



The City Council of the City of St. Charles welcomes you to its Regular Meeting of Tuesday, November 9, 2021 at 6:00 p.m. at 830 Whitewater Avenue, City Council Chambers, St. Charles, Minnesota.

| ITEM | ACTION REQUESTED |
|---|------------------|
| 1. Call to Order | |
| 2. Pledge of Allegiance | |
| 3. November 9, 2021 Agenda | APPROVE |
| 4. Meeting Minutes | APPROVE |
| -October 12, 2021 | |
| -October 26, 2021 | |
| 5. November Payables | APPROVE |
| 6. Notices and Communications (if applicable) | INFORMATION |
| 7. Reports of Boards and Committees: | INFORMATION |
| 7a. Administrator's Report, Nick Koverman | |
| 7b. Public Works Superintendent Report, Kyle Karger | |
| 7c. Chief of Police Report, Jose Pelaez | |
| 7d. Library Board Report, David Kramer | |
| 7e. School Board, John Steffel | |
| 8. Legion Award Presentation | PRESENT |
| 9. Ordinance #634 Amending Sewer Rates (1 st Reading) | APPROVE |
| 10. Ordinance #635 Amending Water Rates (1 st Reading) | APPROVE |
| 11. Resolution #50-2021 Waste Management Rates (2022) | APPROVE |
| 12. Ambulance Hiring Recommendation | APPROVE |
| 13. 2021 Street Pay Requests | |
| -No. 2—Dunn Blacktop (Gravel Alley) | |
| -No. 4—Chippewa Concrete (Sidewalks) | |
| -No. 3—Snow Contracting (Trails) | |
| -No. 3---Dunn Blacktop (Streets) | |
| -No. 5---Zenke, Inc. (Chattanooga 2 nd) | APPROVE |

UNSCHEDULED PUBLIC APPEARANCES: Members of the audience may address any item not on the agenda. State Statute prohibits the City Council from discussing an item that is not on the agenda, but the City Council does listen to your concerns and has staff follow up on any questions you raise.

ADJOURNMENT

Please Note: Some or all councilmembers may participate by telephone or other electronic means as permitted through Minn. Stat. 13D.021.
To attend the conference call please dial 1-320-460-1726 and the
conference ID: 412 683 142#



MEMORANDUM for the CITY COUNCIL of St. Charles for
Tuesday, November 9, 2021

- 8. Legion Award Presentation.** Jill and Glen Mueller of the American Legion will be present to provide an award to Chief Jose Pelaez.
- 9. Ordinance #634 Amending Sewer Rates (1st Reading).** See enclosed for consideration.
- 10. Ordinance #635 Amending Water Rates (1st Reading).** See enclosed for consideration.
- 11. Resolution #50-2021 Waste Management Rates 2022.** See enclosed for consideration.
- 12. Ambulance Hiring Recommendation.** It is recommended to hire Devynn Priest pending a successful background check.
- 13. 2021 Pay Requests-**No. 2—Dunn Blacktop (Gravel Alley)
-No. 4—Chippewa Concrete (Sidewalks)
-No. 3---Snow Contracting (Trails)
-No. 3---Dunn Blacktop (Streets)
-No. 5---Zenke, Inc. (Chattanooga 2nd)

**MINUTES of the ST. CHARLES CITY COUNCIL
for Tuesday, October 12, 2021 held at 6:00 p.m. at
830 Whitewater Avenue,
St. Charles, Minnesota**

MEMBERS PRESENT:

Councilmen:

Mayor John Schaber

Dave Braun

John Steffel

Wayne Getz

David Kramer

Note: Due to COVID-19 pandemic, Council previously authorized a local emergency resolution allowing the use of teleconferencing to observe Governor Tim Walz Executive Order 20-20, which called for sheltering in place.

STAFF PRESENT: Cris Gastner (EDA Director—CEDA) and Nick Koverman (City Administrator).

OTHERS IN ATTENDANCE: (Others via teleconference unless noted): Dan White, Andrea Kieffer (Whitewater Wellness), Billy Bennett, and Amanda Hedlund (Habitat for Humanity).

1. ESTABLISH QUORUM/CALL TO ORDER

Quorum was established with Mayor Schaber calling the meeting to order at 6:00 p.m.

2. PLEDGE of ALLEGIANCE

3. APPROVAL of the AGENDA:

Motion to approve the agenda.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

4. Meeting Minutes

September 14, 2021

Motion to approve: **Wayne Getz**

No further discussion.

Motion declared carried.

September 28, 2021

Motion to approve: **David Kramer**

No further discussion.

Motion declared carried.

5. October Payables. No questions were asked.

Motion to approve: **John Steffel**

No further discussion.

Motion declared carried.

6. Notices and communications: Admin. Koverman highlighted the Friends of the Library book sale coming in October as well as the letter from the St. Charles Dover Eyota Sanitary District indicating the 2 percent sewer increase in fees.

7. Reports of Boards and Committee:

Various reports were given. Clm. Kramer reported that 90 participants were at the Cookies for Kids event held at the Library. The SELCO license agreement was being reviewed for the public computers that are

leased through SELCO. Various policies were reviewed as well. Clm. Steffel relayed the various topics of discussion at the school board meeting, while Clm. Braun provided the detail from the Park Board.

8. Habitat for Humanity Request. Amanda Hedlund, who has been the executive director for the past 5 years, presented a request that would see 5-6 townhomes constructed in the Southfork Subdivision with the remaining land owned by SEMMCHRA along Hwy 14. She outlined the sources of funding including ARP funds through Winona County, in addition to about \$200,000 that Habitat has raised. She discussed the partnership with Southeast Technical College and the need to construct affordable workforce housing. She briefly discussed who a Habitat for Humanity homeowner is with the following examples of teachers, small business owners, farmers, manufacturers and bus drivers just to name a few. Her goal is build one townhome a year for the next 5-6 years. Admin. Koverman added that they had been in discussion approximately a year and a half prior on various properties and avenues that may work. The partnership that Hedlund discussed was appealing as the community can help be a part of helping to find homeowners that would be a good fit for the community. Clm. Kramer asked what was requested of the city to which Hedlund relayed that she was simply looking for support of the project. She did indicate that other communities had helped with some permit fees, but that it wasn't required. Koverman did also relay the request to utilize the city's engineer for the work, as paid for through ARP funds being requested by Habitat, that would cover any costs associated. As it would be deemed a government partnership, it was believed that the use of the city engineer would help to lessen the overall costs of the project. Council concurred with the idea. After a few questions of how people qualify to become owners, Clm. Kramer motioned a strong vote of support for the project. Council concurred and thanked her for her time. She will now proceed to the Winona County Board and when the application process is open, she will then proceed with a request for support of the ARP funds through Winona County.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

9. 2022 Enterprise Budgets. Admin. Koverman relayed that per Mike Bubany's previous recommendation, a 1.5 percent water and 2.0 percent sewer increase should always be anticipated. Mike Bubany will be present at the next meeting to review the CIP and status of the enterprise funds in relation to the planned increases. Waste Management had been contacted to inquire as to the 2022 proposed increase and are awaiting confirmation. Gary Price from UMMEG is concluding his study of the 2020-2021 data for the electric department and it is staff's intent to bring forth the electric study/information for the following meeting for a recommended increase. It was noted that rates had not been changed since 2013 and that it was primarily due to the low market rates that UMMEG has been able to experience. The last year and a half, there has been increased market volatility and the need to increase rates has been determined due to the decrease in revenues seen, which have been reflected in the previous city audits. Staff continues to gather information on the ambulance budget and it was reinforced that a full-time director position to help provide daytime coverage and assistance to the department that see nearly one call per day will be presented. Koverman relayed that he has planned meetings with representatives from Minnesota Ambulance Association to discuss the prospect of EMS taxing districts. In addition, an October 28th meeting in Elgin is proposed that will feature a presentation from the MAA president on the status of EMS services statewide. More information will follow.

10. RCA-Loan Request 1-2021. EDA Director Cris Gastner was present to review the loan request for \$25,000.00 at a loan amount of 3 percent. Gastner relayed that the business would be purchasing the property at 956 Whitewater Avenue to continue its health nutrient business that is located across the street. This opportunity allows for greater growth in the business and would be supported by rental income with an apartment unit upstairs along with the potential to rent out additional commercial space for other individuals. The EDA reviewed the proposal and recommended approval the loan. Andrea Kieffer, owner of Natural Nutrition was present and expressed her enthusiasm about the opportunity. A motion was made to approve the loan request as presented.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

11. Accept SHIP Grant-Trails. Mayor Schaber briefly highlighted the grant received for \$7,731.52 for the purchase and installation of six benches and six bike racks. As part of the City's cost share, six 5X10 pads will be installed along determined areas of the trail segments in town. Not hearing any additional questions, Mayor Schaber called for a motion to approve the grant.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

12. Winter Park/Rec. Brochure. A motion was made to approve the Winter Park/Rec brochure.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

13. Public Works Appointment—Brad Horn. Mayor Schaber presented the name of Brad Horn for the vacant position on the Public Works Board. A motion was made to approve the appointment for the unexpired term and the 3-year term to begin January 2022.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

14. Planning & Zoning Appointment—Jill Mueller. Mayor Schaber presented the name of Jill Mueller for consideration to the Planning & Zoning Commission. Hearing no objections, a motion to approve the appointment was moved.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

15. Pay Requests. Three pay requests from Zenke (No. 4-Chattanooga 2nd--\$240,829.75), Dunn Blacktop (No. 2, 2021 Streets--\$765,971.41), Floorcoat Midwest (No. 1—Manhole Adj. --\$57,368.46) was moved for approval as they had been reviewed and approved by WHKS.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

16. TNT Date—December 14, 2021. Mayor Schaber presented the December 14, 2021 date for the Truth In Taxation meeting for approval. A motion was made to approve the date.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

Unscheduled Public Appearances. Dan White commended Sergeant Brady Jones for service rendered and relayed a date and time for community caroling.

Motion to adjourn at 6:36 p.m.: **Wayne Getz**

No further discussion.

Motion carried.

ATTEST

John Schaber, Mayor

Nick Koverman, City Administrator

MINUTES of the ST. CHARLES CITY COUNCIL
for Tuesday, October 26, 2021 held at 6:00 p.m. at
830 Whitewater Avenue,
St. Charles, Minnesota

MEMBERS PRESENT:

Councilmen:

Mayor John Schaber

Dave Braun

John Steffel

Wayne Getz

David Kramer

STAFF PRESENT: Renee Hewitt (SC amb.), Todd Cage (SC amb.), Scott Schossow (SC amb.), Bria Majerus (SC amb.), Aaron Carlson (Fire Chief and SC amb.), Kyle Karger (PW Director), Melissa Krusmark (City Accountant), Nick Koverman (City Administrator).

OTHERS PRESENT: Mike Bubany (David Drown Associates-virtual), Holly Jacobs (EMSRB), and Daren Sikkink (WHKS).

1. ESTABLISH QUORUM/CALL TO ORDER

Quorum was established with Mayor Schaber calling the meeting to order at 6:00 p.m.

2. PLEDGE of ALLEGIANCE

3. APPROVAL of the AGENDA:

Motion to approve the agenda.

Motion to approve: **Dave Braun**

No further discussion.

Motion carried.

4. Notices and Communications. None.

5. Review of Financials: No questions were asked.

Motion to approve: **Wayne Getz**

No further discussion.

Motion declared carried.

6. Fire Department Hirings. Admin. Koverman presented the names of Matthew Serum, Mark Mickow, Thomas Countryman, Jay Brown, and Austin Fohrman for firefighters. Chief Carlson relayed that several are daytime fire fighters and would start January 1, 2022. A motion to approve the names as presented was moved.

Motion to approve: **David Kramer**

No further discussion.

Motion declared carried.

7. 2021 Street Project Update. WHKS Engineer Daren Sikkink and Public Works Director Kyle Karger presented a revised schedule for completion of the 2021 Street project. Sikkink highlighted a map that showed the majority of projects initially bid will be completed with a small percentage that has been requested to be pushed to 2022. As part of the discussion, several change orders were discussed or issues that as the project moved forward, items were discovered that needed to be addressed. Also, various items were removed as other more concerning pieces were brought to attention. To date, it was estimated that only 65 percent of the project budget had been expended. Director Karger highlighted for the Council the various issues that arose and how staff worked to address those issues. It was agreed by Dunn Blacktop that all projects would be completed by June 1, 2022. Mayor Schaber relayed that all concerns had been

addressed and that the project was nearly completed, but that the Dunn will be held to their request of June 1, 2022. No further action was taken.

8. Enterprise Budgets. Holly Jacob of the Emergency Medical Services Regulatory Board was present to provided Council with a general understanding of the requirements of ambulance services and how services around the region were struggling with volunteer help. She relayed that most services who take more than 150 calls annually utilize the services of a fulltime director, if not even more as the need for daytime response is seeing critical levels throughout the state and country. She relayed that she began as a full-time director nearly 12 years ago for Lewiston. Mayor Schaber relayed that currently Lewiston was providing M-F coverage of 6 a.m. to 6 p.m. due to the strain on daytime need. Admin. Koverman also referenced a brief memo of the current state of the ambulance and the need for a full-time director. Cln. Kramer also asked about a larger partnership or collaboration between existing ambulances. Jacob relayed that while in time this may be a better solution, at this moment in time, the service needs a full-time director to help with the scheduling, partial staffing, certification, training, etc. A question of why EMS was not considered “essential services” was discussed and Jacob relayed that discussions are happening at the state level, but that it will be a long road and that the Fire Chief’s Lobby group simply has more pull and are creating problems. Bria Majerus with the ambulance service gave a brief update that 3 people are in school, but that assistance for the current volunteers is desperately needed as they cannot continue to have full-time jobs, families and give the number of hours necessary to keep a 24 hour service going without additional support. Koverman relayed that he estimated a full-time position with benefits within the City’s Base Pay Structure would be an estimated \$100,000 depending on qualifications. Currently, for 2022, he would recommend using the ambulance reserve to cover that cost. Future discussions of taxing districts or direct levy will have to be discussed over the next year, but that if this is the direction of the Council to move forward with a study by Flaherty & Hood at a cost of \$800.00 for the position, this is one recommendation of how to pay for the position. Council expressed their appreciation for everything the services are doing to continue to provide support for the ambulance and a motion was made to approve the job classification study.

Motion to approve: **Wayne Getz**

No further discussion.

Motion carried.

Mike Bubany of David Drown & Associates presented his recommendations of a 2 percent sewer and 1.5 percent water increase that was discussed in 2020 as an incremental approach. He also reviewed the bond and the impact on the property tax levy. He relayed that staff presented information that a home valued at \$250,000 would see an increase of approximately \$12/month. He then relayed that given the county’s increase in the value of that property of 7 percent, the amount would be closer to just under \$20/month. No questions were asked.

Admin. Koverman relayed that Gary Price of UMMEG was hoping to conclude his study, but with recent market prices, requested additional time to finalize. He hopes to present in November.

9. Pay Request No. 2 Pearson Brothers. An amount of \$12,407.13 was requested for payment. A motion was made to approve the payment.

Motion to approve: **David Kramer**

No further discussion.

Motion carried.

10. Our Town Space Request. Admin. Koverman presented the request in the memo for the use of the little white church mid November for a production of Our Town. Dana McConnell works with the St. Charles High School drama program and has been working with Dr. Bernard. She also requested folding chairs for the venue for up to 50 people. Council approved and a motion to approve the request was moved.

Motion to table: **Dave Braun**

No further discussion.

Motion declared carried.

Unscheduled Public Appearances. None.

Motion to adjourn at 7:04 p.m.: **Wayne Getz**

No further discussion.

Motion carried.

ATTEST

John Schaber, Mayor

Nick Koverman, City Administrator



City Administrator's Report—October 2021

Oct. 5—Met with Supt. Jeff Apse and Pastor Chris from Faith Lutheran Church to discuss the upcoming SRTS application and to ask for support.

Oct. 7—Met with the new Dairyland Power representative, Jim Sherman, and discussed the ongoing relationship with DPC. Met with Matt Essig, Lewiston Ambulance Director, to review Lewiston budget and possible options of strategies.

Oct. 8—Met with Amanda Hedlund of Habitat for Humanity along with Cris Gastner to discuss potential partnership with Habitat and SEMMCHRA and County with the aid of ARPA funds through Winona County. A presentation was formulated for Council.

Oct. 11—Presented the SRTS application to the St. Charles School Board along with Police Chief Pelaez.

Oct. 14—Attended MCFOA regional meeting with Janell Dahl in Albert Lea to review Data Practices and Liquor Laws.

Oct. 15—Held staff meeting with WHKS and Dunn Blacktop to discuss 2021 Street Construction Completion schedule.

Oct. 18—Mayor Schaber attended a meeting with Minnesota Ambulance Association representatives to learn more about the possibility of special taxing districts for EMS services. Also, discussed a possible ambulance billing company option. Mayor Schaber and Clm. Getz also met with developer Dan Pearson to discuss the development agreement and how we can proceed forward.

Oct. 20—Met with local security representative to discuss potential wifi cameras in the park.

Oct. 21—PW Director Karger and I met with Gary Price of UMMEG to continue discussing the electric rate study. Given current market situations, Mr. Price was hoping for additional time given the current rates that were reflected in the September billing.

Oct. 28—Met with new P&Z member Jill Mueller to review the basics of P&Z.

Oct. 29—Held staff health insurance meeting with Bill Singer, UnitedHealth representative.

City of St. Charles

Ordinance #634

**AN ORDINANCE OF THE CITY OF ST. CHARLES, MINNESOTA, AMENDING
ST. CHARLES CODE - SEWER RATES AND REPEALING ORDINANCE #627**

**THE COUNCIL OF THE CITY OF ST. CHARLES, MINNESOTA DOES
ORDAIN (deleted material is enclosed in brackets; new material is underlined;
subsections which are not being amended are omitted):**

Section 1. Title V: Public Works: Chapter 52 Sewer, of the City Code of
St. Charles, Minnesota, be amended as follows:

§52.08 Sewer Rates

Subd. A. Residential sewer use shall be established annually by the
amount of water incurred.

Subd. B. The rates for residential, commercial and industrial
property are as follows:

- (1) ~~\$(16.08)~~ 16.40 base rate per user per month, for the first
meter in each residential household.
- (2) ~~\$(6.64)~~ \$6.74 District charge per 1,000 gallons
- (3) ~~\$(0.23)~~ 0.24 City charge per 1,000 gallons

Effective Date: This Ordinance shall take effect 30 days upon publication.

Passed and adopted by the Council of the City of St. Charles, Minnesota this 23rd day of
November, 2021.

John Schaber, Mayor

Attest: _____
Nick Koverman, City Administrator

First Reading:

CITY OF ST. CHARLES

ORDINANCE # 635

**AN ORDINANCE OF THE CITY OF ST. CHARLES, MINNESOTA,
AMENDING ST. CHARLES CODE - WATER RATES AND REPEALING ORDINANCE
#628**

THE CITY OF ST. CHARLES DOES ORDAIN (deleted material is enclosed in brackets and stricken; new material is underlined; subsections which are not being amended are omitted):

Section 1. Title V: Public Works, Chapter 51 Water, of the City Code of St. Charles, Minnesota, be amended as follows:

§ 51.03 WATER RATES.

(A) *Base charge*. Each water user shall pay a base charge of ~~(\$17.94)~~ 17.30 per month during which water service is furnished.

(B) *Commodity charge*. Each water user shall pay a commodity charge per 1,000 gallons of water use for each billing period during which water service is furnished based on an incremental tier structure.

Water - Residential

| | |
|------------------------------------|--|
| Tier 1 (0 to 20,000 gallons): | (\$3.48) <u>3.53</u> /1,000 gallons |
| Tier 2 (20,001 to 80,000 gallons): | (\$3.59) <u>3.64</u> /1,000 gallons |
| Tier 3 (80,001 gallons and above): | (\$3.69) <u>3.75</u> /1,000 gallons |

Water – Commercial/Industrial

| | |
|---------------------------------|--|
| Tier 1 (0 to 102,000 gallons): | (\$3.48) <u>3.53</u> /1,000 gallons |
| Tier 2 (Above 102,001 gallons): | (\$3.59) <u>3.64</u> /1,000 gallons |

Section 2: This Ordinance shall take effect thirty days after its publication.

Adopted this 23rd day of November, 2021 by the City Council of the City of St. Charles, Minnesota.

John Schaber, Mayor

Attest:

Nick Koverman, City Administrator

**CITY OF ST. CHARLES
RESOLUTION #50-2021**

A RESOLUTION AMENDING THE GARBAGE AND RECYCLING RATE

WHEREAS, pursuant to City Waste Management System Contract an annual increase for garbage and recycling services will be established annually or as needed by city resolution in accordance to City Code 53.45 H(1987 Code, §410.11).

WHEREAS, the City of St. Charles acknowledges the 2022 rates of the approved contract with Waste Management for refuse and recycling as follows:

ADVANCED DISPOSAL RATE INCREASE

**35 gallon cart service \$10.50 to \$10.92 for trash and \$4.45 to \$4.63 for recycling
65 gallon cart service \$10.27 to \$11.72 for trash and \$4.45 to \$4.63 for recycling
95 gallon cart service \$12.48 to \$12.98 for trash and \$4.45 to \$4.63 for recycling**

WHEREAS, in addition to the Waste Management increase the City of St. Charles will charge .75 cents per month to each trash service in order to recover expenses associated with garbage collection service, bad debt, postage, and administrative time;

WHEREAS, the total WASTE MANAGEMENT RATE (not including applicable Solid Waste Mgmt. tax and a Winona County Surcharge) will be:

**35 gallon cart trash service will be \$11.67 and \$4.45 for recycling
65 gallon cart trash service will be \$12.47 and \$4.45 for recycling
95 gallon cart trash service will be \$13.73 and \$4.45 for recycling**

WHEREAS, all single family residential dwellings and multi-unit apartment dwellings will be charged a .75 cents per month Compost fee, which is used to support the Compost Site and City Cleanup Day.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ST. CHARLES, MINNESOTA:

The new rates for garbage and recycling will go into effect January 1, 2022.

Adopted by the Council of the City of St. Charles, Minnesota this day, November 9, 2021.

John Schaber, Mayor

Attest: _____
Nick Koverman, City Administrator

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com



October 28, 2021

Mr. Kyle Karger
Public Works Director
City of St. Charles
830 Whitewater Avenue
St. Charles, MN 55972

RE: St. Charles, MN
2021 Gravel Alley Improvements
Pay Request No. 2

Dear Kyle:

Enclosed is Pay Request No. 2 for work on the above referenced project. We recommend the City make payment in the amount of \$5,463.45 to:

Dunn Blacktop Company
24206 MN-43
Winona, MN 55987

Please contact me if you have any questions.

Sincerely,

WHKS & co.

A handwritten signature in blue ink, appearing to read "D. Sikkink", is written over the company name.

Daren D. Sikkink, P.E.

DDS/jm

Enclosure

cc: Nick Koverman, City of St. Charles
Sam Costigan, Dunn Blacktop Company

2905 South Broadway
Rochester, MN 55904
Phone: 507.288.3923



PARTIAL PAYMENT REQUEST
FOR CONSTRUCTION WORK COMPLETED

Project: 2021 Gravel Alley Improvements
Project No.: 9158
Location: St. Charles, MN
Contractor: Dunn Blacktop Company

Bid Price: \$247,240.00
Date: Oct. 28, 2021
Estimate #: 2
% Complete: 105.2%

| Item No. | Description | Unit | Unit Price | Quantity | Quantity Completed Previous Estimates | Quantity Completed This Estimate | Quantity Completed to Date | Total |
|--------------------|---|------|------------|----------|---------------------------------------|----------------------------------|----------------------------|---------------|
| 1 | Mobilization | L.S. | \$8,300.00 | 1 | 1 | 0.00 | 1.00 | \$ 8,300.00 |
| 2 | Bituminous Wearing Course Mix SPWEB240B | Ton | \$81.00 | 2900 | 3005.76 | 71.00 | 3076.76 | \$ 249,217.56 |
| 3 | Adjust Casting | Ea | \$750.00 | 2 | 0 | 0.00 | 0.00 | \$ - |
| 4 | Traffic Control | L.S. | \$2,540.00 | 1 | 1 | 0.00 | 1.00 | \$ 2,540.00 |
| Construction Total | | | | | | | | \$ 260,057.56 |

Less 5% Retained Amount \$ 13,002.88

Less Previous Payments \$ 241,591.23

| | |
|----------------------------------|--------------------|
| Net Payment this Estimate | \$ 5,463.45 |
|----------------------------------|--------------------|

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com



October 28, 2021

Mr. Kyle Karger
Public Works Director
City of St. Charles
830 Whitewater Avenue
St. Charles, MN 55972

RE: St. Charles, MN
2021 Sidewalk Improvements
Pay Request No. 4

Dear Kyle:

Enclosed is Pay Request No. 4 for work on the above referenced project. We recommend the City make payment in the amount of \$14,528.55 to:

Chippewa Concrete Services
3030 110th Street
Chippewa Falls, WI 54729

Please contact me if you have any questions.

Sincerely,

WHKS & co.

A handwritten signature in blue ink, appearing to read "D D Sikkink", is written over the company name.

Daren D. Sikkink, P.E.

DDS/jm

Enclosure

cc: Nick Koverman, City of St. Charles
Barry Bohman, Chippewa Concrete Services

2905 South Broadway
Rochester, MN 55904
Phone: 507.288.3923



PARTIAL PAYMENT REQUEST
FOR CONSTRUCTION WORK COMPLETED

Project: 2021 Sidewalk Improvements
Project No.: 9158
Location: St. Charles, MN
Contractor: Chippewa Concrete Services

Bid Price: \$1,314,724.80
Date: Oct. 28, 2021
Estimate #: 4
% Complete: 77.6%

| Item No. | Description | Unit | Unit Price | Quantity | Quantity Completed Previous Estimates | Quantity Completed This Estimate | Quantity Completed to Date | Total |
|----------|-------------------------------------|----------|-------------|----------|--|--|----------------------------------|---------------|
| 1 | Mobilization | Lump Sum | \$97,750.00 | 1 | 1.00 | 0.00 | 1.00 | \$ 97,750.00 |
| 2 | Remove Bituminous Pavement | S.Y. | \$5.00 | 530 | 237.11 | 0.00 | 237.11 | \$ 1,185.55 |
| 3 | Remove Concrete Curb and Gutter | L.F. | \$8.00 | 1500 | 1077.00 | 0.00 | 1077.00 | \$ 8,616.00 |
| 4 | Remove Concrete Driveway Pavement | S.Y. | \$8.00 | 2500 | 904.67 | 0.00 | 904.67 | \$ 7,237.36 |
| 5 | Remove Bituminous Driveway Pavement | S.Y. | \$5.00 | 220 | 582.44 | 0.00 | 582.44 | \$ 2,912.20 |
| 6 | Remove Concrete Walk | S.Y. | \$2.00 | 8350 | 10757.44 | 0.00 | 10757.44 | \$ 21,514.88 |
| 7 | Adjust Gate Valve & Box | Each | \$200.00 | 5 | 1.00 | 0.00 | 1.00 | \$ 200.00 |
| 8 | Furnish and Install Gate Valve Box | Each | \$275.00 | 50 | 58.00 | 0.00 | 58.00 | \$ 15,950.00 |
| 9 | Clear and Grub Tree | Each | \$250.00 | 22 | 9.60 | 0.00 | 9.60 | \$ 2,400.00 |
| 10 | Topsoil Borrow (LV) | C.Y. | \$15.00 | 2500 | 2500.00 | 0.00 | 2500.00 | \$ 37,500.00 |
| 11 | Common Excavation (P) | C.Y. | \$12.00 | 900 | 900.00 | 0.00 | 900.00 | \$ 10,800.00 |
| 12 | Common Borrow | C.Y. | \$12.00 | 300 | 300.00 | 0.00 | 300.00 | \$ 3,600.00 |
| 13 | Bituminous Roadway Patching | S.Y. | \$80.40 | 550 | 269.33 | 0.00 | 269.33 | \$ 21,654.40 |
| 14 | Concrete Driveover Curb and Gutter | L.F. | \$57.53 | 10 | 20.00 | 0.00 | 20.00 | \$ 1,150.60 |
| 15 | Concrete B624 Curb and Gutter | L.F. | \$57.53 | 1500 | 919.00 | 0.00 | 919.00 | \$ 52,870.07 |
| 16 | 6" Concrete Walk | Sq. Ft | \$10.45 | 4100 | 2397.00 | 0.00 | 2397.00 | \$ 25,048.65 |
| 17 | 4" Concrete Walk | Sq. Ft | \$5.85 | 114450 | 99053.00 | 0.00 | 99053.00 | \$ 579,460.05 |
| 18 | 6" Thickened Edge Concrete Walk | Sq. Ft | \$11.45 | 100 | 0.00 | 0.00 | 0.00 | \$ - |
| 19 | 4" Thickened Edge Concrete Walk | Sq. Ft | \$6.22 | 1200 | 0.00 | 0.00 | 0.00 | \$ - |
| 20 | Truncated Domes | Sq. Ft | \$50.00 | 700 | 341.00 | 0.00 | 341.00 | \$ 17,050.00 |
| 21 | 3" Bituminous Driveway | S.Y. | \$38.35 | 800 | 283.06 | 137.56 | 420.61 | \$ 16,130.44 |
| 22 | 6" Aggregate Driveway | C.Y. | \$25.00 | 200 | 100.00 | 0.00 | 100.00 | \$ 2,500.00 |
| 23 | 6" Concrete Driveway | S.Y. | \$55.56 | 2500 | 2060.33 | 0.00 | 2060.33 | \$ 114,472.12 |
| 24 | 6" Concrete Driveway Type A | S.Y. | \$61.68 | 100 | 0.00 | 0.00 | 0.00 | \$ - |
| 25 | Storm Drain Inlet Protection | Each | \$165.00 | 70 | 70.00 | 0.00 | 70.00 | \$ 11,550.00 |
| 26 | Seeding | Acre | \$1,200.00 | 5 | 5.00 | 0.00 | 5.00 | \$ 6,000.00 |
| 27 | Traffic Control | Lump Sum | \$6,000.00 | 1 | 1.00 | 0.00 | 1.00 | \$ 6,000.00 |
| 28 | Material Testing Allowance (\$1000) | Lump Sum | \$1,000.00 | 1 | 0.00 | 0.00 | 0.00 | \$ - |
| 29 | Adjust Catch Basin | Each | \$400.00 | 1 | 1.00 | 0.00 | 1.00 | \$ 400.00 |
| 30 | Concrete Valley Gutter | L.F. | \$48.24 | 18 | 2.00 | 16.00 | 18.00 | \$ 868.32 |
| 31 | Concrete Steps | S.F. | \$85.81 | 74 | 3.00 | 71.00 | 74.00 | \$ 6,349.94 |
| 32 | Concrete V-Curb | L.F. | \$39.42 | 80 | 4.00 | 76.00 | 80.00 | \$ 3,153.60 |

Construction Total \$ 1,074,324.18

Less 5% Retained Amount \$ 53,716.21

Less Previous Payments \$ 1,006,079.42

Net Payment this Estimate \$ 14,528.55

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com



October 28, 2021

Mr. Kyle Karger
Public Works Director
City of St. Charles
830 Whitewater Avenue
St. Charles, MN 55972

RE: St. Charles, MN
2021 Trails Improvements
Pay Request No. 3

Dear Kyle:

Enclosed is Pay Request No. 3 for work on the above referenced project. We recommend that the City make payment in the amount of \$3,003.87 to:

Snow Contracting, LLC
684 Marcus Place NE
Byron, MN 55920

Please contact me if you have any questions.

Sincerely,

WHKS & co.

A handwritten signature in blue ink, appearing to read "D D Sikkink".

Daren D. Sikkink, P.E.

DDS/jm

Enclosure

cc: Nick Koverman, City of St. Charles
Dalton Snow, Snow Contracting

2905 South Broadway
Rochester, MN 55904
Phone: 507.288.3923



PARTIAL PAYMENT REQUEST
FOR CONSTRUCTION WORK COMPLETED

Project: 2021 Trail Improvements
Project No.: 9158
Location: St. Charles, MN
Contractor: Snow Contracting

Bid Price: \$389,441.25
Date: Oct. 28, 2021
Estimate #: 3
% Complete: 90.7%

| Item No. | Description | Unit | Unit Price | Quantity | Quantity Completed Previous Estimates | Quantity Completed This Estimate | Quantity Completed to Date | Total |
|---|--|--------|-------------|----------|---------------------------------------|----------------------------------|----------------------------|--------------|
| Alternate Bid Schedule A - Overlay Existing Trail in City Park | | | | | | | | |
| 1 | Mobilization | L.S. | \$7,000.00 | 1 | 1 | 0.00 | 1.00 | \$ 7,000.00 |
| 2 | Type SP 12.5 Wearing Course Mix SPWEB240B (1.5") Overlay | Ton | \$84.00 | 525 | 515 | 0.00 | 515.00 | \$ 43,260.00 |
| 3 | Traffic Control | L.S. | \$1,500.00 | 1 | 1 | 0.00 | 1.00 | \$ 1,500.00 |
| 4 | Material Testing Allowance \$500 | L.S. | \$500.00 | 1 | 0 | 0.00 | 0.00 | \$ - |
| Alternate Bid Schedule B - Trail Extension at Fairgrounds | | | | | | | | |
| Alternate Bid Schedule B removed from project with change order 1. Added City Park Trail - see below. | | | | | | | | |
| Alternate Bid Schedule C - Trail Extension along Church and Richland Avenues | | | | | | | | |
| 1 | Mobilization | L.S. | \$15,000.00 | 1 | 1.0 | 0.00 | 1.00 | \$ 15,000.00 |
| 2 | Remove Bituminous Pavement | S.Y. | \$10.00 | 270 | 275 | 0.00 | 275.00 | \$ 2,750.00 |
| 3 | Remove Concrete Curb and Gutter | L.F. | \$12.00 | 100 | 102 | 0.00 | 102.00 | \$ 1,224.00 |
| 4 | Remove Bituminous Driveway Pavement | S.Y. | \$10.00 | 65 | 53 | 0.00 | 53.33 | \$ 533.30 |
| 5 | Topsoil Borrow (LV) | C.Y. | \$30.00 | 200 | 84 | 0.00 | 84.00 | \$ 2,520.00 |
| 6 | Common Borrow (LV) | C.Y. | \$15.00 | 400 | 400 | 0.00 | 400.00 | \$ 6,000.00 |
| 7 | Common Excavation (P) | C.Y. | \$17.00 | 750 | 750 | 0.00 | 750.00 | \$ 12,750.00 |
| 8 | Type SP 12.5 Wearing Course Mix SPWEB240B (3") | Ton | \$88.00 | 480 | 372 | 0.00 | 372.00 | \$ 32,736.00 |
| 9 | Bituminous Roadway Patching | S.Y. | \$27.00 | 270 | 270 | 0.00 | 270.00 | \$ 7,290.00 |
| 10 | Aggregate Base Class 5 | C.Y. | \$25.00 | 500 | 588 | 0.00 | 588.00 | \$ 14,700.00 |
| 11 | 3" Aggregate Shouldering | C.Y. | \$28.00 | 100 | 0 | 0.00 | 0.00 | \$ - |
| 12 | Concrete B624 Curb and Gutter | L.F. | \$35.20 | 100 | 110 | 0.00 | 110.00 | \$ 3,872.00 |
| 13 | 6" Concrete Walk | Sq. Ft | \$11.50 | 460 | 200 | 0.00 | 200.00 | \$ 2,300.00 |
| 14 | Truncated Domes | Sq. Ft | \$55.00 | 60 | 39 | 0.00 | 39.00 | \$ 2,145.00 |
| 15 | 3" Bituminous Driveway | S.Y. | \$90.00 | 20 | 20 | 0.00 | 20.00 | \$ 1,800.00 |
| 16 | 12" Reinforced Concrete Pipe | L.F. | \$60.00 | 16 | 8 | 0.00 | 8.00 | \$ 480.00 |
| 17 | 30" Reinforced Concrete Pipe | L.F. | \$110.00 | 8 | 0 | 0.00 | 0.00 | \$ - |
| 18 | 48" Corrugated Metal Pipe | L.F. | \$75.00 | 12 | 0 | 0.00 | 0.00 | \$ - |
| 19 | 12" Reinforced Concrete Apron | Each | \$950.00 | 1 | 1 | 0.00 | 1.00 | \$ 950.00 |
| 20 | 30" Reinforced Concrete Apron | Each | \$1,400.00 | 1 | 0 | 0.00 | 0.00 | \$ - |
| 21 | 48" Corrugated Metal Apron | Each | \$1,000.00 | 1 | 0.00 | 0.00 | 0.00 | \$ - |
| 22 | Temporary Rock Construction Entrance | Each | \$1,000.00 | 1 | 1.00 | 0.00 | 1.00 | \$ 1,000.00 |
| 23 | Seeding | Acre | \$3,000.00 | 1 | 1.00 | 0.00 | 1.00 | \$ 3,000.00 |
| 24 | Traffic Control | L.S. | \$1,500.00 | 1 | 0.50 | 0.00 | 0.50 | \$ 750.00 |
| 25 | 4 inch Solid Line | L.F. | \$6.00 | 600 | 0 | 527.00 | 527.00 | \$ 3,162.00 |
| 26 | Ditch Check, Type 2 | Each | \$250.00 | 5 | 5 | 0.00 | 5.00 | \$ 1,250.00 |
| 27 | Silt Fence | L.F. | \$2.25 | 1300 | 1300 | 0.00 | 1300.00 | \$ 2,925.00 |
| 28 | Material Testing Allowance \$500 | L.S. | \$500.00 | 1 | 0 | 0.00 | 0.00 | \$ - |
| 29 | Stabilizing Aggregate, Breaker Run | C.Y. | \$31.00 | | 33 | 0.00 | 33.00 | \$ 1,023.00 |
| Revised Alternate Bid Schedule D - Trail Extension along Springer Avenue north of Whispering Hills | | | | | | | | |
| 1 | Mobilization | L.S. | \$10,000.00 | 1 | 1 | 0 | 1 | \$ 10,000.00 |
| 2 | Remove Bituminous Pavement | S.Y. | \$50.00 | 5 | 0 | 0 | 0 | \$ - |
| 3 | Common Excavation | C.Y. | \$17.00 | 530 | 530 | 0 | 530 | \$ 9,010.00 |
| 4 | Common Borrow | C.Y. | \$15.00 | 150 | 150 | 0 | 150 | \$ 2,250.00 |
| 5 | Type SP 12.5 Wearing Course Mix SPWEB240B3 | Ton | \$88.00 | 205 | 180 | 0 | 180 | \$ 15,840.00 |
| 6 | Aggregate base, Class 5 | C.Y. | \$28.00 | 220 | 155 | 0 | 155 | \$ 4,340.00 |
| 7 | 6" Concrete Walk | S.F. | \$10.50 | 100 | 76 | 0 | 76 | \$ 798.00 |
| 8 | Truncated Domes | S.F. | \$55.00 | 20 | 15 | 0 | 15 | \$ 825.00 |
| 9 | 18" HDPE Storm Sewer | L.F. | \$60.00 | 157 | 177 | 0 | 177 | \$ 10,620.00 |
| 10 | 6" Drain tile w/Sock | L.F. | \$25.00 | 40 | 50 | 0 | 50 | \$ 1,250.00 |
| 11 | Junction Box | Each | \$3,500.00 | 1 | 1 | 0 | 1 | \$ 3,500.00 |
| 12 | Storm Manhole | Each | \$5,000.00 | 1 | 1 | 0 | 1 | \$ 5,000.00 |
| 13 | Ditch Check | Each | \$150.00 | 4 | 4 | 0 | 4 | \$ 600.00 |
| 14 | Seeding | Acre | \$3,000.00 | 0.35 | 0 | 0 | 0 | \$ - |
| 15 | Silt Fence | L.F. | \$2.25 | 525 | 525 | 0 | 525 | \$ 1,181.25 |
| 16 | Grading | Hr | \$330.00 | | 8 | 0 | 8 | \$ 2,640.00 |
| Alternate Bid Schedule E - Pave Existing Gravel Trail to Catholic Church | | | | | | | | |
| 1 | Mobilization | L.S. | \$15,000.00 | 1 | 1 | 0 | 1 | \$ 15,000.00 |
| 2 | Clear & Grub Tree | Each | \$1,000.00 | 1 | 0 | 0 | 0 | \$ - |
| 3 | Topsoil Borrow (LV) | C.Y. | \$30.00 | 100 | 0 | 0 | 0 | \$ - |

| Item No. | Description | Unit | Unit Price | Quantity | Quantity Completed Previous Estimates | Quantity Completed This Estimate | Quantity Completed to Date | Total |
|------------------------|--|--------|-------------|----------|---------------------------------------|----------------------------------|----------------------------|--------------|
| 4 | Type SP 12.5 Wearing Course Mix SPWEB240B (3") | Ton | \$88.00 | 500 | 348.5 | 0 | 348.5 | \$ 30,668.00 |
| 5 | Aggregate Base Class 5 | C.Y. | \$28.00 | 150 | 342 | 0 | 342 | \$ 9,576.00 |
| 6 | 3" Aggregate Shouldering | C.Y. | \$28.00 | 120 | 0 | 0 | 0 | \$ - |
| 7 | 6" Concrete Walk | Sq. Ft | \$10.50 | 155 | 145 | 0 | 145 | \$ 1,522.50 |
| 8 | Truncated Domes | Sq. Ft | \$55.00 | 40 | 30 | 0 | 30 | \$ 1,650.00 |
| 9 | 24" Reinforced Concrete Pipe | L.F. | \$80.00 | 40 | 40 | 0 | 40 | \$ 3,200.00 |
| 10 | 24" Reinforced Concrete Apron | Each | \$1,275.00 | 4 | 4 | 0 | 4 | \$ 5,100.00 |
| 11 | Seeding | Acre | \$3,000.00 | 0.4 | 0.4 | 0 | 0.4 | \$ 1,200.00 |
| 12 | Ditch Check, Type 2 | Each | \$150.00 | 3 | 3 | 0 | 3 | \$ 450.00 |
| 13 | Material Testing Allowance \$500 | L.S. | \$500.00 | 1 | 0 | 0 | 0 | \$ - |
| City Park Trail | | | | | | | | |
| 1 | Mobilization | L.S. | \$12,000.00 | 1 | 1 | 0 | 1 | \$ 12,000.00 |
| 2 | Silt Fence | L.F. | \$2.50 | 525 | 0 | 0 | 0 | \$ - |
| 3 | Clearing and Grubbing | Each | \$550.00 | 1 | 1 | 0 | 1 | \$ 550.00 |
| 4 | Remove Concrete | S.Y. | \$15.00 | 10 | 10 | 0 | 10 | \$ 150.00 |
| 5 | Type SP 12.5 Wearing Course Mix SPWEB240B3 | Ton | \$92.00 | 200 | 165 | 0 | 165 | \$ 15,180.00 |
| 6 | Class 5 | C.Y. | \$28.00 | 210 | 155 | 0 | 155 | \$ 4,340.00 |
| 7 | Topsoil Borrow | C.Y. | \$30.00 | 100 | 0 | 0 | 0 | \$ - |
| 8 | Common Excavation | C.Y. | \$17.00 | 305 | 305 | 0 | 305 | \$ 5,185.00 |
| 9 | Seeding | Acre | \$4,000.00 | 0.25 | 0.25 | 0 | 0.25 | \$ 1,000.00 |
| Pipe Material | | | | | | | | |
| 1 | 12" RCP Pipe | L.F. | \$16.64 | | 8 | 0 | 8 | \$ 133.12 |
| 2 | 24" RCP Pipe | L.F. | \$28.80 | | 48 | 0 | 48 | \$ 1,382.40 |
| 3 | 24" RCP Apron | Each | \$480.96 | | 2 | 0 | 2 | \$ 961.92 |
| 4 | 30" RCP Pipe | L.F. | \$46.80 | | 16 | 0 | 16 | \$ 748.80 |
| 5 | 30" RCP Apron | Each | \$677.28 | | 1 | 0 | 1 | \$ 677.28 |
| 6 | Galvanized Ties | Each | \$32.88 | | 16 | 0 | 16 | \$ 526.08 |
| 7 | 48" CMP Pipe | L.F. | \$91.76 | | 12 | 0 | 12 | \$ 1,101.12 |
| 8 | 48" CMP Apron | Each | \$1,080.00 | | 1 | 0 | 1 | \$ 1,080.00 |

| | | |
|-----------------------|----|------------|
| Total Schedule A | \$ | 51,760.00 |
| Total Schedule C | \$ | 120,160.30 |
| Total Schedule D | \$ | 67,854.25 |
| Total Schedule E | \$ | 68,366.50 |
| Total City Park Trail | \$ | 38,405.00 |
| Total Pipe Material | \$ | 6,610.72 |

| | | |
|------------------------------|----|------------|
| Subtotal Construction Amount | \$ | 353,156.77 |
| Less 5% Retained Amount | \$ | 17,657.84 |
| Less Previous Payments | \$ | 332,495.06 |

| | | |
|----------------------------------|-----------|-----------------|
| Net Payment this Estimate | \$ | 3,003.87 |
|----------------------------------|-----------|-----------------|

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Fax: 507.288.2675
Email: rochester@whks.com
Website: www.whks.com



November 1, 2021

Mr. Kyle Karger
Public Works Director
City of St. Charles
830 Whitewater Avenue
St. Charles, MN 55972

RE: St. Charles, MN
2021 Streets Improvements
Pay Request No. 3

Dear Kyle:

Enclosed is Pay Request No. 3 for work on the above referenced project. We recommend the City make payment in the amount of \$797,808.66 to:

Dunn Blacktop Company
24206 MN-43
Winona, MN 55987

Please contact me if you have any questions.

Sincerely,

WHKS & co.

A handwritten signature in blue ink, appearing to read "D. Sikkink".

Daren D. Sikkink, P.E.

DDS/jm

Enclosure

cc: Nick Koverman, City of St. Charles
Sam Costigan, Dunn Blacktop Company

2905 South Broadway
Rochester, MN 55904
Phone: 507.288.3923



PARTIAL PAYMENT REQUEST
FOR CONSTRUCTION WORK COMPLETED

Project: 2021 Street Improvements
Project No.: 9158
Location: St. Charles, MN
Contractor: Dunn Blacktop Company

Bid Price: \$3,153,574.73
Date: Oct. 30, 2021
Estimate #: 3
% Complete: 68.5%

| Item No. | Description | Unit | Unit Price | Quantity | Quantity Completed Previous Estimates | Quantity Completed This Estimate | Quantity Completed to Date | Total |
|---|--|--------|--------------|----------|---------------------------------------|----------------------------------|----------------------------|---------------|
| Schedule A - Overlay | | | | | | | | |
| 1 | Mobilization | L.S. | \$119,994.45 | 1 | 0.5 | 0.40 | 0.90 | \$ 107,995.01 |
| 2 | 8 Foot Edge Mill | S.Y. | \$1.59 | 30000 | 20718.5 | 0.00 | 20718.52 | \$ 32,942.45 |
| 3 | 1 3/4" Depth Full Width Mill | S.Y. | \$1.79 | 14000 | 8126.5 | 2948.15 | 11074.63 | \$ 19,823.58 |
| 4 | Remove Concrete Curb and Gutter | L.F. | \$11.01 | 5200 | 4274.0 | 0.00 | 4274.00 | \$ 47,056.74 |
| 5 | Remove Concrete Driveway | S.Y. | \$14.74 | 220 | 451.3 | 0.00 | 451.33 | \$ 6,652.65 |
| 6 | Remove Concrete Walk | S.Y. | \$11.90 | 780 | 949.1 | 0.00 | 949.11 | \$ 11,294.42 |
| 7 | Adjust Sanitary Manhole Casting | Each | \$1,030.00 | 83 | 0.0 | 0.00 | 0.00 | \$ - |
| 8 | Adjust Storm Manhole Casting | Each | \$815.00 | 31 | 0.0 | 0.00 | 0.00 | \$ - |
| 9 | Adjust Gate Valve Box | Each | \$460.00 | 54 | 3.0 | 0.00 | 3.00 | \$ 1,380.00 |
| 10 | Sanitary Sewer Manhole Casting | Each | \$595.00 | 10 | 0.0 | 0.00 | 0.00 | \$ - |
| 11 | Storm Sewer Manhole Casting | Each | \$520.00 | 10 | 0.0 | 0.00 | 0.00 | \$ - |
| 12 | Gate Valve Box | Each | \$210.00 | 10 | 3.0 | 0.00 | 3.00 | \$ 630.00 |
| 13 | Topsoil Borrow (LV) | C.Y. | \$25.84 | 200 | 150.0 | 0.00 | 150.00 | \$ 3,876.00 |
| 14 | Aggregate Shouldering Class 5 | C.Y. | \$71.08 | 180 | 0.0 | 0.00 | 0.00 | \$ - |
| 15 | Type SP 12.5 Non-Wearing Leveing Course Mix SPWEB230B (2") | Ton | \$82.80 | 2500 | 268.0 | 0.00 | 268.00 | \$ 22,190.40 |
| 16 | Type SP 12.5 Wearing Course Mix SPWEB240B (2") | Ton | \$71.20 | 14100 | 6409.2 | 3440.53 | 9849.70 | \$ 701,298.64 |
| 17 | Type SP 12.5 Wearing Course Mix SPWEB240B (Patching) | Ton | \$112.50 | 225 | 435.5 | 21.39 | 456.89 | \$ 51,399.56 |
| 18 | Concrete Driveway 6" Reinforced Type A | S.Y. | \$87.32 | 180 | 451.33 | 0.00 | 451.33 | \$ 39,410.43 |
| 19 | Concrete Driveover Curb and Gutter | L.F. | \$31.77 | 600 | 222.0 | 0.00 | 222.00 | \$ 7,052.94 |
| 20 | Concrete B624 Curb and Gutter | L.F. | \$35.27 | 4620 | 4052.0 | 12.00 | 4064.00 | \$ 143,337.28 |
| 21 | Concrete V-Curb | L.F. | \$48.77 | 150 | 98.0 | 0.00 | 98.00 | \$ 4,779.46 |
| 22 | Concrete Walk 6" | SQ. FT | \$9.42 | 5200 | 3966.0 | 0.00 | 3966.00 | \$ 37,359.72 |
| 23 | Concrete Walk 4" | SQ. FT | \$8.62 | 3250 | 4523.0 | 0.00 | 4523.00 | \$ 38,988.26 |
| 24 | Concrete Walk 4" Thickened Edge | SQ. FT | \$13.92 | 200 | 0.0 | 0.00 | 0.00 | \$ - |
| 25 | Truncated Domes | S.F. | \$51.00 | 720 | 612.0 | 0.00 | 612.00 | \$ 31,212.00 |
| 26 | Turf Establishment, Seeding | Acres | \$10,890.00 | 1 | 0.9 | 0.00 | 0.90 | \$ 9,801.00 |
| 27 | Traffic Control | L.S. | \$14,500.00 | 1 | 0.3 | 0.40 | 0.70 | \$ 10,150.00 |
| 28 | Material Testing Allowance (\$1,000) | L.S. | \$1,000.00 | 1 | 0.0 | 0.00 | 0.00 | \$ - |
| Schedule B - Pave Gravel Streets | | | | | | | | |
| 1 | Mobilization | L.S. | \$34,759.38 | 1 | 0.50 | 0.40 | 0.90 | \$ 31,283.44 |
| 2 | Remove Bituminous Driveway | S.Y. | \$9.02 | 150 | 0 | 0.00 | 0.00 | \$ - |
| 3 | Topsoil Borrow (LV) | C.Y. | \$42.91 | 300 | 0 | 0.00 | 0.00 | \$ - |
| 4 | Aggregate Shouldering Class 5 | C.Y. | \$71.08 | 170 | 0 | 0.00 | 0.00 | \$ - |
| 5 | Aggregate Base Class 5 | C.Y. | \$28.35 | 1000 | 526 | 0.00 | 525.92 | \$ 14,909.75 |
| 6 | Type SP 12.5 Non-Wearing Course Mix SPNWB230B (2") | Ton | \$72.60 | 1160 | 554 | 919.00 | 1473.10 | \$ 106,947.06 |
| 7 | Type SP 12.5 Wearing Course Mix SPWEB240B (2") | Ton | \$72.10 | 1160 | 195 | 1210.06 | 1405.06 | \$ 101,304.83 |
| 8 | 6" Aggregate Driveway Class 5 | C.Y. | \$71.08 | 35 | 0 | 0.00 | 0.00 | \$ - |
| 9 | 3" Bituminous Driveway Pavement | S.Y. | \$13.45 | 100 | 0 | 0.00 | 0.00 | \$ - |
| 10 | Turf Establishment | Acres | \$10,890.00 | 1 | 0 | 0.00 | 0.00 | \$ - |
| 11 | Traffic Control | L.S. | \$9,000.00 | 1 | 0.50 | 0.40 | 0.90 | \$ 8,100.00 |
| 12 | Material Testing Allowance (\$1000) | L.S. | \$1,000.00 | 1 | 0 | 0.00 | 0.00 | \$ - |
| Schedule C - Rebuild Streets | | | | | | | | |
| 1 | Mobilization | L.S. | \$58,802.00 | 1 | 0.80 | 0.10 | 0.90 | \$ 52,921.80 |
| 2 | Full Depth Reclamation 8" Min. (P) | S.Y. | \$2.84 | 16500 | 16500 | 0.00 | 16500.00 | \$ 46,860.00 |
| 3 | Remove Bituminous Pavement | S.Y. | \$9.40 | 100 | 469.28 | 0.50 | 469.78 | \$ 4,415.91 |
| 4 | Remove Concrete Curb and Gutter | L.F. | \$16.15 | 1450 | 460 | 564.00 | 1024.00 | \$ 16,537.60 |
| 5 | Remove Concrete Driveway Pavement | S.Y. | \$15.61 | 140 | 43 | 0.00 | 43.00 | \$ 671.23 |
| 6 | Remove Bituminous Driveway Pavement | S.Y. | \$15.61 | 70 | 29 | 0.00 | 28.89 | \$ 450.96 |
| 7 | Remove Concrete Walk | S.Y. | \$12.60 | 340 | 291 | 0.00 | 290.56 | \$ 3,661.00 |
| 8 | Adjust Casting | Each | \$755.00 | 6 | 0 | 3.00 | 3.00 | \$ 2,265.00 |
| 9 | Adjust Gate Valve & Box | Each | \$445.00 | 8 | 0 | 1.00 | 1.00 | \$ 445.00 |

2905 South Broadway
Rochester, MN 55904
Phone: 507.288.3923



PARTIAL PAYMENT REQUEST
FOR CONSTRUCTION WORK COMPLETED

Project: 2021 Street Improvements
Project No.: 9158
Location: St. Charles, MN
Contractor: Dunn Blacktop Company

Bid Price: \$3,153,574.73
Date: Oct. 30, 2021
Estimate #: 3
% Complete: 68.5%

| Item No. | Description | Unit | Unit Price | Quantity | Quantity Completed Previous Estimates | Quantity Completed This Estimate | Quantity Completed to Date | Total |
|----------|--|--------|-------------|----------|---------------------------------------|----------------------------------|----------------------------|---------------|
| 10 | Clear and Grub Tree | Each | \$1,000.00 | 1 | 1 | 0.00 | 1.00 | \$ 1,000.00 |
| 11 | Topsoil Borrow (LV) | C.Y. | \$25.84 | 400 | 0 | 0.00 | 0.00 | \$ - |
| 12 | 12' Wide Temp Road | L.S. | \$1.00 | 1 | 0 | 0.00 | 0.00 | \$ - |
| 13 | Common Excavation | C.Y. | \$17.68 | 4800 | 1496.92 | 0.00 | 1496.92 | \$ 26,465.55 |
| 14 | Type SP 12.5 Wearing Course Mix SPWEB240B (2") | Ton | \$81.50 | 2000 | 0 | 1151.58 | 1151.58 | \$ 93,853.77 |
| 15 | Type SP 12.5 Non-Wearing Course Mix SPNWB230B (2") | Ton | \$82.50 | 2000 | 0 | 1700.97 | 1700.97 | \$ 140,330.03 |
| 16 | Geotextile Fabric, Type V | S.Y. | \$2.09 | 11000 | 5109 | 0.00 | 5109.19 | \$ 10,678.21 |
| 17 | Bituminous Roadway Patching | S.Y. | \$25.97 | 200 | 0 | 0.00 | 0.00 | \$ - |
| 18 | Aggregate Base Class 5 (Recycled) (P) | C.Y. | \$13.95 | 3250 | 1135.38 | 0.00 | 1135.38 | \$ 15,838.55 |
| 19 | Aggregate Base Class 5 (Virgin) | C.Y. | \$32.98 | 125 | 0 | 0.00 | 0.00 | \$ - |
| 20 | Aggregate Shoulder Class 5 | C.Y. | \$83.67 | 90 | 0 | 0.00 | 0.00 | \$ - |
| 21 | Aggregate Subbase Correction | C.Y. | \$48.34 | 100 | 72 | 0.00 | 72.40 | \$ 3,499.82 |
| 22 | Concrete Driveover Curb and Gutter | L.F. | \$31.77 | 130 | 0 | 0.00 | 0.00 | \$ - |
| 23 | Concrete B624 Curb and Gutter | L.F. | \$35.27 | 1200 | 61 | 1167.00 | 1228.00 | \$ 43,311.56 |
| 24 | Concrete B624 Curb and Gutter, 1.5" Head | L.F. | \$31.77 | 1000 | 0 | 793.00 | 793.00 | \$ 25,193.61 |
| 25 | Concrete B618 Curb and Gutter, 1.5" Head | L.F. | \$31.77 | 240 | 0 | 0.00 | 0.00 | \$ - |
| 26 | Concrete Valley Gutter | L.F. | \$37.77 | 70 | 0 | 0.00 | 0.00 | \$ - |
| 27 | Concrete V-Curb | L.F. | \$48.77 | 10 | 0 | 0.00 | 0.00 | \$ - |
| 28 | 7" Concrete Walk | Sq. Ft | \$9.92 | 140 | 0 | 0.00 | 0.00 | \$ - |
| 29 | 6" Concrete Walk | Sq. Ft | \$9.42 | 930 | 195 | 626.00 | 821.00 | \$ 7,733.82 |
| 30 | 4" Concrete Walk | Sq. Ft | \$8.62 | 2400 | 215 | 1882.00 | 2097.00 | \$ 18,076.14 |
| 31 | 6" Thickened Edge Concrete Walk | Sq. Ft | \$16.92 | 160 | 0 | 261.00 | 261.00 | \$ 4,416.12 |
| 32 | 4" Thickened Edge Concrete Walk | Sq. Ft | \$13.92 | 50 | 0 | 0.00 | 0.00 | \$ - |
| 33 | Truncated Domes | Sq. Ft | \$51.00 | 130 | 36 | 54.00 | 90.00 | \$ 4,590.00 |
| 34 | 3" Bituminous Driveway | S.Y. | \$34.38 | 200 | 0 | 0.00 | 0.00 | \$ - |
| 35 | 6" Aggregate Driveway | C.Y. | \$83.67 | 20 | 0 | 0.00 | 0.00 | \$ - |
| 36 | 6" Concrete Driveway Reinforced | S.Y. | \$87.32 | 70 | 0 | 110.06 | 110.06 | \$ 9,610.05 |
| 37 | 7" Concrete Driveway Type A | S.Y. | \$87.32 | 25 | 105 | 0.00 | 105.00 | \$ 9,168.60 |
| 38 | Storm Sewer Structure Type 1 | Each | \$3,250.00 | 3 | 2 | 0.00 | 2.00 | \$ 6,500.00 |
| 39 | 12" Reinforced Concrete Pipe | L.F. | \$180.00 | 22 | 22 | 0.00 | 22.00 | \$ 3,960.00 |
| 40 | 18" Reinforced Concrete Pipe | L.F. | \$180.00 | 22 | 22 | 0.00 | 22.00 | \$ 3,960.00 |
| 41 | 18" Reinforced Concrete Apron | Each | \$1,320.00 | 1 | 1 | 0.00 | 1.00 | \$ 1,320.00 |
| 42 | 12" Nyloplast Drop Inlet | Each | \$1,900.00 | 1 | 0 | 0.00 | 0.00 | \$ - |
| 43 | 12" HDPE Pipe | L.F. | \$105.00 | 65 | 0 | 0.00 | 0.00 | \$ - |
| 44 | 12" Metal Apron | Each | \$605.00 | 1 | 0 | 0.00 | 0.00 | \$ - |
| 45 | Rip-Rap, Class 2 | S.Y. | \$42.00 | 20 | 20 | 0.00 | 20.00 | \$ 840.00 |
| 46 | 4" Solid Line - Parking Striping | L.F. | \$0.76 | 750 | 0 | 0.00 | 0.00 | \$ - |
| 47 | Handicap Loading Zones and Symbols | Each | \$45.00 | 5 | 0 | 0.00 | 0.00 | \$ - |
| 48 | Temporary Rock Construction Entrance | Each | \$1,500.00 | 4 | 0 | 0.00 | 0.00 | \$ - |
| 49 | Storm Drain Inlet Protection | Each | \$150.00 | 7 | 7 | 0.00 | 7.00 | \$ 1,050.00 |
| 50 | Seeding | Acre | \$10,890.00 | 1 | 0 | 0.00 | 0.00 | \$ - |
| 51 | Traffic Control | L.S. | \$10,350.00 | 1 | 0.60 | 0.30 | 0.90 | \$ 9,315.00 |
| 52 | Ditch Check, Type 2 | Each | \$60.00 | 7 | 0 | 0.00 | 0.00 | \$ - |
| 53 | Material Testing Allowance (\$1000) | L.S. | \$1,000.00 | 1 | 0 | 0.00 | 0.00 | \$ - |

| | | |
|----------------------------------|-----------|-------------------|
| Total Schedule A | \$ | 1,328,630.54 |
| Total Schedule B | \$ | 262,545.08 |
| Total Schedule C | \$ | 568,939.31 |
| Less 5% Retained Amount | \$ | 108,005.75 |
| Less Previous Payments | \$ | 1,254,300.52 |
| Net Payment this Estimate | \$ | 797,808.66 |

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Email: rochester@whks.com
Website: www.whks.com



November 5, 2021

Mr. Kyle Karger
Public Works Director
City of St. Charles
830 Whitewater Avenue
St. Charles, MN 55972

RE: St. Charles, MN
Chattanooga 2nd Addition
Pay Request No. 5

Dear Kyle:

Enclosed is Pay Request No. 5 for work on the above referenced project. We recommend payment in the amount of \$8,757.72 to:

Zenke, Inc.
87 Main St. #5
La Crescent, MN 55947

Please contact me if you have any questions.

Sincerely,

WHKS & co.

A handwritten signature in blue ink, appearing to read "D. Sikkink", is written over the printed name.

Daren D. Sikkink, P.E.

DS/cf

Enclosure

cc: Nick Koverman, City of St. Charles
Travis Zenke, Zenke, Inc.

2905 South Broadway
Rochester, MN 55904
Phone 507-288-3923



PARTIAL PAYMENT ESTIMATE
FOR CONSTRUCTION WORK COMPLETED

Project: 2021 Chattanooga 2nd Addition
Project No.: 9159.00
Location: St. Charles, MN
Contractor: Zenke, Inc.

Bid Price: \$997,354.58
Date: Nov. 4, 2021
Estimate #: 5
% Complete: 93%

| Item No. | | Contract Quantity | Unit | Unit Price | Quantity Completed Previous Estimates | Quantity Completed This Estimate | Quantity Completed to Date | Total |
|--------------------------|--|-------------------|--------|-------------|---------------------------------------|----------------------------------|----------------------------|--------------|
| 1. | Mobilization | 1 | L.S. | \$24,200.00 | 1 | | 1 | \$24,200.00 |
| 2. | Topsoil Stripping (P) | 33,260 | C.Y. | \$4.25 | 33,260 | | 33,260 | \$141,355.00 |
| 3. | Common Excavation (P) | 16,591 | C.Y. | \$3.10 | 16,591 | | 16,591 | \$51,432.10 |
| 4. | Geotextile Fabric Type 5 (P) | 7,100 | S.Y. | \$1.50 | 6,990 | | 6,990 | \$10,485.00 |
| 5. | Subgrade Preparation 12" | 14 | RD STA | \$300.00 | 9 | | 9 | \$2,700.00 |
| 6. | Aggregate Base Class 5 (P)(CV) | 1,978 | C.Y. | \$28.20 | 1,934 | | 1,934 | \$54,538.80 |
| 7. | Breaker Run Stabilizing Aggregate | 260 | C.Y. | \$27.80 | 1,100 | | 1,100 | \$30,580.00 |
| 8. | Type SP 12.5 Wearing Course Mix (2;B) | 586 | Ton | \$77.17 | | 45 | 45 | \$3,472.65 |
| 9. | Type SP 12.5 Non Wear Course Mix (2;B) | 1,560 | Ton | \$76.51 | 1,382 | | 1,382 | \$105,736.82 |
| 10. | Concrete Curb & Gutter, Design B618 | 2,800 | L.F. | \$11.57 | 2,834 | | 2,834 | \$32,789.38 |
| 11. | Concrete Apron | 19 | S.Y. | \$77.76 | | | - | \$0.00 |
| 12. | Aggregate For Pipe Foundation(CV) | 308 | C.Y. | \$46.00 | | | - | \$0.00 |
| 13. | Remove Bituminous Pavement | 192 | S.Y. | \$5.00 | 159 | 32 | 191 | \$955.00 |
| 14. | F&I 6" PVC Pipe Service | 400 | L.F. | \$38.60 | 400 | | 400 | \$15,440.00 |
| 15. | F&I 8" PVC Pipe Sewer | 1,290 | L.F. | \$41.50 | 1,290 | | 1,290 | \$53,535.00 |
| 16. | F&I 8" x 6" PVC Wye | 9 | Each | \$295.00 | 9 | | 9 | \$2,655.00 |
| 17. | Construct Structure, Type 3, (48") (Adjusted) | 5 | Each | \$3,650.00 | 5 | | 5 | \$18,250.00 |
| 18. | Connect to Existing Sanitary Sewer | 1 | Each | \$500.00 | 1 | | 1 | \$500.00 |
| 19. | F&I 6" Water Main | 430 | L.F. | \$32.60 | 430 | | 430 | \$14,018.00 |
| 20. | F&I 8" Water Main | 1,246 | L.F. | \$35.80 | 1,246 | | 1,246 | \$44,606.80 |
| 21. | F&I 6" Gate Valve & Box | 14 | Each | \$1,570.00 | 14 | | 14 | \$21,980.00 |
| 22. | F&I 8" Gate Valve & Box | 3 | Each | \$2,160.00 | 3 | | 3 | \$6,480.00 |
| 23. | F&I 6" Hydrant | 4 | Each | \$4,160.00 | 4 | | 4 | \$16,640.00 |
| 24. | F&I Watermain Fittings | 1,208 | Pound | \$9.80 | 1,208 | | 1,208 | \$11,838.40 |
| 25. | Connect to Existing Watermain | 1 | Each | \$1,200.00 | 1 | | 1 | \$1,200.00 |
| 26. | F&I 15" RCP Storm Sewer | 125 | L.F. | \$48.20 | 115 | | 115 | \$5,543.00 |
| 27. | F&I 18" RCP Storm Sewer | 543 | L.F. | \$52.80 | 563 | | 563 | \$29,726.40 |
| 28. | F&I 30" RCP Storm Sewer | 763 | L.F. | \$82.60 | 740 | | 740 | \$61,124.00 |
| 29. | F&I 30" HDPE Storm Sewer | 721 | L.F. | \$59.50 | 721 | | 721 | \$42,899.50 |
| 30. | Construct Structure, Type 4 (48") | 2 | Each | \$2,440.00 | 2 | | 2 | \$4,880.00 |
| 31. | Construct Structure, Type 4 (60") | 7 | Each | \$3,940.00 | 7 | | 7 | \$27,580.00 |
| 32. | Construct Structure, Type 4 (72") | 1 | Each | \$4,900.00 | 1 | | 1 | \$4,900.00 |
| 33. | Construct Structure, Type 4 (84") | 1 | Each | \$7,290.00 | 1 | | 1 | \$7,290.00 |
| 34. | Construct Structure Type 1 | 10 | Each | \$1,946.00 | 10 | | 10 | \$19,460.00 |
| 35. | F&I 30" RCP Apron | 1 | Each | \$1,120.00 | 1 | | 1 | \$1,120.00 |
| 36. | Ditch Check Type 2 | 3 | Each | \$1,545.00 | | | - | \$0.00 |
| 37. | Traffic Control | 1 | L.S. | \$300.00 | 1 | | 1 | \$300.00 |
| 38. | Erosion Control Blanket, Category 3 | 2,470 | S.Y. | \$2.10 | | 1,160 | 1,160 | \$2,436.00 |
| 39. | Turf Establishment, Seed & Mulch | 16 | Acre | \$1,000.00 | 13 | 3 | 16 | \$16,000.00 |
| 40. | Silt Fencing, Type Machine Sliced | 2,358 | L.F. | \$1.90 | 1,959 | | 1,959 | \$3,722.10 |
| 41. | Inlet Protection | 11 | Each | \$90.00 | | 1 | 1 | \$90.00 |
| 42. | Stabilized Vehicle Exit | 1 | L.S. | \$10.00 | 1 | | 1 | \$10.00 |
| 43. | 4" PVC Conduit | 344 | L.F. | \$15.00 | 532 | | 532 | \$7,980.00 |
| 44. | 4" Insulation | 1,240 | SF | \$3.90 | 1,240 | | 1,240 | \$4,836.00 |
| 45. | Trench Rock Excavation | 1,290 | L.F. | \$26.00 | 1,000 | | 1,000 | \$26,000.00 |
| 46. | Material testing allowance \$1,000 | 1 | L.S. | \$1,000.00 | | 0.06 | 0.06 | \$60.00 |
| Materials on Hand | | | | | | | | |
| | 30" HDPE pipe from Core & Main invoice 6/14/21 | 740 | LF | \$22.92 | 0 | | - | \$0.00 |
| | Sanitary Manhole structures | 5 | Each | \$1,004.02 | 0 | | - | \$0.00 |

Total Work Completed \$931,344.95

Less 5% Retainage \$46,567.25
Less Previous Payments \$876,019.98

Net Payment this Estimate **\$8,757.72**