

The City Council of the City of St. Charles welcomes you to its  
 Regular Meeting of Tuesday, January 25, 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. Approval of the Agenda	
4. Notices and Communications –	
5. Review of Financials	
6. CGMC Presentation	INFORMATION
7. #49-2021 GO Refinancing Series 2021B	APPROVE
8. Waste Management- Request to Change to Pickup Days	APPROVE
9. Resolution #48-2021 2022 Preliminary Levy	APPROVE
10. Resolution #44-2021 2022 EDA Levy	APPROVE
11. EMT Hiring Request	APPROVE
12. Pay Request-No. 1—Pearson Bros. (2021 Chip Seal)	
-No. 1---Dunn Blacktop (Alleys)	
-No. 3---Chippewa Concrete (2021 Sidewalks)	APPROVE
13. Public Safety Board – Bill Eckles	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: 995 262 38#



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**MEMORANDUM for the CITY COUNCIL of St. Charles for**  
**Tuesday, September 28, 2021**

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**6. CGMC Presentation.** Elizabeth Wefel of the Coalition of Greater MN Cities will join virtually to provide a brief presentation on their efforts.

**7. #49-2021 GO Refinancing Series 2021B.** Mike Bubany of David Drown & Associate will be present to review the refinancing of the 2015A Bond.

**8. Waste Management—Request to Change Pickup Days.** City Hall staff was recently notified of Waste Management's intent to make pickup more efficient and has proposed a change in refuse collection to every Friday and recycling to every other week (Friday's) for the north and south side of town. They will be present to discuss the request but have acknowledged that contract terms of providing a 60-day notice to the City was inadvertently not communicated.

**9. Resolution #48-2021 2022 Preliminary Levy.** The enclosed resolution is included for consideration. The final levy would be adopted at the first December meeting as staff continue to work to finalize numbers.

**10. Resolution #44-2021 EDA Levy for 2022.** The enclosed resolution that was recommended for approval by the EDA is enclosed for consideration.

**11. EMT Hiring Request.** An enclosed request for council action is included in the packet for consideration.

**12. Pay Requests for 2021 Street Project.** Included in the packet are requests for pay that have been reviewed by WHKS and recommended for approval.

**13. Public Safety Board recommendation.** An application from Bill Eckles was received for the open vacancy on the Public Safety Board. Mr. Eckles has previously served on the Public Safety Board as he served as Chief of Police for the City of St. Charles.





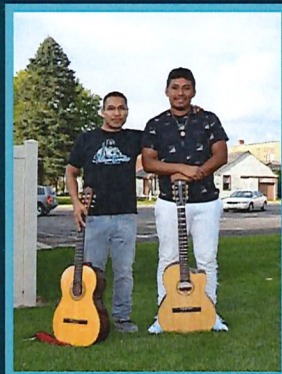
## WELCOMING WEEK

# Thank You

*Dear Mayor Schaber, City Council and City of St. Charles,  
Thank you for your collaboration on Welcoming Week  
2021. We are so grateful for your support and commitment  
to building a welcome and inclusive community.*

*Thanks Again,*

*Samira Said*  
**Project FINE**

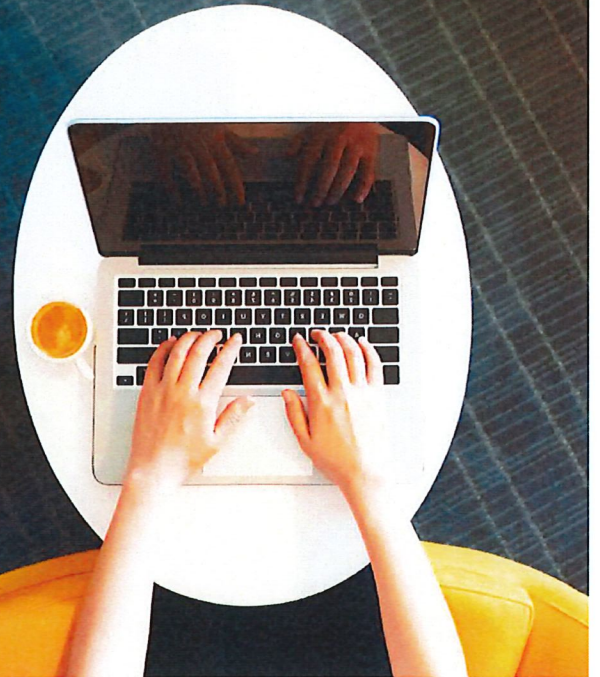


#WelcomingWeek 2021 | #BelongingBeginsWithUs



## Coalition of Greater Minnesota Cities 2021 Legislative Report

# The Zoom Session



### Budget Whiplash

#### Timeline of a tumultuous 18 months for Minnesota's state budget

**February 2020:** State projects \$1.5 billion surplus for remainder of 2020-21 biennium, which ends June 30, 2021

**March 17, 2020:** State shuts down due to COVID-19 pandemic

**March 27, 2020:** Congress passes \$2.2 trillion CARES Act, allocates \$2.1 billion to Minnesota

**May 2020:** Interim state budget projection shows \$2.4 billion deficit for 20-21 biennium

**November 2020:** State projects \$636 million surplus for 20-21 biennium, \$1.2 billion deficit for 22-23 biennium

**February 2021:** State projects \$940 million surplus for 20-21 biennium, \$1.5 billion surplus for 22-23 biennium

**March 11, 2021:** Congress passes \$1.9 trillion American Rescue Plan, allocates \$8 billion to Minnesota

**July 1, 2021:** Fiscal year 22-23 begins. State budget reserve is increased in law to a healthy amount of \$2.3 billion

As Minnesotans like to say, the 2021 legislative session was *interesting*.

It began in January, with the COVID-19 pandemic in full swing and amidst great economic uncertainty. Following a tumultuous election, Minnesota remained the only state in the nation with a divided legislature: a GOP-led Senate and DFL-led House. That partisan divide loomed over nearly every issue — with deep divisions over everything from the Governor's shutdown orders and mask mandates to state budget priorities and the Legislature's own operations.

The 2021 session was quickly dubbed the "Zoom session" because most legislative activities were conducted online as the Capitol remained closed to visitors due to the pandemic. As result, the session was unlike any that came before it. While the online mode of operations had some benefits, such as allowing Greater Minnesotans to participate without the burden of traveling to St. Paul, it also created significant challenges. Citizens, lobbyists, reporters and even lawmakers struggled to keep tabs on what was happening, and transparency — which had already been faltering in recent years — went out the window.

The Legislature faced the arduous task of setting the next two-year state budget, which was made more challenging due to the whiplash the state experienced as budget projections swung wildly from massive deficit to comfortable surplus (*see sidebar*). It took a special session and a lot of closed-door negotiations, but lawmakers and Gov. Walz ultimately passed a \$52 billion budget that includes many positives for Greater Minnesota.

Through it all, CGMC remained on the scene fighting for the needs of Greater Minnesota cities. Read on for more information about the 2021 legislative session and CGMC's continued role as the leading advocate for Greater Minnesota communities.



## CGMC ramps up advocacy efforts despite remote session

With Capitol offices closed and most in-person gatherings sidelined, CGMC had to get creative to bring attention to our legislative priorities.

Our efforts started well before session began, most notably on our work to defend and protect Local Government Aid (LGA). When the state's economic situation appeared to be in limbo due to the pandemic, we came out hard and fast against any potential cuts to the LGA program and urged the Legislature to fund LGA "on time and in full." We sent informational packets to all candidates running for office, wrote letters to the Governor and legislative leaders, and spoke out about the important role LGA plays in pandemic recovery.

In January, we held a virtual press conference where CGMC President and Little Falls Mayor Greg Zylka, Austin City Administrator Craig Clark and CGMC Executive Director

Bradley Peterson discussed Greater Minnesota priorities with reporters. It resulted in significant media coverage from news outlets across the state.

Although we were unable to conduct our regular "day at the Capitol" in St. Paul, we did not let that hold us back. We held a virtual Legislative Action Day where more than 100 city leaders participated in webinars and Zoom meetings to learn more about our issues and lobby lawmakers.

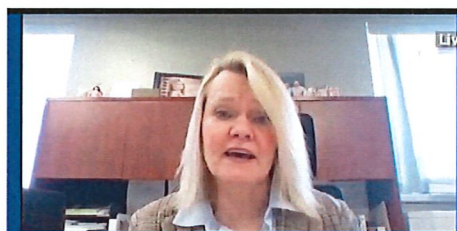
That was followed by a month of "Advocacy Weeks" highlighting the issues of LGA, child care, housing and water infrastructure. Each week included extensive social media campaigns, meetings with key legislators, action alerts, and guest columns written by city leaders. The Advocacy Weeks were successful at

generating attention for our issues and getting CGMC members involved in new ways.

You can read all our guest columns and news articles about the CGMC on our website at [greaterminncities.org/news/news-articles/](https://greaterminncities.org/news/news-articles/).



CGMC's February "Advocacy Weeks" included dozens of meetings with legislators, including this Environment Week meeting between Thief River Falls Mayor Brian Holmer, CGMC lobbyist Elizabeth Wefel, Sen. John Jasinski and Mankato City Manager Susan Arntz.



House File 411  
Greater Minnesota child care facility program funding provided; money appropriated



CGMC and GMNP members, including Warren City Administrator Shannon Mortenson, Luverne EDA Director Holly Sammons and Luverne Mayor Pat Baustian, testified in support of child care initiatives and investments at numerous committee hearings.

## Pandemic adds urgency to fight for child care in Greater Minnesota

Child care was a major issue at the Capitol this session, driven by the pandemic's impact on the child care industry and by an investment by the federal government that brought more than \$500 million to Minnesota for aid to providers and families.

As a result, CGMC's child care efforts involved several bills that came before numerous legislative committees. Fortunately, with the virtual session, we were able to engage both CGMC and Greater Minnesota Partnership (GMNP) members from all corners of the state to testify at the various hearings.

We also implemented two media strategies to push our child care agenda. First, we developed a commentary piece during CGMC's child care "Advocacy Week," authored by Ely City Councilor Heidi Omerza and Luverne Mayor Pat Baustian, to highlight the community needs across the state for greater access to child care. We then, in collaboration with GMNP, organized a virtual media

tour, which received coverage from East Grand Forks to Rochester and from Worthington to Duluth.

Given the significant federal investment, we also worked closely with a broad coalition of child care, education and business groups, first to get them to support CGMC's positions, then to work together to get the investments enacted.

This multi-pronged approach paid off. The Jobs and Workforce Development bill included two investments championed by CGMC. The bill includes \$3 million for the six Minnesota Initiative Foundations to continue their child care work, with \$2 million built into the base budget for the 2024-25 biennium. It also includes \$5 million for the DEED Child Care Grant Program, with at least 50% dedicated to Greater Minnesota. Our third child care priority — new facilities — was funded with \$22.5 million from the federal child care funds.



## CGMC makes headway on preventing 'forever chemicals' from entering wastewater treatment facilities

Over the last two years, CGMC has focused on how to address per- and polyfluoroalkyl substances (PFAS), a class of long-lasting "forever chemicals" linked to various health concerns. Due to their widespread use in items such as cookware, water-resistant products and firefighting foam, many states including Minnesota have ramped up efforts to regulate PFAS.

This year, we partnered with the League of Minnesota Cities (LMC) to reintroduce legislation creating the "Municipal PFAS Source Reduction Initiative," a three-pronged approach focused on studying the sources of PFAS, developing strategies to prevent PFAS from entering wastewater plants, and educating wastewater professionals and the public on PFAS and habits that result in them entering the environment. We sought \$500,000 for this initiative that includes a stakeholder group of municipal-related groups like CGMC.

After intensive lobbying of key legislators, the omnibus environment bill included our proposal funded at \$600,000 to accommodate the addition of several solid waste groups to the process.

CGMC, working with LMC, also spent significant time pushing back against problematic legislation related to PFAS. We persuaded the Minnesota Pollution Control Agency to withdraw a legislative proposal that could have made cities liable for the presence of PFAS in their wastewater. We also pushed back on legislation that would have required the premature creation of water quality standards for a subcategory of PFAS within two years.

CGMC plans to continue to work on shaping PFAS policy as it applies to our communities.

## CGMC continues to press for investments in housing initiatives

In a legislative session where there was minimal new investment in housing and no bonding bill, advancing the CGMC's agenda to address the housing shortage in Greater Minnesota proved challenging. But that did not stop us from putting our full shoulder into this issue.

Over the course of the session, we maintained a constant, albeit virtual, presence with committee members and staff to keep our priorities at the forefront. Our housing "Advocacy Week" in February included a webinar for CGMC members and targeted opportunities for city leaders to work with key legislators. We also put out a statewide commentary, authored by Thief River Falls Mayor Brian Holmer and Shane Zutz, vice president of human resources for Digi-Key, that highlighted the public and private impacts when a community lacks housing.



*Roseau Community Development Coordinator Todd Peterson testified at a legislative hearing on the need for more housing in his community.*

Unfortunately, with limited new dollars allocated to the state's housing budget and no bonding bill, we were unable to get most of our proposals included in the final budget agreement. However, the housing bill did include \$4 million for the Greater Minnesota Workforce Housing Program. The \$10 million in new funding in the bill will go to housing programs that are accessible to communities throughout the state.

We will continue to advocate for our proposals — which aim to encourage construction and increase the availability of housing in Greater Minnesota — in 2022 and into the future.

## Tax bill benefits Greater Minnesota cities

At the start of the session, CGMC was vocal about the need to protect Local Government Aid (LGA) amid budget concerns. However, when a rosier-than-expected budget forecast emerged, it became clear that LGA would be safe from cuts this session.

CGMC still remained busy advocating on other tax-related issues. We wrote letters to lawmakers and testified in support of many proposals which help ensure the vitality of local governments across Greater Minnesota.

The tax bill that passed on the final day of the special session includes several provisions CGMC supports:

- A provision which ensures no city will receive less LGA in 2022 than it received in 2021, while also holding all other cities harmless on the formula
- Expansion of the commercial/industrial market value exclusion from the state general tax to \$150,000
- Creation of fire protection special taxing districts
- A TIF provision which extends the five-year rule to eight years for redevelopment districts
- Numerous local sales tax provisions for cities across the state.

*CGMC Executive Director Bradley Peterson testified in support of the Senate tax bill.*



## Townships step up battle to diminish cities' annexation rights

As they have done the last several years, the Minnesota Association of Townships again stepped forward to challenge cities' ability to perform annexations. Unlike previous years when they only attempted to pass a provision regarding annexation by ordinance, this year they pursued legislation challenging multiple aspects of current annexation practice.

CGMC, working with the League of Minnesota Cities, met with key legislators to persuade them that the townships' legislation would create more problems than it solved. We persuaded the chairs of the House and Senate Local Government Committees that such legislation should not move forward unless there is agreement between both the cities and townships, and as a result, no hearings were held on the legislation. We anticipate the townships will push hard on this proposal again next year.



## Quiet session on transportation produces small victories for CGMC

It was remarkably quiet on the transportation front for much of the session. However, things changed significantly near the midpoint of session when two things happened. First, an updated budget forecast showed the state on unexpectedly positive financial footing. Second, the federal government's passage of the American Rescue Plan (ARP) sent even more money into Minnesota's coffers.

Although much of the money is only available on a one-time basis, it freed up legislators for a discussion about funding that otherwise wouldn't have been possible without tax increases.

The biggest highlight this year for many CGMC members is that the Small Cities Assistance Program, for cities with populations less than 5,000, saw a one-time injection of \$18 million. This is a welcome development for a program that went unfunded for all of the 2019-20 biennium, but it falls short of CGMC's ultimate goal of ongoing, dedicated funding for small-city streets.

The Corridors of Commerce program, which funds highway improvement and expansion projects designed to increase safety and economic development, will also see a large injection of funds and some slightly updated program

language. The transportation budget includes \$250 million for the program. The Legislature also added language that requires MnDOT to consider "project readiness" during project selection, which legislators hope will improve the effectiveness of the program, and which CGMC supports.



## Other CGMC priorities see progress, but lack of bonding bill leaves unfinished business

After a hard-fought battle and multiple special sessions, the Legislature passed a capital investment bill (a.k.a. "bonding bill") in October 2020. The \$1.87 billion bill included nearly \$500 million for CGMC priorities. Despite that historic investment, needs continue to pile up across the state.

This year, we urged the Legislature to pass a smaller bonding bill focused on critical infrastructure. The House unveiled a bill, but it did not adequately invest in Greater Minnesota and made little headway. There appeared to be interest in a bonding bill among key lawmakers during the June special session, but no bill emerged.

Despite the lack of a bonding bill, we managed to obtain funding for some of our bonding priorities through other mechanisms. We will continue to push for a significant infrastructure investment in 2022.

### Water infrastructure

We are seeking \$100 million for water and wastewater infrastructure grant and loan programs administered by the Public Facilities Authority. Although there was no bonding bill this year, the 2021 Legacy bill included \$15.7 million for Point Source Implementation Grants (PSIG), a vital program that helps cities pay for repairs or upgrades to their water facilities.

### BDPI

The Greater Minnesota Business Development Public Infrastructure (BDPI) grant program is a successful long-running Greater Minnesota-only program that helps cities pay for critical infrastructure needed to foster economic development. CGMC successfully advocated for \$8.2 million for BDPI in the 2020 bonding bill, but much of that amount was awarded quickly and very little remains in the program's coffers. Even though there was no bonding bill this year, the program did receive \$3.7 million through the jobs and economic development bill.

### Child care facilities

The Legislature established the Greater Minnesota Child Care Facilities Grant Program in the 2020 bonding bill, but did not fund it. We sought \$20 million to get the program off the ground this year. There is strong bipartisan support for this program, so we remain hopeful that will be funded in the next bonding bill.

### Housing

We advocated for the creation of a new program, similar to BDPI, that provides grants to help cities pay for public infrastructure related to housing development. We will continue to seek legislative support and funding for this new initiative.

## LGA reform on the horizon?

Since its inception in the 1970s, the Local Government Aid (LGA) formula has periodically undergone revisions and updates. The last major reform was in 2013. Now key legislators on both sides of the aisle are expressing a desire to revisit the formula and possibly pursue changes in the 2022 legislative session.

As LGA reform talks continue, CGMC will be there every step of the way fighting to for a formula that best serves the needs of our member cities. CGMC is the only organization exclusively advocating for Greater Minnesota cities in these discussions. As always, you can rely on CGMC to be your voice on LGA.



### About the CGMC

The Coalition of Greater Minnesota Cities is dedicated to a strong Greater Minnesota. Our mission is to develop viable, progressive communities through strong economic growth and good local government.

We support fair property taxes, sensible environmental regulation, a balanced transportation system, sound land use planning and effective economic development tools to meet that goal.

Visit us at  
[greatermncities.org](http://greatermncities.org)





## 2021 Legislative Session: Final Outcomes on CGMC Priorities

	CGMC Goal	Governor	House	Senate	Final Outcome
<b>Local Government Aid (LGA)</b>	Prevent cuts to LGA	No LGA cut	No LGA cut	<ul style="list-style-type: none"> <li>No LGA cut</li> <li>One-time supplemental aid to prevent reduction to any city based on formula</li> </ul>	<ul style="list-style-type: none"> <li>No LGA cut</li> <li>One-time supplemental aid to prevent reduction to any city based on formula</li> </ul>
<b>Public Facilities Authority (PFA) water infrastructure programs</b>	\$100M in bonding and/or other sources	<ul style="list-style-type: none"> <li>\$0 in bonding</li> <li>\$15.936M in Legacy bill for Point Source Implementation Grants (PSIG)</li> </ul>	<ul style="list-style-type: none"> <li>\$15M in bonding</li> <li>\$15.936M in Legacy bill for PSIG</li> </ul>	<ul style="list-style-type: none"> <li>No bonding bill</li> <li>\$16.936M in Legacy bill for PSIG</li> <li>\$165M using federal relief funds</li> </ul>	<ul style="list-style-type: none"> <li>No bonding bill</li> <li>\$15.9M in Legacy bill for PSIG</li> </ul>
<b>Municipal PFAS Source Reduction Initiative</b>	<ul style="list-style-type: none"> <li>\$500,000 for source reduction at wastewater facilities</li> <li>Creation of stakeholder group to oversee the initiative</li> </ul>	<ul style="list-style-type: none"> <li>\$500,000 for source reduction at wastewater facilities</li> <li>No stakeholder group</li> </ul>	<ul style="list-style-type: none"> <li>\$500,000 for source reduction at wastewater facilities</li> <li>No stakeholder group</li> </ul>	<ul style="list-style-type: none"> <li>\$500,000 for source reduction at wastewater and solid waste recovery facilities</li> <li>Combined stakeholder group</li> </ul>	<ul style="list-style-type: none"> <li>\$600,000 for source reduction at wastewater and solid waste recovery facilities</li> <li>Combined stakeholder group</li> </ul>
<b>Child Care - Facilities Grant Program</b>	\$20M in bonding	\$0 in bonding	\$5M in bonding	<ul style="list-style-type: none"> <li>No bonding bill</li> <li>Appropriates \$50M in federal relief funds to reopen closed facilities</li> </ul>	\$22.5M statewide for facilities
<b>Child Care - Grants to Minnesota Initiative Foundations for child care business development</b>	\$4M	\$0	\$2M	\$3M	<ul style="list-style-type: none"> <li>\$3M in 2022-23</li> <li>\$2M projected in base budget for 2024-25</li> </ul>
<b>Child Care - DEED child grants for training and business development</b>	\$10M	\$750,000	\$10M	\$20M using federal relief funds	<ul style="list-style-type: none"> <li>\$5M in 2022-23</li> <li>\$3M projected in base budget for 2024-25</li> </ul>





## 2021 Legislative Session: Final Outcomes on CGMC Priorities

	CGMC Goal	Governor	House	Senate	Final Outcome
<b>Greater Minnesota Business Development Public Infrastructure (BDPI) Grant Program</b>	<ul style="list-style-type: none"> <li>\$20M in bonding</li> <li>\$3.574M in cash</li> </ul>	<ul style="list-style-type: none"> <li>\$0 in bonding</li> <li>\$3.574M in cash</li> </ul>	<ul style="list-style-type: none"> <li>\$0 in bonding</li> <li>\$3.574M in cash</li> </ul>	<ul style="list-style-type: none"> <li>No bonding bill</li> <li>\$3.574M in cash</li> </ul>	<ul style="list-style-type: none"> <li>No bonding bill</li> <li>\$3.574M in cash</li> </ul>
<b>Housing - Greater Minnesota Fix-Up Fund (new program)</b>	\$5M	\$0	\$0	\$0	\$0
<b>Housing - Greater Minnesota Housing Public Infrastructure Grant Program (new program)</b>	\$2.5M in bonding	\$0	\$0	No bonding bill	\$0 (no bonding bill)
<b>Housing - Greater Minnesota Workforce Development Fund</b>	\$6M	\$6M	\$4M	\$4M	\$4M
<b>Large-City Streets</b> (Cities with populations over 5,000 receive state funding through the Municipal Street Aid program)	\$25M/year increase	No increase	New, dedicated revenues increase MSA by \$16M/year by 2025	Dedication of new general funds increase MSA by \$4M/year by 2025	No significant increase. MSA will see a small increase of less than \$700,000 per year as a result of other provisions in the transportation bill.
<b>Small-City Streets</b> (Cities with populations under 5,000 receive no dedicated funding from the state)	\$25M/year	\$0	\$19.6M/year in dedicated, ongoing funds	\$9M/year in ongoing dedicated funds; one-time general fund appropriations of \$6.1M in 2022, \$5.7M in 2023	\$18M one-time appropriation in FY22



# CGMC Is Greater Minnesota's Voice on LGA

For more than 40 years, CGMC has been the most prominent and outspoken advocate for Local Government Aid (LGA). No one fights harder, brings the level of expertise, or looks out for Greater Minnesota like CGMC does.

## A TIMELINE OF CGMC'S RECENT ADVOCACY ON LGA

### 2012 LAUNCHES "THANK LGA" CAMPAIGN

CGMC staff organized and hosted townhall meetings with city leaders around the state on the vital role LGA plays in providing local services and keeping property taxes down. The THANK LGA campaign generated significant media attention and set the stage for discussions on formula reforms and increasing LGA funding.

### 2014 SUCCESSFULLY ADVOCATES FOR \$9.3M INCREASE IN LGA APPROPRIATION

### 2017 SUCCESSFULLY ADVOCATES FOR \$15M INCREASE IN LGA APPROPRIATION

### 2020-21 HIGHLIGHTS IMPORTANCE OF LGA DURING PANDEMIC

As the state faced a potential deficit and economic uncertainty due to the COVID-19 pandemic, CGMC was quick to speak out about the importance of LGA. Through meetings with legislators and the Governor's staff, press releases, guest columns in newspapers across the state, social media efforts and an "LGA Week" campaign, CGMC brought attention to the vital role LGA plays in helping cities power through the pandemic — and its role in providing a strong foundation for recovery afterward.

### 2013 KEY PLAYER IN LGA REFORM AND \$80M INCREASE IN LGA APPROPRIATION

CGMC was a vocal critic of a Dayton Administration plan that would have reduced LGA for numerous Greater Minnesota cities and channeled minimal new aid to rural communities, despite a proposed \$80 million increase to the LGA program.

Due to our pushback, the Legislature initiated a stakeholder process that included legislators and municipal organizations. CGMC was the only group at the table to exclusively represent Greater Minnesota.

### 2015 DEFENDS LGA AGAINST ARBITRARY CUTS

CGMC successfully pushed back against legislative proposals that would have significantly reduced LGA for first-class cities. The proposals would have undermined the integrity of the LGA formula and presented a long-term danger to the LGA program for all cities.

### 2019 SUCCESSFULLY ADVOCATES FOR \$30M INCREASE IN LGA APPROPRIATION, RESTORING LGA TO 2002 LEVEL

After the 2013 LGA increase and reform, CGMC set its sights on restoring the LGA program to its 2002 funding level — the high-water mark for the program. After a few years of modest increases, LGA finally returned to its 2002 funding level thanks to a strong campaign led by CGMC.

### 2022 & Beyond FIGHTING FOR GREATER MINNESOTA IN LGA REFORM DISCUSSIONS

Since the start of the 2021 legislative session, all four chairs of the legislative committees that control LGA have indicated they want to revise the program's formula. Formula revisions present opportunities, but also bring serious risks. CGMC will be fighting for our member cities every step of the reform process. CGMC membership is your city's seat at the negotiating table!



DEDICATED TO A STRONG GREATER MINNESOTA

For more information, visit [greatermncities.org](http://greatermncities.org) or email us at [CGMC\\_Communications@flaherty-hood.com](mailto:CGMC_Communications@flaherty-hood.com).





# LABOR & EMPLOYEE RELATIONS PROGRAM

## Purpose

The purpose of the Coalition of Greater Minnesota Cities Labor & Employee Relations Program is to 1) to **develop a coordinated effort among Greater Minnesota cities** on managing labor and employee relations and negotiating labor contracts through **researching and developing databases, advocating positive changes to labor processes**, and by **providing a forum for networking, discussing and implementing uniform labor policies and negotiating strategies**; and 2) to make available **expert and coordinated advice**—at a significantly reduced rate—on employment and labor relations issues facing Greater Minnesota cities.

## CGMC Labor Program Services



Quarterly **newsletter** on relevant labor relations and public employment issues



Maintain **wages and insurance database** to track contract settlements and interest arbitration awards



Analyze and summarize labor relations and public employment **legislative changes** to report to cities



Sustain **cluster analysis database** to identify comparable cities for contract negotiations and interest arbitrations



Prepare and present **Labor and Employee Relations Seminars**



Develop **arbitrator selection database** for cities to analyze and select arbitrators in grievance and interest arbitrations



Prepare and present information at **Labor Committee Meetings and Webinars**



Develop joint labor contract negotiation **strategy and policy positions/guidelines**



**Coordinate efforts** with the League of Minnesota Cities and other organizations and governmental agencies



# Individual Consultation Services

CGMC members have access to consultation services on labor relations and public employment issues impacting their individual city on a reduced fee-for-service basis through the law firm of Flaherty & Hood, P.A. Examples of services provided by Flaherty & Hood are listed below.

## Employment Law Services

**Represent cities** in negotiations, mediation, arbitrations, administrative proceedings, litigation, and appeals

**Advise on compliance** with labor and employment laws, hiring employees, investigating misconduct, harassment and discrimination, and discipline and discharge actions

**Investigate** misconduct, performance problems, harassment, and discrimination



## Labor Relations Services



Represent cities in **labor contract negotiations** and mediations with employee unions



**Compile and summarize data** from comparable cities on wages, health insurance, and other data



Investigate employee and union **grievances**, draft responses and settlement proposals, and attend grievance meetings



Represent cities in **arbitration hearings** and compile and analyze relevant data



Research state-provided lists of arbitrators and provide ranking order for purposes of **striking and selection**



Prepare filings with the **Bureau of Mediation Services (BMS)**

## Job Classification and Compensation Services



Review job classifications, conduct interviews, and **analyze job descriptions**



Prepare and establish **comparisons of jobs** to determine the appropriate job worth



Draft classification and **compensation** plans, establish pay structure, and total compensation packages



Review, analyze, and advise on **pay equity** and represent in any legal compliance matter



Analyze and **make organizational recommendations** on work processes, structure, staffing, and retention

## Human Resources

**Draft, revise, and interpret** employee handbooks, evaluations, manuals, and job descriptions

Conduct **training session for management** on hiring, performance matters, handling grievances, and other employee matters.



## Contact Us

For more information, call Flaherty & Hood, CGMC's representative, at 651-225-8840 or email at [CGMC\\_Communications@Flaherty-Hood.com](mailto:CGMC_Communications@Flaherty-Hood.com) or contact the labor and employment attorneys or analyst.

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Christina Petsoulis

Attorney

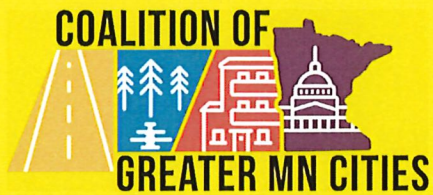
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Karina G. Patino

Legal Analyst

[kpertino@flaherty-hood.com](mailto:kpertino@flaherty-hood.com)





# SAVE THE DATE

**Mark your calendar for upcoming  
CGMC events:**

**Fall Conference**

Nov. 18-19, 2021, Willmar

**Legislative Action Day**

March 2, 2022, St. Paul

**Summer Conference**

July 27-29, 2022, Red Wing

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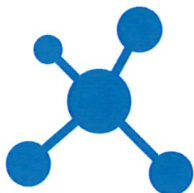




# CGMC Environmental Program Successes, Emerging Issues & Continued Advocacy

## Recent Successes

### Per- and Polyfluoroalkyl Substances (PFAS)



PFAS are a class of pervasive chemicals that have been linked to various health concerns and have been found in waterbodies across the state. PFAS can be removed from drinking water through expensive treatment, but there is no technologically feasible method for removing them from wastewater.

**CGMC's Role:** We advocated for a municipal source reduction strategy, which the Legislature established and funded this year. We also blocked legislation that could have held cities liable for the presence of PFAS in wastewater or drinking water. We continue to defend against detrimental proposals and seek ways to reduce sources of PFAS.

### Chloride

More than 100 cities could face chloride limits in their wastewater permits, but there is no feasible method to remove chloride at a wastewater facility. Most cities will need a variance from these permit requirements, and a variance will still require efforts by the city to reduce chloride. Some cities may be required to install central water softening, but others may be able to address the issue by working with citizens to remove and/or upgrade home water softening equipment.



**CGMC's Role:** We sought state funding for grants to assist cities with the removal or upgrade of home water softeners, which the Legislature passed this year. We also submitted comments to the Minnesota Pollution Control Agency (MPCA) in favor of chloride variances that were approved. We continue to support cities on this issue.

### Funding for Innovative Approaches and Climate Impact

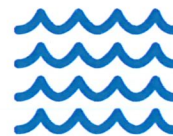


As the cost of wastewater treatment increases, cities are looking to alternative approaches to address water quality issues and the impacts of the changing climate. Current state funding may not always support innovative projects because they do not fit into traditional program definitions.

**CGMC's Role:** We advocated in favor of a new MPCA grant program that will help cities plan for the infrastructure needed to address extreme weather. The 2021 Legislature created and funded this program.

### Lake Pepin TMDL

Nearly two-thirds of Minnesota's watersheds drain into Lake Pepin and are therefore subject to the Lake Pepin Total Maximum Daily Load (TMDL) plan. This plan seeks to impose phosphorus limits on cities' wastewater and stormwater even though data shows the lake is no longer impaired.



**CGMC's Role:** We joined with other local government advocacy organizations to bring a contested case action on the TMDL and negotiated several process changes that will assist cities in the future.

### Class 3 & 4 Waters/Salty Parameters



Several CGMC members have unnecessary permit limits based on MPCA's outdated Class 3 and 4 water quality standards, which have caused major impediments to economic development. In addition to the cities that currently have problematic permit limits, more than 20 CGMC members are slated to receive outdated permit limits unless MPCA updates the underlying water quality standards.

**CGMC's Role:** We participated in MPCA's rulemaking process and submitted comments in favor of MPCA's plan to update the standards. The plan was recently affirmed by an Administrative Law Judge and we will continue to support these changes until they are finalized by the U.S. Environmental Protection Agency (EPA).





# CGMC Environmental Program Successes, Emerging Issues & Continued Advocacy

## Emerging & Ongoing Issues

### Water Infrastructure Funding



As facilities age and regulatory burdens increase, cities face increasing water infrastructure costs. Ensuring that cities receive help from the state in the form of Public Facilities Authority (PFA) grants and loans is vital.

**CGMC's Role:** We continue to advocate for PFA funding from bonding and the Clean Water Fund. The 2020 bonding bill included an historic \$125 million for PFA programs, and the 2021 Legacy bill included \$15.9 million for the PFA's Point Source Implementation Grant Program. In 2022, we will continue to push for a large bonding bill that includes substantial PFA funding and will review whether current programs are meeting the needs of our member cities.

### Wild Rice Sulfate Rule

Minnesota's standard for sulfate in wild rice waters is outdated and may result in permit limits that require expensive facility upgrades that would not actually improve water quality. In the spring of 2021, the U.S. EPA proposed adding 30 waterbodies to the impairment list which could result in cities facing sulfate limits in their permits.

**CGMC's Role:** We submitted comments objecting to the inclusion of these waterbodies on the impairment list and urging the U.S. EPA to work with Tribal Nations and other stakeholders to protect wild rice. We will continue to monitor and advocate on this issue.



### Proposed Permit Fee Increase



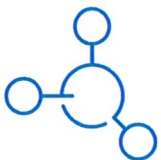
MPCA is seeking to impose a fee increase on water quality related permits to generate more funding for its water quality operations. A significant portion of this increase will fall on municipalities.

**CGMC's Role:** We are pushing for increased state general fund spending for water quality operations, rather than requiring local municipalities to pay for these increases. The 2021 Legislature appropriated \$3 million for the water quality budget, but we anticipate MPCA will seek an increase for the remaining deficit. We will monitor and advocate as the proposed fee increases move forward.

### Drinking Water and Water Access

Access to safe, clean and affordable drinking water is critical for Greater Minnesota communities. Several cities throughout the state have identified environmental, regulatory and economic challenges related to drinking water and water access.

**CGMC's Role:** We are working to better understand our members' concerns, monitor emerging issues and trends, and develop strategies to ensure Greater Minnesota communities have access to affordable water resources for generations to come.



### Nitrogen and Nitrate Standards (EPA Nutrient Criteria)

The U.S. EPA is developing nutrient criteria for lakes that will regulate nitrogen and nitrate. These standards could have major negative economic impacts for municipal wastewater facilities.

**CGMC's Role:** CGMC is participating in the federal rulemaking process and will monitor state developments.



**EXTRACT OF MINUTES OF A MEETING  
OF THE CITY COUNCIL  
CITY OF ST. CHARLES, MINNESOTA**

HELD: September 28, 2021

Pursuant to due call and notice thereof, a regular or special meeting of the City Council of the City of St. Charles, Winona County, Minnesota, was duly called and held at the City Hall on September 28, 2021, at 6:00 p.m., for the purpose, in part, of authorizing the issuance and awarding the sale of a \$1,907,000 General Obligation Refunding Note, Series 2021B.

The following members were present:

and the following were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION #49-2021**

**PROVIDING FOR THE ISSUANCE AND SALE OF A \$1,907,000 GENERAL  
OBLIGATION REFUNDING NOTE, SERIES 2021B AND LEVYING A TAX FOR THE  
PAYMENT THEREFOR**

A. **WHEREAS**, the City of St. Charles, Minnesota (the "City"), hereby determines and declares that it is necessary and expedient to provide moneys for a current refunding on February 1, 2022 (the "Call Date") of the City's outstanding General Obligation Bonds, Series 2015A, dated June 1, 2015 (the "Prior Bonds"), which mature on and after February 1, 2021, in the aggregate principal amount of \$1,885,000, at a price of par plus accrued interest (the "Refunded Bonds"), as provided in the resolutions of the City Council, adopted on June 1, 2015 (the "Prior Resolution"); and

B. **WHEREAS**, the Prior Bonds were issued pursuant to Minnesota Statutes, Chapters 475 to finance the acquisition and betterment of a joint emergency services building for fire and ambulance services and betterment of the existing city hall for expansion of police department facilities located within the City (the "Project"); and

C. **WHEREAS**, the refunding of the Refunded Bonds on the Call Date is consistent with covenants made with the holders thereof, and is necessary and desirable for the reduction of debt service cost to the City; and

D. **WHEREAS**, the City Council hereby determines and declares that it is necessary and expedient to issue a \$1,907,000 General Obligation Refunding Note, Series 2021B (the "Note"), pursuant to Minnesota Statutes, Chapter 475, to provide moneys for a current refunding of the Refunded Bonds; and

E. **WHEREAS**, the City has retained David Drown Associates, Inc., in Minneapolis, Minnesota ("Drown"), as its independent municipal advisor for the sale of the Note and was



therefore authorized to sell the Note by private negotiation in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9); and

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

- 1. Acceptance of Offer. The offer of First Independent Bank, in Russell, Minnesota, to purchase the Note and to pay therefor the sum of \$1,907,000, plus interest accrued to settlement, if any, all in accordance with the terms and at the rates of interest hereinafter set forth, is hereby accepted.
- 2. Note Terms; Original Issue Date; Denominations; Maturities; Interest; Redemption. The City shall forthwith issue the Note, which shall be in fully registered form, without interest coupons, shall be dated, mature, bear interest, and be subject to redemption and be payable as provided in the form of the Note.
- 3. Purpose. The Note shall provide funds for a current refunding of the Refunded Bonds (the "Refunding"). It is hereby found, determined and declared that the Refunding is pursuant to Minnesota Statutes, Section 475.67, and shall result in a reduction of debt service cost to the City.
- 4. Registrar. The City Administrator, in St. Charles, Minnesota, is appointed to act as Registrar and transfer agent with respect to the Note (the "Registrar"), and shall do so unless and until a successor Registrar is duly appointed, all pursuant to any contract the City and Registrar shall execute which is consistent herewith. The Registrar shall also serve as paying agent unless and until a successor paying agent is duly appointed. Principal and interest on the Note shall be paid to the registered holders (or record holders) of the Note in the manner set forth in the form of Note.
- 5. Form of Note. The Note, together with the Certificate of Registration, shall be in substantially the following form:

UNITED STATES OF AMERICA  
STATE OF MINNESOTA  
WINONA COUNTY  
CITY OF ST. CHARLES

R-1 \$1,907,000

GENERAL OBLIGATION REFUNDING NOTE, SERIES 2021B

<u>Interest Rate</u>	<u>Final Maturity Date</u>	<u>Date of Original Issue</u>
1.76%	February 1, 2041	November 3, 2021
REGISTERED OWNER: FIRST INDEPENDENT BANK		



PRINCIPAL AMOUNT: ONE MILLION NINE HUNDRED SEVEN THOUSAND DOLLARS

THE CITY OF ST. CHARLES, WINONA COUNTY, MINNESOTA (the "Issuer"), acknowledges that it is indebted and, for value received, hereby promises to pay to the registered owner specified above, or assigns duly certified on the Certificate of Registration attached to and made a part of this Note (the "Owner"), unless called for earlier redemption, in the manner hereinafter set forth, the \$1,907,000 principal amount of this Note in the principal installments due on February 1 of the years and in the amounts, respectively, as follows with each such principal installment bearing interest until paid at the interest rate of 1.76% per annum:

Principal Installments		Principal Installments	
<u>Due February 1</u>	<u>Amount</u>	<u>Due February 1</u>	<u>Amount</u>
2023	\$79,000	2033	\$102,000
2024	86,000	2034	106,000
2025	90,000	2035	104,000
2026	89,000	2036	107,000
2027	89,000	2037	110,000
2028	93,000	2038	113,000
2029	92,000	2039	115,000
2030	96,000	2040	118,000
2031	100,000	2041	120,000
2032	98,000		

Interest. Interest shall be payable semiannually on February 1 and August 1 of each year, commencing August 1, 2022, and shall be calculated on the basis of a 360 day year consisting of twelve 30 day months. At the time of final payment of all principal of and interest on this Note, the Owner shall surrender this Note to the City Administrator of the Issuer (the "Registrar").

Redemption. This Note shall be subject to redemption and prepayment at the option of the Issuer in whole on February 1, 2032, or on any date thereafter, at a price of par plus accrued interest.

Date of Payment Not a Business Day. If the nominal date for payment of any principal of or interest on this Note shall not be a business day of the Issuer or of the Owner, then the date for such payment shall be the next such business day and payment on such business day shall have the same force and effect as if made on the nominal date of payment.

Transfer. This Note is transferable, as provided in the Resolution, upon the Register kept by the Registrar upon surrender of this Note together with a written instrument of transfer duly executed by the Owner or the Owner's attorney duly authorized in writing, and thereupon a new, fully registered Note in the same aggregate principal amount shall be issued to the transferee in exchange therefor (or the transfer shall be duly recorded on the Register and the Certificate of Registration hereof), upon the payment of charges and satisfaction of applicable conditions, if any, as therein prescribed. The Issuer may treat and consider the person in whose name this Note is



registered as the absolute Owner hereof for the purpose of receiving payment of or on account of the principal of and interest on this Note and for all other purposes whatsoever.

Fees upon Transfer or Loss. The Registrar may require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer or exchange of this Note and any legal or unusual costs relating thereto.

Issuance; Purpose; General Obligation. This Note is issued as a single instrument in the total principal amount of \$1,907,000, and issued pursuant to and in full conformity with the Constitution and laws of the State of Minnesota and a resolution adopted by the City Council on September 28, 2021 (the "Resolution"), for the purpose of providing money to current refund certain outstanding bonds of the Issuer as provided in the Resolution. This Note is payable out of the General Obligation Refunding Note, Series 2021B Fund of the Issuer. This Note constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of its principal, premium, if any, and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Treatment of Registered Owner. The Issuer and Registrar may treat the person in whose name this Note is registered as the holder hereof for the purpose of receiving payment as herein provided and for all other purposes, whether or not this Note shall be overdue, and neither the Issuer nor the Registrar shall be affected by notice to the contrary.

Authentication. This Note shall not be valid or become obligatory for any purpose or be entitled to any security unless the Certificate of Authentication hereon shall have been executed by the Registrar.

Qualified Tax-Exempt Obligation. This Note has been designated by the Issuer as a "qualified tax-exempt obligation" for purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Note, have been done, have happened and have been performed, in regular and due form, time and manner as required by law; and that this Note, together with all other debts of the Issuer outstanding on the date of original issue hereof and the date of its issuance and delivery to the original purchaser, does not exceed any constitutional or statutory limitation of indebtedness.



IN WITNESS WHEREOF, the City of St. Charles, Winona County, Minnesota, by its City Council has caused this Note to be executed on its behalf by the manual or facsimile signatures of its Mayor and its City Administrator, the corporate seal of the Issuer having been intentionally omitted as permitted by law.

Date of Registration:  
November 3, 2021

CITY OF ST. CHARLES,  
WINONA COUNTY, MINNESOTA

REGISTRABLE BY AND  
PAYABLE AT:

City Administrator Office,  
City of St. Charles, Minnesota

/s/ \_\_\_\_\_  
John Schaber, Mayor

/s/ \_\_\_\_\_  
Nick Koverman, City Administrator



## CERTIFICATE OF REGISTRATION

The transfer of ownership of the principal amount of the attached Note may be made only by the registered owner or the registered owner's legal representative last noted below:

<u>Date of Registration</u>	<u>Registered Owner</u>	<u>Signature of Registrar (Administrator)</u>
<u>November 3, 2021</u>	<u>First Independent Bank 300 Front Street Russell, MN 56169</u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>
<u></u>	<u></u>	<u></u>



6. Execution. The Note shall be executed on behalf of the City by the manual or facsimile signatures of its Mayor and City Administrator, the seal of the City having been omitted as provided by law. In the event of disability or resignation or other absence of either officer, the Note may be signed by the signature of the officer who may act on behalf of the absent or disabled officer. In case either officer whose signature shall appear on the Note shall cease to be such officer before the delivery of the Note, the signature shall nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery.

7. Delivery; Application of Proceeds. The Note when so prepared and executed shall be delivered by the City Administrator to the Purchaser upon receipt of the purchase price and the Purchaser shall not be obliged to see to the proper application thereof.

8. Funds and Accounts. There is hereby established a special fund to be designated the "General Obligation Refunding Note, Series 2021B Fund" (the "Fund") to be administered and maintained by the City Administrator as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The Fund shall be maintained in the manner herein specified until the Note has been fully paid. There shall be maintained in the Fund the following separate accounts:

(a) Payment Account. The proceeds of the Note shall be deposited in the Payment Account. On or prior to the Call Date, the City Administrator shall transfer \$1,885,000 of Note proceeds from the Payment Account to the paying agent for the Prior Bonds, which sums are sufficient, together with other funds on deposit in the debt service fund for the Refunded Bonds, to pay the principal and interest due on the Refunded Bonds. From monies remaining in the Payment Account after payment of the Refunded Bonds, the City Administrator shall pay the costs of issuance of the Note. Any monies remaining in the Payment Account after payment of all costs of issuance and payment of the Refunded Bonds shall be transferred to the Debt Service Account.

(b) Debt Service Account. There are hereby irrevocably appropriated and pledged to, and there shall be credited to, the Debt Service Account: (i) after the Call Date, any collections of all taxes heretofore levied for the payment of the Prior Bonds and interest thereon which are not needed to pay the Prior Bonds as a result of the Refunding; (ii) after the Call Date, any balance remaining in the Prior Bonds Debt Service Account established by the Prior Resolution; (iii) any collections of all taxes herein levied for the payment of the principal and interest on the Note; (iv) all investment earnings on funds in the Debt Service Account; and (v) any and all other moneys which are properly available and are appropriated by the governing body of the City to the Debt Service Account. The amount of any surplus remaining in the Debt Service Account when the principal and interest on the Note are paid shall be used consistent with Minnesota Statutes, Section 475.61, Subdivision 4. The moneys in the Debt Service Account shall be used solely to pay the principal of and interest on the Note or any other bonds hereafter issued and made payable from the Fund.

No portion of the proceeds of the Note shall be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (1) for a reasonable temporary period until such proceeds are needed for the purpose for which the Note was issued, and (2) in addition to the above, in an amount not greater than the lesser of five percent of the proceeds of the Note or \$100,000. To this effect, any



proceeds of the Note and any sums from time to time held in the Fund (or any other City account which will be used to pay principal and interest to become due on the Note) in excess of amounts which under the applicable federal arbitrage regulations may be invested without regard as to yield shall not be invested in excess of the applicable yield restrictions imposed by the arbitrage regulations on such investments after taking into account any applicable "temporary periods" or "minor portion" made available under the federal arbitrage regulations. In addition, the proceeds of the Note and money in the Fund shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Note to be "federally guaranteed" within the meaning of Section 149(b) of the federal Internal Revenue Code of 1986, as amended (the "Code").

9. Covenants related to Payment of the Note.

(a) Tax Levy. To provide moneys for payment of the principal and interest on the Note, there is hereby levied upon all of the taxable property in the City a direct annual ad valorem tax which shall be spread upon the tax rolls and collected with and as part of other general property taxes in the City for the years and in the amounts as follows:

<u>Levy Years</u>	<u>Collection Years</u>	<u>Amount</u>
See Attached Schedule, Exhibit B		

(b) Coverage Test. The tax levies are such that if collected in full they, together with any other revenues herein pledged for the payment of the Note, will produce at least five percent in excess of the amount needed to meet when due the principal and interest payments on the Note. The tax levies shall be irrevocable so long as the Note is outstanding and unpaid, provided that the City reserves the right and power to reduce the levies in the manner and to the extent permitted by Minnesota Statutes, Section 475.61, Subdivision 3.

(c) Cancellation of Certain Tax Levies. Upon payment and redemption of the Refunded Bonds, the uncollected taxes levied in the Prior Resolution authorizing the issuance of the Prior Bonds which are not needed to pay the Prior Bonds as a result of the Refunding shall be canceled.

10. General Obligation Pledge. For the prompt and full payment of the principal and interest on the Note, as the same respectively become due, the full faith, credit and taxing powers of the City shall be and are hereby irrevocably pledged. If the balance in the Debt Service Account, or any subaccount therein, is ever insufficient to pay all principal and interest then due on the Note and any other obligations payable therefrom, the deficiency shall be promptly paid out of any other funds of the City which are available for such purpose, and such other funds may be reimbursed with or without interest from the Debt Service Account, or appropriate subaccount therein, when a sufficient balance is available therein.

11. Defeasance. When the Note has been discharged as provided in this paragraph, all pledges, covenants and other rights granted by this resolution to the registered holder of the Note shall, to the extent permitted by law, cease. The City may discharge its obligations with respect

to the Note which is due on any date by irrevocably depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full; or if the Note should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit. The City may also discharge its obligations with respect to principal installments of the Note called for redemption on any date when they are prepayable according to its terms, by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full, provided that notice of redemption thereof has been duly given. The City may also at any time discharge its obligations with respect to the Note, subject to the provisions of law now or hereafter authorizing and regulating such action, by depositing irrevocably in escrow, with a suitable banking institution qualified by law as an escrow agent for this purpose, cash or securities described in Minnesota Statutes, Section 475.67, Subdivision 8, bearing interest payable at such times and at such rates and maturing on such dates as shall be required, without regard to sale and/or reinvestment, to pay all amounts to become due thereon to maturity or, if notice of redemption as herein required has been duly provided for, to such earlier redemption date.

12. Prior Bonds; Security. Until retirement of the Prior Bonds, all provisions theretofore made for the security thereof shall be observed by the City and all of its officers and agents.

13. Redemption of Refunded Bonds. The Administrator is hereby authorized and directed to give notice of redemption prior to the Call Date, to the paying agent for the Refunded Bonds, in substantially the form attached hereto as Exhibit A. The Refunded Bonds shall be redeemed and prepaid on the Call Date in accordance with the terms and conditions set forth in the Notice of Call for Redemption, which terms and conditions are hereby approved and incorporated herein by reference.

14. Supplemental Resolution. The Prior Resolution authorizing the issuance of the Prior Bonds is hereby supplemented to the extent necessary to give effect to the provisions hereof.

15. Certificate of Registration. The City Administrator is hereby directed to file a certified copy of this resolution with the County Auditor of Winona County, Minnesota, together with such other information as the County Auditor shall require, and to obtain from the County Auditor a certificate that the Note has been entered in the County Auditor's Note Register and that the tax levy required by law has been made.

16. Records and Certificates. The officers of the City are hereby authorized and directed to prepare and furnish to the Purchaser, and to the attorneys approving the legality of the issuance of the Note, certified copies of all proceedings and records of the City relating to the Note and to the financial condition and affairs of the City, and such other affidavits, certificates and information as are required to show the facts relating to the legality and marketability of the Note as the same appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the City as to the facts recited therein.

17. Negative Covenant as to Use of Proceeds and Project. The City hereby covenants not to use the proceeds of the Note or to use the Project financed by the Prior Bonds, or to cause



or permit them to be used, or to enter into any deferred payment arrangements for the cost of the Project, in such a manner as to cause the Note to be a "private activity bond" within the meaning of Sections 103 and 141 through 150 of the Code.

18. Tax-Exempt Status of the Note; Rebate. The City shall comply with requirements necessary under the Code to establish and maintain the exclusion from gross income under Section 103 of the Code of the interest on the Note, including without limitation (i) requirements relating to temporary periods for investments, (ii) limitations on amounts invested at a yield greater than the yield on the Note, and (iii) the rebate of excess investment earnings to the United States, if the Note (together with other obligations reasonably expected to be issued and outstanding at one time in this calendar year) exceed the small issuer exception amount of \$5,000,000.

For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements for governmental units issuing \$5,000,000 or less of bonds, the City hereby finds, determines and declares that:

- (a) the Note is issued by a governmental unit with general taxing powers;
- (b) the Note is not a private activity bond;
- (c) ninety-five percent or more of the net proceeds of the Note are to be used for local governmental activities of the City (or of a governmental unit the jurisdiction of which is entirely within the jurisdiction of the City); and
- (d) the aggregate face amount of all tax exempt bonds (other than private activity bonds) issued by the City (and all subordinate entities thereof, and all entities treated as one issuer with the City) during the calendar year in which the Note is issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

Furthermore:

- (e) there shall not be taken into account for purposes of said \$5,000,000 limit any bond issued to refund (other than to advance refund) any bond to the extent the amount of the refunding bond does not exceed the outstanding amount of the refunded bond;
- (f) the face amount of the Note does not exceed \$5,000,000;
- (g) each of the Refunded Bonds was issued as part of an issue which was treated as meeting the rebate requirements by reason of the exception for governmental units issuing \$5,000,000 or less of bonds;
- (h) the average maturity of the Note does not exceed the average maturity of the Refunded Bonds; and
- (i) no part of the Note has a maturity date which is later than the date which is thirty years after the date the Refunded Bonds were issued.

19. Designation of Qualified Tax-Exempt Obligations. In order to qualify the Note as a "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code, the City hereby makes the following factual statements and representations:

- (a) the Note is issued after August 7, 1986;
- (b) the Note is not a "private activity bond" as defined in Section 141 of the Code;
- (c) the City hereby designates the Note as a "qualified tax exempt obligation" for purposes of Section 265(b)(3) of the Code;
- (d) the reasonably anticipated amount of tax exempt obligations (other than private activity bonds, treating qualified 501(c)(3) bonds as not being private activity bonds) which will be issued by the City (and all entities treated as one issuer with the City, and all subordinate entities whose obligations are treated as issued by the City) during calendar year 2021 will not exceed \$10,000,000;
- (e) not more than \$10,000,000 of obligations issued by the City during calendar year 2021 will be designated for purposes of Section 265(b)(3) of the Code; and
- (f) the aggregate face amount of the Note does not exceed \$10,000,000.

Furthermore:

- (g) each of the Refunded Bonds was designated as a "qualified tax exempt obligation" for purposes of Section 265(b)(3) of the Code;
- (h) the average maturity of the Note does not exceed the remaining average maturity of the Refunded Bonds;
- (i) no part of the Note has a maturity date which is later than the date which is thirty years after the date the Refunded Bonds were issued; and
- (j) the Note is issued to refund, and not to "advance refund" the Prior Bonds within the meaning of Section 149(d)(5) of the Code, and shall not be taken into account under the \$10,000,000 issuance limit to the extent the Note do not exceed the outstanding amount of the Prior Bonds and therefor such portions are "deemed designated" within the meaning of Section 265 of the Code.

The City shall use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designation made by this paragraph.

20. Offering Circular. The Offering Circular relating to the Note prepared and distributed by David Drown Associates, Inc., is hereby approved and the officers of the City are authorized in connection with the delivery of the Note to sign such certificates as may be necessary with respect to the completeness and accuracy of the Offering Circular.



21. Financial Statements. The City shall provide annual audit and other relevant financing information if and as requested by the Purchaser.

22. Severability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

23. Headings. Headings in this resolution are included for convenience of reference only and are not a part hereof, and shall not limit or define the meaning of any provision hereof.

The motion for the adoption of the foregoing resolution was duly seconded by member \_\_\_\_\_ and, after a full discussion thereof and upon a vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Adopted this 28th day of September 2021 by the Council of the City of St. Charles, Minnesota.

\_\_\_\_\_  
**John Schaber, Mayor**

Attest: \_\_\_\_\_  
**Nick Koverman, City Administrator**

STATE OF MINNESOTA  
COUNTY OF WINONA  
CITY OF ST. CHARLES

I, the undersigned, being the duly qualified and acting City Administrator of the City of St. Charles, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council duly called and held on the date therein indicated, insofar as such minutes relate to providing for the issuance and sale of \$1,907,000 General Obligation Refunding Note, Series 2021B.

WITNESS my hand on \_\_\_\_\_, 2021.

\_\_\_\_\_  
City Administrator



EXHIBIT A

NOTICE OF CALL FOR REDEMPTION

GENERAL OBLIGATION IMPROVEMENT BONDS,  
SERIES 2015A  
CITY OF ST. CHARLES, WINONA COUNTY, MINNESOTA

NOTICE IS HEREBY GIVEN that by order of the City Council of the City of St. Charles, Winona County, Minnesota, there have been called for redemption and prepayment on

February 1, 2022

those outstanding bonds of the City designated as General Obligation Bonds, Series 2015A, dated as of June 1, 2015, having stated maturity dates or subject to mandatory redemption in the years 2023 through 2041, inclusive, and totaling \$1,885,000 in principal amount and having CUSIP numbers listed below:

<u>Year</u>	<u>CUSIP Number*</u>	<u>Year</u>	<u>CUSIP Number*</u>
2023	787821 HY6	2032	787821 JC2
2024	787821 HZ3	2035	787821 JD0
2025	787821 JA6	2038	787821 JE8
2029	787821 JB4	2041	787821 JF5

The bonds are being called at a price of par plus accrued interest to February 1, 2022, on which date all interest on the bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment, at Northland Trust Services, Inc., 150 South Fifth Street, Suite 3300, Minneapolis, MN 55402.

Dated: September 28, 2021

BY ORDER OF THE CITY COUNCIL

/s/ \_\_\_\_\_

Administrator

\*The City shall not be responsible for the selection of or use of the CUSIP numbers, nor is any representation made as to their correctness indicated in the notice. They are included solely for the convenience of the holders.

EXHIBIT B  
LEVY SCHEDULE

<u>Levy Years</u>	<u>Collection Years</u>	<u>Amount</u>
2021	2022	126,281
2022	2023	124,081
2023	2024	126,692
2024	2025	123,979
2025	2026	122,334
2026	2027	124,890
2027	2028	122,121
2028	2029	124,621
2029	2030	127,047
2030	2031	123,099
2031	2032	125,488
2032	2033	127,803
2033	2034	123,744
2034	2035	124,972
2035	2036	126,144
2036	2037	127,262
2037	2038	127,273
2038	2039	128,298
2039	2040	128,218



\$1,907,000

General Obligation Refunding Note, Series 2021B



# MINNESOTA RURAL WATER MEGA LOAN

## Uses of Funds

Cost to Call Prior Bonds @ Par	1,885,000
Acc'd Interest	-
Penalties	-
<b>Total Project Costs</b>	<b>1,885,000</b>
Underwriter's Discount Allowance	0.00%
Unused Discount to D/S Fund	-
Fiscal Fee	14,000
Bond Counsel	4,735
Printing & Misc	1,240
Pay Agent Prior Bond Cancellation Fee	250
Sponsor Fee	1,250
Bid Premium	-
Rounding	525
Capitalized Interest (to D/S Fund)	-
	<b>1,907,000</b>

## Sources of Funds

Bond Issue	1,907,000
Bid Premium	-
Construction Fund Earnings	-
	<b>1,907,000</b>

## Cashflow Schedule

### Cashflow Schedule

12-Month Period ending	Principal	Coupon	Interest	Payment Total	PLUS 5%
11/3/2021 <i>Dated Date</i>					
2/1/2023	79,000	1.76%	41,768	120,768	126,806
2/1/2024	86,000	1.76%	32,173	118,173	124,081
2/1/2025	90,000	1.76%	30,659	120,659	126,692
2/1/2026	89,000	1.76%	29,075	118,075	123,979
2/1/2027	89,000	1.76%	27,509	116,509	122,334
2/1/2028	93,000	1.76%	25,942	118,942	124,890
2/1/2029	92,000	1.76%	24,306	116,306	122,121
2/1/2030	96,000	1.76%	22,686	118,686	124,621
2/1/2031	100,000	1.76%	20,997	120,997	127,047
2/1/2032	98,000	1.76%	19,237	117,237	123,099
2/1/2033	102,000	1.76%	17,512	119,512	125,488
2/1/2034	106,000	1.76%	15,717	121,717	127,803
2/1/2035	104,000	1.76%	13,851	117,851	123,744
2/1/2036	107,000	1.76%	12,021	119,021	124,972
2/1/2037	110,000	1.76%	10,138	120,138	126,144
2/1/2038	113,000	1.76%	8,202	121,202	127,262
2/1/2039	115,000	1.76%	6,213	121,213	127,273
2/1/2040	118,000	1.76%	4,189	122,189	128,298
2/1/2041	120,000	1.76%	2,112	122,112	128,218
	<b>1,907,000</b>		<b>364,305</b>	<b>2,271,305</b>	<b>2,384,870</b>

## Bond Details

Triggering Resolution Adopted	8/24/2021
Award Date	9/28/2021
Dated Date	11/3/2021
Closing Date	11/3/2021
1st Interest Payment	8/1/2022
Proceeds spent by:	12/31/2022
Purchase Price	1,907,000.00
Net Interest Cost	364,305.14
<b>Net Effective Rate</b>	<b>1.760000%</b>
Average Coupon	1.760000%
Call Option	@ par
Weighted Avg. Maturity	10.854
Average Life	10.854
Prior Bonds Average Life	11.255
Bond Yield for Arbitrage	1.75971%
Purchaser	First Independent Bank, Russell, MN
Bond Counsel	Taft, Stettinius & Hollister, LLP
Rating Agency	Non Rated
Pay Agent	City Clerk
Tax Status	Tax Exempt, Bank Qualified
Continuing Disclosure	None, Audits upon Request
Rebate	Small Issuer - Exempt from Rebate
Statutory Authority	MS, Chapters 475

### Account Balances

Collection Year	Tax Levies	Surplus (deficit)	Account Balance
	Initial Deposit to D/S Fund >		525
2022	126,281	(525)	-
2023	124,081	-	-
2024	126,692	-	-
2025	123,979	-	-
2026	122,334	-	-
2027	124,890	-	-
2028	122,121	-	-
2029	124,621	-	-
2030	127,047	-	-
2031	123,099	-	-
2032	125,488	-	-
2033	127,803	-	-
2034	123,744	-	-
2035	124,972	-	-
2036	126,144	-	-
2037	127,262	-	-
2038	127,273	-	-
2039	128,298	-	-
2040	128,218	-	-
	<b>2,384,345</b>	<b>(525)</b>	

## City of St. Charles, Minnesota

## SAVINGS

\$1,907,000

General Obligation Refunding Note, Series 2021B

CURRENT REFUNDS GO Bonds, Series 2015A

## Uses of Funds

Cost to Call Prior Bonds @ Par	1,885,000.00
Acc'd Interest	-
Penalties & Other	-
Costs of Issuance	21,475.00
Rounding	525.00
	<u>1,907,000.00</u>

Closing Date: 11/3/2021  
Payoff Date: 2/1/2022

## Sources of Funds

Par Amount of Issue	1,907,000.00
Cash from Prior Debt Service	-
	<u>1,907,000.00</u>

PRIOR BONDS						Pay Agent	TOTAL PAYMENTS
Payment Date	Principal	Rate	Interest	Prin & Interest			
2/1/2022	Comparison Date						
2/1/2023	75,000	3.000%	63,416	138,416	495		138,911
8/1/2023			30,583				
2/1/2024	75,000	3.000%	30,583	136,166	495		136,661
8/1/2024			29,458				
2/1/2025	80,000	3.000%	29,458	138,916	495		139,411
8/1/2025			28,258				
2/1/2026	80,000	3.000%	28,258	136,516	495		137,011
8/1/2026			27,058				
2/1/2027	80,000	3.000%	27,058	134,116	495		134,611
8/1/2027			25,858				
2/1/2028	85,000	3.000%	25,858	136,716	495		137,211
8/1/2028			24,583				
2/1/2029	85,000	3.000%	24,583	134,166	495		134,661
8/1/2029			23,308				
2/1/2030	90,000	3.250%	23,308	136,616	495		137,111
8/1/2030			21,846				
2/1/2031	95,000	3.250%	21,846	138,691	495		139,186
8/1/2031			20,302				
2/1/2032	95,000	3.250%	20,302	135,604	495		136,099
8/1/2032			18,758				
2/1/2033	100,000	3.350%	18,758	137,516	495		138,011
8/1/2033			17,083				
2/1/2034	105,000	3.350%	17,083	139,166	495		139,661
8/1/2034			15,324				
2/1/2035	105,000	3.350%	15,324	135,649	495		136,144
8/1/2035			13,566				
2/1/2036	110,000	3.625%	13,566	137,131	495		137,626
8/1/2036			11,572				
2/1/2037	115,000	3.625%	11,572	138,144	495		138,639
8/1/2037			9,488				
2/1/2038	120,000	3.625%	9,488	138,975	495		139,470
8/1/2038			7,313				
2/1/2039	125,000	3.750%	7,313	139,625	495		140,120
8/1/2039			4,969				
2/1/2040	130,000	3.750%	4,969	139,938	495		140,433
8/1/2040			2,531				
2/1/2041	135,000	3.750%	2,531	140,063	-		140,063
	<u>1,885,000</u>		<u>727,131</u>	<u>2,612,131</u>	<u>8,910</u>		<u>2,621,041</u>

## New Bonds

## Savings

Refunding Payment Schedule					Savings	
Payment Date	Principal	Rate	Interest	Payment Total	Annual savings	PV
				Rounding >>	525	525
11/3/2021	Dated Date					
2/1/2023	79,000	1.76%	41,768	120,768	18,144	17,825
8/1/2023			16,086			
2/1/2024	86,000	1.76%	16,086	118,173	18,488	17,849
8/1/2024			15,330			
2/1/2025	90,000	1.76%	15,330	120,659	18,752	17,791
8/1/2025			14,538			
2/1/2026	89,000	1.76%	14,538	118,075	18,936	17,655
8/1/2026			13,754			
2/1/2027	89,000	1.76%	13,754	116,509	18,102	16,586
8/1/2027			12,971			
2/1/2028	93,000	1.76%	12,971	118,942	18,269	16,449
8/1/2028			12,153			
2/1/2029	92,000	1.76%	12,153	116,306	18,356	16,241
8/1/2029			11,343			
2/1/2030	96,000	1.76%	11,343	118,686	18,425	16,020
8/1/2030			10,498			
2/1/2031	100,000	1.76%	10,498	120,997	18,189	15,542
8/1/2031			9,618			
2/1/2032	98,000	1.76%	9,618	117,237	18,862	15,838
8/1/2032			8,756			
2/1/2033	102,000	1.76%	8,756	119,512	18,499	15,265
8/1/2033			7,858			
2/1/2034	106,000	1.76%	7,858	121,717	17,944	14,551
8/1/2034			6,926			
2/1/2035	104,000	1.76%	6,926	117,851	18,293	14,577
8/1/2035			6,010			
2/1/2036	107,000	1.76%	6,010	119,021	18,605	14,570
8/1/2036			5,069			
2/1/2037	110,000	1.76%	5,069	120,138	18,501	14,238
8/1/2037			4,101			
2/1/2038	113,000	1.76%	4,101	121,202	18,268	13,815
8/1/2038			3,106			
2/1/2039	115,000	1.76%	3,106	121,213	18,907	14,051
8/1/2039			2,094			
2/1/2040	118,000	1.76%	2,094	122,189	18,244	13,324
8/1/2040			1,056			
2/1/2041	120,000	1.76%	1,056	122,112	17,951	12,883
	<u>1,907,000</u>		<u>364,305</u>	<u>2,271,305</u>	<u>350,261</u>	<u>295,593</u>



**City of St. Charles, Minnesota**  
**General Obligation Refunding Note, Series 2021B**  
**\$1,907,000**

**MASTER BOND PAYMENT SCHEDULE**

Paying Agent: City Clerk

Payment Date	Principal	Interest Rates	Semi-annual Interest	Semi-Annual Payment	Payment Notation
November 3, 2021	<i>Dated Date</i>				
August 1, 2022			24,985.94	24,985.94	
February 1, 2023	79,000	1.76%	16,781.60	95,781.60	
August 1, 2023			16,086.40	16,086.40	
February 1, 2024	86,000	1.76%	16,086.40	102,086.40	
August 1, 2024			15,329.60	15,329.60	
February 1, 2025	90,000	1.76%	15,329.60	105,329.60	
August 1, 2025			14,537.60	14,537.60	
February 1, 2026	89,000	1.76%	14,537.60	103,537.60	
August 1, 2026			13,754.40	13,754.40	
February 1, 2027	89,000	1.76%	13,754.40	102,754.40	
August 1, 2027			12,971.20	12,971.20	
February 1, 2028	93,000	1.76%	12,971.20	105,971.20	
August 1, 2028			12,152.80	12,152.80	
February 1, 2029	92,000	1.76%	12,152.80	104,152.80	
August 1, 2029			11,343.20	11,343.20	
February 1, 2030	96,000	1.76%	11,343.20	107,343.20	
August 1, 2030			10,498.40	10,498.40	
February 1, 2031	100,000	1.76%	10,498.40	110,498.40	
August 1, 2031			9,618.40	9,618.40	
February 1, 2032	98,000	1.76%	9,618.40	107,618.40	
August 1, 2032			8,756.00	8,756.00	
February 1, 2033	102,000	1.76%	8,756.00	110,756.00	
August 1, 2033			7,858.40	7,858.40	
February 1, 2034	106,000	1.76%	7,858.40	113,858.40	
August 1, 2034			6,925.60	6,925.60	
February 1, 2035	104,000	1.76%	6,925.60	110,925.60	
August 1, 2035			6,010.40	6,010.40	
February 1, 2036	107,000	1.76%	6,010.40	113,010.40	
August 1, 2036			5,068.80	5,068.80	
February 1, 2037	110,000	1.76%	5,068.80	115,068.80	
August 1, 2037			4,100.80	4,100.80	
February 1, 2038	113,000	1.76%	4,100.80	117,100.80	
August 1, 2038			3,106.40	3,106.40	
February 1, 2039	115,000	1.76%	3,106.40	118,106.40	
August 1, 2039			2,094.40	2,094.40	
February 1, 2040	118,000	1.76%	2,094.40	120,094.40	
August 1, 2040			1,056.00	1,056.00	
February 1, 2041	120,000	1.76%	1,056.00	121,056.00	
	1,907,000		364,305.14	2,271,305.14	

Call Option: 2/1/2032 *at par*  
Bonds Dated: 11/3/2021

This payment schedule assumes no bonds are redeemed early. Refunds, if they are done, will alter this payment schedule. David Drown Associates, Inc. (612-920-3320) is available at any time to review the feasibility of refunding

# WM<sup>®</sup> WASTE MANAGEMENT

## 2021

January						
S	M	T	W	TH	F	S
					1*	2
10	11	12	13	14	15	16
24	25	26	27	28	29	30

Y  
X  
Y  
X  
Y  
Y  
Y

February						
S	M	T	W	TH	F	S
7	8	9	10	11	12	13
21	22	23	24	25	26	27

X  
Y  
X  
X  
Y  
Y  
Y

March						
S	M	T	W	TH	F	S
7	8	9	10	11	12	13
21	22	23	24	25	26	27

X  
Y  
X  
X  
Y  
Y  
Y

April						
S	M	T	W	TH	F	S
4	5	6	7	8	9	10
18	19	20	21	22	23	24

X  
Y  
X  
X  
Y  
Y  
Y

May						
S	M	T	W	TH	F	S
2	3	4	5	6	7	8
16	17	18	19	20	21	22
30	31*					

X  
Y  
X  
X  
Y  
Y  
Y

June						
S	M	T	W	TH	F	S
		1	2	3	4	5
13	14	15	16	17	18	19
27	28	29	30			

X  
Y  
X  
X  
Y  
Y  
Y

July						
S	M	T	W	TH	F	S
				1	2	3
11	12	13	14	15	16	17
25	26	27	28	29	30	31

X  
Y  
X  
X  
Y  
Y  
Y

August						
S	M	T	W	TH	F	S
8	9	10	11	12	13	14
22	23	24	25	26	27	28

X  
Y  
X  
X  
Y  
Y  
Y

September						
S	M	T	W	TH	F	S
5	6*	7	8	9	10	11
19	20	21	22	23	24	25

X  
Y  
X  
X  
Y  
Y  
Y

October						
S	M	T	W	TH	F	S
3	4	5	6	7	8	9
17	18	19	20	21	22	23
31						

X  
Y  
X  
X  
Y  
Y  
Y

November						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
14	15	16	17	18	19	20
28	29	30				

X  
Y  
X  
X  
Y  
Y  
Y

December						
S	M	T	W	TH	F	S
		1	2	3	4	
12	13	14	15	16	17	18
26	27	28	29	30	31	

X  
Y  
X  
X  
Y  
Y  
Y

\* Observed holidays - Service delayed 1 day throughout remainder of week.

NOTE JULY 4TH IS NOT SHOWN. NO SERVICE DELAY

E/O - EOW monthly service

X/Y - Twice monthly service

1 2 3 4 = One time per month service

### 2021 OBSERVED HOLIDAYS

New Years Day	Jan 1
Memorial Day	May 31
Labor Day	Sept 6
Thanksgiving	Nov 25
Christmas	Dec 25



**CITY OF ST. CHARLES**

**Resolution #48-2021**

**A Resolution Approving Preliminary 2021  
Tax Levy Collectible in 2022**

**WHEREAS**, the City of St. Charles requires revenue to meet its expenses.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ST. CHARLES** that the following sum of money be levied for the current year, collectible in 2022, upon the property in said City of St. Charles, for the following purposes:

<b>FUND</b>	<b><u>2021</u></b>
2019A Bond Fund	\$ 70,470
2018A Bond Fund	\$ 79,695
Advertising Fund	\$ 20,360
Capital Improvement Fund	\$ 185,788
Celebration/Public Safety Fund	\$ 7,000
Fire	\$ 71,971
General Fund	\$ 427,646
Library Fund	\$ 141,310
2021A GO Fund	\$ 500,095
2021B GO Refunding	<u>\$ 81,806</u>
<b>Total Preliminary Levy</b>	<b>\$ 1,586,141</b>

The City Administrator is hereby authorized to transmit a copy of this resolution to the Council Auditor of Winona County, Minnesota.

Adopted this 28th day of September 2021 by the Council of the City of St. Charles, Minnesota.

\_\_\_\_\_  
**John Schaber, Mayor**

Attest: \_\_\_\_\_  
**Nick Koverman, City Administrator**

**CITY OF ST. CHARLES  
WINONA COUNTY, MINNESOTA**

**RESOLUTION #44-2021  
RESOLUTION APPROVING LEVY REQUEST SUBMITTED BY THE  
ST. CHARLES ECONOMIC DEVELOPMENT AUTHORITY  
FOR TAXES PAYABLE 2022**

**WHEREAS**, the St. Charles Economic Development Authority (“EDA”) has prepared and presented a budget to the City Council of St. Charles, Minnesota and an estimate for tax revenues needed for EDA programs and operations for the 2022 calendar year; and,

**WHEREAS**, pursuant to Minnesota Statutes Section 469.107 a City may authorize a levy for economic development purposes in an amount that does not exceed 0.01813% of its taxable market value; and

**WHEREAS**, a levy request by an EDA requires the governing body (City Council) to approve certification of said levy request to the County Auditor by September 30<sup>th</sup> for the following year’s taxes; and

**WHEREAS**, said levy request is to be treated as a special taxing district in accordance with Minnesota Statutes Section 275.066 and appear as a separate line item on the 2022 property tax statements; and

**WHEREAS**, the levy request contemplated in this Resolution is to be considered a stand-alone request and is not to be automatically renewed for future years’ taxes.

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of St. Charles, Winona County, Minnesota that the levy request for taxes payable 2022 for all taxable property within the corporate boundaries of the City of St. Charles, Winona County, Minnesota in the amount of \$56,527.16 submitted by the St. Charles EDA and City Council of St. Charles is hereby approved for certification to the Winona County Auditor.

Adopted this 28th day of September 2021 by the Council of the City of St. Charles, Minnesota.

\_\_\_\_\_  
John Schaber, Mayor

ATTEST:

\_\_\_\_\_  
Nick Koverman, City Administrator

**CERTIFICATION**

I, Nick Koverman, duly appointed City Administrator of the City of St. Charles, do hereby certify that the above resolution is a true and correct copy of Resolution #29-2020 entitled “RESOLUTION APPROVING LEVY REQUEST SUBMITTED BY THE ST. CHARLES ECONOMIC DEVELOPMENT AUTHORITY FOR TAXES PAYABLE 2022 passed and approved by the St. Charles City Council, Minnesota, on the 28th day of September, 2021.

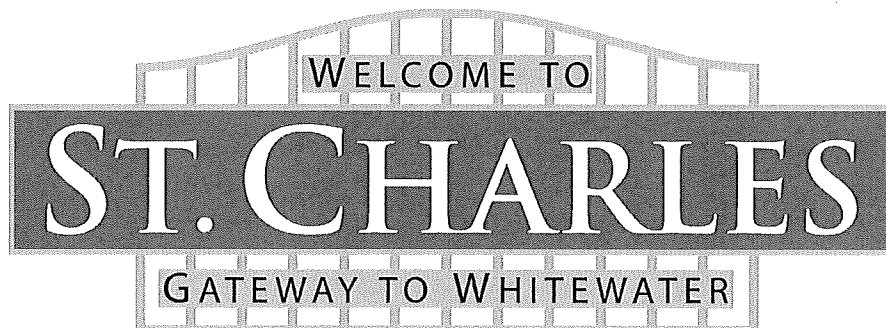
\_\_\_\_\_  
City Administrator, City of St. Charles



**Request for City Council Action**Date: Sept. 9, 2021Requested Council Date: Sept. 14, 2021Originating Department: AmbulanceCouncil Action Requested: Reinstatement of EMTs

Background Information: The below list of EMTs are requested for hiring. Madison Arndt was recently interviewed and it was the recommendation of the committee to approve her application. Sammy Mueller and Danielle Hoff are former EMTs and will be seeking refresher courses in order to serve once again.

- Madison Arndt
- Sammy Mueller
- Danielle Hoff



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



September 21, 2021

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

RE: St. Charles, MN  
2021 Chip Seal  
Pay Request No. 1

Dear Kyle:

Enclosed is Pay Request No. 1 for work on the above referenced project. We recommend the City make payment in the amount of \$417,683.29 to:

Pearson Brothers Inc.  
11079 Lamont Avenue NE  
Hanover, MN 55341

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  
Todd Bartels, Pearson Bros.

2905 South Broadway  
Rochester, MN 55904  
Phone: 507.288.3923



PARTIAL PAYMENT REQUEST  
FOR CONSTRUCTION WORK COMPLETED

Project: 2021 Street Improvements-Chip Seal  
Project No.: 9158  
Location: St. Charles, MN  
Contractor: Pearson Bros, Inc.

Bid Price: \$508,233.75  
Date: Sep. 16, 2021  
Estimate #: 1  
% Complete: 82.2%

Item No.	Description	Unit	Unit Price	Quantity	Quantity Completed Previous Estimates	Quantity Completed This Estimate	Quantity Completed to Date	Total
1	Bituminous Material Seal Coat, CRS-2P	Gal.	\$4.54	108400		95579.70	95579.70	\$ 433,931.84
2	Seal Coat Aggregate (FA-2, Class A) Gray 1/4" Trap Rock Dresser or Murphy	Ton	\$2.00	3260		2867.39	2867.39	\$ 5,734.78
3	4" Broken Line - Yellow	L.F.	\$0.37	1000		0.00	0.00	\$ -
4	4" Solid Double Line - Yellow	L.F.	\$0.74	915		0.00	0.00	\$ -
5	4" Solid Line - Yellow	L.F.	\$0.37	1415		0.00	0.00	\$ -
6	4" Solid Line - White	L.F.	\$0.37	10590		0.00	0.00	\$ -
7	Cross Walk Paint - White	S.F.	\$1.80	690		0.00	0.00	\$ -
8	8" Solid Line - White (Cross Walk)	L.F.	\$1.00	870		0.00	0.00	\$ -
9	4" Solid Line - White (Perpendicular Parking)	L.F.	\$0.47	435		0.00	0.00	\$ -
10	4" Solid Line - Yellow (Perpendicular and Diagonal Parking)	L.F.	\$0.47	2670		0.00	0.00	\$ -
11	4 Solid Line - Yellow (Diagonal Handicap Loading and Unloading Zone)	L.F.	\$0.47	265		0.00	0.00	\$ -
12	4" Solid Line - White (Diagonal Handicap Loading and Unloading Zone)	L.F.	\$0.47	70		0.00	0.00	\$ -
13	Handicap Symbol - Yellow	Each	\$30.00	6		0.00	0.00	\$ -
14	Handicap Symbol - White	Each	\$30.00	2		0.00	0.00	\$ -
15	Directional Arrow Symbol - Yellow (Direction Arrow within Parking Lot)	Each	\$30.00	4		0.00	0.00	\$ -

Construction Total \$ 439,666.62

Less 5% Retained Amount \$ 21,983.33

Less Previous Payments \$ -

**Net Payment this Estimate \$ 417,683.29**



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



September 22, 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. 1

Dear Kyle:

Enclosed is Pay Request No. 1 for work on the above referenced project. We recommend the City make payment in the amount of \$241,591.23 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 Gravel Alley Improvements  
Project No.: 9158  
Location: St. Charles, MN  
Contractor: Dunn Blacktop Company

Bid Price: \$247,240.00  
Date: Sep. 14, 2021  
Estimate #: 1  
% Complete: 102.9%

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	0	1.00	1.00	\$ 8,300.00
2	Bituminous Wearing Course Mix SPWEB24	Ton	\$81.00	2900	0	3005.76	3005.76	\$ 243,466.56
3	Adjust Casting	Ea	\$750.00	2	0	0.00	0.00	\$ -
4	Traffic Control	L.S.	\$2,540.00	1	0	1.00	1.00	\$ 2,540.00

Construction Total \$ 254,306.56

Less 5% Retained Amount \$ 12,715.33

Less Previous Payments \$ -

**Net Payment this Estimate \$ 241,591.23**

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



September 22, 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. 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 \$131,060.37 to:

Chippewa Concrete Services  
3030 110<sup>th</sup> 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. 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: Sep. 14, 2021  
Estimate #: 3  
% Complete: 76.5%

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	0.65	0.35	1.00	\$ 97,750.00
2	Remove Bituminous Pavement	S.Y.	\$5.00	530	237	0.00	237.11	\$ 1,185.55
3	Remove Concrete Curb and Gutter	L.F.	\$8.00	1500	1077	0.00	1077.00	\$ 8,616.00
4	Remove Concrete Driveway Pavement	S.Y.	\$8.00	2500	905	0.00	904.67	\$ 7,237.36
5	Remove Bituminous Driveway Pavement	S.Y.	\$5.00	220	582	0.00	582.44	\$ 2,912.20
6	Remove Concrete Walk	S.Y.	\$2.00	8350	10757	0.00	10757.44	\$ 21,514.88
7	Adjust Gate Valve & Box	Each	\$200.00	5	1	0.00	1.00	\$ 200.00
8	Furnish and Install Gate Valve Box	Each	\$275.00	50	58	0.00	58.00	\$ 15,950.00
9	Clear and Grub Tree	Each	\$250.00	22	10	0.00	9.60	\$ 2,400.00
10	Topsoil Borrow (LV)	C.Y.	\$15.00	2500	0	2500.00	2500.00	\$ 37,500.00
11	Common Excavation (P)	C.Y.	\$12.00	900	765	135.00	900.00	\$ 10,800.00
12	Common Borrow	C.Y.	\$12.00	300	0	300.00	300.00	\$ 3,600.00
13	Bituminous Roadway Patching	S.Y.	\$80.40	550	30	239.33	269.33	\$ 21,654.40
14	Concrete Driveover Curb and Gutter	L.F.	\$57.53	10	0	20.00	20.00	\$ 1,150.60
15	Concrete B624 Curb and Gutter	L.F.	\$57.53	1500	916	3.00	919.00	\$ 52,870.07
16	6" Concrete Walk	Sq. Ft	\$10.45	4100	2325	72.00	2397.00	\$ 25,048.65
17	4" Concrete Walk	Sq. Ft	\$5.85	114450	96979	2074.00	99053.00	\$ 579,460.05
18	6" Thickened Edge Concrete Walk	Sq. Ft	\$11.45	100	0	0.00	0.00	\$ -
19	4" Thickened Edge Concrete Walk	Sq. Ft	\$6.22	1200	0	0.00	0.00	\$ -
20	Truncated Domes	Sq. Ft	\$50.00	700	329	12.00	341.00	\$ 17,050.00
21	3" Bituminous Driveway	S.Y.	\$38.35	800	0	283.06	283.06	\$ 10,855.18
22	6" Aggregate Driveway	C.Y.	\$25.00	200	0	100.00	100.00	\$ 2,500.00
23	6" Concrete Driveway	S.Y.	\$55.56	2500	1975	85.77	2060.33	\$ 114,472.12
24	6" Concrete Driveway Type A	S.Y.	\$61.68	100	0	0.00	0.00	\$ -
25	Storm Drain Inlet Protection	Each	\$165.00	70	70	0.00	70.00	\$ 11,550.00
26	Seeding	Acre	\$1,200.00	5	0	5.00	5.00	\$ 6,000.00
27	Traffic Control	Lump Sum	\$6,000.00	1	1	0.35	1.00	\$ 6,000.00
28	Material Testing Allowance (\$1000)	Lump Sum	\$1,000.00	1	0	0.00	0.00	\$ -
29	Adjust Catch Basin	Each	\$400.00	1	0	1.00	1.00	\$ 400.00
30	Concrete Valley Gutter	L.F.	\$48.24	18	0	2.00	2.00	\$ 96.48
31	Concrete Steps	S.F.	\$85.81	74	0	3.00	3.00	\$ 257.43
32	Concrete V-Curb	L.F.	\$39.42	80	0	4.00	4.00	\$ 157.68

Construction Total \$ 1,059,030.97

Less 5% Retained Amount \$ 52,951.55

Less Previous Payments \$ 875,019.05

**Net Payment this Estimate \$ 131,060.37**