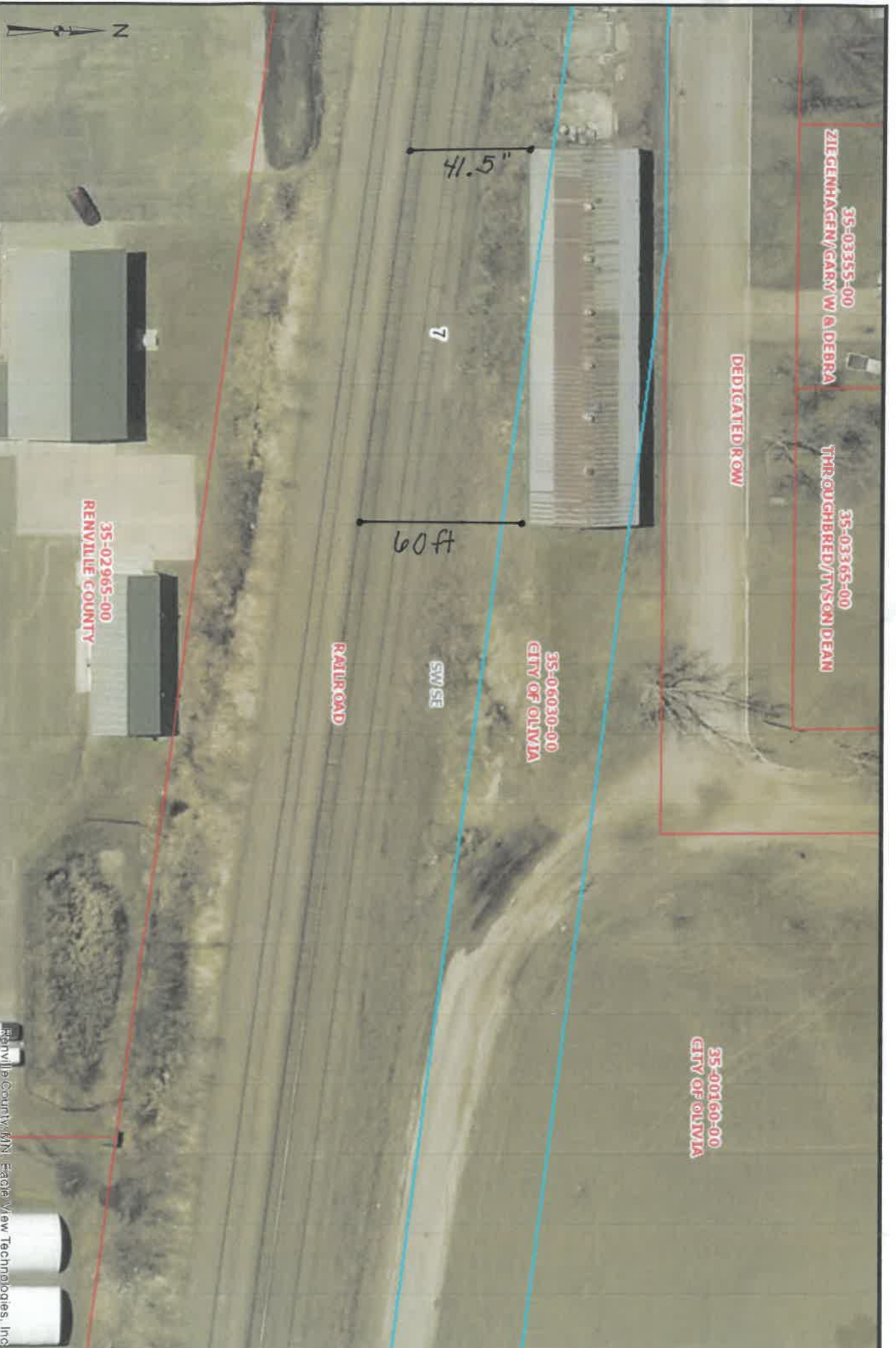

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

1:576

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

Date: 5/30/2023

Renville County
Renville County, MN | Eagle View Technologies, Inc





Memorandum

To: City Council
From: Elizabeth Torkelson, City Administrator
RE: Comprehensive Plan

I am pleased to announce the successful completion of our city's new comprehensive plan. After months of diligent work and collaboration between various stakeholders, including city officials, community members, and consultants, we have finalized a blueprint that will guide our city's growth and development for the foreseeable future.

The new comprehensive plan represents a significant milestone for our city, as it addresses key challenges and opportunities that we face in the realms of land use, housing, transportation, economic development, parks and recreation, and community facilities and utilities. Through extensive research, analysis, and public engagement efforts, we have developed a plan that reflects the aspirations and priorities of our community while also ensuring alignment with state and regional planning objectives.

Key highlights of the new comprehensive plan include:

1. **Land Use:** Measures to strengthen the vitality, attractiveness and prospects of the city's downtown; and to facilitate industrial and commercial development to grow employment opportunities.
2. **Housing:** Strategies to promote the development of affordable housing units and identify priority areas for residential infill and new housing.
3. **Transportation:** Initiatives to develop an integrated and connected multimodal network, enhance pedestrian and bicycle infrastructure, and improve look and feel of US Hwy 212 through downtown.
4. **Economic Development:** Policies to retain and grow existing business; attract new businesses, support local entrepreneurship, and foster job creation in emerging sectors.
5. **Parks and Recreation:** Goals to provide and maintain the city's parks and indoor/outdoor recreation areas; as well as grow and maintain the city's trail and sidewalk system.

-
6. Community Facilities and Utilities: Aims to ensure cost-efficient, financially sustainable utility services, excellent facilities for the city's need, and environmentally sustainable water, sewer, and stormwater management.

Furthermore, the comprehensive plan includes a robust implementation framework, outlining specific actions, responsible parties, and timelines for carrying out the plan's objectives. This framework will serve as a roadmap for city departments, partner organizations, and community groups as we work together to realize the vision outlined in the plan.

I would like to express my gratitude to the members of the City Council for their leadership and support throughout the planning process. I would also like to extend my appreciation to the dedicated staff members and community members who contributed their time and expertise to this important undertaking.

The Planning Commission, at their April 8th meeting, recommended adoption of the plan to the City Council. I look forward to presenting the new comprehensive plan to the City Council for formal adoption. Once adopted, we will begin the work of translating the plan into action, with a steadfast commitment to making our city a prosperous, thriving, inclusive and welcoming community for all who call it home.

**CITY OF OLIVIA
RESOLUTION NO. 2024-44**

Adopting the 2023 Comprehensive Plan

WHEREAS, the Olivia City Council recognizes the importance of comprehensive planning in guiding the future growth, development, and sustainability of our community; and

WHEREAS, the principal consultant, Community Design Group, has conducted extensive research, analysis, and community engagement to develop the 2023 Comprehensive Plan, which aligns with the goals and values of our city; and

WHEREAS, the 2023 Comprehensive Plan outlines a vision for the future of Olivia, addressing key areas such as land use, transportation, housing, economic development, parks and recreation, and community facilities and utilities; and

WHEREAS, the adoption of the 2023 Comprehensive Plan will provide a framework for decision-making and policy development by city officials, staff, and stakeholders for the next twenty years;

NOW, THEREFORE, BE IT RESOLVED,

1. That the 2023 Comprehensive Plan, as recommended by the Planning Commission, is hereby adopted as the official comprehensive plan for the City of Olivia.
2. That the Mayor and City Administrator are hereby authorized and directed to take all necessary actions to implement the provisions of the 2023 Comprehensive Plan, including but not limited to dissemination, publication, and incorporation into city ordinances and regulations.
3. That the 2023 Comprehensive Plan shall serve as the guiding document for land use decisions, infrastructure investments, and policy development within the City of Olivia for the duration of its planning horizon.
4. That the City Council expresses its appreciation to the Comprehensive Plan Project Steering Committee, Planning Commission, city staff, community stakeholders, and residents for their contributions to the development of the 2023 Comprehensive Plan.

Adopted by the City Council of the City of Olivia this 15th day of April 2024

Jon Hawkinson, Mayor

ATTEST: _____
Jasmine Miller, City Clerk

APPENDIX A
FEES & CHARGES

Effective Date January 1, 2024

1. Annual Attachment: \$48 per attachment

The Annual Attachment Fee may be adjusted from time-to-time by the Public Utility Commission and is published in City of Olivia's Rate Schedule, Miscellaneous Fees.

2. Monthly Attachment Fee for device that requires electricity: \$10.58

The annual attachment fee will be increased each year on January 1 by an amount equal to the increase in the Consumer Price Index (CPI) from the previous year.

3. Monthly commercial electric base rate: \$22.79

May be adjusted from time-to-time by the Public Utility Commission and is published in City of Olivia's Fine and Fee Schedule

4. Monthly commercial energy rate per kWh: \$0.1235

May be adjusted from time-to-time by the Public Utility Commission and is published in City of Olivia's Fine and Fee Schedule

5. Monthly Energy Adjustment Clause

This is a rate received from MMPA that changes monthly

6. Monthly Electric Rate for device attached to poles that requires electricity and is not metered: \$10 per radio node less than or equal to 100 max watts

May be adjusted from time-to-time by the Public Utility Commission and is published in City of Olivia's Fine and Fee Schedule

7. Administrative Fee - \$50

This is a non-refundable administrative fee for a new joint use agreement.

8. Permit Review - \$100 per hour

Non-refundable permit review fee for all new attachments. Maximum of 200 poles per permit application.

9. Unauthorized Attachment:

- 3 x annual attachment fee, per occurrence.

10. Failure to Timely Transfer, Abandon, or Remove Facilities:

This fee starts the day following the deadline in the written notice through completion of the work.

- \$5 per pole, per day.



Memorandum

To: Olivia City Council
From: Elizabeth Torkelson, City Administrator
CC: Parks and Recreation Committee

The Parks and Recreation Committee for the City of Olivia met on April 2, 2024 and voted to recommend the following Parks Maintenance Projects:

- Basketball Court Resurfacing at Henton Park: \$33,400
- Warming House Tin on the Building: \$5,020
- Dirk's Park Concession Stand: \$5,950

Additionally, upon hearing that there are drainage concerns at Dowling Square, the Parks and Recreation Committee, worked with SEH to design needed drainage and park upgrades to turn this downtown pocket park into a community asset. These needed drainage improvements are estimated at \$33,460.00, to be covered by the Storm Water fund. The Parks Budget will cover the necessary plants for the rain garden, along with any additional needs, such as benches, canopies, and tables. The Parks and Recreation Committee voted to recommend this project for City Council's approval.

Quotes for the maintenance projects, along with plans for the Dowling Square project are attached to this memo.

ESTIMATE

City of Olivia
1009 Lincoln Ave W
Olivia, MN 56277

Cell 910-650-9524

Date: 7/31/23

35538 COUNTY ROAD 2
MORTON, MN 56270

Project Title: City of Olivia
Project Description: Henton ball court
Terms: Estimate valid for 2023 calendar year. Prices subject to change at any time and without notice due to market fluctuations. Estimate includes labor and material as specified. Estimate does not include re doing grass seed or landscaping.

Haney's

Description	Cost
Remove and dispose of existing court	\$ 3,200
Sub cut pad same size as existing	\$200/ load
Class 5	\$27/ yd
Grade to same size as existing, 4" thick	
Install fiberglass rebar 2' o.c.	
Pour with 4000 PSI exterior concrete	
Install control joints	\$27,300
Pour/ finish/ control joints- labor only	\$6100
<i>0 to 11,000</i>	

Any questions please call and ask.

Thank you!

Jesse Zeitz

warming house

Brooks Home Repair Inc.

73725 350th Street
Olivia, MN 56277
(320)522-0688

Estimate

Date	Estimate #
12/4/2023	241

Name / Address
City of Olivia 1009 west Lincoln Olivia, MN 56277

			Project
Description	Qty	Rate	Total
Materials- steel for side walls and trim pieces for warming house at ice skating rink	1	2,580.00	2,580.00
Landfill & Disposal- scraps and cut off steel	1	40.00	40.00
Labor-to put on steel on the side walls of warming house	1	2,400.00	2,400.00
Total			\$5,020.00

warming house

Triad Construction LLC
203 S 15th St
Olivia, MN 56277 US
320-522-2491
mark@triadconstructionmn.com
www.Triadconstructionmn.com

Estimate

ADDRESS

City of Olivia'
City of Olivia
1009 W Lincoln Ave
Olivia, MN 56277

SHIP TO

City of Olivia'
City of Olivia
1009 W Lincoln Ave
Olivia, MN 56277

ESTIMATE #	DATE	EXPIRATION DATE
2023-295	01/08/2024	01/08/2024

P.O. NUMBER

Warming House

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	06 Carpentry	Labor, materials and equipment to install steel on the walls of the Henton Park Warming House. Includes sheeting all four wall with steel and trims. Power/utilities on the west wall will be flashed as possible and steel installed around them with flat stock behind them as much as possible.	1	5,807.00	5,807.00

Should you have any questions regarding this quote please contact Mark Everson @ 320-522-2491.

TOTAL

\$5,807.00

Accepted By

Accepted Date

Triad Construction LLC

203 S 15th St
Olivia, MN 56277 US
320-522-2491
mark@triadconstructionmn.com
www.Triadconstructionmn.com

Estimate

ADDRESS
City of Olivia'
City of Olivia
1009 W Lincoln Ave
Olivia, MN 56277

SHIP TO
City of Olivia'
City of Olivia
1009 W Lincoln Ave
Olivia, MN 56277

ESTIMATE #	DATE	EXPIRATION DATE
2024-305	03/28/2024	04/28/2024

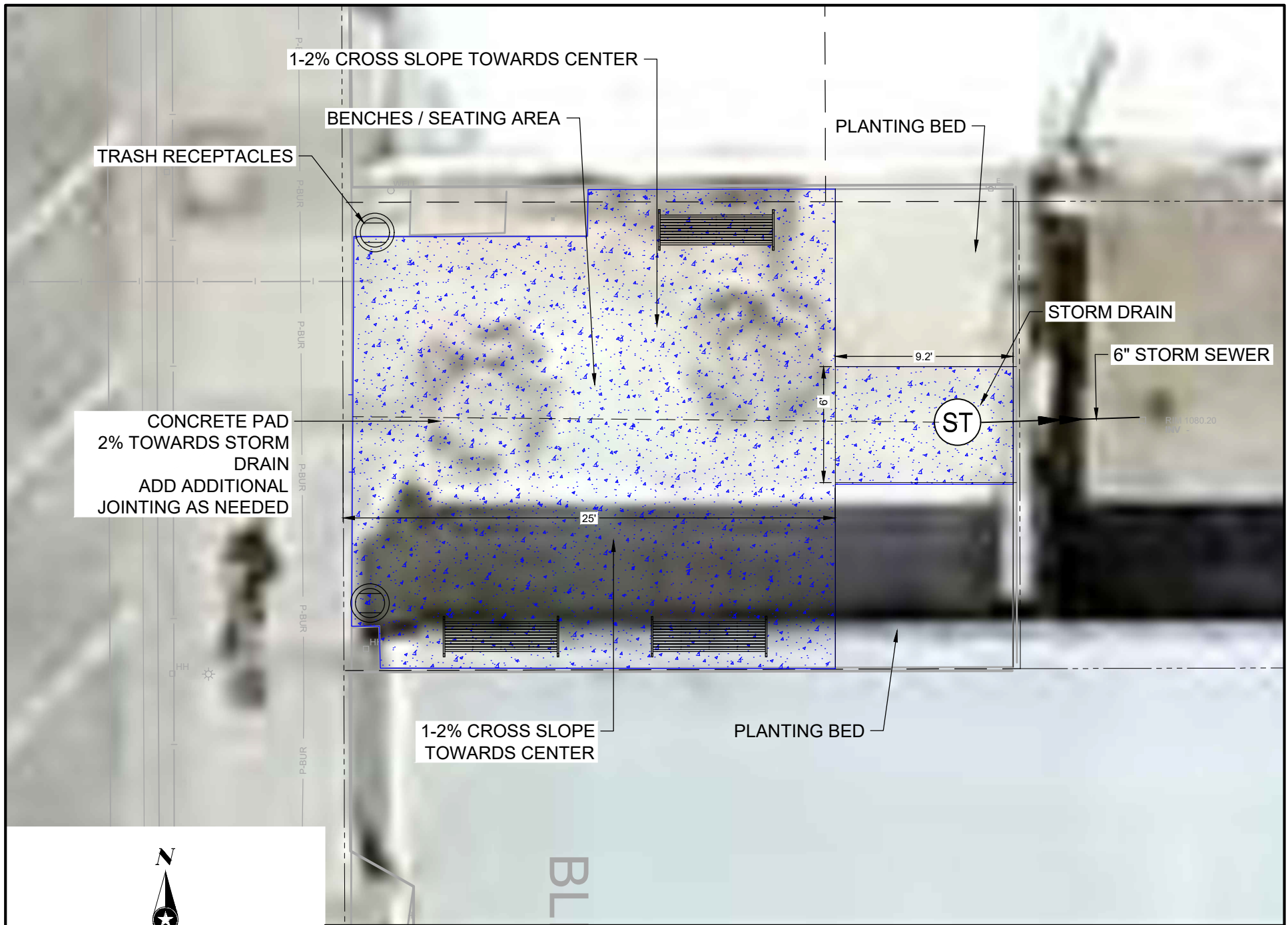
DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	06 Carpentry	Dirk's Park Bathrooms: - Labor, materials and equipment to cover up all wood siding and soffits with steel. Add 29 ga steel above the block on the gable ends of the building and add aluminum soffits to the entire soffit area. Replace one door slab on the east bathroom entrance.	1	5,950.00	5,950.00

TOTAL **\$5,950.00**

Accepted By

Accepted Date

Save: 2/22/2024 7:14 PM vorzewski Plot: 2/23/2024 4:17 PM C:\Users\vorzewski\OneDrive - Short Elliott Hendrickson Inc\Desktop\Olivia-Rain Garden.dwg

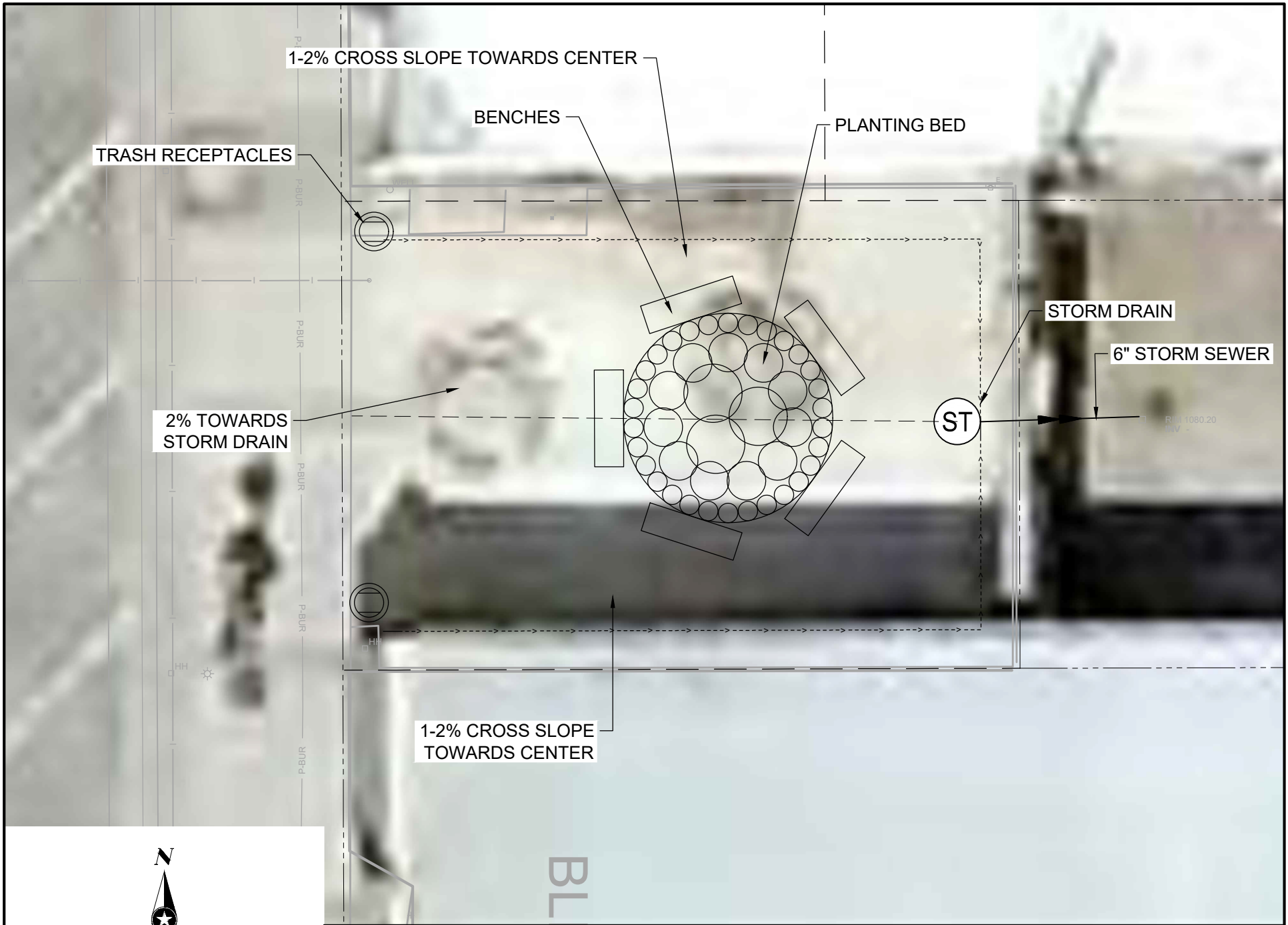


PROJECT NO.
OLIVA 177133
DATE:
2.23.2024

**DOWLING SQUARE
RAIN GARDEN
OLIVIA, MINNESOTA**

**FIGURE
NO. 1**

Save: 2/26/2024 4:45 PM vorzewski Plot: 2/27/2024 11:09 AM X:\KO\OLIVA\Common\Downling Square\VT\Olivia-Rain Garden.dwg

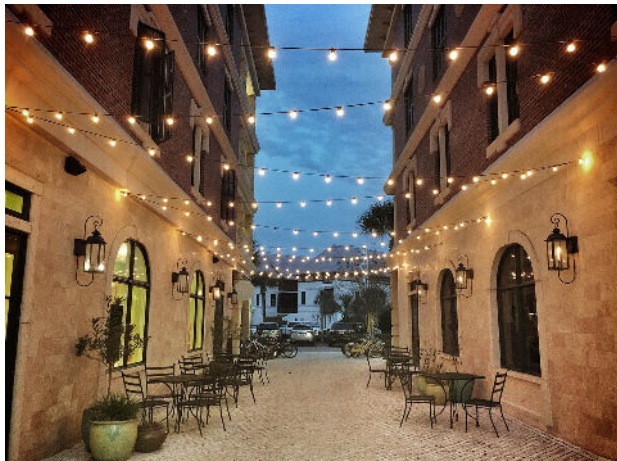
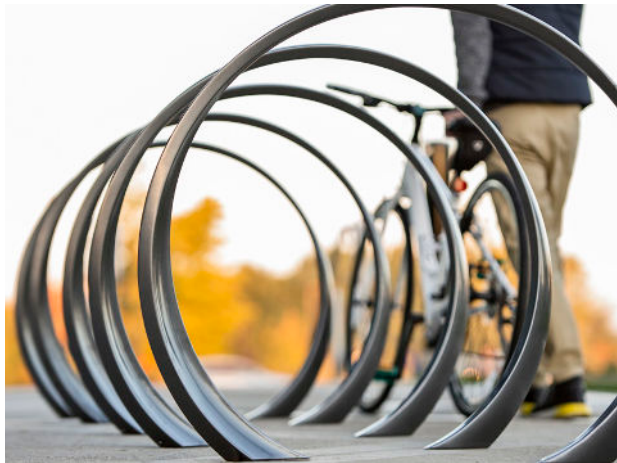


	PROJECT NO. OLIVA 177133	DOWLING SQUARE RAIN GARDEN OLIVA, MINNESOTA	FIGURE NO. 1
	DATE: 2.27.2024		



Site Furnishings (not included)

- Planting bed
- Raised planting bed
- Planting bed with curb
- Seating encasing plantings
- Limestone bench
- Backless bench
- Move-able seating in plaza space



Site Furnishings (not included)

- Benches
- Picnic tables
- Cafe tables
- Shade structure
- Bike racks
- Trash receptacles
- Seat walls and planting beds
- String lighting

DOWLING SQUARE - RAIN GARDEN
 OLIVIA, MINNESOTA
 SEH NO. OLIVA 177133
 March 5, 2024

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QTY.	ESTIMATED UNIT PRICE	ESTIMATED COST
SURFACE RESTORATION					
1	REMOVE PAVEMENT	SQ YD	100	\$ 15.00	\$1,500.00
2	COMMON EXCAVATION	CU YD	55	\$ 35.00	\$1,925.00
3	AGGREGATE BASE	CU YD	35	\$ 45.00	\$1,575.00
4	SELECT GRANULAR	CU YD	25	\$ 35.00	\$875.00
5	GEOTEXTILE FABRIC	SQ YD	75	\$ 3.00	\$225.00
6	CONCRETE PAVEMENT	SQ YD	100	\$ 100.00	\$10,000.00
7	COMMON TOPSOIL BORROW	CU YD	6	\$ 40.00	\$240.00
STORM SEWER					
8	REMOVE STORM STRUCTURE	EACH	1	\$ 600.00	\$600.00
9	CONSTRUCT DRAINAGE STRUCTURE - INLINE DRAIN W/ GRATE	EACH	1	\$ 2,000.00	\$2,000.00
10	4" DRAIN TILE	LIN FT	80	\$ 12.00	\$960.00
11	4" PVC CLEAN OUT (DRAIN TILE)	EACH	2	\$ 300.00	\$600.00
12	6" STORM PIPE, SEWER	LIN FT	35	\$ 40.00	\$1,400.00
13	CONNECT TO EXISTING STORM SEWER	EACH	1	\$ 2,000.00	\$2,000.00
SUBTOTAL					\$23,900.00
CONSTRUCTION CONTINGENCY (15%)					\$3,585.00
PROJECT RELATED COSTS (25%)					\$5,975.00
TOTAL ESTIMATED COST					\$33,460.00

OTHER ITEMS NOT INCLUDED TO CONSIDER					
1	LIMESTONE BENCH	EACH		\$1,000.00	
2	METAL BENCH	EACH		\$1,000.00	
3	CAFÉ TABLES (1 TABLE & 4 CHAIRS)	EACH		\$3,000.00	
4	PICNIC TABLES	EACH		\$2,000.00	
5	TRASH RECEPTACLES	EACH		\$500.00	
6	BIKE RACKS	EACH		\$500.00	
7	SUN SAIL CANOPY	EACH		\$150.00	