

Inver Grove Heights City Council
In Person Meeting and via Zoom
Monday, July 13, 2020 at 7:00 p.m.

A G E N D A

NOTICE TO RESIDENTS: If you are interested in participating on **Item 5. Public Comment**, please contact Rebecca Kiernan prior to this meeting via telephone (651) 450-2513 or email (rkiernan@invergroveheights.org) to inform her - your name, address and to what you wish to speak on. Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@invergroveheights.org). Comments received prior to 4:00 p.m. on Monday, July 13, 2020, will be provided to the Council at or before the July 13, 2020 meeting.
Phone Number to Reach Meeting: 651-450-2471

1. Call to Order

2. Roll Call

3. Presentations

4. Consent Agenda

All items on the consent agenda are considered routine and have been made available to the City Council at least two days prior to the meeting; the items will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from this agenda and considered in normal sequence.

- A.** Minutes from the June 22, 2020 City Council Meeting.
- B.** Disbursements for Period Ending June 16, 2020
- C.** Confirm and Approve Personnel Actions.
- D.** Consider Approval of a Resolution Appointing Election Judges for the Minnesota State Primary.
- E.** Consider Approval of a Partial Refund for On-Sale and Sunday Liquor License Fees.
- F.** Consider Approval of Contract for Services with Messerli Kramer for lobbying and legislative support for 2021.
- G.** Consider Pay Request #2 for the Salem Hills Athletic Court Project.
- H.** Approve Resolution to Not Waive Statutory Limit for Liability.
- I.** Approve Special Meeting for Monday, July 27th at 5:30pm to begin 2021 Budget Discussions.
- J.** Consider Approval of Agreement to Release and Transfer Ownership of K-9 Kato to Officer Ryan Rose
- K.** Approve Agreement relating to Landowner Within City Easement for 3505 100th St. (Lot 16, Block 3, Leitch Estates).
- L.** Consider Resolution Accepting Proposal for Stormwater Review Services from Wenck for the Robert Trail Property PUD Submittal (IMH Property)

- M.** Consider a Resolution Requesting that Dakota County Submit a Request to the Minnesota Department of Transportation to Perform a Speed Study and Establish a Speed Zone on Babcock Trail (CSAH 73) in the City of Inver Grove Heights
- N.** Consider Resolution Accepting Proposal for Stormwater Review Services from Emmons & Olivier Resources Inc. for the Proposed Development at 1482 80th Street (Titan Land Development)
- O.** Consider a Resolution Receiving Petition for Street Improvements on Delaney Circle/Delaney Court (City Project No. 2020-09E)
- P.** Consider Resolution Approving Land Alteration Permit for Pine Bend Estates by Alliant Ventures (aka Ades Property)

5. Public Comment

Public comment provides an opportunity for the public to address the Council on items that are not on the agenda. Comments will be limited to three (3) minutes per person.

6. Public Hearing

- A.** Public Hearing to Consider the application of a Temporary 2-day Liquor License for the Church of Saint Patrick for the premises located at 3535 72nd Street E for September 19-20, 2020.
- B.** Public Hearing to Consider approval of a Therapeutic Massage Business License for OyeSpa, 7741 Amana Trail.

7. Regular

Administration

- A.** Second Reading - City Discipline Policy Review and Update.

Community Development

- B.** Consider the First Reading of an Ordinance Amendment to eliminate the need for a conditional use permit to exceed impervious surface maximum in the A, E-1, E-2, R-1A, R-1B and R-1C zoning districts.
- C.** Consider the First Reading of an Ordinance Amendment to eliminate the need for a conditional use permit allowing sheet metal siding on accessory structures in the A, and E-1 zoning districts.
- D.** Consider the First Reading of an Ordinance Amendment deleting Ministorage facilities (with caretaker quarters) and outdoor vehicle storage as a conditional use in the B-3, General Business District.

Public Works / Engineering

- E.** Consider Tabling Action on Receiving Feasibility Report for City Project No. 2016-19 - 65th Street Construction (between T.H. 3 and Babcock Trail)
- F.** Consider Resolution Accepting Quote and Authorizing Temporary Pumping of Basin IGT-B-3 by Hydro Engineering

Public Works / Engineering (Cont.)

- G.** Consider Resolution Establishing Parking Restrictions for City Project No. 2016-09G – 60th Street, 62nd Street and Bacon Avenue Improvements

8. Executive Session

- A.** Closed Session Pursuant to Minn. Stat. SS 13D.05, Subd. 3(c)(1) to develop or consider offers or counteroffers for the potential purchase of real property for park purposes in the Northwest Area.

9. Mayor and Council Comments

10. Adjourn

This document is available upon a three (3) business day request in alternate formats such as braille, large print, audio recording, etc. Please contact Rebecca Kiernan, City Clerk, at 651.450.2513 or rkiernan@invergroveheights.org.

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, JUNE 22, 2020 - 7:00 P.M. - 8150 BARBARA AVENUE.**

In Person Meeting and via Zoom

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, June 22, 2020, both in person and via Zoom Video Conferencing. Mayor Tourville called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present in Person: Mayor Tourville, Council Members Piekarski Krech, Bartholomew, Perry, and Dietrich; City Administrator Lynch, City Attorney McCauley Nason, City Clerk Kiernan, City Engineer Kaldunski, and Finance Director Hove.

Present Via Zoom Video Conferencing: Technology Manager Gade, Community Development Director Rand, City Planner Hunting, Assistant City Engineer Dodge, Fire Chief Thill, Public Works Director Thureen, Associate City Planner Botten, Parks and Recreation Director Carlson, City Attorney Kuntz, and MIS Technician Geiger.

3. PRESENTATIONS:

There were no Presentations.

4. CONSENT AGENDA:

- A. i Minutes from the May 11, 2020 City Council Meeting.
- A. ii. Minutes from the June 1, 2020 City Council Work Session.
- A. iii. Minutes from the June 8, 2020 City Council Meeting.
- B. Disbursements for Period Ending June 16, 2020. **Resolution 2020-118.**
- C. Consider Approval of Rental Licenses.
- D. Confirm and Approve Personnel Actions.
- E. Consider Approval of Individual Massage Therapist License for Magnum Terrazas with Health 1st Chiropractic.
- F. Consider Adoption and Approval of COVID-19 Preparedness Plan. **Resolution 2020-119.**
- G. Consider the following for property located in Outlot B, Robert Curve located at the intersection of Diffley Road and South Robert Trail: An Ordinance Rezoning the property from PUD, Planned Unit Development to B-3, General Business District. A resolution relating to a Major Site Plan Approval for the construction of a 5,000 square foot automobile repair center. A resolution relating to a Variance from minimum lot width standards. KIMLEY-HORN & ASSOCIATES – CASE NO. 20-13ZPV. **Resolutions 2020-120 and 2020-121. Ord. #1384.**
- H. Approve Trail Easement over the Drainage and Utility Easement at a New Home to be built at 6900 Alverno Court.
- I. Consider Pay Voucher No. 1 for City Project No. 2019-18 – Public Works Maintenance and Cold Storage Buildings Roof Replacement.
- J. Consider Final Compensating Change Order No. 1, Final Pay Voucher No. 1, Engineer's Final Report, and **Resolution 2020-122** Accepting Work for City Project No. 2020-09A – Crackseal.
- K. Consider Pay Voucher No. 1 for City Project No. 2019-09C – Cahill Avenue Mill and Overlay (Concord Boulevard too Inver Grove Trail).
- L. Consider **Resolution 2020-123** Accepting the MS4 Annual Report for 2019.
- M. Consider **Resolution 2020-124** Approving Settlement Agreement on City Project No. 2017-02 (NWA Trunk Watermain Improvements - 65th Street Loop (Phase II of 2015-12) Hwy 3 to Harmon Park) and Authorize Payment for Tree Removal.

Craig Hillegas, 6755 Arlene Avenue, referenced Agenda Item M and asked why a watermain was being placed when there isn't a street yet.

Mayor Tourville suggested pulling Agenda Item 4M for further discussion.

Motion by Perry second by Piekarski Krech to approve Agenda Items 4A through 4L with the exception of Agenda Item 4M.

Ayes: 5

Nays: 0 Motion carried.

Agenda Item 4M. Consider Resolution Approving Settlement Agreement on City Project No. 2017-02 (NWA Trunk Watermain Improvements - 65th Street Loop (Phase II of 2015-12) Hwy 3 to Harmon Park) and Authorize Payment for Tree Removal. Resolution 2020-124.

City Engineer Tom Kaldunski stated this is regarding the acceptance of an Agreement for a project that was done three years ago. The location is near Highway 3 where a looped watermain was installed, about a half mile away from where they would be building 65th Street. He displayed the tree inventory map of the project stating there were some trees taken out due to grade. He stated this is not related to the preliminary feasibility study that was brought before the Council in February. That item was tabled to July 15th and would be a request to extend the timeframe.

Motion by Bartholomew second by Perry to approve Agenda Item 4 M. Consider Resolution 2020-124 Approving Settlement Agreement on City Project No. 2017-02 (NWA Trunk Watermain Improvements - 65th Street Loop (Phase II of 2015-12) Hwy 3 to Harmon Park) and Authorize Payment for Tree Removal.

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC COMMENT:

There were no public comments.

6. PUBLIC HEARING:

7. REGULAR AGENDA:

Administration:

A. City Discipline Policy Review and Update.

City Administrator Lynch stated the Discipline Policy was previously discussed at a City Council Work Session. This is categorized as an Ordinance and has to go through a hearing process. The recommendation would be to reduce the number of meetings to adopt the change. This can be done in one, two, or the three required readings.

Councilmember Piekarski Krech asked if they had any feedback/participation and if all employees were aware of the changes. City Administrator Lynch responded they did not receive feedback from the Union Stewards. Employees are not made aware until the changes are made. He stated there is not a substantial change, but the ability to use all types of discipline depending on the severity of the act has been changed. That item was not clear in the past. He stated the City would now have the ability to go to a higher level of discipline up to and including termination.

Motion by Piekarski Krech second by Perry to move the first reading of the City Discipline Policy Review and Update with the understanding that the second reading would be the last reading and would take place at the next regular City Council meeting.

Ayes: 5

Nays: 0 Motion carried

City Administrator Lynch stated there is an accompanying Resolution approving the summary publication of that Ordinance. He requested action be taken to delay that until the July 13th meeting.

Motion by Piekarski Krech second by Perry to delay the publication until after the July 13th meeting.

Ayes: 5

Nays: 0 Motion carried.

B. Accept and Approve 2019 Comprehensive Annual Financial Report.

Finance Director Amy Hove discussed the 2019 Comprehensive Annual Financial Report stating that a presentation was given by Bonnie Schwieger from the Auditing Firm Abdo, Eick, and Meyers, at the June 8th meeting. She stated this is for approval of the financial statement.

Brad Falteysek from Abdo, Eick, and Meyers updated the Council via phone on the following information:

- Issued an unmodified/clean opinion on the Financial Statement.
- High level results of the report:
 - General Fund/Fund Balance: Has stayed within the policy and increased almost \$1 million dollars from the previous year.
 - Bond Funds: (Money set aside to pay the Debt Service requirements). Have enough resources to pay the requirements.
 - Capital Funds: There are a couple of deficits. With future revenue sources, those would be brought out of deficit balance.
 - Enterprise Funds: (Water, Sewer, Golf Course) Making sure operating receipts meet debt and disbursements.
 - Water: Meets those. Cash balance increased from 2018.
 - Sewer: Cash reserves have declined over the four years depicted. Still above minimum reserve, but is something to pay attention to going forward.
 - Golf Course: Broke even with disbursements. In 2018 there was a three-year special on golf course fees.

Mr. Falteysek stated they also look at compliance and if there is anything in different State Statutes that that State Auditor requires testing for. Those would be reported as a finding in the report. He stated they did not find any non-compliance with anything tested this year. He stated that the City also applies for the Certificate of Achievement for Excellence in Financial Reporting. This was received in 2018 for the 32nd consecutive year. It is an honor for the City to receive that. It will be applied for again in the 2019 report. Results would come in during the 2020 third quarter.

Mayor Tourville stated the report will be available for review on the City Website.

Councilmember Bartholomew thanked Finance Director Hove for her help and for taking the time to respond to his questions.

Motion by Bartholomew second by Perry to Accept and Approve the 2019 Comprehensive Annual Financial Report.

Ayes: 5

Nays: 0 Motion carried.

C. Approve 2020-2024 Capital Improvement Financing Plan.

Finance Director Hove stated this came before the City Council for the first time at the February 3, 2020 Work Session. Feedback was received and another Draft was brought to the June 1st Work Session. This is the final report.

Jessica Cook, Ehlers, stated the purpose of the Capital Improvement Financing Plan is to:

- Set priorities for the capital spending of the City.
- Show the financial impacts of that spending.
- Make sure it is affordable and meets the goals and needs of the City of reinvesting in the Community.

The Council identified the following four goals:

1. Fund the Capital Improvement Plan: Five-year plan. \$70 million dollars over five years. Includes the new maintenance facility in 2023.
2. Exceed funding for the Pavement Management Program. See what can be done to reconstruct more streets. There is an additional \$1 million dollars per year of funding for pavement management. It is funded by:
 - Increasing contributions from property tax.
 - Increasing contributions from the Host Community Fund. A ten-year projection was done on the fund and determined there was available cash to make that commitment to pavement management.
3. Make sure the debt levy for the Community remains at or below 15% of the total levy. This plan keeps it at 11.7% or less. There are two financings anticipated in the next five years:
 1. Collector Streets
 2. Maintenance Facility
4. Fund balance be at least 40% of the next years expenditures. The fund balance at the end of the year has to get the City through the next six months of operating until property tax revenue is received again. The plan is showing the General Fund Balance would be approximately 48%.

She stated in achieving the four broad goals, they measured the tax impact on a sample property, single family, owner occupied home valued at \$248,000.

- In 2021 that impact is an \$80.00 per year increase over what is paid this year. .22 cents a day.
- It declines. In 2023 it would be a \$66.00 annual increase. .18 cents a day.

One of the key assumptions in the plan is that General Fund Expenditures increase at 4% annually.

Ms. Cook acknowledged Staff stating it is a partnership effort. She commented that Mr. Lynch, Ms. Hove, Mr. Thureen, and Mr. Carlson were essential in putting the plan together and instrumental in its completion.

Mayor Tourville stated they could take a look at adapting this plan as revenues, income, and expenses are collected. Councilmember Bartholomew stated this sets them up for success in the upcoming years.

Motion by Bartholomew second by Perry to approve the 2020-2024 Capital Improvement Financing Plan.

Ayes: 5

Nays: 0 Motion carried.

Community Development:

D. GREG HUNDER - Consider a Resolution relating to a Variance to allow a detached accessory building to be 1,152 square feet in size whereas 1,000 square feet is maximum allowed for the property located at 3527 69th Street. Resolution 2020-125.

Associate City Planner Heather Botten stated the proposal is for construction of a 1,152 square foot accessory structure north of 69th Street and east of Clayton. The maximum size allowed in the R-1 District

is 1,000 gross square feet. The house on the property was built in 1965 and does not have an attached garage. The existing detached structure is in disrepair and would be removed and replaced with the new structure. The proposed structure would be set back behind the house but still in compliance with all setback requirements. She stated the property would be in compliance with the impervious surface maximums with the removal of the sidewalk in front of the house. The property is about 9,600 square feet in size.

She stated the City Council has reviewed the size of accessory structures for larger lots in the rural area. A larger structure appears to be a convenience to the homeowner and not dictated by unique circumstances on the property. Staff believes approving the variance could set a precedence for other size variance requests and does not believe there is sufficient rationale to support the request and recommends denial. She stated the Planning Commission recommended denial on a 6-3 vote due to lack of practical difficulty. Staff received an email today from a resident across the street who is in support of the request.

Greg Hunder, 3527 69th Street, stated the property configuration could be a possible practical difficulty. An attached garage has no limitation on size. Adding an attached garage to his house and moving it forward 33 feet, would free up 528 square feet of impervious surface which is part of the driveway. The garage could potentially be 24x68 feet, or 1,632 square feet and 60% larger than a coded detached garage. He stated the neighbor next door to him has a garage that is 28x48, larger than what is proposed.

Mayor Tourville asked if that garage was attached or detached. Mr. Hunder responded detached. Councilmember Piekarski Krech asked if the proposed building would match the home and how the size was determined. Mr. Hunder responded it would have the same siding color. Size went up to the setback.

Councilmember Piekarski Krech stated she has no problem with the request. Similar requests have been studied numerous times and she didn't see why they stay with 1,000 square feet as people use more. She stated her concern is with impervious surface and whether the building is pleasing to the neighborhood or not. If they can come up with a rationale, she did not have a problem.

Councilmember Bartholomew stated they could follow the lead from the Applicant that it is a challenge due to the size of the lot and the age of the building.

Mayor Tourville agreed with Planning Commission's recommendation. A lot of requests come asking for additional. He commented that putting items inside the structure rather than outside doesn't prove practical difficulty. Councilmember Bartholomew suggested, if willing, the Applicant may be able to set this aside and Council can determine an increase for an accessory building. Councilmember Piekarski Krech stated it has been done several times but never changes. She understood the rationale for not wanting to start a precedence.

Councilmember Bartholomew stated that it may be time to revisit the idea and come back with a more settled approach to accessory structure size. Mayor Tourville stated he would have no problem approving it with a message back. If setting it at 1,200, they may start seeing requests for 1,350. Councilmember Bartholomew responded the guiding principle would be impervious surface.

Councilmember Dietrich stated the Commission was split on the vote; it wasn't a full vote against. Mr. Hunder commented one of the Planning Commission members said they thought the practical difficulty could be the configuration of the houses with a non-attached garage.

Councilmember Bartholomew stated in the past they have discussed the idea of an administrative variance of about 10%. Mayor Tourville responded it was never finalized. For larger lots they have gone a little above to solve issues.

Mr. Hunder stated a building permit is not needed for a structure 200 square feet or less. If this was 1,000 square feet, he could put an additional 200 square feet or less without a building permit for a total of 1,200 feet. He stated if that is the Code, it is not enforced much. Mayor Tourville responded some of those have been reported and have had to be removed.

Mayor Tourville asked Associate City Planner Botten if they could have further discussions about the size. Associate City Planner Botten asked if they should look into all urban smaller lots or specifically ones that do not have an attached garage. Mayor Tourville responded all urban lots. Councilmember Bartholomew agreed with the need for further discussion and agreed with Councilmember Piekarski Krech's comment that 1,000 square feet is small and felt it could be moved up to 1,200.

Motion by Dietrich to approve Resolution 2020-125 relating to a Variance to allow a detached accessory building to be 1,152 square feet in size whereas 1,000 square feet is maximum allowed for the property located at 3527 69th Street and put on the short list to go back to the Commission and Planning with the practical difficulty being the one described.

Mr. Hunder stated the practical difficulty would be the configuration of the house with a detached garage. Attached garages are allowed to have another accessory structure, detached garages cannot. He stated another practical difficulty could be if it were to be put to the proposed side, the little space off the setback is not usable property. He stated he read property owners are entitled to utilize their property efficiently. This wouldn't be and he would like it to be.

City Attorney Bridget McCauley Nason stated practical difficulty is a term that is defined in State Statutes and means the property owner proposes to use that property in a reasonable manner not permitted by the Zoning Ordinance. The plight of the landowner is due to circumstances that are unique to the property not created by the landowner. The variance, if granted, will not alter the essential character of the locality. City Codes state in granting a variance the Applicant must demonstrate to the Council that those factors have been met with respect to the granting of the variance. It must be the result of a demonstrated undue hardship and not serve as a convenience to the Applicant. That includes the fact that the subject property can't be put to reasonable beneficial use unless the Variance is granted. She stated the plight of the landowner is due to circumstances unique to the property and not created by the landowner. The variance, if granted, will not alter the essential character of the locality.

She noted that page 397 of the packet includes conditions related for approval. She stated it does not specifically mention the impervious surface. Council may want to consider that as well with respect to the sidewalk mentioned earlier.

Councilmember Bartholomew stated the test would be that the Applicant is denied reasonable use of the property. He stated in order to move forward in a constructive manner, would be to not consider the variance, but instruct Staff to come back with proposals larger than 1,000. If approving this variance there will be others coming forward with similar requests. He stated his preference would be to move this through with something that states they are changing the Code to allow detached in the area for 1,200 square feet.

City Attorney McCauley Nason stated practical difficulties are somewhat in the eye of the beholder. The criteria is outlined in the Statute and Code and to the extent that the Council finds the practical difficulty test has been met subject to the following parameters:

- Use of the property
- Not solely an economic consideration
- Not a result of the landowners' actions on the property

She stated a variance is permitted in that situation. If there isn't a practical difficulty the motion would be to deny.

Councilmember Bartholomew stated he could make the practical difficulty work. This sets up for similar requests. Councilmember Dietrich agreed this needs to be discussed and on a short list.

Motion seconded by Piekarski Krech for discussion.

Mr. Hunder restated the practical difficulty being the property configuration. Attached garages versus detached. Attached garages allow for larger and additional storage space depending on the impervious surface allowed. He stated another difficulty would be if he built up to the 1,000 square foot size, the back of the property would have no practical use for him anymore. The amount requested is in the back where nobody would be able to see it.

City Administrator Joe Lynch stated a way to move forward would be for the Applicant to extend. The end of the 60-day period would be June 25th. This could be directed to go back to the Planning Commission for consideration of a change to accessory building sizes. Research can be done based on lot size, residential type, if it meets impervious surface, and other requirements. He stated this would go to the Planning Commission and back to the City Council if the Applicant is willing, otherwise the risk is that it could be denied. Mr. Hunder responded he was willing to wait.

Councilmember Dietrich asked Mr. Hunder if he was willing to wait. Mr. Hunder responded if there was a high possibility of denial, he was willing to wait.

Associate City Planner Botten stated if wanting to take action, it could be denied. If going back to review the current Ordinance and how it is written she believed if changed, it could be changed to 1,200 square feet. Then the variance would not be needed. She stated Mr. Hunder could risk getting the 3/5 vote. If denied, they would still review the Ordinance. If approved he can get his permit sooner than what it would take to go through the process. The process could take 6-8 weeks without any delays.

Mayor Tourville asked if it does not get changed and Mr. Hunder wants to come back and deal with another variance, if there was a time limit on the wait for a variance. Mr. Hunder thought it was six months.

City Attorney McCauley Nason stated there is a motion and second that needs to be dealt with. Regarding the discussion about extending out the decision-making deadline, the 120-day period expires on June 25th. If the Applicant wants to wait and have it tabled, the Applicant has to submit something in writing tonight that states extension of the application deadline under the 60-day rule, or a timeframe the Council believes necessary. She stated a failed vote is a denial. It is required to adopt written findings of fact to support that denial. Those voting against must articulate why.

Councilmember Piekarski Krech stated the Applicant would have to wait six months before he could apply for a variance.

Mr. Hunder suggested moving forward with the motion. Mayor Tourville asked if he wanted to table this item and sign a form giving permission for this to go back to the Planning Commission. Mr. Hunder responded he would still like to go with a vote. Associate City Planner Botten stated no matter what the vote is, this would still go to the Planning Commission for review.

City Attorney McCauley Nason stated that there is a prohibition on reapplying for a variance for a period of six months.

Councilmember Bartholomew commented the practical difficulty stated makes some sense in that the home is located in the center of the lot because it didn't have an attached garage.

City Attorney McCauley Nason stated there is not a six-month waiting period for a variance application. The six-month waiting period applies to applications for rezoning, which have been denied wholly or in part.

Ayes: 5

Nays: 0 Motion carried.

Mayor Tourville suggested by direction that this go back to the Planning Commission to look at size, area, and different criteria. The Planning Commission and Planning Staff can help with the criteria, they are not saying it should be 1,200 but could be a different figure. Councilmember Bartholomew requested solid methodology for the reason why and what they are protecting, be it impervious surface or to reduce other outbuildings on the lot. Councilmember Piekarski Krech agreed with the suggestion and stated it definitely has to meet impervious, the aesthetics of neighborhoods, and that the buildings have to conform to the house and be kept up.

Councilmember Piekarski Krech asked if this required footings. Associate City Planner Botten responded it does not, it could be a slab. It cannot have sheet metal siding but could do a pole construction if having vinyl siding on it.

E. SHAWN BRIGGS - Consider the following resolutions for property located at 9725 South Robert Trail:

- 1.) A resolution relating to a Conditional Use Permit Amendment to expand the ministorage facility with outdoor vehicle storage. Resolution 2020-126.**
- 2.) A resolution relating to a Variance to allow a fence height of eight feet whereas seven feet is maximum allowed. Resolution 2020-127.**
- 3.) A resolution relating to the Improvement Agreement, Storm Water Maintenance Agreement and Conservation Easement Agreement. Resolution 2020-128.**

City Planner Allan Hunting stated the request is to amend the existing Conditional Use Permit for full buildout. He referenced diagrams and indicated locations stating the amendment would include the landscaping. The center of the lot would be graded with a proper surface put in for additional outdoor storage, boats, RV's, and trailers. Another item that could happen would be that they could construct cold storage buildings as demand requires. He stated an additional area would be a climate control building constructed in the northeast corner of the site with additional landscaping installed at that time. There would be additional fencing. These developments would occur over time, there is no set times. He stated all plans have been approved by Staff, Planning, and Engineering. Details have been worked out. Staff recommends approval as presented.

Councilmember Piekarski Krech asked about Page 580, a storage area for vehicles until buildings are put in, referenced as buildings H through Q. City Planner Hunting responded over time cold storage will be constructed in the same area. Councilmember Piekarski Krech asked if there was any place on the property that would have outdoor storage. City Planner Hunting responded there would continue to be outdoor storage on the left side, along the western boundary, the northern boundary in the northwest corner, and one other location as depicted on the map.

Brian Briggs, stated Shawn Briggs and their Civil Engineer were in attendance. They are pleased to have developed what they have and expect that it is a great benefit for the Community and the neighborhood. He stated they have worked diligently with the neighborhood to come to a conclusion satisfactory to everyone.

Mayor Tourville asked where things stood with the conservation easement. Mr. Brian Briggs responded the documentation is for a 50-year term. Councilmember Dietrich asked City Planner Hunting if they have ever done a 50-year term before. City Planner Hunting responded no, this is unique easement area, if public they are in perpetuity, this is a private easement.

Grant Robbins, 9432 Tyne Lane stated he is present with his immediate neighbors, Victor Salamone and Rob Veldhuis and is representing 17 residential properties on Tyne Lane, with an estimated 58 residents.

The estimated market value is \$6.4 million dollars with a combined 287 years of property ownership. He stated the following request from Tyne Lane residents:

- Ask Council to approve the CUP Amendments for STOR Self-Storage.
- Share key components of the developer/resident agreement that brought them to support the Amendment of the CUP.
- Share the facts about what went wrong so this can be prevented from happening to another resident or developer.
- Provide an update on the Tyne Lane side of the project.

He stated there have been significant adjustments to the Phase 1 plan as follows:

- 8-foot cedar fence has been installed for the most part, for immediate roadway screening.
- Chain link gate in place that will have slats installed for screening.
- 10 additional maple trees have been planted for site screening and reforestation.
- Developer plans to remove chain link fence discussed in November.
- The conservation easement. Accepting of the 50-year term proposed.
- The easement was updated from the November version to include all trees in the easement area and not allow snow removal or storage in the conservation easement area.
- 18 Conifers have been planted for future development screening.
- 12 Deciduous trees have been planted on the north side of the pond.
- \$5,000 credit in legal City support from the City to the Developer to establish permit conservation easement. The Developer passed along that amount to the four primary affected residents in exchange for release to provide future site screening.

Phase 2 and 3 feedback as follows:

- Worked with Developer during Phase 2 and 3 Planning stages.
- Pole lights with a partial shield was installed. Developer agreed to install 350-degree shields (completed).
- Building lights were bright white LED that do not dim and illuminate bedrooms. Developer has installed shields to resolve the issue.
- Tall pole lights over residential property which required additional shielding (completed).
- At the eastern end of Phase 2 where vehicle storage would be, the edge was above the screening fence along the roadway. Residents requested movement of 23 mixed variety trees to an area between the future vehicle storage and residential property where screening would be required. Developer has agreed and completed the planned amendments.
- Currently no pole lights shown in Phase 2 or 3 photometric plans. It is important to the residents that all future lighting be lit in a way to hide bulbs and light from residential areas and is consistent with the plan submitted and approved by the Council today.
- Phase 3 climate and storage building to be built in the future will be directly adjacent to residential property and will not be screened at the time of construction. Residents highlight the following included in the submitted plans:
 - No exterior lighting on west, north, or east sides.
 - No windows or otherwise translucent surfaces that reveal light on the north wall.
 - Would like to see an appealing mixture of textures, natural colors, and earth tones that are appropriate for the adjacent residential property.

The following four items are important to residents in terms of the Conditional Use Permit Conditions:

- Conformance with the site plans submitted this evening and approved by Engineering.
- All parking lot and building lighting on site shall be downcast shoebox style and bulbs shall not be visible from property lines.
- Any rooftop and/or ground utility equipment shall be substantially screened on all sides from public view.
- The maximum building height for the climate-controlled storage building shall be 45 feet.

Mr. Robbins stated that non conformance with the Conditional Use Permit is how they ended up with problems and want to make sure the Council is aware of the conditions and supports them as the residents do.

He stated the neighbor's comments are as follows and are facts only:

- Initial plan submission, resident notification, Planning Commission meeting all went very smoothly. Residents support for the plans as submitted was noteworthy.
- City Council approved everything as submitted and as reviewed/supported by residents. The CUP was filed in Dakota County.
- The development team was surprised by a small amount of contamination in the septic system. Plans needed to change to address the issue. Residents were not notified of plan changes.
- The Assistant City Engineer approved more than 2.1 additional acres of trees to be cleared, a new 20,000 square foot future development area, stormwater pond changes within 12 inches of resident property, and steeper than standard slopes on all sides of the stormwater pond.
 - The employee was under respectful email pressure from the Developer.
 - The employee's approval and judgement were unsupervised as nobody within his reporting structure was familiar with the plan changes.
 - The residents identified all issues with the Conditional Use Permit.
 - City found the City employee approved grading and loss of the site screening that did not conform with the conditions of the Conditional Use Permit.
- Upon notification of all issues by residents, the City allowed work that was deemed in nonconformance with the CUP to continue for months.
- Repeated work hour violations went unenforced for months, even after residents notified the City. Residents were told to be responsible for dialing 911. Clear expectations, monitoring, and plans for enforcement were never communicated to residents.
- Lights were installed that were not compliant with City Code. Number of lights and conformance was not monitored or inspected.
- City presented a remediation plan to Council without resident support.
- Council did not vote to support the City plan.
- After countless Council meetings, residents found a path toward screening and lighting resolution when Council tabled City plans.
- Developer and residents have worked well together once issues with the CUP were confronted by the Council without additional support from the City.

Mr. Robbins displayed photographs of the Tyne Lane dry pond and stated it is the resident's opinion that the pond is acceptable from a stormwater perspective. He commented that Brian and Shawn have done a nice job with the plans as approved by the Engineer. Residents feel the pond creates a hazard to Tyne Lane residents and have made additional investments to address neighborhood safety. Six additional Conifer trees were placed on resident property abandoning use on their own property. He stated this will also continue on adjacent properties.

He thanked Shawn Briggs and Brian Briggs for their support. He listed the following resident requests:

- Approval of the CUP Amendment for STOR Self-Storage.
- Continuous conformance with the new CUP and conservation easement.
- Requesting a City meeting with Tyne Lane residents to ensure the stormwater pond is considered safe by all parties and no net resident funds are required.

He stated the residents of Tyne Lane would like to express their gratitude to the City Council. They would not have reached an acceptable screening resolution without the Council's support.

Steve Johnston, Civil Engineer, stated he met clients on the site prior to this meeting. The pond is holding water and has a slight rise where it is holding water and the outlet to the pond. He pointed out that the Contractor needs to get back out there to take out the rise so water drains out. He stated that the stormwater doesn't go into the infiltration basin until the vegetation is established. It is then modified with the stormwater being diverted into the infiltration basins. In fully developed condition, the rains would not have reached the dry pond, it would be contained in the infiltration basins.

Mayor Tourville suggested working with City Staff to make sure the lights and retainage of water are working correctly.

Councilmember Bartholomew asked who the neighborhood would reach out to if they believe there is a violation. City Administrator Lynch responded the Enforcement Agent is the Code Compliance Specialist. That would be the person who would handle conditions that were not met. If a portion of the operation is malfunctioning, it would be City Engineer Tom Kaldunski or Public Works Director Scott Thureen. If it is the building construction, location of units, or paving, that would be Community Development Director Heather Rand.

Mayor Tourville asked if a small informational sheet could be put together for the neighborhood and the developer with contact information. City Administrator Lynch responded they would get that information together.

Motion by Piekarski Krech second by Perry to approve SHAWN BRIGGS - Consider the following resolutions for property located at 9725 South Robert Trail:

- 1.) A resolution 2020-126 relating to a Conditional Use Permit Amendment to expand the ministorage facility with outdoor vehicle storage.**
- 2.) A resolution 2020-127 relating to a Variance to allow a fence height of eight feet whereas seven feet is maximum allowed.**
- 3.) A resolution 2020-128 relating to the Improvement Agreement, Storm Water Maintenance Agreement and Conservation Easement Agreement.**

Ayes: 5

Nays: 0 Motion carried.

F. COMMONBOND COMMUNITIES - Consider an Ordinance rezoning the property from A, Agricultural District to R-3C, Multiple Family District Planned Unit Development.

City Planner Allan Hunting stated the Applicant, Andy Hughes, would like to speak first regarding this item.

Andrew Hughes, Director of Acquisitions and Development for Commonbond, requested this Agenda Item be tabled until further notice. He understood there are concerns regarding access and traffic the development project may generate. Mr. Hughes suggested a period of two months so they have time to work with the County and City Staff on access issues. Councilmember Piekarski Krech asked if the first meeting in September would work. City Administrator Lynch stated that meeting would take place on September 14. Mr. Hughes agreed with the date.

City Attorney McCauley Nason stated it was noted that the first 60-day deadline is July 17th. The City can extend that out for an additional 60 days without needing it in writing from the Applicant. She stated she needed confirmation if the Applicant is requesting this be tabled outside of that time period. If so, something would be needed in writing granting the extension. If the proposal is to table it to within 120 days of application submission, then the information would not be needed.

Mayor Tourville requested that the City Attorney and Planning Staff work with the Applicant and determine if something is needed in writing.

Motion by Piekarski Krech second by Perry to table Agenda Item F. COMMONBOND COMMUNITIES - Consider an Ordinance rezoning the property from A, Agricultural District to R-3C, Multiple Family District Planned Unit Development at the request of the Applicant to the September 14, 2020 City Council meeting. If that timeframe is outside of the 120 days the City does receive in writing from the Applicant, consent to extend it to that timeframe. Applicant must provide written notice stating agreement and at their request.

Ayes: 5

Nays: 0 Motion carried.

Mayor Tourville stated the Applicant may want to schedule a neighborhood meeting versus making changes. Mr. Hughes responded they would like to meet with the neighbors.

Tomas Settell, 3417 78th Street East, handed out binders with information for the Council. He stated he is the Owner of Bee Elite Gymnastics Academy. He stated they have had a great relationship in partnering with the Grove. He commented due to Covid-19, there are some changes that are being proposed.

Mayor Tourville stated the item Mr. Settell is speaking about is not related to the topic just voted on. The item should have been brought up for discussion during Public Comment. He stated they would go on to the next Agenda Item and after, Mr. Settell could do a brief premise of what he has come to discuss.

Engineering:

G. Consider Resolution Accepting Stormwater Modeling Proposal for Regional Basin IGT-B-3 and Surrounding Drainage Area (89th Ct. and Concord Hills) from Barr Engineering. Resolution 2020-129.

City Engineer Tom Kaldunski stated this is for review of a proposal from Barr Engineering to do a stormwater study for Pond IGT-B-3. He displayed a photo of the location stating the water level has been rising on the pond. The basin is now above what was modeled at its 100-year elevation and higher than anticipated. He stated they would have Barr do a study to tell them what has taken place with the basin and what improvements could be done. The intent is to have the study done and have a plan of action to be able to make decisions based on professional stormwater consultants.

He stated they believe its affected by groundwater more than anticipated. The water has stayed at a certain level but higher than it was before. He stated this is for approval of the proposal. The timeline states if starting by June 9th, they are hoping to have a preliminary report by July 3rd. Mayor Tourville stated the agreement needs a correction on the date.

Councilmember Perry asked if anyone has gone out before June 5th of this year to look at the property. That is a long time for the resident to be contacting the City before anyone physically looks at it. City Engineer Kaldunski responded they had a lot of meetings on site, there were no meetings held this year. Staff has been sent out regularly to monitor elevations.

Carrie Shatek, 3905 89th Street East, stated she submitted photos with comments prior to the meeting. She read her comments stating that she has spoken at the last Council meeting and since then nobody has visited her home to see the water levels. She has not heard from anyone from the City or Council except for Councilmember Perry who she had emailed and heard from another Councilmember today. She reached out to City Engineer Kaldunski again to explain her question about today's Agenda item for engineering and was told that the trees were dying and being removed around hundreds of basins in the City/Twin Cities area. She commented that Mr. Kaldunski also said if nature caused the trees to die it is unlikely the City would take action on the tree removal.

She stated she has had to take her own action on the tree removal, costing thousands of dollars because the City Engineer has not responded to her inquiries over the past three years. She commented she didn't realize Mr. Kaldunski was a certified Arborist and researches other basins in the Twin Cities area. She had a certified Arborist come to her home to tell her the trees were drowning and has it in writing. Every tree in her backyard is gone. She stated the City of Inver Grove Heights has unlawfully taken her property from her. She commented that Mr. Kaldunski is not managing the stormwater plans for the City effectively. This has sat for three years and have been told the City has to prioritize projects.

She stated when she sent her items to the City Clerk, Rebecca Kiernan shared the details of Agenda Item 7G with her. She stated the timeline is incorrect and she was never contacted by Mr. Kaldunski on May 27th, 2020. She commented there are untruthful statements in the Agenda item timeline. It states that the shed has not flooded to his knowledge. As shown by pictures, the shed is almost flooded. She stated she will continue to speak until she is satisfied and has expected more in the three years, she has shared her concerns.

Ms. Shatek spoke regarding the photos she presented stating the one from 2017 shows a firepit in the backyard, the water is approaching and the peninsula picture is full of trees, with some trees underwater and dying. In the photo taken today, the trees are gone on the peninsula, the stamped concrete firepit had to be hauled out because it was completely underwater and destroyed. Thousands of dollars were paid by them to have the work done. Aerial photos of the area were displayed from 2012 to the next photo in 2017, and commented it shows the water level has significantly risen with the addition of the homes on the development behind their property.

Lori Illetschko, 3875 89th Street East, stated in 2010 when they moved in there was very little water. They had duck houses then, and now they are flooded. She stated she can submit pictures from 2010 to now and the water is tremendous. She commented that they noticed the increase when the development came in. She stated it is frustrating to see property disappear.

Mayor Tourville apologized on behalf of the City for the length of time. He suggested that Barr go out and visit with the neighbors so that information can be added. He asked if there have been new homes in the last few years. Ms. Shatek responded there have been about 15 or more homes but seven in the last two years. She stated there is another stormwater pond that is very close and has no increase or tree loss. She stated she is looking for the Council's help on this as she has struggled with the City Engineer. Her husband is stormwater certified through the U of M; they know there is a serious problem.

Mayor Tourville asked City Engineer Kaldunski if they could complete their work through the end of July. City Engineer Kaldunski responded the proposal states it could be done by July 3rd. Based off today's date, it would likely be done by the August 10th meeting. Mayor Tourville stated the scope of work should include speaking with the neighbors.

Councilmember Piekarski Krech asked if a date certain was needed. She stated she would rather have the job done correctly rather than set a date it needs to be completed by. Councilmember Dietrich asked what caused the delay and why there seems to be a sense of urgency now. City Engineer Kaldunski responded the delay began in 2017, they met again in 2019 when there were storms. All times they checked the basin during previous discussions it was below the 100-year elevation predicted in the stormwater model. He stated when called out there this year it was suddenly a foot or two more and has not gone down as quickly. The basin in the stormwater plan would have to rise another four feet before it finds a natural overflow point. The shed out there would be three feet under water at that time. They don't want it to get that high, once it gets beyond the 100-year flood, they would check to see what is taking place.

Mayor Tourville asked if any of the buildings were in a holding pond easement. City Engineer Kaldunski displayed an aerial photo and stated the house doesn't have an easement on it, the area west of it does. He responded the last home is going in Concord Hills right now. Over the years the homes going in have been in slow progression.

City Engineer Kaldunski displayed an excerpt from the stormwater management plan and stated they were expecting water where the blue is shown. The red line in the photo represents the 100-year flood plain elevation. The water has become higher than that and hasn't happened until this year. He pointed out the natural overflow point stating the water has to get up to a high elevation before it can overflow. He noted this is a DNR protected wetland and waterbody. They can't just go in and do things then. He stated he has contacted the DNR, Barr Engineering, and there is a timeline from Senior Engineering Technician

Mike Edwards to go out and take elevations. That was in 2020. He displayed a series of elevations that have been taken and shows a high-water mark of 894. In May it was 895.2 and went up a foot over the 100-year foot plain and that's what flagged it. He stated it did get up to the 895.8 elevation and has been staying at that elevation even when they had over 2 inches of rainfall on June 18th.

Mayor Tourville stated the date of August 10th has been tentatively set up for this item to be discussed. There could be others in the area affected, he requested getting the word out. Action needs to be taken and apologized for the delay.

City Engineer Kaldunski displayed a drawing of the watershed that drains to the lake. He explained the location of the Concord Hills development and the area that drains to the basin. The rest of the drainage area goes out a different way. He stated he has a feeling this is influenced by something off site. Barr will help confirm that.

Ms. Shatek stated she was never contacted in 2019 about her property. They all have private septic systems. She commented that theirs was installed in 2011 and feel with the high-water levels their system may be compromised. She spoke of the development that began in 2013 and asked about Pioneer Engineering who worked with the City to approve the plans for Concord Hills. She asked if the plan was flawed at the time. She stated the water has continued to rise and questioned if she needed to purchase flood insurance as they do not know how high it is going to go.

Motion by second by to approve Resolution 2020-129 Accepting Stormwater Modeling Proposal for Regional Basin IGT-B-3 and Surrounding Drainage Area (89th Ct. and Concord Hills) from Barr Engineering with the item coming back before the City Council on August 10, 2020.

Ayes: 5

Nays: 0 Motion carried.

Other:

H. Consider adding the following two items to the July 6, 2020 Council Work session agenda for potential Council action:

- 1) Closed executive session pursuant to Minn. Stat. § 13D.05, Subd. 3(b), for confidential attorney-client discussion re Nichols' inverse condemnation claim at 6302 Robert Trail S.**
- 2) Consideration of Resolution authorizing use of eminent domain for acquisition of certain real property interests in real property located at 6302 Robert Trail South.**

Motion by Piekarski Krech second by Perry to add the following two items to the July 6, 2020 Council Work session agenda for potential Council action:

- 1) Closed executive session pursuant to Minn. Stat. § 13D.05, Subd. 3(b), for confidential attorney-client discussion re Nichols' inverse condemnation claim at 6302 Robert Trail S.**
- 2) Consideration of Resolution authorizing use of eminent domain for acquisition of certain real property interests in real property located at 6302 Robert Trail South.**

Ayes: 5

Nays: 0 Motion carried.

Mr. Tomas Settell, from Bee Elite Gymnastics Academy stated on July 6th he will be coaching gymnastics in the evenings. He discussed the following timeline and information:

- February 21st: Received an email from Recreation Coordinator Chelsea Swiggum discussing putting them in the brochure.
- Has worked with the City for 14 years at the Grove.

- A copy of the Parks and Recreation Brochure was sent to him on March 5th. In his section under the Junior Olympic Team program, it states a 12-month commitment from June 2020 through May 2021 and was approved by the Park and Recreation Department.
- On May 1st he spoke with Parks and Recreation Director Eric Carlson about how to reopen after Covid happened and sent his instructions about what they would do upon reopening.
- May 4th, he received an email from the Parks and Recreation Director stating he would like to speak with him.
- Phone conversation took place May 15th. He stated that was when he learned that he wanted to remove him from the space.

A transcript of the entire conversation was included in the binder material that was passed out to the Council.

- June 9th an email stated they had spoken on May 22nd. That date was incorrect it was actually May 15th.

He stated he was told he was being removed was so they could do social distancing for programs. With social distancing, the Fire Code states you can only have nine people in the space. Currently in the space, half is floor, half is trampolines. He stated nine people could easily go in that space without a problem if sharing the space.

He stated he sent Parks and Recreation Director Carlson a lengthy email requesting information to understand what programs they wanted to do. He mentioned the basketball gymnasium hasn't been used and is better space for social distancing. He stated he was asked to put together a plan about what it would look like to move his equipment out of the space. He commented to have Suddath move and store his items for 12 months would be \$19,192. Damages may occur with having to leave the space on such short notice.

He stated another option would be shipping containers at a cost of \$12,610, Sherlock Storage would charge \$20,000 for a year, and Inver Grove Storage charged \$16,224. He stated a lot of his clients would be hurt and damaged if he would be unable to open in the space he has been occupying as a tenant. He asked the City Council for consideration and help on solving this problem. He stated he plans on opening on July 6th.

Councilmember Dietrich questioned why he is being asked to vacate when he is bringing in revenue for the VMCC. Mr. Settell responded he has been there for 14 years. In the phone transcript, Parks and Recreation Director Carlson says, on Page 3, "I know this is a complete surprise and I apologize for that, I do know you have a business to run, and suggests he begin looking into a different location in which to run the business". Mr. Settell stated he was shocked; he has had a great relationship with the Grove. Moving the equipment would bankrupt him.

Councilmember Dietrich apologized and stated it was not her intention to run out businesses.

Mayor Tourville asked if both parties knew the conversation was being transcribed. Mr. Settell responded it is not required in the State of Minnesota and he had a witness. Councilmember Dietrich asked the City Attorney if that was true about recording. City Attorney McCauley Nason responded it depends on the context of the conversation. If one party consents to the recording then its legal.

Mr. Settell stated Sherry Mayer was on the phone with him and did identify her to the Park and Recreation Director at that time.

City Administrator Lynch stated Mr. Carlson has attempted to contact Tomas by email to set up a meeting for further conversation. To date he has been unsuccessful. He would be able to explain the plan the City has. He stated the City Council has challenged the City to come up with additional revenue generating space at the VMCC so they can continue to cover at least 86% of operating costs.

He stated Mr. Settell has an agreement with the City, not in writing, and calculates the revenue generated and gives the City a check. They rely on him to give the City the revenue. He stated he has been a good tenant and enjoyed the benefit. They are looking at the continued use of that space, which was handball and racquetball courts. They would like to turn that into physical fitness space to expand the fitness membership and/or programs. It is not immediate, but something they would like to discuss with Mr. Settell. He recommended returning the phone call so they can set up a meeting. He stated they would need to take the costs of moving into consideration.

Councilmember Dietrich asked when this information/plan would have come before City Council. City Administrator Lynch responded after they were able to have a conversation with Mr. Settell. He stated the open space has been discussed regarding the operation of the VMCC. City Council has authorized, and plans have been drawn up by Architects in the past as to how to reutilize the space.

Councilmember Dietrich asked if Councilmember Piekarski Krech was the only one privy to that information. City Administrator Lynch responded he meant the Mayor and Councilmember Piekarski Krech were around when the facility was first built and when the arrangement began with Bee Elite Gymnastics as well as the Architect renderings of reutilizing that space.

Councilmember Dietrich stated it was unfortunate that nobody knew about this. It is a business leaving the Community. City Administrator Lynch responded it was unfortunate that Mr. Settell took it that way, it was not stated that way. He stated the Parks and Recreation Director wanted to speak to Mr. Settell about changing the use of the space. Councilmember Dietrich responded that it is stated that way in the transcript. City Administrator Lynch responded Mr. Carlson did not know he was being transcribed. He recommends the Council let that meeting take place with Mr. Carlson. Councilmember Dietrich responded the Council would like to be privy to that. The way it has taken place so far, it is not in the Gymnastics School best interest to have that meeting take place without someone else present, such as a Councilmember or two. Mayor Tourville stated he does not want Council involved at least until they hold the meeting.

Mr. Settell stated Parks and Recreation Director Carlson did reach out to him, and that he himself has responded to all of his emails. He stated he was specifically asked to come up with a plan, but said initially Mr. Carlson wanted him out. He stated he asked Director Carlson specifically what programs needed to be expanded and the numbers, Director Carlson would never answer. He stated at that point he felt that Parks and Recreation Director Carlson lost integrity with him and in his communication, which is indicated in the books handed out to Council. He stated he was no longer comfortable working with Park and Recreation Director at this point and would like someone else to be there with him.

Eucharia Unamba, 7091 Blake Path, stated she has lived here since 2008 and has known Mr. Settell for about four years and has coached her kids. When she was told about the issues, she questioned what they would do. She asked the Council to help Mr. Settell out and retain his space.

Mark Blando, 8726 Alvarez Avenue, stated he has been a long time patron of Bee Elite Gymnastics and has two daughters who have been a part of the school, as has he as they also have programs for adults. He stated he is also an Attorney and specializes in claims against Government Entities. He is not representing the gym, but believes there is possible legal trouble if evicted on such short notice. It has been advertised that he is going to be there until next year.

Mr. Blando mentioned Ibukun Adededeji (IB) who came into the gym as a five-year-old kid and went onto the Junior Olympic team, and passed away unexpectedly a few years ago. He was an incredible athlete. His story has been carried on, and is a very important legacy to be able to maintain in Inver Grove Heights.

Samuel Adededeji, 1610 Skyline Path, Eagan, stated he knew Tomas when he was at an Eagan Gymnastics school over 15 years ago. He stated he was sad when he heard the news about why Mr. Settell was going to be present for this meeting. If the space is needed, time should be given to do that. He asked

that the Council take into consideration the lives of other people that depend on this. He stated his son made it into the Junior Olympics program and competed for two years. Unfortunately, his son later passed away from a congenital abnormality they knew nothing about. This school helps the development of the lives of young people. He asked that they continue to allow Bee Elite to use the facilities.

Jenny Shucard, 8905 Brunswick Path, stated Bee Elite Gymnastics is important to her family and the Community. Her daughters are aged 13 and 17, and herself, have found gymnastics classes at Bee Elite to be beneficial and in a convenient location. Prior to closing due to Covid, her daughters looked forward to attending weekly classes at the gym. She stated she looked forward to the adult gymnastic class as there are very few. Those classes caused her to exercise and focus on her overall health. Her daughters both enjoyed being a part of the Junior Olympics team and the confidence built through the Coach.

She stated her 14-year-old daughter was recently diagnosed with a serious auto immune disease and has been experiencing a heightened level of anxiety and depression as a result. She stated her healthcare team noted improvement in coping with her diagnosis shortly after she began taking gymnastics classes at Bee Elite and have encouraged her to continue to take classes. Since the closure, her daughter has lost her favorite outlet and coping mechanism. They look forward to the reopening of the Bee Elite Gymnastics Academy especially since there are no other gymnastics gyms in the area.

Ashley Lambrecht, 249 Richmond Street, expressed how important it was to keep Mr. Settell and his gym open at the Grove. Her seven-year old daughter has been in his class for over three years and looks forward to class every week. Prior to starting at Bee Elite, they struggled to find a class that would keep her interested. She stated Mr. Settell uses children's own mental and physical strengths to their advantage to help reach their goals and boost confidence. She stated losing the Bee Elite Gymnastics academy and Coach Tomas would be devastating to his students, parents, and the Community. When students left the gym last, they had planned on returning. She stated it was frustrating to register her child in a program advertising their commitment through May 2021.

Mayor Tourville stated a meeting is needed, Mr. Settell could bring whomever he wanted, and Park and Recreation Director Carlson would be there. He asked about their not being an agreement between the two parties on the space, everything there has a Contract. Mr. Settell responded the Agreement he has was verbal from 2006. There was no end date to the agreement. Every year they are listed in the book. He stated there is no written Contract other than the Contract listed in the brochure. They were under the impression it was year by year. Mayor Tourville stated that was not a written contract. Mr. Settell responded it is an implied written contract by the City.

Mayor Tourville stated this needs to be straightened out as soon as possible, Covid-19 cannot be used as an excuse to look into other options. He stated this was the first he was hearing about this. He commented that there are other programs that could be changed that the Council is unaware of.

Mr. Settell requested the Council extend a contract to him for a 12-year period so his clients wouldn't have to go through this again. He would appreciate a longer term rather than year by year. Councilmember Piekarski Krech asked if a set amount is paid each month. Mr. Settell responded he has been paying a percentage of gross. He stated no one has come to him asking for a set amount, or increase of money.

Mr. Settell stated he has to open on July 6th. March classes have people waiting to fulfill those classes and July registrants. Mayor Tourville responded they have other clients at the Grove and Community Center that have contracts that haven't been fulfilled either due to Covid-19.

City Administrator Lynch stated this could move forward as soon as Mr. Settell and Parks and Recreation Director Carlson can agree on a date and time to meet. Mayor Tourville suggested others be in attendance aside from the two.

8. EXECUTIVE SESSION:

9. MAYOR AND COUNCIL COMMENTS:

City Clerk Rebecca Kiernan stated she is going to be recording a video on absentee voting to let residents know how to absentee vote early. She stated there is no longer a need to have a witness for your own ballot.

10. ADJOURN:

Motion by Piekarski Krech second by Perry to adjourn the meeting at 10:00 p.m.

Ayes: 5

Nays: 0 Motion carried.

Minutes prepared by Recording Clerk Sheri Yourczek

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: July 13, 2020
 Item Type: Consent
 Contact: Amy Hove 651-450-2521
 Prepared by: Bill Schroepfer, Accountant
 Reviewed by: N/A

Fiscal/FTE Impact:

☐	None
☒	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Approve the attached resolution approving disbursements for the period of June 17, 2020 to July 17, 2020.

SUMMARY

Shown below is a listing of the disbursements for the various funds for the period ending July 17, 2020. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$567,516.22
Debt Service & Capital Projects	547,175.31
Enterprise & Internal Service	401,652.41
Escrows	41,950.08
Grand Total for All Funds	<u><u>\$1,558,294.02</u></u>

If you have any questions about any of the disbursements on the list, please call Amy Hove, Finance Director 651-450-2521.

Attached to this summary for your action is a resolution approving the disbursements for the period June 17, 2020 to July 17, 2020 and the listing of disbursements requested for approval.

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. 2020-130

**RESOLUTION APPROVING DISBURSEMENTS FOR THE
PERIOD ENDING July 17, 2020**

WHEREAS, a list of disbursements for the period ending July 17, 2020 was presented to the City Council for approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS: that payment of the list of disbursements of the following funds is approved:

General & Special Revenue	\$393,121.66
Debt Service & Capital Projects	167,962.24
Enterprise & Internal Service	267,223.39
Escrows	137,119.15
 Grand Total for All Funds	 <u><u>\$965,426.44</u></u>

Adopted by the City Council of Inver Grove Heights this 13th day of July, 2020.

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, Deputy Clerk



City of Inver Grove Heights

Expense Approval Report

By Fund

Payment Dates 06/17/2020 - 07/07/2020

Vendor Name	Payment Number	Payment Date	Description (Payable)	Account Number	Amount
ABDO, EICK & MEYERS, LLP	231981	07/07/2020	2019 Audit-OSA Financial Reporting Form	101.41.2000.415.30100	750.00
ADVANCED SYSTEMS INTEGRATION, LLC.	231783	06/23/2020	Service labor	101.47.1400.413.40035	573.97
AFSCME COUNCIL 5	DFT0010788	06/30/2020	UNION DUES (AFSCME FULL SHARE)	101.203.2031000	901.95
AFSCME COUNCIL 5	DFT0010788	06/30/2020	UNION DUES (AFSCME FULL SHARE-PT)	101.203.2031000	38.66
ARROW MOWER, INC.	231787	06/23/2020	BR 600 Magnum Backpack	101.43.5200.443.60040	499.99
ASPEN MILLS	231876	06/30/2020	Alex Henderson	101.42.4000.421.60045	200.00
ASPEN MILLS	231982	07/07/2020	PO# Kelting	101.42.4000.421.60045	93.34
BARR ENGINEERING COMPANY	231788	06/23/2020	Proj 057	101.43.5100.442.30300	45.00
CENTURY LINK	231886	06/30/2020	651-455-9072 Charges	101.42.4200.423.50020	42.18
CITY OF HASTINGS	231794	06/23/2020	1/2 Cost Fit Testing Machine	101.42.4200.423.60065	5,675.00
CITY OF SAINT PAUL	231795	06/23/2020	Asphalt Mix-4A & 4S	101.43.5200.443.60016	4,476.79
COLE PAPERS INC	231888	06/30/2020	SCBA Protective	101.42.4200.423.60011	270.12
COMCAST	231796	06/23/2020	8772 10 591 0359526	101.42.4200.423.30700	10.53
DAJ ENTERPRISES LLC (ECO WORKS)	231799	06/23/2020	Green Pro- Uflexx - Minnigrow	101.44.6000.451.60030	1,444.00
DAKOTA COUNTY TECHNICAL COLLEGE	231986	07/07/2020	Pursuit Refresher	101.42.4000.421.50080	250.00
DAKOTA CTY FINANCIAL SVCS	231890	06/30/2020	May 2020 Fees	101.42.4000.421.70501	1,679.76
DAKOTA CTY FINANCIAL SVCS	231890	06/30/2020	May 2020 Fees	101.42.4200.423.30700	1,726.42
DAKOTA CTY FINANCIAL SVCS	231890	06/30/2020	May 2020 Fees	101.43.5200.443.30700	46.66
DAKOTA CTY FINANCIAL SVCS	231890	06/30/2020	Dec 19 City Hall to tie fiber	101.47.1400.413.40035	3,315.00
DAKOTA CTY FINANCIAL SVCS	231890	06/30/2020	2nd Q 2020 Operational Costs	101.47.1400.413.40035	3,153.25
DAKOTA CTY PROP TAXATION & RECORDS	231800	06/23/2020	Conditional use permit and resolution	101.45.0000.3413000	158.00
DAKOTA ELECTRIC ASSN	DFT0010779	06/19/2020	10036635	101.42.4200.423.40020	1,935.80
DAKOTA ELECTRIC ASSN	DFT0010779	06/19/2020	109394-7	101.43.5400.445.40020	1,256.31
DAKOTA ELECTRIC ASSN	DFT0010779	06/19/2020	246837-9	101.44.6000.451.40020	559.95
DAKOTA ELECTRIC ASSN	DFT0010779	06/19/2020	250165-8	101.44.6000.451.40020	439.43
DAKOTA ELECTRIC ASSN	DFT0010779	06/19/2020	393563-2	101.44.6000.451.40020	444.38
DAKOTA ELECTRIC ASSN	DFT0010779	06/19/2020	426713-4	101.43.5400.445.40020	51.53
DAKOTA ELECTRIC ASSN	DFT0010779	06/19/2020	443054-2	101.43.5400.445.40020	17.82
EARL F ANDERSEN INC	231893	06/30/2020	2 legs	101.43.5200.443.60016	1,259.15
EFTPS	DFT0010789	06/30/2020	FEDERAL WITHHOLDING	101.203.2030200	297.47
EFTPS	DFT0010789	06/30/2020	MEDICARE WITHHOLDING	101.203.2030500	76.68
EFTPS	DFT0010789	06/30/2020	FEDERAL WITHHOLDING	101.203.2030200	64,586.87
EFTPS	DFT0010789	06/30/2020	MEDICARE WITHHOLDING	101.203.2030500	18,302.20
EFTPS	DFT0010789	06/30/2020	SOCIAL SECURITY WITHHOLDING	101.203.2030400	51,198.90
EMC	231805	06/23/2020	Labor & Freight	101.42.4200.423.40042	280.63
EMERGENCY RESPONSE SOLUTIONS	231896	06/30/2020	E & Controll module installations	101.42.4200.423.50035	12.35
ESS BROTHERS & SONS INC	231899	06/30/2020	Quick set Repair	101.43.5200.443.60016	2,302.50
EXPERT TREE AND SERVICE AND SCIENCE	231990	07/07/2020	work done @ 3224 71st Street E	101.43.5200.443.60016	525.00
EYEMED	231991	07/07/2020	July 2020 Premium	101.203.2032700	232.46
FEDEX	231992	07/07/2020	May 29th shipment	101.45.3000.419.60010	60.90
FIRSTSCRIBE	231809	06/23/2020	ROWay Web Application	101.43.5100.442.40044	250.00
FRATTALONE COMPANIES INC	231994	07/07/2020	CLEANING	101.43.5200.443.60016	18.00
GENESIS EMPLOYEE BENEFITS ACH ONLY	DFT0010792	06/30/2020	HSA ELECTION-FAMILY	101.203.2032500	3,273.63
GENESIS EMPLOYEE BENEFITS ACH ONLY	DFT0010792	06/30/2020	HSA ELECTION-SINGLE	101.203.2032500	4,877.45
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	231904	06/30/2020	Charges	101.42.4200.423.40020	1,993.71
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	231904	06/30/2020	Charges	101.43.5200.443.40020	167.23
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	231904	06/30/2020	Charges	101.43.5400.445.40020	1,526.57
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	231904	06/30/2020	Charges	101.44.6000.451.40020	1,720.11
GLENN LAWN CARE	231811	06/23/2020	Lawn mowing	101.44.6000.451.30700	690.00
HEALTHEAST MEDICAL TRANSPORTATION	231910	06/30/2020	Herman, Bryan blood draw	101.42.4000.421.30700	88.40
HILLYARD INC	231913	06/30/2020	Sanitizer (COVID Related)	101.42.4200.423.60011	115.60
HOTSY EQUIPMENT OF MINNESOTA	231815	06/23/2020	Super XL Bulk Soap	101.42.4200.423.60011	301.28
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	ICMA-AGE <49 %	101.203.2031400	79.33
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	457 - ROTH AGE 50+	101.203.2031400	140.00
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	457 - ROTH AGE 50+	101.203.2031400	175.00
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	ICMA-AGE <49	101.203.2031400	3,075.00
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	ICMA-AGE <49 %	101.203.2031400	9,364.61
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	ICMA-AGE 50+	101.203.2031400	7,151.15
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	ICMA-AGE 50+ %	101.203.2031400	1,414.91
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	91.25
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	2,711.52
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	ROTH IRA (AGE 50 & OVER)	101.203.2032400	919.00
ICMA RETIREMENT TRUST - 457	DFT0010794	06/30/2020	ROTH-AGE <49 %	101.203.2032400	59.22
IDEAL SYSTEM SOLUTIONS, INC.	231816	06/23/2020	Trend Micro Enterprise Security	101.47.1400.413.40035	2,385.00
INNOVATIVE OFFICE SOLUTIONS	231817	06/23/2020	S28777	101.45.3000.419.60010	40.65
INSIGHT EDGE	231998	07/07/2020	1/3 of Phase II coaching process	101.41.1100.413.30700	521.40
INSIGHT EDGE	231998	07/07/2020	1/3 of Phase II coaching process	101.41.1100.413.30700	926.93
KENISON, TERRI	232002	07/07/2020	June Cleaning	101.42.4200.423.30700	1,600.00
LANGUAGE LINE SERVICES	231821	06/23/2020	9020909043	101.42.4000.421.50020	(137.77)
LANGUAGE LINE SERVICES	231821	06/23/2020	9020909043	101.42.4000.421.50020	15.79
LANGUAGE LINE SERVICES	231821	06/23/2020	9020909043	101.42.4000.421.50020	46.64

Vendor Name	Payment Number	Payment Date	Description (Payable)	Account Number	Amount
LANGUAGE LINE SERVICES	231821	06/23/2020	Over-the-phone interpretation	101.42.4000.421.50020	90.35
LOCAL GOVERNMENT INFORMATION SYSTEM	232006	07/07/2020	Appl Sup - Police MCD	101.42.4000.421.70501	1,985.00
LOCAL GOVERNMENT INFORMATION SYSTEM	232006	07/07/2020	Appl SUP-Fire MCD & RMS	101.42.4200.423.30700	491.00
MADISON NATIONAL LIFE INSURANCE COMPAN	232008	07/07/2020	July 2020	101.203.2031700	2,975.61
MADISON NATIONAL LIFE INSURANCE COMPAN	232008	07/07/2020	July 2020	101.43.5200.443.20630	39.74
MCDONOUGH, MARK	232011	07/07/2020	K9 training	101.42.0000.3630009	15,500.00
METROPOLITAN COUNCIL	231826	06/23/2020	May 2020	101.41.0000.3414000	(49.70)
Michael A. Madigan	231931	06/30/2020	IGH car wash	101.45.3000.419.30700	91.06
Michael A. Madigan	231931	06/30/2020	3800 75th St E	101.45.3000.419.30700	91.06
Michael A. Madigan	231931	06/30/2020	3875 75th St E	101.45.3000.419.30700	136.58
MINNESOTA DEPARTMENT OF HUMAN SERVIC	DFT0010772	06/19/2020	JOEL JACKSON FEIN/TAXPAYER ID: 416005255	101.203.2032100	306.89
MINNESOTA DEPARTMENT OF HUMAN SERVIC	DFT0010773	06/19/2020	JOSH PARROW ORDER- 0015633635 CASE- 0015633634	101.203.2032100	369.63
MINNESOTA DEPARTMENT OF HUMAN SERVIC	DFT0010774	06/19/2020	NEAL ST. ONGE FEIN/TAXPAYER ID: 416005255	101.203.2032100	186.89
MN DEPT OF REVENUE	DFT0010791	06/30/2020	STATE WITHHOLDING	101.203.2030300	126.96
MN DEPT OF REVENUE	DFT0010791	06/30/2020	STATE WITHHOLDING	101.203.2030300	28,145.97
MN DEPT OF REVENUE	DFT0010808	06/20/2020	May 2020 - Sales & Use Tax	101.207.2070300	23.99
MN DEPT OF REVENUE	DFT0010808	06/20/2020	May 2020 - Sales & Use Tax	101.207.2070300	(0.53)
MN GFOA	231827	06/23/2020	2020 Membership Renewal: Hove	101.41.2000.415.50070	70.00
MN GLOVE & SAFETY, INC.	232013	07/07/2020	Pigskin Safety Lime	101.43.5200.443.60016	25.90
MN GLOVE & SAFETY, INC.	232013	07/07/2020	Pigskin Safety Lime (X , XL)	101.43.5200.443.60016	103.60
MN LIFE INSURANCE CO	232014	07/07/2020	Policy #0027324	101.203.2030900	3,789.25
MN LIFE INSURANCE CO	232014	07/07/2020	Policy #0027324	101.43.5200.443.20620	(8.75)
MN NCPERS LIFE INSURANCE	232015	07/07/2020	July 2020 Premium (June Deductions)	101.203.2031600	256.00
MUNICIPAL EMERGENCY SERVICES, INC.	231829	06/23/2020	XL polos & Embroidery	101.42.4200.423.60045	299.37
MUNICIPAL EMERGENCY SERVICES, INC.	231936	06/30/2020	Polos & Logos	101.42.4200.423.60045	601.48
NATURE CALLS, INC.	231830	06/23/2020	Parks	101.44.6000.451.40065	799.70
PERA	DFT0010790	06/30/2020	PERA COORDINATED PLAN	101.203.2030600	42,666.22
PERA	DFT0010790	06/30/2020	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	3,281.98
PERA	DFT0010790	06/30/2020	PERA DEFINED PLAN	101.203.2030600	53.46
PERA	DFT0010790	06/30/2020	EMPLOYER SHARE (PERA DEFINED PLAN)	101.203.2030600	53.46
PERA	DFT0010790	06/30/2020	PERA POLICE & FIRE PLAN	101.203.2030600	25,699.88
PERA	DFT0010790	06/30/2020	EMPLOYER SHARE (POLICE & FIRE PLAN)	101.203.2030600	38,549.81
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	ERIC BOHRER	101.42.4000.421.60045	204.91
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	JEFFREY BENNING	101.42.4000.421.60045	530.37
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	NELS ENGSTROM	101.42.4000.421.60045	576.08
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	RYAN ROSE	101.42.4000.421.60045	530.37
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	SHANNON BATTLES	101.41.2000.415.50070	70.00
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	TERI O'CONNOR	101.41.2000.415.50065	2.99
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	TERI O'CONNOR	101.41.2000.415.50065	2.99
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	TERI O'CONNOR	101.41.2000.415.50065	2.99
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	TERI O'CONNOR	101.41.2000.415.50065	2.99
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	May 2020 Fees	101.41.2000.415.70440	67.19
PINE BEND PAVING, INC.	231945	06/30/2020	Minus Limestone	101.43.5200.443.60016	628.65
PRECISE MRM	231947	06/30/2020	Network Access Fee	101.43.5200.443.30700	960.00
PRECISE MRM	232025	07/07/2020	Pooled data per MB	101.43.5200.443.30700	24.95
RCM SPECIALTIES, INC.	231837	06/23/2020	Service	101.43.5200.443.40046	23,625.00
SAFE-FAST, INC.	231842	06/23/2020	25 USA Class 2 Lime vest w/Zipper (M,L,XL)	101.43.5200.443.60045	607.75
SHRED-IT	231956	06/30/2020	Charges	101.42.4000.421.30700	128.49
STREICHER'S	232029	07/07/2020	Sales #S1382045	101.42.4000.421.60018	2,705.60
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	Administration Fees	101.42.4000.421.30550	44.70
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.41.1100.413.30550	18.90
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.41.1300.413.30550	15.40
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.41.2000.415.30550	84.11
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.42.4000.421.30550	285.23
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.42.4200.423.30550	39.90
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.43.5000.441.30550	12.07
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.43.5100.442.30550	57.29
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.43.5200.443.30550	43.40
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.44.6000.451.30550	54.96
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.45.3000.419.30550	17.43
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.45.3200.419.30550	19.91
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.45.3300.419.30550	32.90
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	101.47.1400.413.30550	37.10
TEXAS STATE DISBURSEMENT UNIT	DFT0010771	06/19/2020	ANDREW BRAVO FEIN/TAXPAYER ID: 416005255	101.203.2032100	401.13
TOTAL REFRIGERATION SYSTEMS INC.	232035	07/07/2020	PO #6465	101.42.4000.421.40044	178.00
TOTAL REFRIGERATION SYSTEMS INC.	232035	07/07/2020	PO #6465	101.42.4000.421.40044	1,127.50
U OF M	231967	06/30/2020	SAS DIAGNOSTIC	101.42.4000.421.60013	178.40
U OF M	231967	06/30/2020	Order# 6745348-1 & 6742342-2	101.42.4000.421.60013	888.10
UNIFIRST CORPORATION	231969	06/30/2020	Clothing	101.43.5200.443.60045	48.71
UNIFIRST CORPORATION	231969	06/30/2020	Clothing	101.44.6000.451.60045	26.52
UNIFIRST CORPORATION	232036	07/07/2020	Clothing	101.43.5200.443.60045	48.71
UNIFIRST CORPORATION	232036	07/07/2020	Clothing	101.44.6000.451.60045	26.52
UNIFIRST CORPORATION	232036	07/07/2020	Clothing	101.43.5200.443.60045	46.39
UNIFIRST CORPORATION	232036	07/07/2020	Clothing	101.44.6000.451.60045	25.97
VERIFIED CREDENTIALS, INC.	232037	07/07/2020	June background screening	101.41.1100.413.30700	775.00
VERIZON WIRELESS	231973	06/30/2020	May Services	101.47.1400.413.50020	4,316.00
VITALS AWARE SERVICES INC.	232038	07/07/2020	41 Subscriptions	101.42.4000.421.50070	4,600.00
VOLUNTEER FIREFIGHTERS BENEFIT	231974	06/30/2020	2020 Volunteer FF insurance	101.42.4200.423.50070	430.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	24restore Inc - Lee, Katri - GREEN DOT- 24 restore	101.42.4000.421.60065	510.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Allstream - O'Connor, - city phones	101.47.1400.413.50020	2,369.18
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amazon.Com Ba8z682j3 A - Chiodo, Mo - decon items	101.42.4200.423.60040	73.70

Vendor Name	Payment Number	Payment Date	Description (Payable)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amazon.Com D16q08y83 - Swoboda, B - COVID19 glove	101.44.6000.451.60065	289.35
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amazon.Com Jr7yp6tu3 - Kiernan, R - Ink for Home p	101.41.1100.413.60065	54.99
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us 1u7ba7l43 - Kiernan, R - Bar code rea	101.41.1200.414.60010	19.79
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us 3h6w99li3 - Chiodo, Mo - dishwands fo	101.42.4200.423.60011	47.73
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us Ao2oh5mn3 - Johnson, S - Headphones f	101.45.3300.419.60040	54.97
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us Br72t36r3 - Chiodo, Mo - misc shower	101.42.4200.423.60065	64.49
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us Kw9864zj3 - Chiodo, Mo - supplies for	101.42.4200.423.60040	218.13
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us Pw3q42e13 - Vandehoef, - COVID19 boot	101.44.6000.451.60045	96.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us Qq6vs64b3 - Chiodo, Mo - supplies for	101.42.4200.423.60040	50.41
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us Xu4v521p3 - Smith-Thil -	101.42.4200.423.70600	18.18
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Aspen Mills - Lee, Katri - Aspen Mills- Uniforms	101.42.4000.421.60045	3,861.21
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	At&T Bill Payment - O'Connor, - engineering gps	101.47.1400.413.50020	78.12
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	At&T Bill Payment - O'Connor, - engineering gps	101.47.1400.413.50020	77.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Axon - Lee, Katri - Axon- Magnet mount	101.42.4000.421.60065	406.90
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	B&H Photo 800-606-6969 - Bernardy, - item used to	101.42.4200.423.60018	139.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Bca Training Education - Lee, Katri - BCA Training	101.42.4000.421.50080	75.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Bedford Industries - Lee, Katri - GREEN DOT- Bedfo	101.42.4000.421.60065	138.62
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Bestbuycom805805179523 - Bergum, Er - remote train	101.42.4200.423.60018	199.99
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Bestbuycom805805179523 - Bergum, Er - remote train	101.42.4200.423.60018	69.98
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Bestbuycom805805179523 - Bergum, Er - remote train	101.42.4200.423.60018	1,264.99
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Board Of Aelslagid - Kaldunski, - Scotts PE renewa	101.43.5000.441.50070	122.50
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Board Of Aelslagid - Kaldunski, - Scotts PE renewa	101.43.5100.442.50070	122.50
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Cci Hotel Res - Chiodo, Mo - cancelled hotel room	101.42.4200.423.50075	(185.72)
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Centurylink - O'Connor, - parks internet	101.47.1400.413.50020	70.95
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Centurylink - O'Connor, - parks internet	101.47.1400.413.50020	80.94
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Centurylink - O'Connor, - parks internet	101.47.1400.413.50020	95.70
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Chewy.Com - Lee, Katri - Chewy- K-9	101.42.4000.421.60013	64.90
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Cub Foods #1639 - Bergum, Er - tax refunded	101.42.4200.423.60065	(1.92)
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Culligan Water Of lgh - O'Connor, - CH water svcs	101.44.6000.451.40050	10.55
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Dash Medical Gloves - Lee, Katri - GREEN DOT- Dash	101.42.4000.421.60065	559.30
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Dog Waste Depot - O'Connor, - dog waste bags	101.44.6000.451.60016	829.75
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Dri Cisco Webex - Gade, Marc - COVID19 host licens	101.47.1400.413.40035	4.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Facebk Wcqsrrwdx2 - Looze, Amy - refund for previo	101.41.1300.413.50025	(13.09)
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Fedex Offic62000006205 - Swoboda, B - COVID19 lami	101.44.6000.451.60065	204.50
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	101.42.4200.423.60065	50.58
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	101.44.6000.451.60016	46.80
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	101.44.6000.451.60016	39.52
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	101.44.6000.451.60040	51.94
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	laai - Chiodo, Mo - membership dues St Onge	101.42.4200.423.50070	100.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Ihealth Labs Inc - Smith-Thil -	101.42.4200.423.70600	173.48
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	In Life Support Innov - Lee, Katri - In Life Supp	101.42.4000.421.60065	1,579.10
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	In Woodchuck Products - Bernardy, - face masks	101.42.4200.423.60065	1,650.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Intoximeters Inc - Lee, Katri - Intoximeters- Evid	101.42.4000.421.60065	123.50
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Inver Grove Heights Ac - Ravn, Kyle - sander belt	101.44.6000.451.60016	5.99
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Inver Grove Heights Ac - Ravn, Kyle - sander belt	101.44.6000.451.60040	8.99
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Inver Grove Heights Ac - Ravn, Kyle - sander belt	101.44.6000.451.60040	184.96
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Inver Grove Heights Ac - Ravn, Kyle - sander belt	101.44.6000.451.60065	19.98
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Kimball Midwest Payeez - O'Connor, - gloves	101.44.6000.451.60012	239.80
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Kwik Trip 24800002485 - Chiodo, Me - Kwik Trip -	101.42.4000.421.50065	11.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Logmein Gotomeeting - Gade, Marc - COVID19 Go To M	101.47.1400.413.40035	25.71
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Matrix Communications - O'Connor, - fix x 2354	101.47.1400.413.50020	75.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Matrix Communications - O'Connor, - fix x 2354	101.47.1400.413.50020	150.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Miles Supply Co Inc B - O'Connor, - stone sign p	101.44.6000.451.60016	40.67
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Minnesota Glove & Sa - O'Connor, - parks uniforms	101.44.6000.451.60045	214.95
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Minnesota State Fire C - Oswald, Sc - refund for c	101.42.4200.423.50080	(235.00)
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Most Dependable Founta - O'Connor, - irrigation p	101.44.6000.451.40047	532.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Paypal Bentbrew - Bernardy, - hand sanitizer	101.42.4200.423.60065	150.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Paypal lape - Lee, Katri - IAPE- Training 3605	101.42.4000.421.50080	370.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Paypal Nettrnsrpt - Lee, Katri - Nettranscripts	101.42.4000.421.30700	73.68
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Sams Club #4738 - Moynihan, - batteries	101.42.4000.421.60065	39.92
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Sherwin Williams 70309 - Remackel, - paint for pi	101.44.6000.451.40047	54.79
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Sirchie Finger Print L - Lee, Katri - Sirchie - Ev	101.42.4000.421.60065	201.39
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Sota - Lee, Katri - Sota- REFUND back to training	101.42.4000.421.50080	(325.00)
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Spok Inc - O'Connor, - canned voice mail	101.47.1400.413.40035	4.58
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Sq Field Training Sol - Lee, Katri - Field Traini	101.42.4000.421.50080	295.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Corner Store - Schadegg, - gas for equipment	101.42.4200.423.40042	2.21
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Corner Store - Schadegg, - gas for equipment	101.44.6000.451.60065	56.40
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	101.42.4200.423.60011	128.73
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	101.42.4200.423.60040	62.15
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	101.42.4200.423.60065	190.45
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	101.42.4200.423.60065	109.85
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	101.44.6000.451.40047	24.41
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	101.44.6000.451.60012	86.61
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	101.44.6000.451.60012	7.98
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	101.44.6000.451.60040	109.84
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	101.44.6000.451.60065	16.71
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot 2813 - Sanderson, - tools for graff	101.44.6000.451.60066	277.28
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot 2843 - Sanderson, - COVID19 - plywo	101.44.6000.451.60065	80.65
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Tractor-Supply-Co #019 - Remackel, - blasting gri	101.42.4200.423.40041	82.56
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Tractor-Supply-Co #019 - Remackel, - blasting gri	101.44.6000.451.60065	3.53
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Tractor-Supply-Co #019 - Remackel, - blasting gri	101.44.6000.451.60066	29.97

Vendor Name	Payment Number	Payment Date	Description (Payable)	Account Number	Amount
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	U.S.Internet Corp - O'Connor, - anti-spam svc	101.47.1400.413.40035	220.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Uline Ship Supplies - Lee, Katri - Uline- Eviden	101.42.4000.421.60065	173.02
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Valley Images Photo - Lee, Katri - Valley Image- S	101.42.4000.421.30700	50.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Vistapr Vistaprint.Com - Fischer, K - Business car	101.41.1100.413.60065	85.59
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Zoom.Us - Gade, Marc - COVID19 ZOOM monthly charge	101.47.1400.413.40035	16.06
WI SCTF (WI SUPPORT COLLECTIONS TRUST F	231782	06/23/2020	NEAL ST. ONGE FEIN/TAXPAYER ID: 416005255	101.203.2032100	433.06
Fund: 101 - GENERAL FUND					446,438.97
ARCHAR INTERNATIONAL, INC.	231874	06/30/2020	Customized Maps	201.44.1600.465.50025	4,000.00
ENSEMBLE CREATIVE & MARKETING	231897	06/30/2020	Ad Campaign, Visitor Guide	201.44.1600.465.50025	875.00
LIME VALLEY ADVERTISING, INC.	231822	06/23/2020	Programming Services	201.44.1600.465.50025	100.00
STACY ANN BROOKS	231845	06/23/2020	June blog posts	201.44.1600.465.50025	205.00
STACY ANN BROOKS	232027	07/07/2020	July blog posts	201.44.1600.465.50025	205.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Facebk H45d7talp2 - Satre, Eri - 201.44.1600.465.5	201.44.1600.465.50025	10.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Google Ads8715259637 - Satre, Eri - 201.44.1600.4	201.44.1600.465.50025	86.12
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Google Gsuite_Visitig - Satre, Eri - 201.44.1600.	201.44.1600.465.50025	18.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Siteground Hosting - Satre, Eri - 201.44.1600.465.	201.44.1600.465.30700	19.80
XCEL ENERGY CENTER	232057	07/07/2020	Online Advertising 2020	201.44.1600.465.50025	2,700.00
Fund: 201 - C.V.B. FUND					8,218.92
ANDERSON RACE MANAGEMENT	231785	06/23/2020	Deposit	204.44.6100.452.30700	500.00
BORGESON, JULIE	231880	06/30/2020	COVID19	204.207.2070300	1.86
BORGESON, JULIE	231880	06/30/2020	COVID19	204.44.0000.3471000	26.14
BURKHARTZMEYER, CAROLYN	231885	06/30/2020	Garden Plot	204.44.0000.3471000	28.00
DEVNEY, LAURA	231987	07/07/2020	U7 mite baseball / COVID19	204.44.0000.3470000	80.00
GILLMAN, MELISSA	231903	06/30/2020	Summer Camp	204.44.0000.3470000	22.00
GILLMAN, MELISSA	231995	07/07/2020	Soccer / COVID19	204.44.0000.3470000	150.00
HAGER, BRIANNA	231908	06/30/2020	Summer Camp	204.44.0000.3470000	11.00
HELLER, LORI	231912	06/30/2020	Pickleball League	204.44.0000.3470000	40.00
HOFFMAN, STEFANIE	231914	06/30/2020	COVID19	204.44.0000.3470000	27.00
JOHNSON, ANTIA	232001	07/07/2020	COVID19	204.207.2070300	4.66
JOHNSON, ANTIA	232001	07/07/2020	COVID19	204.44.0000.3471000	65.34
KNIE, DIANE	231920	06/30/2020	COVID19	204.44.0000.3470000	160.00
KROOG, RACHAEL	232004	07/07/2020	July 14th Performance	204.44.6100.452.30700	375.00
MANANDHAR, SHAYAN	231925	06/30/2020	covid19	204.44.0000.3470000	42.00
MAYER ARTS INC	232010	07/07/2020	Dance class	204.44.6100.452.30700	20.00
MAYER ARTS INC	232010	07/07/2020	Dance class	204.44.6100.452.30700	20.00
MERRELL, LISA	232012	07/07/2020	COVID19	204.44.0000.3470000	80.00
PIEPKORN, MICHAEL	231833	06/23/2020	COVID19	204.44.0000.3471000	65.34
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	204.44.6100.452.30550	24.70
UKESTAD, JEAN	231968	06/30/2020	COVID19	204.207.2070300	7.32
UKESTAD, JEAN	231968	06/30/2020	COVID19	204.44.0000.3471000	102.68
VANG, CHIA	231972	06/30/2020	COVID19	204.207.2070300	9.31
VANG, CHIA	231972	06/30/2020	COVID19	204.207.2070300	1.66
VANG, CHIA	231972	06/30/2020	COVID19	204.44.0000.3471000	130.69
VANG, CHIA	231972	06/30/2020	COVID19	204.44.0000.3471000	23.34
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us 5770a9y33 - Mikel, Rac - Drive-Thru B	204.44.6100.452.60009	7.99
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Ccnjobfairservices - Dorshak, J - refund for cance	204.44.6100.452.50070	(10.00)
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Fun Express - Mikel, Rac - Drive-Thru Bunny Trail	204.44.6100.452.60009	307.45
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	In Amazing Athletes E - Swiggum, C - March Amazin	204.44.6100.452.30700	308.00
WILLIAMS, KENDRA	231976	06/30/2020	COVID19	204.207.2070300	4.66
WILLIAMS, KENDRA	231976	06/30/2020	COVID19	204.44.0000.3471000	65.34
Fund: 204 - RECREATION FUND					2,701.48
AEP ONSITE PARTNERS, LLC	231784	06/23/2020	May services	205.44.6200.453.40020	5,495.00
AEP ONSITE PARTNERS, LLC	231784	06/23/2020	May services	205.44.6200.453.40020	5,565.47
ANDERSON, HEATHER	231873	06/30/2020	COVID19	205.44.0000.3493501	65.00
AQUA LOGIC, INC.	231786	06/23/2020	Quote 29512	205.44.6200.453.80200	11,885.00
BAGLIO, JENNIFER	231877	06/30/2020	Cancelled	205.44.0000.3493501	39.00
BIANCHI, MICHELE	231789	06/23/2020	Swim lesson refund - COVID	205.44.0000.3493501	493.00
BOOK, JILL	231879	06/30/2020	COVID19	205.44.0000.3493501	260.00
BRISSON, KATIE	231882	06/30/2020	Swim/COVID19	205.44.0000.3493501	65.00
BROWN, KAREN	231883	06/30/2020	Barn Tour/ COVID19	205.44.0000.3493501	72.00
CLARK, JENNIFER	231887	06/30/2020	COVID19	205.44.0000.3493501	65.00
DEERING, TERESA	231891	06/30/2020	COVID19	205.44.0000.3493501	65.00
DIVERSIFIED CONSTRUCTION	231801	06/23/2020	Concession Stand Remodel	205.44.6200.453.80200	21,520.00
DIVERSIFIED CONSTRUCTION	231801	06/23/2020	FRP at Fitness Room	205.44.6200.453.40040	800.00
DOYLE, CAROL	231892	06/30/2020	COVID19	205.44.0000.3493501	130.00
DUBOIS, DANIELLE	231803	06/23/2020	COVID-19	205.44.0000.3493501	65.00
GARTNER REFRIGERATION & MFG, INC	231901	06/30/2020	Work Order #20-01914	205.44.6200.453.40040	2,316.80
GRANDITS, BRUCE	231906	06/30/2020	COVID19	205.207.2070300	19.95
GRANDITS, BRUCE	231906	06/30/2020	COVID19	205.44.0000.3492900	280.05
GRAVES, ALICE	231907	06/30/2020	Barn Tour/COVID19	205.44.0000.3493501	72.00
HAGAN, AURORA	231813	06/23/2020	COVID	205.207.2070300	1.56
HAGAN, AURORA	231813	06/23/2020	COVID	205.44.0000.3490100	21.94
HAUGEN, ANDREA	231909	06/30/2020	COVID19	205.44.0000.3493501	65.00
HEBERT, MYRTLE	231911	06/30/2020	Barn Tour	205.44.0000.3493501	72.00
HUFF, JENNY	231915	06/30/2020	COVID19	205.44.0000.3493501	65.00
KEINDL, CHERYL	231919	06/30/2020	COVID19	205.44.0000.3493501	65.00
KRYZER, AUDREY	231921	06/30/2020	Barn Trip	205.44.0000.3493501	72.00
LEVESSEUR, WALLY	232005	07/07/2020	Membership / COVID19	205.207.2070300	2.99

Vendor Name	Payment Number	Payment Date	Description (Payable)	Account Number	Amount
LEVESSEUR, WALLY	232005	07/07/2020	Membership / COVID19	205.44.0000.3490100	42.01
M & J SERVICES, LLC	231823	06/23/2020	Community center sidewalk work	205.44.6200.453.40040	5,635.50
M & J SERVICES, LLC	231823	06/23/2020	Community center concrete replacement	205.44.6200.453.40040	1,270.00
MADISON NATIONAL LIFE INSURANCE COMPAN	232008	07/07/2020	July 2020	205.44.6200.453.20630	4.87
MADISON NATIONAL LIFE INSURANCE COMPAN	232008	07/07/2020	July 2020	205.44.6200.453.20630	4.88
MAY, MARCIANN	231927	06/30/2020	COVID19	205.44.0000.3496000	80.00
MEISSNER, MICAH	231929	06/30/2020	COVID19	205.44.0000.3493501	20.00
MILLEA, KENNA	231933	06/30/2020	COVID19	205.44.0000.3493501	195.00
MN LIFE INSURANCE CO	232014	07/07/2020	Policy #0027324	205.44.6200.453.20620	(11.76)
MN LIFE INSURANCE CO	232014	07/07/2020	Policy #0027324	205.44.6200.453.20620	(11.74)
NOWAK, LIZ	231939	06/30/2020	COVID19	205.44.0000.3493501	65.00
NOWAK, LIZ	231939	06/30/2020	COVID19	205.44.0000.3496000	80.00
O'NEIL, PATRICIA	231941	06/30/2020	Barn Tour	205.44.0000.3493501	144.00
PEASE, MELISSA	231942	06/30/2020	COVID19	205.44.0000.3496000	80.00
PERKINS, LORI	231943	06/30/2020	COVID19	205.207.2070300	25.44
PERKINS, LORI	231943	06/30/2020	COVID19	205.44.0000.3490100	357.06
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	DANA LINDSEY	205.44.6200.453.60065	54.77
PETTY CASH - WF PURCHASE CARD FEES	232020	07/07/2020	DANA LINDSEY	205.44.6200.453.60065	(54.77)
RAITER, ROGER	231948	06/30/2020	Barn Tour	205.44.0000.3493501	144.00
REDDY, SOPHIA	231838	06/23/2020	COVID19	205.44.0000.3493501	65.00
REFLECTIONS WINDOW WASHING, LLC	231839	06/23/2020	Window Cleaning - Silver Package x3	205.44.6200.453.40040	357.50
REFLECTIONS WINDOW WASHING, LLC	231839	06/23/2020	Window Cleaning - Silver Package x3	205.44.6200.453.40040	357.50
RIEKE, AMY	231949	06/30/2020	COVID19	205.44.0000.3493501	130.00
RIEKE, AMY	231949	06/30/2020	COVID19	205.207.2070300	14.96
RIEKE, AMY	231949	06/30/2020	COVID19	205.44.0000.3492900	210.04
ROSKE-METCALFE, ANDRE	231950	06/30/2020	COVID19	205.44.0000.3493501	152.00
ROSKE-METCALFE, ANDRE	231950	06/30/2020	COVID19	205.44.0000.3493501	130.00
RUD, CAMERON	231841	06/23/2020	COVID19	205.44.0000.3493501	149.00
SARDESON, AMANDA	231951	06/30/2020	COVID19	205.207.2070300	14.97
SARDESON, AMANDA	231951	06/30/2020	COVID19	205.44.0000.3492900	210.03
SCHACHEL, STEVEN	231952	06/30/2020	COVID19	205.207.2070300	61.06
SCHACHEL, STEVEN	231952	06/30/2020	COVID19	205.44.0000.3490100	856.94
SCHROEDER, ERIC	231953	06/30/2020	COVID19	205.44.0000.3493501	150.00
SCHWANTES, TARYN	231954	06/30/2020	COVID19	205.44.0000.3496000	80.00
SHATEK, CARRIE	231955	06/30/2020	COVID19	205.44.0000.3496000	80.00
SIMMONS, NICOLE	231957	06/30/2020	COVID19	205.44.0000.3496000	80.00
STALBOERGER, HEIDI	231846	06/23/2020	COVID19	205.44.0000.3493501	149.00
STEAD, ERICA	231958	06/30/2020	COVID19	205.44.0000.3496000	155.00
STOMBAUGH, AMANDA	231959	06/30/2020	COVID19	205.44.0000.3496000	230.00
STROM, HEATHER	231848	06/23/2020	COVID19	205.44.0000.3493501	65.00
STRUCTURED NETWORK SOLUTIONS, INC.	231849	06/23/2020	Labor & Parts	205.44.6200.453.80200	21,469.52
SWAIN DE POP, KIMBERLY	231962	06/30/2020	COVID19	205.44.0000.3493501	260.00
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	205.44.6200.453.30550	17.15
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	205.44.6200.453.30550	17.15
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	205.44.6200.453.30550	43.59
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	205.44.6200.453.30550	3.50
TIMM, EMILY	231964	06/30/2020	COVID19	205.44.0000.3493501	65.00
TOTAL CONSTRUCTION & EQUIP.	231852	06/23/2020	CC Handicap Accessible Wiring	205.44.6200.453.40040	336.78
TWIN CITY HARDWARE	231855	06/23/2020	Replace 2 SVR pairs	205.44.6200.453.80200	7,370.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Aim Electro - O'Connor, - scoreboard repairs	205.44.6200.453.40040	856.95
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us 4f0e63rq3 - Roach, Ric - Parts Grove	205.44.6200.453.60016	8.26
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us E68ba0g73 - Roach, Ric - tools	205.44.6200.453.60040	7.22
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us E68ba0g73 - Roach, Ric - tools	205.44.6200.453.60040	7.23
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us Pk00e3fd3 - Roach, Ric - Parts Grove	205.44.6200.453.60016	31.99
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us Wn4441xx3 - O'Connor, - re-charge -	205.44.6200.453.60065	24.51
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us X13hp0wh3 - Roach, Ric - Parts Grove	205.44.6200.453.60016	39.70
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Culligan Water Of lgh - O'Connor, - CH water svcs	205.44.6200.453.60016	67.35
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Culligan Water Of lgh - O'Connor, - CH water svcs	205.44.6200.453.60016	269.40
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Dispute-Amazon.Com 6z4am6 - O'Connor, - unrecogni	205.44.6200.453.60065	(30.95)
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Dispute-Amzn Mktp Us Wn44 - O'Connor, - unrecogni	205.44.6200.453.60065	(24.51)
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Fox Tracks, Inc - O'Connor, - Kids Sports Night c	205.44.6200.453.50030	152.61
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60011	250.83
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60011	250.83
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60012	6.78
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60016	724.22
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60016	724.22
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60016	174.40
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60016	130.30
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60016	356.62
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60016	174.40
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60016	356.62
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60040	303.32
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60040	571.13
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Grainger - O'Connor, - COVID19 foaming hand soap	205.44.6200.453.60040	303.32
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Ifit.Com 877-803-5332 - Crary, Amy - This charge i	205.44.6200.453.60040	16.14
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Nac Mechanical & Elect - O'Connor, - Grove pool A	205.44.6200.453.80200	2,800.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Olsen Fire Protection - O'Connor, - annual wet dr	205.44.6200.453.50055	487.50
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Olsen Fire Protection - O'Connor, - annual wet dr	205.44.6200.453.50055	487.50
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Restroom Direct Hand D - Roach, Ric - Lap and Dive	205.44.6200.453.40040	1,404.94
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Schindler Elevator Cor - O'Connor, - VMCC elevato	205.44.6200.453.40040	640.26
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Sherwin Williams 70309 - Remackel, - paint for pi	205.44.6200.453.60012	42.45

Vendor Name	Payment Number	Payment Date	Description (Payable)	Account Number	Amount
Fund: 290 - EDA OPERATING					2,397.05
METROPOLITAN COUNCIL	231826	06/23/2020	May 2020	404.217.2170000	4,970.00
THAO, CHIA	231963	06/30/2020	SAC fee refund	404.217.2170000	2,485.00
Fund: 404 - SEWER CONNECTION FUND					7,455.00
KIMLEY-HORN & ASSOCIATES, INC.	231819	06/23/2020	Project #160509030.3	436.73.5900.736.30300	12,984.97
Fund: 436 - 2016 IMPROVEMENT FUND					12,984.97
WSB & ASSOCIATES, INC.	231861	06/23/2020	May Services	437.44.5900.737.30700	1,439.00
Fund: 437 - 2017 IMPROVEMENT FUND					1,439.00
SRF CONSULTING GROUP, INC	231844	06/23/2020	Services ending April 30th, 2020	438.42.4200.423.30300	1,674.32
Fund: 438 - 2018 IMPROVEMENT FUND					1,674.32
JACKSON & ASSOCIATES	231917	06/30/2020	City Project No.2019-18	439.73.5900.739.80200	214,719.00
STANTEC CONSULTING SERVICES INC.	232028	07/07/2020	IGH PWF Roof REplacement	439.73.5900.739.30300	3,113.39
STANTEC CONSULTING SERVICES INC.	232028	07/07/2020	IGH PWF Roof Replacement	439.73.5900.739.30300	3,307.36
UNION PACIFIC RAILROAD	231856	06/23/2020	Job 001 Preliminary Engineering	439.73.5900.739.30700	201.82
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Carburetion & Turbo Sy - Rosendale, - New gas line	439.42.4200.423.60018	217.80
Fund: 439 - 2019 IMPROVEMENT FUND					221,559.37
BERRES, A. CAROL	DFT0010787	06/26/2020	Temp construction & Easement agreements	440.74.5900.740.80300	12,554.00
BOLTON & MENK, INC.	231791	06/23/2020	55th Street/Court Improvements	440.74.5900.740.30300	110.00
BOLTON & MENK, INC.	231791	06/23/2020	64th St Area Improve	440.74.5900.740.30300	25,284.24
BOLTON & MENK, INC.	231791	06/23/2020	64th St Area Improvements	440.74.5900.740.30300	4,968.00
BRAUN INTERTEC CORPORATION	231984	07/07/2020	2019-09C Project	440.74.5900.740.30700	2,307.25
DOCUNET CORPORATION	231802	06/23/2020	Project #2020-09A	440.74.5900.740.50030	306.82
DOCUNET CORPORATION	231802	06/23/2020	Project #2020-09B	440.74.5900.740.50030	247.74
DOCUNET CORPORATION	231989	07/07/2020	Project #6905751	440.74.5900.740.50030	376.58
KIMLEY-HORN & ASSOCIATES, INC.	231819	06/23/2020	Project #160509037.3	440.74.5900.740.30300	3,312.49
VALLEY PAVING	231858	06/23/2020	City project No. 2019-09C	440.74.5900.740.80300	186,944.13
Fund: 440 - PAVEMENT MANAGEMENT PROJ					236,411.25
EMMONS & OLIVIER RESOURCES	231806	06/23/2020	April Services	441.43.0000.3434500	4,560.00
EMMONS & OLIVIER RESOURCES	231806	06/23/2020	April Services	441.43.0000.3434500	3,987.00
EXPERT TREE AND SERVICE AND SCIENCE	231990	07/07/2020	Work done at 8544 Betchel Ct	441.74.5900.741.40066	1,000.00
FORESTRY SUPPLIERS INC.	231993	07/07/2020	Equipment/Supplies	441.74.5900.741.40066	573.65
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	231904	06/30/2020	Charges	441.74.5900.741.40020	947.42
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	441.74.5900.741.30550	11.55
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Pp Scottswcd - Underdahl, - Stormwater supplies	441.74.5900.741.40066	92.19
Fund: 441 - STORM WATER MANAGEMENT					11,171.81
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Finance And Commerce I - O'Connor, - Salem Hills	444.74.5900.744.80300	234.09
Fund: 444 - PARK CAPITAL REPLACEMENT					234.09
BOLTON & MENK, INC.	231791	06/23/2020	Services from 2/22-4/3	446.74.5900.746.30300	9,291.00
BOLTON & MENK, INC.	231791	06/23/2020	Sewer Study	446.74.5900.746.30300	5,056.00
LOCH GREGOR, LLC.	231923	06/30/2020	Settlement Agreement	446.74.5900.746.70600	12,000.00
WSB & ASSOCIATES, INC.	231861	06/23/2020	April Services	446.74.5900.746.30300	6,124.50
WSB & ASSOCIATES, INC.	232055	07/07/2020	May services	446.74.5900.746.30300	20,384.50
Fund: 446 - NW AREA					52,856.00
BARR ENGINEERING COMPANY	231878	06/30/2020	Pine Bend Landfill Permitting	451.75.5900.751.30700	1,389.50
Fund: 451 - HOST COMMUNITY FUND					1,389.50
BATTERIES PLUS	231983	07/07/2020	1.5V Alkaline	501.50.7100.512.60016	31.95
BLACKTOP PROS, LLC	231790	06/23/2020	Street Patch	501.50.7100.512.40046	2,200.00
CORE & MAIN LP	231797	06/23/2020	Sensus command link repair	501.50.7100.512.40043	320.00
CORE & MAIN LP	231985	07/07/2020	Hydrant Parts	501.50.7100.512.40043	1,047.15
CORE & MAIN LP	231985	07/07/2020	Product# 3907710J23	501.50.7100.512.40043	692.15
CORE & MAIN LP	231985	07/07/2020	Product Code# 45016125641	501.50.7100.512.40043	318.95
CORE & MAIN LP	231985	07/07/2020	Hydrant Grease & #35 Main VLV RBR	501.50.7100.512.40043	957.44
CORE & MAIN LP	231985	07/07/2020	Product Code# 45016157083	501.50.7100.512.40043	310.00
CSS	231798	06/23/2020	Paint	501.50.7100.512.40043	251.44
GERTENS	231902	06/30/2020	Minnesota Cedar Mulch	501.50.7100.512.60016	95.90
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	231904	06/30/2020	Charges	501.50.7100.512.40020	24,531.84
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	231904	06/30/2020	Charges	501.50.7100.512.40020	9,205.53
GOPHER STATE ONE-CALL	231996	07/07/2020	CINGHT01 FTP Tickets	501.50.7100.512.30700	874.80
GRAINGER	231905	06/30/2020	Order #138614413B	501.50.7100.512.60016	140.14
HYDRODESIGNS, INC	231997	07/07/2020	Municipal - Minnesota	501.50.7100.512.30700	1,247.25
KEYS WELL DRILLING CO	232003	07/07/2020	Well Pump #8 Repairs	501.50.7100.512.40042	34,740.00
MADISON NATIONAL LIFE INSURANCE COMPAN	232008	07/07/2020	July 2020	501.50.7100.512.20630	10.70
METROWIDE PLUMBING LLC	231930	06/30/2020	Services performed	501.50.7100.512.40040	2,096.08
MID CITY SERVICES, INC.	231932	06/30/2020	5 dust mats and services	501.50.7100.512.40040	55.20
MN DEPT OF REVENUE	DFT0010808	06/20/2020	May 2020 - Sales & Use Tax	501.207.2070200	2,130.32
MN GLOVE & SAFETY, INC.	232013	07/07/2020	Reference# Chris Onken	501.50.7100.512.60045	99.74
OPTION ONE MECHANICAL LLC	232019	07/07/2020	Services	501.50.7100.512.40040	181.00
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	501.50.7100.512.30550	30.56
TODD DOUGLAS EDINGER - RMR SERVICES LL	232033	07/07/2020	June Monthly Meter Reding	501.50.7100.512.30700	1,558.56
TOTAL CONSTRUCTION & EQUIP.	232034	07/07/2020	College Trail Lift Station	501.50.7100.512.40040	966.63
USABBLUEBOOK	231971	06/30/2020	Sales order #879275	501.50.7100.512.60040	652.29

Vendor Name	Payment Number	Payment Date	Description (Payable)	Account Number	Amount
VALLEY-RICH CO, INC	231859	06/23/2020	labor & materials	501.50.7100.512.40046	4,539.18
WALKER LAWN CARE, INC.	232039	07/07/2020	Sod Patch & Repair - Dawn Ave E & Cromwell	501.50.7100.512.40046	2,829.23
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us I15t503l3 - Gubash, Sc - Plant Furnac	501.50.7100.512.40040	127.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us lk7ts40u3 - Gubash, Sc - Cordless Gre	501.50.7100.512.60040	184.74
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us M40ra2kx3 - Helling, D - Germicidal w	501.50.7100.512.60016	47.59
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	501.50.7100.512.60016	193.47
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot 2843 - Sanderson, - COVID19 - plywo	501.50.7100.512.60016	212.30
Fund: 501 - WATER UTILITY FUND					92,879.13
FLEXIBLE PIPE TOOL COMPANY	231900	06/30/2020	Specialized labor	502.51.7200.514.40042	702.05
FLEXIBLE PIPE TOOL COMPANY	231900	06/30/2020	Specialized Labor	502.51.7200.514.40042	1,214.85
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	231904	06/30/2020	Charges	502.51.7200.514.40020	612.63
MADISON NATIONAL LIFE INSURANCE COMPAN	232008	07/07/2020	July 2020	502.51.7200.514.20630	4.58
SEXTON COMPANY, THE	231843	06/23/2020	Embr Safety Green Gildan	502.51.7200.514.60045	257.25
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	502.51.7200.514.30550	20.20
USABBLUEBOOK	231971	06/30/2020	Sales order #879275	502.51.7200.514.60040	652.29
Fund: 502 - SEWER UTILITY FUND					3,463.85
ARTISAN BEER COMPANY	231875	06/30/2020	Surly	503.52.8300.524.76150	434.00
BREAKTHRU BEVERAGE MINNESOTA	231881	06/30/2020	Beer	503.52.8300.524.76150	620.30
BREAKTHRU BEVERAGE MINNESOTA	231881	06/30/2020	Beer	503.52.8300.524.76150	272.30
COLLEGE CITY BEVERAGE	231889	06/30/2020	Beer	503.52.8300.524.76150	384.30
DAKOTA ELECTRIC ASSN	DFT0010779	06/19/2020	201360-5	503.52.8600.527.40020	243.10
GERTENS	231902	06/30/2020	Edging	503.52.8600.527.60020	22.69
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	231904	06/30/2020	Charges	503.52.8600.527.40020	106.52
JJ TAYLOR DIST. COMPANY OF MN	231918	06/30/2020	Beer	503.52.8300.524.76150	448.00
M. AMUNDSON LLP	231924	06/30/2020	Candy	503.52.8300.524.76050	460.41
MANSFIELD OIL COMPANY	232009	07/07/2020	DYED B20 ULS2 CLEAN365	503.52.8600.527.60021	1,169.71
MANSFIELD OIL COMPANY	232009	07/07/2020	CONV 87 OCT E-10	503.52.8600.527.60021	1,704.06
MANSFIELD OIL COMPANY	231926	06/30/2020	CONV 87 OCT E-10	503.52.8400.525.60021	1,065.07
MANSFIELD OIL COMPANY	232009	07/07/2020	CONV 87 OCT E-10	503.52.8400.525.60021	1,126.98
MN DEPT OF REVENUE	DFT0010808	06/20/2020	May 2020 - Sales & Use Tax	503.207.2070300	18,531.22
MTI DISTRIBUTING CO	231935	06/30/2020	Parts	503.52.8600.527.40042	1,781.59
MTI DISTRIBUTING CO	232016	07/07/2020	Parts & Services	503.52.8600.527.40042	1,511.91
MTI DISTRIBUTING CO	232016	07/07/2020	Ignition Switch	503.52.8600.527.40042	74.46
MTI DISTRIBUTING CO	232016	07/07/2020	Parts & Services	503.52.8600.527.40042	516.95
PHILLIPS WINE & SPIRITS	231944	06/30/2020	Alcohol	503.52.8300.524.76150	561.58
PHILLIPS WINE & SPIRITS	231944	06/30/2020	Mixes	503.52.8300.524.76150	155.40
PHILLIPS WINE & SPIRITS	231944	06/30/2020	Liquor & Mix	503.52.8300.524.76150	126.30
PHILLIPS WINE & SPIRITS	231944	06/30/2020	Vodka	503.52.8300.524.76150	121.82
SUPERIOR TURF SERVICES INC	231961	06/30/2020	Par Aide 12950 Yellow rope	503.52.8600.527.60050	49.82
SUPERIOR TURF SERVICES INC	232030	07/07/2020	ImmerseTablets	503.52.8600.527.60030	192.83
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	503.52.8000.521.30550	3.50
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	503.52.8500.526.30550	3.50
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	503.52.8600.527.30550	21.70
US FOODSERVICE	231970	06/30/2020	Food	503.52.8300.524.60065	112.06
US FOODSERVICE	231970	06/30/2020	Food	503.52.8300.524.76100	1,048.16
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Acushnet Company - O'Connor, - GC clubs for resal	503.52.8200.523.76200	6,710.61
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Acushnet Company - O'Connor, - GC clubs for resal	503.52.8200.523.76250	235.66
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Acushnet Company - O'Connor, - GC clubs for resal	503.52.8200.523.76300	2,945.58
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Acushnet Company - O'Connor, - GC clubs for resal	503.52.8200.523.76350	1,395.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Acushnet Company - O'Connor, - GC clubs for resal	503.52.8200.523.76450	8,235.86
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Fastsigns Of Bloomingt - Moynihan, - new sign for	503.52.8300.524.60065	135.70
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Hanco Corp. - O'Connor, - tires	503.52.8600.527.60014	363.52
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Hanes Gear For Sports - O'Connor, - GC resale clo	503.52.8200.523.76200	4,183.04
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Inver Grove Heights Ac - Ravn, Kyle - sander belt	503.52.8500.526.60065	39.63
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Inver Wood Golf Course - Moynihan, - Inver Wppd G	503.52.8500.526.70600	6.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Inver Wood Golf Course - Moynihan, - Inver Wppd G	503.52.8500.526.70600	36.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Logo Golf Chips - O'Connor, - GC resale logo poke	503.52.8200.523.76400	193.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Menards West St Paul M - Felix, Ken - shop supplie	503.52.8600.527.60012	74.24
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Mor Golf And Utility - O'Connor, - equipment part	503.52.8600.527.40042	767.93
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Officemax/Depot 6384 - Moynihan, - laminating pou	503.52.8000.521.60065	66.67
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Prestige Flag Mfg Co I - O'Connor, - GC flags	503.52.8600.527.60020	371.39
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Pukka Inc - O'Connor, - GC resale hats	503.52.8200.523.76200	1,050.24
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Sams Club #4738 - Moynihan, - batteries	503.52.8000.521.60065	14.98
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Samsclub #4738 - Moynihan, - candy-fb supplies fo	503.52.8300.524.76050	416.58
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Sentext Solutions - Moynihan, - Monthly Sentext F	503.52.8500.526.50025	149.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Siebert Inc - O'Connor, - COVID19 disinfecting wi	503.52.8500.526.60065	997.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Siebert Inc - O'Connor, - COVID19 disinfecting wi	503.52.8500.526.60065	549.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Sq All Test & Inspect - O'Connor, - GC annual li	503.52.8600.527.40040	510.80
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Target 00025197 - Moynihan, - cleaning sup	503.52.8300.524.60065	11.98
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot 2843 - Sanderson, - COVID19 - plywo	503.52.8600.527.60012	358.29
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Usps Po 2688000062 - Moynihan, - postage stamps	503.52.8500.526.50035	22.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Walgreens #10641 - Moynihan, - COVID19 baby powde	503.52.8500.526.60010	12.03
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Winfield Solutions Eco - O'Connor, - GC herbicide	503.52.8600.527.60030	1,255.71
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Winfield Solutions Eco - O'Connor, - GC herbicide	503.52.8600.527.60035	2,107.72
Fund: 503 - INVER WOOD GOLF COURSE					66,085.40
BUDGET SANDBLASTING & PAINTING INC	231884	06/30/2020	Remove Graffiti from Ice Rink Rail	602.00.2100.415.40048	797.00
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	602.00.2100.415.30550	1.67
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Kremer Services - O'Connor, - GC equip repair thr	602.00.2100.415.40048	1,906.80

Vendor Name	Payment Number	Payment Date	Description (Payable)	Account Number	Amount
Fund: 602 - RISK MANAGEMENT					2,705.47
BOYER TRUCKS - MINNEAPOLIS	231792	06/23/2020	Engine performance diagnosis	603.00.5300.444.40041	194.59
DIAMOND MOWERS INC	231988	07/07/2020	Order# 0139915	603.00.5300.444.40041	640.66
EMERGENCY APPARATUS MAINTENANCE	231894	06/30/2020	Gauge 4 1/2"	603.00.5300.444.40041	922.69
EMERGENCY AUTOMOTIVE TECHNOLOGIES	231895	06/30/2020	Whelen ION	603.00.5300.444.40041	106.72
EMERGENCY AUTOMOTIVE TECHNOLOGIES	231895	06/30/2020	SPST Rocker	603.00.5300.444.40041	20.00
ENTERPRISE FM TRUST	231898	06/30/2020	Monthly Expenses	603.00.5300.444.70300	1,351.64
FERRELLGAS	231808	06/23/2020	Dock_33lb_CYL	603.00.5300.444.40041	53.00
GIP III ZEPHYR ACQUISITION PARTNERS, L.P.	231904	06/30/2020	Charges	603.00.5300.444.40020	2,542.08
GRAINGER	231812	06/23/2020	Universal Swivel 1000 PSi	603.00.5300.444.40040	108.00
HOSE / CONVEYORS INC	231814	06/23/2020	Grease Reel	603.00.5300.444.40040	648.77
INVER GROVE FORD	231818	06/23/2020	Cooling system repairs	603.00.5300.444.40041	2,818.63
INVER GROVE FORD	231916	06/30/2020	Part interchange	603.00.5300.444.40041	673.12
INVER GROVE FORD	231999	07/07/2020	Reservoir asy	603.00.5300.444.40041	246.97
INVER GROVE FORD	231999	07/07/2020	Hardware kit	603.00.5300.444.40041	280.88
INVER GROVE FORD	231999	07/07/2020	06/24/2020	603.00.5300.444.40041	302.97
L.T.G. POWER EQUIPMENT	231820	06/23/2020	Blade set, Gauge fuel	603.00.5300.444.40041	96.01
L.T.G. POWER EQUIPMENT	231820	06/23/2020	Spark plug, fuel filter	603.00.5300.444.40041	41.42
L.T.G. POWER EQUIPMENT	231922	06/30/2020	Clutch, labor, supplies	603.00.5300.444.40041	506.25
MACQUEEN EMERGENCY GROUP	231824	06/23/2020	light	603.00.5300.444.40041	1,770.01
MACQUEEN EMERGENCY GROUP	231824	06/23/2020	Drain, Freight & Radiator	603.00.5300.444.40041	6,467.39
MACQUEEN EMERGENCY GROUP	231824	06/23/2020	Replacements & Maintenance	603.00.5300.444.40041	1,387.43
MACQUEEN EMERGENCY GROUP	232007	07/07/2020	Order#003465	603.00.5300.444.40041	131.74
MANSFIELD OIL COMPANY	231825	06/23/2020	CONV 87 OCT E-10	603.140.1450060	125.00
MANSFIELD OIL COMPANY	231825	06/23/2020	CONV 87 OCT E-10	603.140.1450060	2,934.32
MANSFIELD OIL COMPANY	231825	06/23/2020	DYED B20 ULS2	603.140.1450060	2,931.71
MANSFIELD OIL COMPANY	231825	06/23/2020	DYED B20 ULS2 CLEAN365	603.140.1450060	2,781.64
MANSFIELD OIL COMPANY	231825	06/23/2020	CONV 87 OCT E-10	603.140.1450060	9,871.04
MANSFIELD OIL COMPANY	232009	07/07/2020	B/L NO 14650	603.140.1450060	3,214.20
MANSFIELD OIL COMPANY	232009	07/07/2020	B/L NO 14649	603.140.1450060	1,094.50
MANSFIELD OIL COMPANY	232009	07/07/2020	B/L NO 14649	603.140.1450060	3,961.12
METROWIDE PLUMBING LLC	231930	06/30/2020	Services performed	603.00.5300.444.40040	920.92
MID CITY SERVICES, INC.	231932	06/30/2020	14 Dust Mats and Services	603.00.5300.444.40065	71.00
MN DEPT OF REVENUE	DFT0010747	06/23/2020	May 2020	603.00.5300.444.60021	168.72
MN DEPT OF REVENUE	DFT0010808	06/20/2020	May 2020 - Sales & Use Tax	603.207.2070400	40.00
MOTOROLA SOLUTIONS, INC.	231934	06/30/2020	Remaining part of NTP letter 1261848	603.00.5300.444.80700	12,379.25
MTI DISTRIBUTING CO	231828	06/23/2020	114-4861 Tire	603.00.5300.444.60014	304.40
MTI DISTRIBUTING CO	231828	06/23/2020	Cup-scalp	603.00.5300.444.40041	38.66
MTI DISTRIBUTING CO	231828	06/23/2020	Blade 25.18" angled	603.00.5300.444.40041	130.50
MTI DISTRIBUTING CO	231828	06/23/2020	Bolt-Blade	603.00.5300.444.40041	23.76
MTI DISTRIBUTING CO	232016	07/07/2020	parts	603.00.5300.444.40041	141.50
NATURE CALLS, INC.	231937	06/30/2020	2 Portable Restrooms GC	603.00.5300.444.40040	120.00
NORTH AMERICAN TRAILER SALES	231831	06/23/2020	Mirror head alum	603.00.5300.444.40041	14.12
NORTH AMERICAN TRAILER SALES	231831	06/23/2020	Trailer Hitch Ball	603.00.5300.444.40041	17.54
NORTH AMERICAN TRAILER SALES	231831	06/23/2020	Trailer Hitch Ball	603.00.5300.444.40041	(17.54)
NORTH AMERICAN TRAILER SALES	232017	07/07/2020	Part 78123	603.00.5300.444.40041	149.40
NORTHERN SAFETY TECHNOLOGY INC	231938	06/30/2020	SO# 21117	603.00.5300.444.80700	4,889.96
O' REILLY AUTO PARTS	231832	06/23/2020	Copper Plug	603.00.5300.444.40041	8.97
O' REILLY AUTO PARTS	231940	06/30/2020	Battery	603.00.5300.444.40041	98.07
O' REILLY AUTO PARTS	231940	06/30/2020	3 Hacksaw BLD	603.00.5300.444.60012	5.97
O' REILLY AUTO PARTS	231940	06/30/2020	Muffler & Band Clamp	603.00.5300.444.40041	15.27
O' REILLY AUTO PARTS	231940	06/30/2020	A/T FLTR KIT	603.00.5300.444.40041	(15.02)
O' REILLY AUTO PARTS	231940	06/30/2020	TPMS SRVC KIT	603.00.5300.444.60012	11.97
O' REILLY AUTO PARTS	231940	06/30/2020	TPMS SRVC KIT	603.00.5300.444.60012	34.20
O' REILLY AUTO PARTS	232018	07/07/2020	V-Belt	603.00.5300.444.40041	19.58
POMP'S TIRE SERVICE, INC.	231946	06/30/2020	Police Enforcer	603.140.1450050	556.00
POMP'S TIRE SERVICE, INC.	231946	06/30/2020	LE3 OWL	603.00.5300.444.60014	421.96
POMP'S TIRE SERVICE, INC.	231946	06/30/2020	Dueller HT 685 OWI	603.00.5300.444.60014	526.56
PUMP AND METER SERVICE INC	231835	06/23/2020	Printer services on 5/12/2020	603.00.5300.444.40040	190.00
ROAD MACHINERY & SUPPLIES CO	231840	06/23/2020	plug, gasket, freight	603.00.5300.444.40041	41.20
ROAD MACHINERY & SUPPLIES CO	232026	07/07/2020	Order# 199248	603.00.5300.444.40041	292.50
SWEEPER SERVICES	232031	07/07/2020	Replace stretch conveyer belt	603.00.5300.444.40041	1,084.40
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	603.00.5300.444.30550	9.44
TITAN MACHINERY	232032	07/07/2020	Repair ride control	603.00.5300.444.40041	4,734.75
TOTAL CONSTRUCTION & EQUIP.	231965	06/30/2020	Job #40201046	603.00.5300.444.40040	544.87
TOWMASTER TRAILERS INC	231853	06/23/2020	INSTL TRUCK I.G.H.	603.00.5300.444.80700	101,611.00
TOWMASTER TRAILERS INC	231853	06/23/2020	Fuel Sur-Charge	603.00.5300.444.40041	102.69
TRUCK UTILITIES, INC.	231854	06/23/2020	2-5/16" HITCH BALL	603.00.5300.444.40041	24.77
TRUCK UTILITIES, INC.	231966	06/30/2020	LED MARKER	603.00.5300.444.40041	16.77
UNIFIRST CORPORATION	231969	06/30/2020	Clothing	603.00.5300.444.40065	129.22
UNIFIRST CORPORATION	231969	06/30/2020	Clothing	603.00.5300.444.60045	35.55
UNIFIRST CORPORATION	232036	07/07/2020	Clothing	603.00.5300.444.40065	129.22
UNIFIRST CORPORATION	232036	07/07/2020	Clothing	603.00.5300.444.60045	35.55
UNIFIRST CORPORATION	232036	07/07/2020	Clothing	603.00.5300.444.40065	165.44
UNIFIRST CORPORATION	232036	07/07/2020	Clothing	603.00.5300.444.60045	35.55
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amzn Mktp Us B92kf5fk3 - Jackson, R - Transfer Pum	603.00.5300.444.60012	319.99
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	In Advanced Graphix, - Lee, Katri - Advanced Grap	603.00.5300.444.80700	25.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Inver Grove Heights Ac - Ravn, Kyle - sander belt	603.00.5300.444.60012	27.07
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Officemax/Depot 6302 - Underdahl, - office supplie	603.00.5300.444.60010	66.53
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Vcn Mnstatepatrol - Jackson, R - Decals	603.00.5300.444.40041	28.50

Vendor Name	Payment Number	Payment Date	Description (Payable)	Account Number	Amount
WORLD FUEL SERVICES	231978	06/30/2020	Bill of Lading #30795241	603.140.1450050	1,986.86
WORLD FUEL SERVICES	231978	06/30/2020	Bill of Lading #30812924	603.00.5300.444.40041	138.10
ZIEGLER INC	231864	06/23/2020	Maintenance	603.00.5300.444.40040	526.25
ZIEGLER INC	231864	06/23/2020	Maintenance	603.00.5300.444.40040	526.25
ZIEGLER INC	231979	06/30/2020	Parts & Misc	603.00.5300.444.40040	3,046.99
Fund: 603 - CENTRAL EQUIPMENT					185,174.68
INNOVATIVE OFFICE SOLUTIONS	231817	06/23/2020	S28777	604.00.2200.416.60010	285.47
INNOVATIVE OFFICE SOLUTIONS	231817	06/23/2020	S28777	604.00.2200.416.60010	1,544.08
JACKSON HIRSH INC	232000	07/07/2020	Order# 0900236	604.00.2200.416.60010	112.92
QUADIENT, INC.	231836	06/23/2020	Part Replacement	604.00.2200.416.60010	278.50
US BANK EQUIPMENT FINANCE, INC.	231857	06/23/2020	Copiers	604.00.2200.416.40050	2,555.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amazon.Com Ah9m35n53 - Chiodo, Mo - electric stapl	604.00.2200.416.60010	87.29
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Coordinated Business - O'Connor, - city copiers	604.00.2200.416.40050	7,701.67
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Gs Direct Inc - O'Connor, - ink cartridges	604.00.2200.416.60010	399.60
Fund: 604 - CENTRAL STORES					12,964.53
AEP ONSITE PARTNERS, LLC	231784	06/23/2020	May services	605.00.7500.460.40020	2,994.36
CATHERINE M. PERME	231793	06/23/2020	1 Hour Presentation 5/7	605.00.7500.460.30700	365.00
M & J SERVICES, LLC	231823	06/23/2020	City Hall Concrete Replacement	605.00.7500.460.40040	1,785.00
M & J SERVICES, LLC	231823	06/23/2020	Concrete Replacement @ Police Entrance	605.00.7500.460.40040	3,451.00
MADISON NATIONAL LIFE INSURANCE COMPAN	232008	07/07/2020	July 2020	605.00.7500.460.20630	14.63
MCKINSTRY ESSENTION LLC	231928	06/30/2020	Preventive Maintenance	605.00.7500.460.30700	4,037.50
REFLECTIONS WINDOW WASHING, LLC	231839	06/23/2020	Window Cleaning - Silver Package x3	605.00.7500.460.40040	3,550.00
TASC GENESIS EMPLOYEE BENEFITS, INC	231850	06/23/2020	May-20	605.00.7500.460.30550	8.72
TOTAL CONSTRUCTION & EQUIP.	231852	06/23/2020	City Hall Parking Lot Light	605.00.7500.460.40040	1,419.69
TOTAL CONSTRUCTION & EQUIP.	231852	06/23/2020	CH Rewire Geothermal Pumps	605.00.7500.460.40040	475.09
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Acmetools.Com - O'Connor, - COVID19 disinfecting	605.00.7500.460.60011	42.37
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Acmetools.Com - O'Connor, - COVID19 disinfecting	605.00.7500.460.60011	45.39
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Acmetools.Com - O'Connor, - COVID19 refund to co	605.00.7500.460.60011	(45.39)
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Culligan Water Of lgh - O'Connor, - CH water svcs	605.00.7500.460.60016	75.90
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Dog Waste Depot - O'Connor, - dog waste bags	605.00.7500.460.60065	865.76
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Innovative Office Solu - O'Connor, - COVID19 hand	605.00.7500.460.60011	132.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	J H Larson Electrical - O'Connor, - light bulbs	605.00.7500.460.60016	139.20
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Mei Total Elevator Sol - O'Connor, - CH elevators	605.00.7500.460.40040	267.82
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Mkm Importers Inc - O'Connor, - COVID19 face mask	605.00.7500.460.60065	2,475.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Nac Mechanical & Elect - O'Connor, - Grove pool A	605.00.7500.460.40040	3,727.18
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Plunketts Pest Control - O'Connor, - pest svc	605.00.7500.460.40040	95.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	605.00.7500.460.60016	5.97
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	The Home Depot #2843 - Sanderson, - misc washers a	605.00.7500.460.60065	48.93
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	W W Goetsch Associates - O'Connor, - fix and repl	605.00.7500.460.40040	4,835.00
Fund: 605 - CITY FACILITIES					30,811.12
PRO-TECH DESIGN INC.	231834	06/23/2020	Enterprise Camera License	606.00.1400.413.80610	4,545.40
STRUCTURED NETWORK SOLUTIONS, INC.	231960	06/30/2020	Installer & Technician Labor	606.00.1400.413.80610	1,776.00
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Amazon.Com 7s06a1ny3 - Gade, Marc - COVID19 keybo	606.00.1400.413.80610	69.80
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Bestbuycom805804342358 - Gade, Marc - COVID19 lapt	606.00.1400.413.80610	964.99
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Dmi Dell Bus Online - Gade, Marc - COVID headset	606.00.1400.413.80610	212.04
Fund: 606 - TECHNOLOGY FUND					7,568.23
2ND WIND EXERCISE, INC.	231980	07/07/2020	Equipment	702.229.2291000	24,417.58
BARR ENGINEERING COMPANY	231788	06/23/2020	Proj 057	702.229.2282803	422.00
BARR ENGINEERING COMPANY	231788	06/23/2020	Proj 057	702.229.2283203	2,873.90
BARR ENGINEERING COMPANY	231788	06/23/2020	Proj 057	702.229.2285902	227.00
BOLTON & MENK, INC.	231791	06/23/2020	Scenic Hills Lift review	702.229.2292502	700.00
BOLTON & MENK, INC.	231791	06/23/2020	Scenic Hills Lift	702.229.2292502	420.00
EMMONS & OLIVIER RESOURCES	231806	06/23/2020	April Services	702.229.2282003	199.70
EMMONS & OLIVIER RESOURCES	231806	06/23/2020	April Services	702.229.2282100	263.20
EMMONS & OLIVIER RESOURCES	231806	06/23/2020	April Services	702.229.2292502	952.50
EMMONS & OLIVIER RESOURCES	231806	06/23/2020	April Services	702.229.2304602	127.00
EMMONS & OLIVIER RESOURCES	231806	06/23/2020	April Services	702.229.2306802	161.50
STEARNS COUNTY COURT ADMINISTRATION	231847	06/23/2020	Michael Smith Warrant# 19040278	702.229.2291000	297.00
TOTAL CONSTRUCTION & EQUIP.	231965	06/30/2020	Labor & Services	702.229.2291000	10,607.99
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Culligan Water Of lgh - O'Connor, - CH water svcs	702.229.2286300	45.05
WELLS FARGO CREDIT CARD ACH	232040	07/07/2020	Nor Northern Tool - Folmar, Se - Northern Tool- Gy	702.229.2291000	235.66
Fund: 702 - ESCROW FUND					41,950.08
Grand Total					1,558,294.02

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PERSONNEL ACTIONS

Meeting Date: July 13, 2020
 Item Type: Consent Agenda
 Contact &
 Reviewed by: Janet Shefchik, HR Manager
 Prepared by: Cora Bauer, HR Coordinator

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Staff requests that Council confirm and approve the personnel actions listed below.

Full-Time Employment:

Brandon Kelting, Sergeant (Promotion)

Temp/Seasonal Employment:

Alaina Friske, Swim Instructor
 Austin Penttila, Lifeguard
 Dale Runkle, Golf Course Ranger
 Grace Erickson, Swim Instructor
 Grace Sullivan, Fitness Worker
 Hannah Danielson, Lifeguard
 Hannah Saunders, Swim Instructor
 Tessa Rugg, Tennis Instructor
 Vivian Nguyen, Lifeguard
 Zachary Lao, Lifeguard

Voluntary Resignations and or Terminations:

Carlos Sosa Viscarra, Firefighter
 Maria Turbett, Fitness Instructor
 Nancy Harkness, Fitness Worker
 Nancy Kolstad, Fitness Instructor
 Phil Hagen, Fitness Worker
 Yvonne Berry, Fitness Worker

CITY OF INVER GROVE HEIGHTS**REQUEST FOR COUNCIL ACTION****Consider Approving a Resolution Appointing Election Judges for the Minnesota State Primary.**

Meeting Date: July 13, 2020
 Item Type: Consent
 Contact: 651-450-2513
 Prepared by: Rebecca Kiernan, City Clerk
 Reviewed by:

Fiscal/FTE Impact:

☐	None
☒	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested - N/A
☐	Other

PURPOSE/ACTION REQUESTED

Consider Approving a Resolution Appointing Election Judges for the upcoming Minnesota State Primary on August 11, 2020.

SUMMARY

Minnesota Statue 204B.21 provides that election judges for precincts in a municipality shall be appointed by the governing body of the municipality and the appointments shall be made at least 25 days before the election that they will serve.

Staff asks the Council to consider approval of the Resolution.

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2020- 131

RESOLUTION APPOINTING ELECTION JUDGES

WHEREAS, Minnesota Statute provides that election judges for precincts in a municipality shall be appointed by the governing body of the municipality; and

WHEREAS, the appointments shall be made at least 25 days before the election at which the election judges will serve; and

WHEREAS, guidelines have been established for the appointment of election judges; judges must be able to:

- read, write, and speak English;
- carry out instructions given by election administrators and Head Judges;
- learn and follow current election laws as provided by Minnesota Statute;
- answer questions and provide clear instructions to voters;
- work well with other election judges and the general public

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Inver Grove Heights, Minnesota, that the individuals listed on the attached exhibit are appointed to serve as election judges for the August 11, 2020 Minnesota State Primary at the hourly rate of \$12.00 for election judges and \$14.00 for head judges.

BE IT FURTHER RESOLVED that the City Clerk and/or the Deputy Clerk shall be authorized to appoint additional judges as needed to conduct this election.

DATED this 13th day of July 2020.

George Tourville, Mayor

Attest:

Rebecca Kiernan, City Clerk

<u>First Name</u>	<u>Last Name</u>
Josephine	Allaire
Suzette	Allaire
Theresa	Allen
Patricia	Anaya
Francis	Anderson
Cheryl	Anderson
Shelley	Averbook
Linda	Baker
Shannon	Battles
Jennifer	Beck-Brown
Gerald	Biese
Susan	Blanton
Isabel	Brandt
Renee	Briguet
Jennifer	Brown
Karen	Bryngelson
Beverly	Carey
Rita	Clare
Christina	Cowman-Eggert
Margaret	Cudahy
Barbara	Cysiewski
Dan	Dahlke
Joan	Davenport
Lauren	DeGidio
Lori	DeMaio
Katherina	Dosh
Thomas	Duerre
Nancy	Duerscherl
JoAnn	Dwornicki
Misty	Easton
Mary	Egging
ALAN	EGGING
Albert	Eiden
Bruce	Ekholm
Joann	Facente
Mary	Forrest
Bette Lou	Friedrich
Karen	Geene
Stephanie	Geisler
Nora	Gottwalt
Chris	Grinsteinner
Wendy	Haavisto
Judith	Hamen
Elsa	Hanson
Lynn	Hartman

<u>First Name</u>	<u>Last Name</u>
Diane	Hawkins
Hannah	Heiss
Jeanne	Hernandez
Bonnie	Hill
Betty	Hockinson
Greg	Hoven
Eugene	Jensen
Patrice	Johnson
Thomas	Johnson
Ellie	Johnson
Ben	Johnston
Margaret (Peg)	Johnston
Robert	Jordan
Jim	Karels
Jody	Karels
AnneMarie	Kaul
Alejandro	Ketchel
Mahbubur	Khan
Ashley	Kimlinger
Sara	Klasky
GLORIA	KOHLER
Carolyn	Krech
Leslie	Krona
Judy	Larson
JoEllen	Iemke
Jerry	Lemke
Alice	Lesney
Susan	LeVahn
Karen	Levinskas
Deanna	Lombardi
Gary	Lothenbach
Clifford	MacDonald
Andrea	Macias
Tina	Mai
Greg	Malecha
Ramy	Mansour
Elaine	Maples
Susan	Marcotte
Bradley	Mathison
Roger	Maupin
Laura	McGlauchlen
mary	mcquade
John	McQuade
Kathy	Michels
Linda	Mishler

First Name	Last Name
Susan	Mishler
Arlene	Moehring
Danielle	Moynihan
Sharon	Mueller
Sean	Neibacher
Tammy	Ngo
James	Norquist
David	Novack
Richard	Novotny
Paul	Nystuen
Teri	O'Connor
Julie	Olson
Jay	Ordoyne
Clndy	Pachura Thoms
Kymn	Paulson
Jenna	Pederson
Dian	Piekarski
Lynn	Piekarski
Ardis	Pieper
Michael	Pliml
Linnea	Raessler
Franklin	Rekow
hel	Rich
Tebriel	Roberts
Robert	Rooney
Katherine	Rother
Kathy	Schowalter
Jacquelyn	Schreiber
Connie	Schultz
JoEllen	Schwake
Darlene	Scott
Malachi	Slaughter
Ron	Smith
Jacob	Solmonson
Kimberly	Sosa Silva
Sally	Staker
Tarishia	Stanley
Mary	Sullivan
Kayla	Sweeney
Marcia	Taple
Cheryl	Tietz
Ted	Trenzeluk
Shirley	Tresselt
Charles	Turner
Janet	Ulve

First Name	Last Name
Rochelle	Umlauf
Brenna	Veenstra
Alexis	Verdeja
PattiJo	Verdeja
Miala	Verdeja
Dawn	Vorderbruggen Gaetke
Stuart	Waldhauser
Richard	Webb
Jane	Weber
Nicholas	Weis
Kathryn	Weiss
Ruby	Westlund
Ruby	Westlund
Dennis	Wippermann
Nancy	Wright
Francis	Yengistic
Alul	Yesak
MariAnne	Young
Manal	Youssef
Jeanne	Zimmer
Courtney	Zinter
Gina	Zurek

CITY OF INVER GROVE HEIGHTS**REQUEST FOR COUNCIL ACTION**

Refund of Partial On-Sale and Sunday Liquor License Fees

Meeting Date: July 13, 2020
Item Type: Consent
Contact: 651-450-2513
Prepared by: Rebecca Kiernan, City Clerk
Reviewed by:

Fiscal/FTE Impact:

- | | |
|-------------------------------------|------------------------------------|
| ☐ | None |
| ☐ | Amount included in current budget |
| ☒ | Budget amendment requested |
| ☐ | FTE included in current complement |
| ☐ | New FTE requested - N/A |
| ☐ | Other |

PURPOSE/ACTION REQUESTED

On March 13, 2020, Governor Tim Walz, by way of Emergency Executive Order 20-01, declared a Peacetime State of Emergency. This Stay at Home Executive Order was in effect until June 1, 2020, when Emergency Executive Order 20-56 allowed for businesses to open with precautionary measures.

Some Liquor License holders have been in contact with the City to work out a satisfactory refund amount to assist in the time period where they had little to no business income.

Refund amounts are to be twenty-one percent of their normal yearly fee. Attached is a spreadsheet determining those refunds. Individual businesses may determine if they want a refund check or have the refund applied to their 2021 renewals.

SUMMARY

Staff recommends refunding a portion of the On-Sale and Sunday Liquor License Fees for the time period of March 15th through May 31, 2020.

[illegible]

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2020-132

**COVID-19 BUSINESS ASSISTANCE PROGRAM
FOR LICENSED BUSINESSES CLOSED BY EXECUTIVE ORDER 20-04**

WHEREAS, the Governor declared a Peacetime State of Emergency due to the COVID-19 pandemic and issued Executive Order 20-24 which required many businesses to close their doors; and

WHEREAS, the Governor issued Executive Order 20-63, rescinding Executive Order 20-24 effective at the end of the day on May 31, 2020; and

WHEREAS, business closures that Executive Order 20-04 required caused hardships for local businesses and it is unknown if future orders will require businesses to close their doors; and

WHEREAS, the Mayor declared a local state of emergency due to the COVID-19 pandemic and the City Council consented to the declaration of emergency;

WHEREAS, the State and the City remain under declarations of emergency at this time; and

WHEREAS, pursuant to its declaration of emergency, the City Council is authorized to promulgate regulations, consistent with applicable federal or state law, that are required to protect the public safety, health, and welfare; and

WHEREAS, federal and state responses to the pandemic include and encourage providing economic support to address local business interruptions caused by COVID-19 related closures; and

WHEREAS, the City Code requires certain business which allow the on-sale of alcoholic beverages to be licensed and to pay annual license fees, including, among others, On-Sale Intoxicating Liquor, Club, Sunday, and wine and beer licenses ("Eligible Licensees"); and

WHEREAS, the City Council finds that it is in the interest of the public welfare to provide emergency economic assistance to Eligible Licensees in the form of a pro rata reduction of their annual 2020 license fees to reflect the days during which Executive Order 20-04 required their closure, and intends to utilize a portion of its share of Coronavirus Aid, Relief, and Economic Security (CARES Act) funding for this refund as a form of economic support to small businesses whose business operations involving the on-sale of alcoholic beverages were subject to interruption as a result of the state-mandated business closures this spring.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Inver Grove Heights, Minnesota, as follows:

1. The 2020 annual license fees paid by Eligible Licensees for on-sale alcoholic beverage-related licenses are hereby reduced as follows:
 - a. The total license fees paid by Eligible Licensees for on-sale liquor licenses for the 2020 license term shall be reduced by a total of twenty-one percent (21%).
 - b. The amount of the reduction shall be refunded to the Eligible Licensees.
2. The appropriate City staff are hereby authorized and directed to take all necessary steps to implement the foregoing.

Adopted by the City Council of the City of Inver Grove Heights this 13th day of July, 2020.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

By: _____
Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: July 13, 2020
 Item Type: Consent Agenda
 Contact:
 Prepared by: Joe Lynch, City Administrator
 Reviewed by:

Fiscal/FTE Impact:

- | | |
|-------------------------------------|------------------------------------|
| ☐ | None |
| ☐ | Amount included in current budget |
| ☐ | Budget amendment requested |
| ☐ | FTE included in current complement |
| ☐ | New FTE requested – N/A |
| ☒ | Other |

PURPOSE/ACTION REQUESTED

Council is asked to approve the enclosed contract for services agreement with Messerli Kramer to assist with lobbying and legislative support in 2021. This contract replaces one previously in place with Messerli Kramer and one with Joel Carlson

SUMMARY

The City of Inver Grove Heights has used lobbying firms to assist the city in help obtaining special legislation (Sales Tax Exemption) and direct bonding funding (70th Street/Argenta Trail) at the State Capitol. Mr. Joel Carlson had previously provided help with the special legislation for the funding from DEED for the Landfill revenue loss. The cost for both services was \$47,000. Messerli's cost was \$35,000 and Joel Carlson was \$12,000.

I recommend that the city combine these services into one firm, for a reduced overall cost, from Messerli Kramer. The cost is \$41,000 for 2021. This cost is funded out of the Host Community Fund. This will be added to the Host Community Fund Budget for 2021.

MESSERLI & KRAMER, P.A.
and
CITY OF INVER GROVE HEIGHTS

Contract for Government Relations Services
2021 Legislative Session Representation

This contract for the provision of government relations services is entered into between Messerli & Kramer P.A. and the City of Inver Grove Heights.

SERVICES TO BE PROVIDED

During the period January 1, 2021 through December 31, 2021, Messerli and Kramer will provide government affairs services on behalf of the City of Inver Grover Heights for items included on the City's 2021 Legislative Platform. Katy Sen will be lead lobbyist from Messerli and Kramer.

LEGISLATIVE SERVICES TO BE PROVIDED

Lobbying. Messerli & Kramer will provide legislative lobbying for the City of Inver Grove Heights on items included on the City's Legislative Platform. This includes monitoring and lobbying on grants through DEED that impact the City; monitoring bill introductions; monitoring hearings of interest to the City; drafting of bills; requesting bill hearings; lobbying key legislators and executive branch staff. The Firm will provide advice on strategy and process to represent the interests of the City at the Legislature.

Liaison with State Government Officials. Messerli and Kramer will facilitate meetings with the Governor's Office and other members of the executive branch as needed.

BUDGET

For legislative services as outlined above related to the City of Inver Grove Heights, for the term of the contract, Messerli & Kramer will charge a retainer of \$41,000. This fee is payable in the amount of \$6,400 per month in the months of January, February, March, April, and May (the months of session) and \$1,500 in June, July, August, September, October, November. Invoices will be presented on a monthly basis, and payments will be due upon receipt. If the City includes significant legislative items in their 2021 Legislative Platform beyond what they have included the last five years, the City and Messerli Kramer can revisit the scope and retainer in this contract.

CONFLICTS OF INTEREST

Messerli & Kramer is aware that conflicts between clients can be harmful to their legislative programs. Together with this contract we have included a copy of Messerli & Kramer's Conflict of Interest policy and a list of current governmental relations clients. Included are the procedures that will follow should a conflict of interest arise. Once the City passes the 2021 Legislative Platform, Messerli Kramer will review to ensure there are no conflicts.

AMENDMENTS

Amendments to this contract may be made upon the request of either party and upon their mutual consent of the same.

TERMINATION

This contract may be terminated by either party upon 30 days written notice to the other party.

This contract is entered into on the _____ day of _____ 2020 by

Nancy Haas
Shareholder
Messerli & Kramer, P.A.

Joe Lynch
City Manager
City of Inver Grove Heights

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Request #2 for the Salem Hills Athletic Court Project

Meeting Date: July 13, 2020
 Item Type: Consent Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Brian Swoboda

☐	Fiscal/FTE Impact:
☐	None
☒	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

The Council is asked to approve Pay Request #2 to Bituminous Roadways in an amount of \$71,582.50. The project is funded by the Park Capital Replacement Fund (Fund 444).

SUMMARY

The City awarded a contract to Bituminous Roadways on April 13, 2020 in the amount of \$154,750.

The contract with Bituminous Roadways is as follows:

Bituminous Roadways	\$154,750
Total	\$154,750

The overall project costs are as follows:

Fred Kolkman Tennis & Sport Services LLC	\$9,000	Design and Engineering
NTI Inc.	\$3,500	Geo-Technical
Fred Kolkman Tennis & Sport Services LLC	\$6,500	Construction observation and administration
Bituminous Roadways	\$154,750	Construction
Total	\$173,750	



1520 Commerce Drive
Mendota Heights, MN 55120
651-686-7001 • inquiry@bitroads.com

INVOICE NUMBER
29206
INVOICE DATE
06/26/20

B
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T
O

City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Customer No. 35265

BRI Project No. 2000208
Project Description: Salem Hills Park Athletic Courts
Estimate #2 through 6/30/20.
Purchase Order # 2020-04

	Contract Amount	Completed To Date	Completed This Estimate
Original Contract Amount	\$154,750.00	\$125,250.00	\$75,350.00
Total Change Orders	\$0.00	\$0.00	\$0.00
	\$154,750.00	\$125,250.00	\$75,350.00
Less Bond		\$0.00	\$0.00
		\$125,250.00	\$75,350.00
Less Retainage		(\$6,262.50)	(\$3,767.50)
		\$118,987.50	\$71,582.50
Less Previous Payments		(\$47,405.00)	\$0.00
Balance Due		<u>\$71,582.50</u>	<u>\$71,582.50</u>

Thank You

WE ACCEPT ALL MAJOR CREDIT CARDS
INVOICE DUE UPON RECEIPT. A FINANCE CHARGE OF 1 1/2% PER MONTH (18% PER YEAR) WILL BE CHARGED ON ANY BALANCE OVER 30 DAYS PAST DUE.

PAYMENT APPLICATION

Page 1

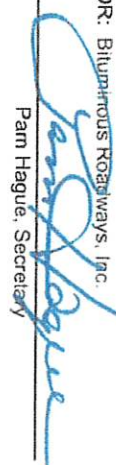
TO: City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077 Attn: Accounts Payable Bituminous Roadways, Inc. 1520 Commerce Drive Mendota Heights, MN 55120 FOR: Court Improvements	PROJECT 2000208 NAME AND LOCATION: Salem Hills Park Athletic Courts ARCHITECT: Tennis & Sport Surfaces, LLC 1921 Mayfair Road Grafton, WI 53024	APPLICATION # 2 PERIOD THRU: 06/30/2020 PROJECT #: 2020-04 DATE OF CONTRACT: 04/13/2020 Distribution to: ☒ OWNER ☒ ARCHITECT ☐ CONTRACTOR
---	--	--

CONTRACTOR'S SUMMARY OF WORK

Application is made for payment as shown below.
Continuation Page is attached.

1. CONTRACT AMOUNT	\$154,750.00
2. SUM OF ALL CHANGE ORDERS	\$0.00
3. CURRENT CONTRACT AMOUNT (Line 1 +/- 2)	\$154,750.00
4. TOTAL COMPLETED AND STORED (Column G on Continuation Page)	\$125,250.00
5. RETAINAGE:	
a. 5.00% of Completed Work (Columns D + E on Continuation Page)	\$5,987.50
b. 5.00% of Material Stored (Column F on Continuation Page)	\$275.00
Total Retainage (Line 5a + 5b or Column I on Continuation Page)	\$6,262.50
6. TOTAL COMPLETED AND STORED LESS RETAINAGE (Line 4 minus Line 5 Total)	\$118,987.50
7. LESS PREVIOUS PAYMENT APPLICATIONS	\$47,405.00
8. PAYMENT DUE	\$71,582.50
9. BALANCE TO COMPLETION (Line 3 minus Line 6)	\$35,762.50

Contractor's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) the Work has been performed as required in the Contract Documents, (2) all sums previously paid to Contractor under the Contract have been used to pay Contractor's costs for labor, materials and other obligations under the Contract for Work previously paid for, and (3) Contractor is legally entitled to this payment.

CONTRACTOR: Bituminous Roadways, Inc.
 By:  Date: 06/26/2020
 Pam Hague, Secretary

ARCHITECT'S CERTIFICATION

Architect's signature below is his assurance to Owner, concerning the payment herein applied for, that: (1) Architect has inspected the Work represented by this Application, (2) such Work has been completed to the extent indicated in this Application, and the quality of workmanship and materials conforms with the Contract Documents, (3) this Application for Payment accurately states the amount of Work completed and payment due therefor, and (4) Architect knows of no reason why payment should not be made.

CERTIFIED AMOUNT:

(If the certified amount is different from the payment due, you should attach an explanation. Initial all the figures that are changed to match the certified amount.)

By:  Fred Kolkmann
 Date: 6/27/20

Neither this Application nor payment applied for herein is assignable or negotiable. Payment shall be made only to Contractor, and is without prejudice to any rights of Owner or Contractor under the Contract Documents or otherwise.

CONTINUATION PAGE

Page 2 of 2

Payment Application containing Contractor's signature is attached.

PROJECT:

2000208

Salem Hills Park Athletic Courts

APPLICATION #:

2

DATE OF APPLICATION:

06/26/2020

PERIOD THRU:

06/30/2020

PROJECT #s:

2020-04

A	B	C	D		E	F	G		H	I
ITEM #	WORK DESCRIPTION	SCHEDULED AMOUNT	COMPLETED WORK		AMOUNT THIS PERIOD	STORED MATERIALS (NOT IN D OR E)	TOTAL COMPLETED AND STORED (D + E + F)	% COMP. (G / C)	BALANCE TO COMPLETION (C-G)	RETAINAGE (If Variable)
			AMOUNT PREVIOUS PERIODS							
1	Surveying	\$3,000.00	\$0.00		\$3,000.00	\$0.00	\$3,000.00	100%	\$0.00	
2	Silt & Safety Fence	\$4,300.00	\$3,300.00		\$0.00	\$0.00	\$3,300.00	77%	\$1,000.00	
3	Reclaim	\$5,000.00	\$5,000.00		\$0.00	\$0.00	\$5,000.00	100%	\$0.00	
4	Grade Base & Compact	\$17,000.00	\$0.00		\$17,000.00	\$0.00	\$17,000.00	100%	\$0.00	
5	Fencing	\$41,350.00	\$18,000.00		\$18,350.00	\$0.00	\$36,350.00	88%	\$5,000.00	
6	Concrete Maintenance Strip	\$18,100.00	\$18,100.00		\$0.00	\$0.00	\$18,100.00	100%	\$0.00	
7	Asphalt Base	\$14,500.00	\$0.00		\$14,500.00	\$0.00	\$14,500.00	100%	\$0.00	
8	Net Posts, Tie Downs, Basketball Standards	\$12,000.00	\$0.00		\$6,500.00	\$5,500.00	\$12,000.00	100%	\$0.00	
9	Asphalt Wear	\$16,000.00	\$0.00		\$16,000.00	\$0.00	\$16,000.00	100%	\$0.00	
10	Colorcoat & Striping	\$23,500.00	\$0.00		\$0.00	\$0.00	\$0.00	0%	\$23,500.00	
TOTALS		\$154,750.00	\$44,400.00		\$75,350.00	\$5,500.00	\$125,250.00	81%	\$29,500.00	

CONTINUATION PAGE

Quantum Software Solutions, Inc. Document

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Making an Election Not to Waive the Statutory Tort Limits for Liability Insurance Purposes

Meeting Date: July 13, 2020
 Item Type: Consent
 Contact: Amy Hove, 651-450-2521
 Prepared by: Bill Schroepfer, Accountant
 Reviewed by: Amy Hove, Finance Director

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Approve the resolution making an election not to waive the statutory tort limit for liability insurance purposes.

SUMMARY

The City procures its liability insurance from the League of Minnesota Cities Insurance Trust (LMCIT). LMCIT requires City Council to make an annual election to waive or not waive statutory tort limits. The City has never waived the tort limit. The attached resolution merely confirms current practice for the City and is in conformance with the majority of Minnesota cities.

Minnesota Statutes 466.04 currently sets the maximum liability limits for cities at \$500,000 per claimant and \$1,500,000 per occurrence. The City's current insurance policies provide coverage up to the tort liability limits as provided by Minnesota Statutes. LMCIT does allow cities to waive those limits if they so choose. Since cities have a choice to waive or not to waive LMCIT requires cities to make the election annually.

I recommend that the Council adopt the attached resolution making an election not to waive the statutory tort limit for liability insurance purposes.

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2020-133

**RESOLUTION MAKING AN ELECTION NOT TO WAIVE THE STATUTORY TORT
LIMITS FOR LIABILITY INSURANCE PURPOSES**

WHEREAS, Minnesota Statutes Chapter 466 deals with tort liability for cities; and

WHEREAS, Minnesota Statutes 466.04 currently sets the maximum liability limits for cities at \$500,000 per claimant and \$1,500,000 per occurrence; and

WHEREAS, the City procures its insurance from the League of Minnesota Cities Insurance Trust (LMCIT); and

WHEREAS, LMCIT allows the City an option to waive those limits; and

WHEREAS, LMCIT has asked the City to make the election annually with regards to waiving or not waiving its tort liability established by Minnesota Statutes 466.04.

NOW, THEREFORE BE IT RESOLVED, BY THE CITY OF INVER GROVE HEIGHTS does hereby elect not to waive the statutory tort limits established by Minnesota Statutes 466.04.

Adopted by the City of Inver Grove Heights this 13th day of July 2020.

Ayes: 5
Nays: 0

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider setting Monday, July 27, 2020 at 5:30 pm for a Special Meeting to begin 2021 Budget Discussions

Meeting Date: July 13, 2020
 Item Type: Consent
 Contact: Amy Hove, 651-450-2521
 Prepared by: Amy Hove, Finance Director
 Reviewed by: Joe Lynch, City Administrator

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Consider setting Monday, July 27, 2020 at 5:30 pm for a Special Meeting to begin 2021 Budget Discussions

SUMMARY

In a normal fiscal year, budget discussions would start in May. Unfortunately, there was a large amount of catch-up required to complete the audit on time and finalize the 2020-2024 capital improvement financing plan. Because of that and the necessity to track costs related to COVID-19 and civil unrest activities, the finance department was not prepared to start working on the budget in May. Budget preparation began in early June and Department Heads met on June 30, 2020 to review 2021 General Fund requests. The discussion was productive, but it was determined another meeting was necessary to consolidate and prioritize requests. Department Heads will meet July 14, 2020 to review updated numbers and continue this discussion.

Originally, staff planned to bring 2021 budget information forward at the July 6, 2020 Council Work Session. Given this material was not ready, it was removed from the agenda.

Staff recommends setting a Special City Council Meeting for Monday, July 27, 2020 for 5:30 p.m. to be held both remotely and in City Council Chambers located at 8150 Barbara Avenue, Inver Grove Heights. Notice will be posted and published, including call in information.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CONSIDER APPROVAL OF AGREEMENT TO RELEASE AND TRANSFER OWNERSHIP OF K-9 KATO TO OFFICER RYAN ROSE

Meeting Date: July 13, 2020

Item Type: Police

Contact: Commander Dennis Haugland, 651-450-2460

Fiscal/FTE Impact:

☒	None
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Council is requested to consider approval of the attach Resolution and K-9 Release Agreement transferring ownership of retired K-9 Kato to his handler, Officer Ryan Rose.

SUMMARY

The City acquired K-9 Kato in 2018, and since he was acquired, he has worked with and been handled by Officer Ryan Rose. Unfortunately, Kato must be retired due to medical issues which prevent K-9 Kato from continuing to serve as a working K-9 with the Inver Grove Heights Police Department. The City Council is requested to consider the attached resolution and K-9 Release Agreement authorizing the release and transfer of ownership of K-9 Kato to Officer Ryan Rose.

ATTACHMENTS

1. Resolution No. 2020-134
2. K-9 Release Agreement

RESOLUTION NO. 2020- 134

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

**A RESOLUTION DECLARING K-9 KATO TO BE SURPLUS PROPERTY AND
TRANSFERRING THE OWNERSHIP OF K-9 KATO**

WHEREAS, the City is the owner of the K-9 herein after described that was trained and used in police work by the Inver Grove Heights Police Department; and

WHEREAS, the City has retired the K-9 known as “Kato” from service and desires to transfer title and possession of the K-9 to Inver Grove Heights Police Department Officer Ryan Rose for nominal value, who desires to accept title and possession, upon the terms and conditions contained in a Release Agreement.

NOW, THEREFORE, be it resolved that the City Council of the City of Inver Grove Heights does hereby authorize that the City hereby declares the K-9 known as “Kato” to be surplus property and does grant, bargain, and convey the K-9 Kato unto Officer Rose, his heirs, personal representatives and assigns under the terms and conditions of the attached Release Agreement.

Adopted by the City Council of the City of Inver Grove Heights Minnesota this 13th day of July, 2020.

CITY OF INVER GROVE HEIGHTS

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

K-9 RELEASE AGREEMENT

WHEREAS, the City of Inver Grove Heights ("City") has a K-9 program wherein it purchases a K-9 for use in its law enforcement activities; and

WHEREAS, the K-9 known as Kato ("K-9") was previously handled by Inver Grove Heights Officer Ryan Rose ("Officer Rose") of the Inver Grove Heights Police Department and has now been retired, declared as surplus and is available to be released to Officer Rose for nominal value; and

WHEREAS, Officer Rose has agreed to take ownership and possession of the K-9, subject to the terms and conditions of this Release Agreement ("Agreement").

NOW, THEREFORE, it is hereby agreed by and between the parties as follows:

1. Officer Rose has agreed to take ownership and possession of the above-referenced K-9 from the City. Officer Rose hereby agrees to release, hold harmless and indemnify the City, its elected officials, predecessors, successors, assigns, past and present officers, directors, employees, agents and representatives, including members of the Inver Grove Heights Police Department, from and against any and all actions, causes of action, claims, and demands, whatsoever, whether or not well founded in law or in fact, and whether or not based upon statute or common law, of all suits, debts, sums of money, accounts, reckonings, notes, covenants, contracts, agreements, promises and claims or demands whatsoever that it ever had, now has, or may hereinafter have against the City arising out of the taking ownership and possession of the K-9, including but not limited to any claims related to actions of the K-9, such as bites or other aggressive behavior, occurring after the date of this Agreement.
2. Officer Rose acknowledges that the K-9 has received aggression training and has been used in police work by the Police Department of the City, and with that knowledge accepts title and possession of the K-9 and responsibility for the actions of the K-9 from and after the date of this Agreement.
3. Officer Rose, acknowledging the potential dangerous propensities of the K-9, hereby releases, acquits and forever discharges the City, its officials, officers and employees, of and from any and all claims, actions, causes of action, demands, rights, damages, costs, expenses, and compensation which may hereafter accrue on account of or in any way growing out of personal injuries and property damage and the consequences thereof, to Officer Rose or his property, caused by the K-9, except such as result from the willful act or omission of the City.
4. Officer Rose agrees to take ownership based on his personal observations of the K-9 and with the full understanding that the City does not make any promises, representations, guarantees, or provide any warranty as to the K-9's fitness or condition. Officer Rose has read the foregoing agreement and it is under these conditions that he agrees to accept ownership and possession of the K-9. Officer Rose agrees that he shall be solely responsible for the care of the K-9, including but not limited to all future vet bills for the K-9's future veterinary care.

5. The City agrees to release the K-9 to Officer Rose for nominal value, the receipt and sufficiency of which is hereby acknowledged, subject to the terms and conditions of this Agreement.

[REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

SIGNATURE PAGE-K-9 RELEASE AGREEMENT

CITY OF INVER GROVE HEIGHTS

George Tourville
Mayor

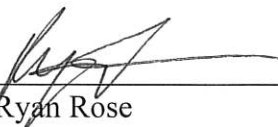
ATTEST

Rebecca Kiernan
City Clerk

Date: _____

SIGNATURE PAGE-K-9 RELEASE AGREEMENT

OFFICER RYAN ROSE


By: Ryan Rose

Date: 7/7/2020

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Agreement Relating to Landowner Improvements Within City Easement for 3505 100th St. (Lot 16, Block 3, Leitch Estates)

Meeting Date: July 13, 2020
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651-450-2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

	Fiscal/FTE Impact:
☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Approve Agreement Relating to Landowner Improvements Within City Easement for 3505 100th St. (Lot 16, Block 3, Leitch Estates).

SUMMARY

The owners of 3505 100th St. have requested permission from the City to construct landowner improvements within a City D&U Easement.

The owners, William and Sabrina Johnson, have provided the required construction plans needed for landowner improvements. William and Sabrina Johnson have signed an Agreement Relating to Landowner Improvements Within City Easement (attached). A \$1,500.00 engineering escrow has been provided to cover City Attorney fees and any costs incurred by the City for review and inspection of the landowner improvements.

It is recommended that the City Council approve the Agreement Relating to Landowner Improvements Within City Easement for 3505 100th St. (Lot 16, Block 3, Leitch Estates).

TJK/mw

Attachments: Agreement Relating to Landowner Improvements Within City Easement

**AGREEMENT RELATING TO LANDOWNER
IMPROVEMENTS WITHIN CITY EASEMENT ON
LOT 16, BLOCK 3, LEITCH ESTATES,
INVER GROVE HEIGHTS, DAKOTA COUNTY, MINNESOTA**

THIS AGREEMENT RELATING TO LANDOWNER IMPROVEMENTS WITHIN CITY EASEMENT ON LOT 16, BLOCK 3, LEITCH ESTATES, INVER GROVE HEIGHTS (Agreement) is made this 13th day of July, 2020, by and between the City of Inver Grove Heights (hereafter referred to as “City”), a Minnesota municipal corporation, and William D. Johnson and Sabrina Johnson, husband and wife (hereafter referred to as “Landowner”). Based on the covenants, agreements, representations and recitals herein contained the parties agree as follows:

**ARTICLE 1
TERMS**

1.1 Terms. Unless specifically defined elsewhere in this Agreement, the following terms shall have the following meanings.

1.2 City. “City” means the City of Inver Grove Heights, a Minnesota municipal corporation.

1.3 Subject Land. “Subject Land” means that certain real property located in the City of Inver Grove Heights, Dakota County, Minnesota legally described as follows:

Lot 16, Block 3, Leitch Estates, Dakota County, Minnesota.

1.4 City Easement. “City Easement” means the following easement located on the Subject Land:

The platted drainage and utility easement located on the west side of the Subject Land dedicated in the plat of Leitch Estates, Dakota County, Minnesota.

1.5 Landowner. “Landowner” means William D. Johnson and Sabrina Johnson, husband and wife, and their assigns and successors in interest with respect to the Subject Land.

1.6 Formal Notice. “Formal Notice” means notice given by one party to the other if in writing and if and when delivered or tendered either in person or by depositing it in the United States mail in a sealed envelope, by certified mail, return receipt requested, with postage prepaid, addressed as follows:

IF TO CITY:

City of Inver Grove Heights
Attention: Director of Public Works
8150 Barbara Avenue
Inver Grove Heights, MN 55077

IF TO LANDOWNER:

William D. Johnson and Sabrina Johnson
3505 100th Street E.
Inver Grove Heights, MN 55076

or to such other address as the party addressed shall have previously designated by notice given in accordance with this Section. Notices shall be deemed to have been duly given on the date of service if served personally on the party to whom notice is to be given, or on the third day after mailing if mailed as provided above, provided, that a notice not given as above shall, if it is in writing, be deemed given if and when actually received by a party.

1.7 Landowner Improvements. “Landowner Improvements” means the paved asphalt secondary access driveway to be constructed on the Subject Land within the City Easement.

1.8 City Easement Improvements. “City Easement Improvements” means all existing and future sanitary sewer, municipal water and storm water pipes, conduits, culverts, ditches, ponds, catch basins, water collection mechanisms, drainage facilities, maintenance access routes and other utility appurtenances lying within the City Easement now or in the future.

1.9 Construction Plan. “Construction Plan” means the sketch attached as **Exhibit A** which identifies the location of the Landowner Improvements. The Construction Plan was approved by the City Engineer on July 6, 2020 and is on file with the City.

1.10 City Utility Costs. “City Utility Costs” means all costs incurred by the City, (whether performed by the City or its agents or contractors), for the inspection of and access to and repair, maintenance and replacement of the City’s Easement Improvements located in the City Easement and the placement of additional City Easement Improvements in the City Easement. City Utility Costs include, without limitation: excavation costs, labor costs, costs of removing fill, costs of re-burying the City Easement Improvements, re-compacting the soils over the City Easement Improvements, restoring the City Easement area, and all engineering and attorneys’ fees incurred in connection therewith. City Utility Costs also include the costs of temporarily removing the Landowner Improvements and subsequently replacing the Landowner Improvements in the City Easement, if such costs have not already been paid by the Landowners.

1.11 Pre-Encroachment Costs. “Pre-Encroachment Costs” means a reasonable estimate by the City of the costs the City would have incurred for City Utility Costs if the Landowner Improvements did not exist.

1.12 Cost Differential. “Cost Differential” means the difference between the Pre-Encroachment Costs and the City Utility Costs caused by the existence of the Landowner Improvements. The City’s reasonable determination of the amount of the Cost Differential shall be binding on the Landowners. The City’s reasonable determination shall be appropriately supported by cost estimates obtained from independent contractors or engineers.

ARTICLE 2 **RECITALS**

Recital No. 1. The undersigned Landowner is the fee title owner of the Subject Land located in Inver Grove Heights, Dakota County, Minnesota.

Recital No. 2 The City Easement is on the Subject Land. The City owns the City Easement. The City Easement Improvements will be constructed within the City Easement and future City Easement Improvements may be located within the City Easement.

Recital No. 3. Landowner has requested permission from the City to construct the Landowner Improvements within the City Easement for the benefit of the Subject Land.

Recital No. 4. Subject to the terms of this Agreement, the City is willing to allow the Landowner Improvements to be placed within the City Easement if the following conditions are met:

- a.) The Landowner maintains the Landowner Improvements;
- b.) The Landowner agrees to pay the City any Cost Differential relating to inspections, access, repair, maintenance and replacement of the City Easement Improvements and the placement of any future City Easement Improvements in the City Easement.
- c.) The Landowner agrees to temporarily remove the Landowner Improvements in the event the City has need to access the area where the Landowner Improvements exist in order for the City to inspect, repair, maintain, and replace the existing City Easement Improvements or construct future City Easement Improvements in the Easement Area.
- d.) The Landowner agrees to modify the Landowner Improvements if the Landowner Improvements interfere with the City Easement Improvements.
- e.) The Landowner installs a 15 inch (15”) corrugated metal pipe culvert in the existing ditch near Inver Grove Trail and 100th Street at the location provided to

the Landowner by the City. The cost of the culvert and the cost of the installation of the culvert is the obligation and expense of the Landowner.

NOW, THEREFORE, THE CITY OF INVER GROVE HEIGHTS AND THE UNDERSIGNED LANDOWNER, FOR THEMSELVES AND THEIR SUCCESSORS AND ASSIGNS DO HEREBY AGREE:

ARTICLE 3 **AGREEMENTS**

3.1 Construction And Maintenance Of Landowner Improvements and Culvert.

Under the terms and conditions stated herein, the Landowner, at Landowner's own cost, is hereby authorized by the City to construct the Landowner Improvements within the City Easement. The Landowner Improvements shall only be placed at the location specified in the Construction Plan. The Landowner Improvements must be constructed according to the Construction Plan.

The Landowner shall not place any other structures, fences, irrigation systems or buildings within the City Easement, except for the Landowner Improvements. The Landowner, at Landowner's expense, shall maintain and repair the Landowner Improvements.

The Landowner shall comply with all required City setbacks per the attached Construction Plan.

The Landowner agrees to install a 15 inch (15") corrugated metal pipe culvert in the existing ditch near Inver Grove Trail and 100th Street at the location provided to the Landowner by the City. The cost of the culvert and the cost of the installation of the culvert is the obligation and expense of the Landowner.

3.2 City Not Responsible For Landowner Improvements. Nothing contained herein shall be deemed an assumption by the City of any responsibility for construction, maintenance, replacement or repair of the Landowner Improvements.

3.3 Continuing Right To City Easement. Nothing contained herein shall be deemed a waiver or abandonment or transfer of the right, title and interest that the City holds to the City Easement.

3.4 Subordinate Position of Landowner Improvements. The Landowner Improvements are subordinate to the rights of the City in the City Easement and in the City Easement Improvements.

3.5 Risk of Loss. The Landowner understands and agrees that the Landowner Improvements within the City Easement may be adversely affected by use of the City Easement. The parties agree that the City is not responsible for such events; the City shall have no liability to the Landowner for such events. The Landowner assumes the risk of installing the Landowner Improvements in the City Easement area.

3.6 Landowner To Bear Cost of Relocating Landowner Improvements. The City is responsible for the repair and maintenance of the City Easement Improvements in the City Easement.

The City may require the Landowner to temporarily remove and subsequently replace the Landowner Improvements in the City Easement in order for the City to gain access to the City Easement Improvements for the purpose of inspecting, repairing, maintaining, or replacing the City Easement Improvements or adding future City Easement Improvements.

If the Landowner does not perform such tasks, the City may perform such tasks and in such case the Landowner shall reimburse the City for the City's costs and expenses. Prior to commencing such tasks, the City shall send Formal Notice to the Landowner and allow the Landowner twenty (20) days from the date of the Formal Notice to perform the tasks. If the Landowner has not completed the work within the twenty (20) days, then the City may proceed to perform the tasks. Once the City's costs and expenses have been determined by the City, the City shall send an invoice for such costs and expenses to the Landowner. The Landowner must pay the invoice within thirty (30) days after the date of the invoice. Such costs and expenses include, but are not limited to, costs charged the City by third parties such as contractors as well as the costs for City personnel that may have performed the work. Bills not paid shall incur the standard penalty and interest established by the City for utility billings within the City.

3.7 Emergency. Notwithstanding the requirements contained in Sections 3.6 relating to a twenty (20) day Formal Notice to the Landowner to perform its obligations under Sections 3.6, the City shall not be required to give such Formal Notice if the City's engineer determines that an emergency exists. In such instance, the City, without giving Formal Notice to the Landowner may perform the work and in such case the Landowner shall reimburse the City for the costs and expenses relating to the work. Once the City's costs and expenses have been determined by the City, the City shall send an invoice for such costs and expenses to the Landowner. The Landowner must pay the invoice within thirty (30) days after the date of the invoice. Such costs and expenses include, but are not limited to, costs charged the City by third parties such as contractors as well as the costs for City personnel that may have performed the work. Bills not paid shall incur the standard penalty and interest established by the City for utility bills within the City.

3.8 Cost Differential. If a Cost Differential occurs relating to the access to or inspection, maintenance, repair or replacement of the City Easement Improvements or relating to construction of new City Easement Improvements in the future, then the Landowner shall pay the Cost Differential to the City. The Landowner must make payment for the Cost Differential within 30 days after the City has sent a written invoice for the Cost Differential to the Landowner.

3.9 Modifications To Landowner Improvements. If in the future the City reasonably determines that the Landowner Improvements interfere with access for inspection or with repair, maintenance, reconstruction, or replacement of City Easement Improvements, then the Landowner, at Landowner's own expense, shall make such modifications to the Landowner

Improvements as directed by the City. Such modifications may include, but are not limited to, reconfiguration, removal and relocation of the Landowner Improvements.

If Landowner does not make the modifications, the City may make the modifications and in such case the Landowner shall reimburse the City for the City's costs and expenses. Prior to commencing such modifications, the City shall send Formal Notice to the Landowner and allow the Landowner twenty (20) days from the date of the Formal Notice to make the modifications. If Landowner does not completely make the modifications, the City may proceed to make the modifications. Once the City's costs and expenses have been determined by the City, the City shall send an invoice for such costs and expenses to the Landowner. The Landowner must pay the invoice within thirty (30) days after the date of the invoice. Such costs and expenses include, but are not limited to, costs charged the City by third parties such as contractors as well as the costs for City personnel that may have performed the work relating to the modifications.

3.10 Remedies. If the Landowner fails to perform their obligations under this Agreement, then the City may avail itself of any remedy afforded by law or in equity and any of the following non-exclusive remedies:

- a.) The City may specifically enforce this Agreement.
- b.) If the Landowner fails to make payments under Section 3.6, 3.7, 3.8 or 3.9, then the City may certify to Dakota County the amounts due as payable with the real estate taxes for the Subject Land in the next calendar year; such certifications may be made under Minnesota Statutes, Chapter 444 in a manner similar to certifications for unpaid utility bills. The Landowner waives any and all procedural and substantive objections to the imposition of such usual and customary charges on the Subject Land.

Further, as an alternate means of collection, if the written billing is not paid by the Landowner, the City, without notice and without hearing, may specially assess the Subject Land for the costs and expenses incurred by the City. The Landowner hereby waives any and all procedural and substantive objections to special assessments for the costs including, but not limited to, notice and hearing requirements and any claims that the charges or special assessments exceed the benefit to the Subject Land. The Landowner waives any appeal rights otherwise available pursuant to Minnesota Statute § 429.081. The Landowner acknowledges that the benefit from the performance of tasks by the City equals or exceeds the amount of the charges and assessments for the costs that are being imposed hereunder upon the Subject Land.

No remedy herein conferred upon or reserved to the City shall be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any

such right and power may be exercised from time to time and as often as may be deemed expedient.

3.11 Indemnification. The Landowner shall indemnify, defend and hold the City, its council, agents, consultants, attorneys, employees and representatives harmless against and in respect of any and all claims, demands, actions, suits, proceedings, losses, costs, expenses, obligations, liabilities, damages, recoveries, and deficiencies including interest, penalties and attorneys' fees, that the City incurs or suffers, which arise out of, result from or relate to any of the following:

- a.) The Landowner Improvements;
- b.) Installation and maintenance of the Landowners Improvements;
- c.) Failure by the Landowner to observe or perform any covenant, condition, obligation or agreement on their part to be observed or performed under this Agreement; and
- d.) Use of the City Easement for Landowner Improvements.

3.12 City Duties. Nothing contained in this Agreement shall be considered an affirmative duty upon the City to perform the Landowner's obligations contained in Article 3 if the Landowner does not perform such obligations.

3.13 No Third Party Recourse. Third parties shall have no recourse against the City under this Agreement.

3.14 Recording. The City may record this Agreement with the Dakota County Recorder.

3.15 Binding Agreement. The parties mutually recognize and agree that all terms and conditions of this recordable Agreement shall run with the Subject Land and shall be binding upon the heirs, successors, administrators and assigns of the parties.

This Agreement shall also be binding upon all after-acquired rights, interests and title of the parties that may be acquired from and after the date of this Agreement.

3.16 Amendment And Waiver. The parties hereto may by mutual written agreement amend this Agreement in any respect. Any party hereto may extend the time for the performance of any of the obligations of another, waive any inaccuracies in representations by another contained in this Agreement or in any document delivered pursuant hereto which inaccuracies would otherwise constitute a breach of this Agreement, waive compliance by another with any of the covenants contained in this Agreement and performance of any obligations by the other or waive the fulfillment of any condition that is precedent to the performance by the party so waiving of any of its obligations under this Agreement. Any agreement on the part of any party for any such amendment, extension or waiver must be in writing. No waiver of any of the

provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provisions, whether or not similar, nor shall any waiver constitute a continuing waiver.

3.17 Governing Law. This Agreement shall be governed by and construed in accord with the laws of the State of Minnesota.

3.18 Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

3.19 Headings. The subject headings of the sections in this Agreement are included for purposes of convenience only and shall not affect the construction of interpretation of any of its provisions.

[the remainder of this page has been intentionally left blank]

IN WITNESS WHEREOF, the parties have executed this Agreement the year and day first set forth above.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville
Its Mayor

ATTEST:

Rebecca Kiernan, City Clerk

(CITY SEAL)

STATE OF MINNESOTA)
) ss.
COUNTY OF DAKOTA)

On this 13th day of July, 2020, before me a Notary Public within and for said County, personally appeared George Tourville and Rebecca Kiernan, to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Inver Grove Heights, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

LANDOWNER:

William D. Johnson

Sabrina Johnson

STATE OF MINNESOTA)
)
COUNTY OF DAKOTA) ss.

On this ____ day of July, 2020, before me a Notary Public within and for said County, personally appeared William D. Johnson and Sabrina Johnson, husband and wife, to me personally known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

Notary Public

This instrument was drafted by:

Timothy J. Kuntz
LeVander, Gillen & Miller, P.A.
633 South Concord Street, Suite 400
South St. Paul, Minnesota 55075
(651)451-1831

After recording, please return to:

Timothy J. Kuntz
LeVander, Gillen & Miller
633 South Concord Street, Suite 400
South St. Paul, Minnesota 55075
(651)451-1831

EXHIBIT A CONSTRUCTION PLAN

 **City of Inver Grove Heights**
8150 Barbara Avenue
Inver Grove Heights, MN 55077-3412

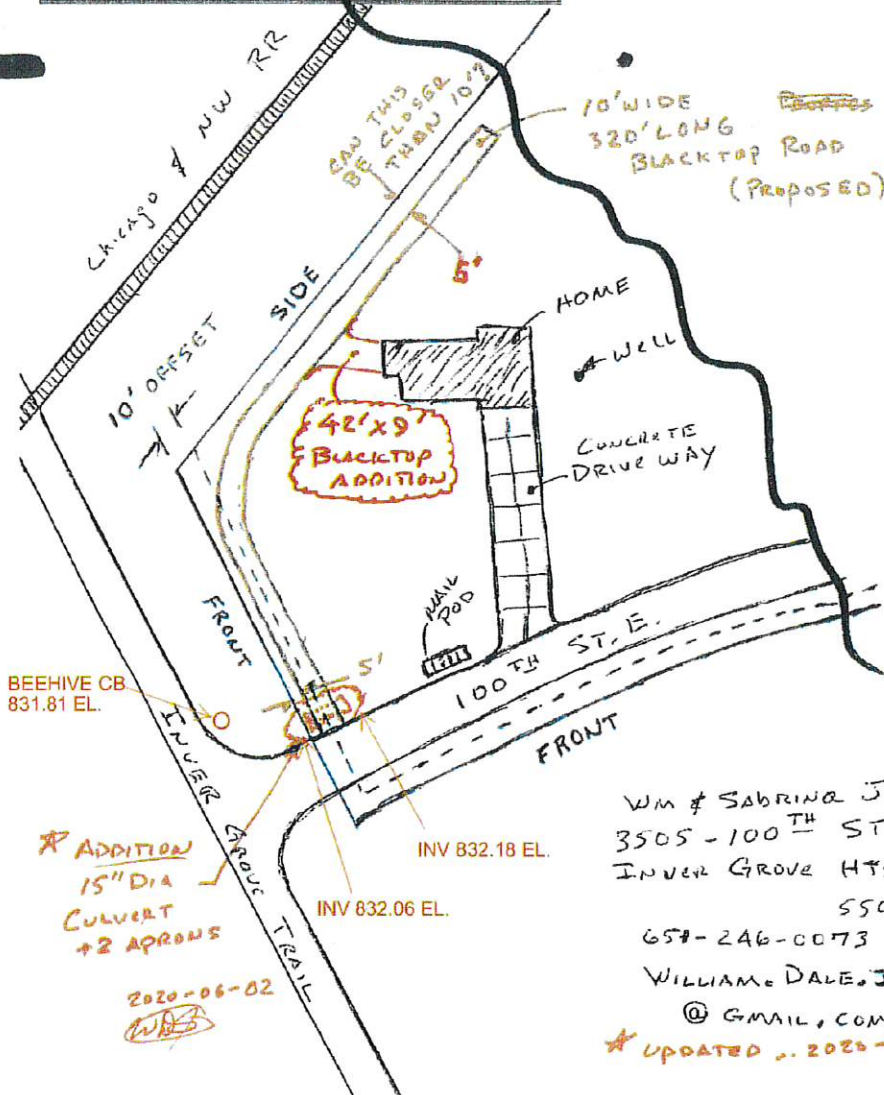
Approval is only for conformance with the design concept of the Project and compliance with the information given in the Contract Documents. Contractor is responsible for all dimensions, quantities and performance requirements to be confirmed and correlated at the job site; for all information that pertains solely to the fabrication processes or to techniques of construction; for all coordination of the work of all trades and for assuring consistency with the Contract Documents.

Approval of drawings or items does not relieve the Contractor of the responsibility for complying with all requirements of the Contract Documents.

☐ APPROVED
☒ APPROVED AS NOTED
Date: 7/6/2020

☐ DISAPPROVED
☐ REVISED AND RESUBMIT
By: Thomas Johnson

been Surveyed
STAKED BY
JOHNSON-SCOFIELD



WM # SABRINA JOHNSON
3505-100TH ST E
INVER GROVE HTS, MN
55076
651-246-0073
WILLIAM DALE JOHNSON, 1776
@ GMAIL, COM
* UPDATED .. 2020-06-02 (WDS)

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Accepting Proposal for Stormwater Review Services from Wenck for the Robert Trail Property PUD Submittal (IMH Property)

Meeting Date: July 13, 2020
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other: Developer-provided engineering escrow account

PURPOSE/ACTION REQUESTED

Consider resolution accepting proposal for stormwater review services from Wenck for the Robert Trail Property PUD Submittal (IMH Property).

SUMMARY

The City requested and Wenck provided a proposal for stormwater review services for the preliminary PUD submittal for the Robert Trail property (IMH property aka Hannah Meadows). Wenck previously studied this area when developing the Robert Corridor Watershed PCSWMM computer model

Attached is the proposal submitted from Wenck. The total estimated cost for the stormwater review service is \$11,200. The funding source for these services will be from the developer-provided escrow.

Staff recommends that the Council adopt the resolution accepting the proposal from Wenck in the amount of \$11,200 for stormwater review services for the Robert Trail Property PUD Submittal (IMH Property).

TJK/kf

Attachment: Resolution
 Proposal

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY**

**CONSIDER RESOLUTION ACCEPTING PROPOSAL FOR STORMWATER REVIEW
SERVICES FROM WENCK FOR THE ROBERT TRAIL PROPERTY PUD SUBMITTAL (IMH
PROPERTY)**

RESOLUTION NO. 2020-135

WHEREAS, proposed Robert Trail PUD Submittal (IMH Property) is proposed to be constructed; and

WHEREAS, in order to complete stormwater design review services in a timely manner for the development, assistance of a consulting engineering firm is required; and

WHEREAS, City staff requested, and received, a proposal from Wenck for stormwater review services; and

WHEREAS, based on the experience of the firm, the scope and associated fee for the proposed services, and their familiarity with the site, it was decided that Wenck be selected from the City's engineering consultant pool as the consulting firm for stormwater services on the IMH property.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE INVER GROVE HEIGHTS, MINNESOTA THAT:

1. The proposal from Wenck is accepted, and staff is authorized to enter into a contract in the amount of \$11,200 for stormwater services as outlined in their July 2, 2020 proposal.
2. Funding is provided by the developer-provided escrow in accordance with the development documents.

Adopted by the City Council of Inver Grove Heights, Minnesota this 13th day of July 2020

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



July 2, 2020

Mr. Tom Kaldunski
City Engineer
City of Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077

SUBJECT: Proposal for Stormwater Management Review of Robert Trail Property
Preliminary PUD Submittal

Dear Mr. Kaldunski:

We appreciate the opportunity to present this proposal to the City of Inver Grove Heights. Our proposal includes a scope of work and budget to review the Robert Trail property preliminary PUD stormwater management plan. Wenck previously studied this area when developing the Robert Corridor Watershed PCSWMM computer model, so we are pleased to continue assisting with growth of the City.

Fee Estimate, Schedule & Deliverables

- **Fee estimate** The cost for Wenck to complete the scope of work detailed below is \$11,200. Subtotals by task are provided below.
- **Schedule** We understand that the City expects the preliminary PUD to be submitted in early July. If submittal occurs by July 17, we will complete our review by August 7, 2020.
- **Deliverables**
 - a. Memo summarizing our review findings and comments.
 - b. Updated PC-SWMM computer model based on the proposed stormwater management plan.

Scope of Work

- **Task 1: Review Stormwater Management Plan \$4,325**
 - a. Review and comment on grading, drainage, erosion control, utility, landscaping, and detail plan sheets as they relate to stormwater management.
 - b. Conduct review according to recommendations and requirements reported in the City's *Northwest Area Stormwater Manual* and the *Minnesota Stormwater Manual*.

- **Task 2: Review
Forcemain &
Portable Pump
Design
\$3,425**
 - a. Review and comment on grading, drainage, erosion control, utility, landscaping, and detail plan sheets as they relate to forcemain design, portable pump station, and suction line.
 - b. Review and comment on calculations submitted for the forcemain design, portable pump station, and suction line.
- **Task 3: Update
PCSWMM Model
\$3,450**
 - a. Update Northwest Area PCSWMM model per the proposed stormwater management plan.
 - b. Execute, review and comment on negative impacts predicted by the model as a result of the proposed stormwater management plan.

Project Team

The following Wenck staff have been selected to execute the Scope of Work.

- Project Manager Todd Shoemaker
- Water resource engineers Eric Osterdyk, Louis Sigtermans
- Civil engineer Steve Hegland

Proposal Terms & Acceptance

- Wenck will complete this scope of work according to the attached terms and conditions and fee schedule.
- Wenck will perform the scope of work on a time and materials basis and will not exceed the authorized budget without prior authorization.
- To accept the proposal as stated above, please complete the following:

City of Inver Grove Heights

Type or Print Name

Signature

Title

Mr. Tom Kaldunski, PE
City of Inver Grove Heights
July 2, 2020



On behalf of the 300+ employee-owners of Wenck, thank you for this opportunity to continuing to work with the City of Inver Grove Heights. Should you have any questions, or need clarification of anything presented in the attached proposal, please do not hesitate to contact me.

Sincerely,

Wenck Associates, Inc.

A handwritten signature in blue ink, reading 'Todd Shoemaker', with a stylized flourish at the end.

Todd Shoemaker, PE (MN, IA), CFM
Principal Water Resources Engineer

GENERAL TERMS AND CONDITIONS

Article 1 Our Agreement

1.1 Our agreement with you consists of these General Terms and Conditions and the accompanying written proposal or authorization (Agreement). This Agreement is our entire Agreement and supersedes all prior agreements. This Agreement may be modified only in a writing signed by both us and you, making specific reference to the provision modified. Directing us to start work prior to execution of this Agreement constitutes your acceptance of this Agreement.

1.2 The words “you,” “we,” “us,” and “our” include officers, employees, and subcontractors.

1.3 Any conflicting or additional terms in a purchase order, work order, or other form used to authorize our services are not part of our Agreement unless we specifically accept them in writing. If we cannot agree on mutually acceptable terms, we have the right to withdraw our proposal without liability to you or others, and you will compensate us for services already rendered.

Article 2 Our Responsibilities

2.1 We will provide the services specifically described in our Agreement. You agree that we are not responsible for services that are not fairly included in our specific undertaking. Unless otherwise agreed in writing, our findings, opinions, and recommendations will be provided to you in writing. You agree not to rely on oral findings, opinions, or recommendations without our written approval.

2.2 In performing our services, we will use that degree of care and skill ordinarily exercised by reputable members of our profession practicing under similar circumstances in the same locality at the same time. .

2.3 Our duties do not include supervising your contractors or commenting on, overseeing, or providing the means and methods of their work, unless we accept such duties in writing. We will not be responsible for the failure of your contractors to perform in accordance with their undertakings, and the providing of our services will not relieve others of their responsibilities to you or to others.

2.4 We will provide a health and safety program for our employees, but we will not be responsible for contractor, job, or site health or safety unless we accept that duty in writing. You will provide, at no cost to us, appropriate site safety measures as to work areas to be observed or inspected by us.

2.5 Our estimates of construction or remediation costs will be based on information available to us and on our experience and knowledge. Such estimates are an exercise of our professional judgment and are not guaranteed or warranted. Actual costs may vary. You should allow a contingency in addition to estimated costs.

2.6 Locations of field observations or sampling described in our report or shown on our sketches are based on information provided by others or estimates made by our personnel. You agree that such dimensions, depths, or elevations are approximations unless specifically stated otherwise in the report. You accept the inherent risk that samples or observations may not be representative of things not sampled or seen and that site conditions may change over time.

Article 3 Your Responsibilities

3.1 You agree to provide us with all site information and data to which you have access which may affect our services. We will not be responsible for locating buried objects at the site unless we accept that duty in writing. You agree to hold us harmless from claims, damages, losses, and related expenses involving buried objects that were not properly marked or identified or of which you had knowledge but did not timely call to our attention or correctly show on the plans you or others on your behalf furnished to us.

3.2 You will provide access to the site. In the course of our work some damage is normal even when due care is exercised. We will use reasonable care to minimize damage to the site but we will not be responsible for reasonable or normal damage. We have not included the cost of restoration of such damage in the estimated charges.

3.3 You agree to provide us with information in your possession or control relating to contamination at the work site.

3.4 Neither this Agreement nor the providing of services will operate to make us an owner, operator, generator, transporter, treater, storer, or a disposal facility within the meaning of the Resource Conservation Recovery Act, as amended, or within the meaning of any other law governing the handling, treatment, storage, or disposal of hazardous materials. You agree to hold us harmless and indemnify us from any such claim or loss.

3.5 Monitoring wells are your property, and you are responsible for their permitting, maintenance, and abandonment unless we accept that duty in writing.

3.6 You agree to make disclosures required by law. In the event you do not own the site, you acknowledge that it is your duty to inform the owner of the discovery or release of contaminants at the site. You agree to hold us harmless and indemnify us from claims related to disclosures made by us that are required by law and from claims related to the informing or failure to inform the site owner of the discovery of contaminants.

Article 4 Reports and Records

4.1 Our reports, notes, calculations, and other documents and our computer software and data are instruments of our service to you, and they remain our property but are subject to a license to you for your use in the related project for the purposes disclosed to us. You may not transfer our reports to others or use them for a purpose for which they were not prepared without our written approval. You agree to indemnify and hold us harmless from claims, damages, losses, and expenses, including attorney fees, arising out of such a transfer or use. At your request, we will provide endorsements of our reports or letters of reliance, but only if the recipients agree to be bound by the terms of our agreement with you and only if we are paid the administrative fee stated in our then current Schedule of Charges.

4.2 Because electronic documents may be modified intentionally or inadvertently, you agree that we will not be liable for damages resulting from change in an electronic document occurring after we transmit it to you.

4.3 If you do not pay for our services in full as agreed, we may retain work not yet delivered to you and you agree to return to us all of our work that is in your possession or under your control.

GENERAL TERMS AND CONDITIONS

4.4 Samples and field data remaining after tests are conducted and field and laboratory equipment that cannot be adequately cleansed of contaminants are and continue to be your property. They may be discarded or returned to you, at our discretion, unless within 15 days of the report date you give us written direction to store or transfer the materials at your expense.

4.5 Electronic data, reports, photographs, samples and other materials provided by you or others may be discarded or returned to you, at our discretion, unless within 15 days of the report date you give us written direction to store or transfer the materials at your expense.

Article 5 Compensation

5.1 You will pay for services as agreed upon or according to our then current Schedule of Charges if there is no other written agreement as to price. An estimated cost is not a firm figure. You agree to pay all sales taxes and other taxes based on your payment of our compensation. Our performance is subject to credit approval and payment of any specified retainer.

5.2 You will notify us of billing disputes within 15 days. You will pay undisputed portions of invoices on receipt. You agree to pay interest on unpaid balances beginning 30 days after invoice dates at the rate of 1.5% per month, or at the maximum rate allowed by law.

5.3 If you direct us to invoice another, we will do so, but you agree to be responsible for our compensation unless you provide us with that person's written acceptance of all terms of our Agreement and we agree to extend credit to that person and to release you.

5.4 Your obligation to pay for our services under this Agreement is not contingent on your ability to obtain financing, governmental or regulatory agency approval, permits, final adjudication of lawsuit in which we are not involved, your successful completion of a project, receipt of payment from another, or any other event. No retainage will be withheld.

5.5 You agree to compensate us in accordance with our fee schedule if we are asked or required to respond to legal process arising out of a proceeding related to the project and as to which we are not a party.

5.6 If we are delayed by factors beyond our control, or if project conditions or the scope or amount of work change, or if changed labor union conditions result in increased costs, decreased efficiency, or delays, or if the standards or methods change, we will give you timely notice and we will receive an equitable adjustment of our compensation.

5.7 In consideration of our providing insurance to cover claims made by you, you hereby waive any right of offset as to fees otherwise due us.

Article 6 Disputes, Damage, and Risk Allocation

6.1 Each of us will exercise good faith efforts to resolve disputes without litigation. Such efforts will include, but not be limited to, a meeting(s) attended by each party's representative(s) empowered to resolve the dispute. Before either of us commences an action against the other, disputes (except collections) will be submitted to mediation.

6.2 Neither of us will be liable for special, incidental, consequential, or punitive damages, including but not limited to

those arising from delay, loss of use, loss of profits or revenue, loss of financing commitments or fees, or the cost of capital.

6.3 For you to obtain the benefit of a fee which includes a reasonable allowance for risks, you agree that our aggregate liability for all claims will not exceed the proceeds from available insurance.

6.4 You agree to indemnify and defend us from all liability to others in excess of the risk allocation stated above and to insure this obligation.

6.5 The prevailing party in any action relating to this agreement shall be entitled to recover its costs and expenses, including reasonable attorney fees, staff time, and expert witness fees.

6.6 The law of the state in which our servicing office is located will govern all disputes. Each of us waives trial by jury.

Article 7 General Indemnification

7.1 We will indemnify and hold you harmless from and against demands, damages, and expenses of others to the comparative extent they are caused by our negligent acts or omissions or those negligent acts or omissions of persons for whom we are legally responsible. You will indemnify and hold harmless from and against demands, damages, and expenses of others to the comparative extent they are caused by your negligent acts or omissions or those negligent acts or omissions of persons for whom you are legally responsible.

7.2 To the extent it may be necessary to indemnify either of us under Section 7.1, you and we expressly waive, in favor of the other only, any immunity or exemption from liability that exists under any worker compensation law.

7.3 You agree to indemnify us against losses and costs arising out of claims of patent or copyright infringement as to any process or system that is specified or selected by you or by others on your behalf.

Article 8 Miscellaneous Provisions

8.1 We will provide a certificate of insurance to you upon request.

8.2 You and we, for ourselves and our insurers, waive all claims and rights of subrogation for losses arising out of causes of loss covered by our respective insurance policies.

8.3 Neither of us will assign or transfer any interest, any claim, any cause of action, or any right against the other. Neither of us will assign or otherwise transfer or encumber any proceeds or expected proceeds or compensation from the project or project claims to any third person, whether directly or as collateral or otherwise.

8.4 Our Agreement may be terminated early only in writing. We will receive an equitable adjustment of our compensation in the event of early termination.

8.5 If a provision of this Agreement is invalid or illegal, all other provisions shall remain in full force and effect.



Responsive partner.
Exceptional outcomes.

Wenck Associates, Inc.
1800 Pioneer Creek Center
P.O. Box 249
Maple Plain, MN 55359-0249

(800) 472-2232
(763) 479-4200
Fax (763) 479-4242
wenckmp@wenck.com
www.wenck.com

Wenck Associates, Inc.
Fee Schedule
January 2020

<u>Classification</u>	<u>Hourly Rate</u>
Interns	\$64.00
Administrative Support / Technician	\$87.00
Professional I-A	\$99.00
Professional I-B	\$110.00
Professional I-C	\$123.00
Professional II-A	\$135.00
Professional II-B	\$148.00
Professional II-C	\$160.00
Professional III-A	\$170.00
Professional III-B	\$180.00
Professional III-C	\$190.00
Professional IV-A	\$200.00
Professional IV-B	\$200.00
Professional IV-C	\$200.00
Professional V-A	\$200.00
Professional V-B	\$200.00

- *Classifications listed above refer to the firm's internal system for billing purposes. The term "Professional" refers to engineers, scientists and business professionals.*
- *Subcontracted services will be billed at cost plus 15 percent.*
- *Company vehicle mileage will be billed at the rate of \$0.75/mile.*
- *Personal vehicle mileage will be billed at the IRS approved rate.*
- *Invoices are due upon presentation. Invoice balances not paid within thirty (30) days of invoice date are subject to 1-1/2% (18% annual) interest or finance charge.*
- *Specialized software used on a given project will be billed at a rate of \$15.00/hour.*
- *Rates to be adjusted annually.*

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider a Resolution Requesting that Dakota County Submit a Request to the Minnesota Department of Transportation to Perform a Speed Study and Establish a Speed Zone on Babcock Trail (CSAH 73) in the City of Inver Grove Heights

Meeting Date: July 13, 2020
 Item Type: Consent
 Contact: Scott D. Thureen, 651-450-2571
 Prepared by: Scott D. Thureen, Public Works Director
 Reviewed by:

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other:

PURPOSE/ACTION REQUESTED

Consider a resolution requesting that Dakota County submit a request to the Minnesota Department of Transportation to perform a speed study and establish a speed zone on Babcock Trail (CSAH 73) in the City of Inver Grove Heights.

SUMMARY

The City of Inver Grove Heights received a request from a resident living on the 4700 block of Babcock Trail. The resident has concerns about the posted speed limit of 40 mph on Babcock Trail and has requested a speed study be performed. The speed limit has not been reviewed since it was initially established in 1965. Many changes have occurred in the area since that time. Please remember that the outcome of the study could be an increase in the posted speed limit, no change, or a reduction.

Per Council direction, a resolution requesting that Dakota County submit a request to MnDOT to perform a speed study on Babcock Trail, between Mendota Road (CSAH 14) and Upper 55th Street, in the City of Inver Grove Heights is attached for the Council's consideration.

SDT/kf

Attachment: Resolution
 Map

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

RESOLUTION NO. 2020-136

**RESOLUTION REQUESTING THAT DAKOTA COUNTY SUBMIT A REQUEST TO THE
MINNESOTA DEPARTMENT OF TRANSPORTATION TO PERFORM A SPEED STUDY AND
TO ESTABLISH A SPEED ZONE ON BABCOCK TRAIL (CSAH 73) IN THE CITY OF INVER
GROVE HEIGHTS**

WHEREAS, the Minnesota Department of Transportation Commissioner does establish speed zones on public roadways; and

WHEREAS, the Metro District Traffic Engineer is responsible for conducting speed zone studies within the City of Inver Grove Heights; and

WHEREAS, Babcock Trail (County State Aid Highway 73) is under the jurisdiction of Dakota County; and

WHEREAS, a request has been received from a property owner living on the 4700 block of Babcock Trail to reduce the speed limit; and

WHEREAS, the current speed limit was established in 1965 and has not been reviewed since that time.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MN: That Dakota County submit a request to the Transportation Commissioner to study the speed limit on the following roadway within the City of Inver Grove Heights:

Babcock Trail (CSAH 73) – From Upper 55th Street to Mendota Road (CSAH 14)

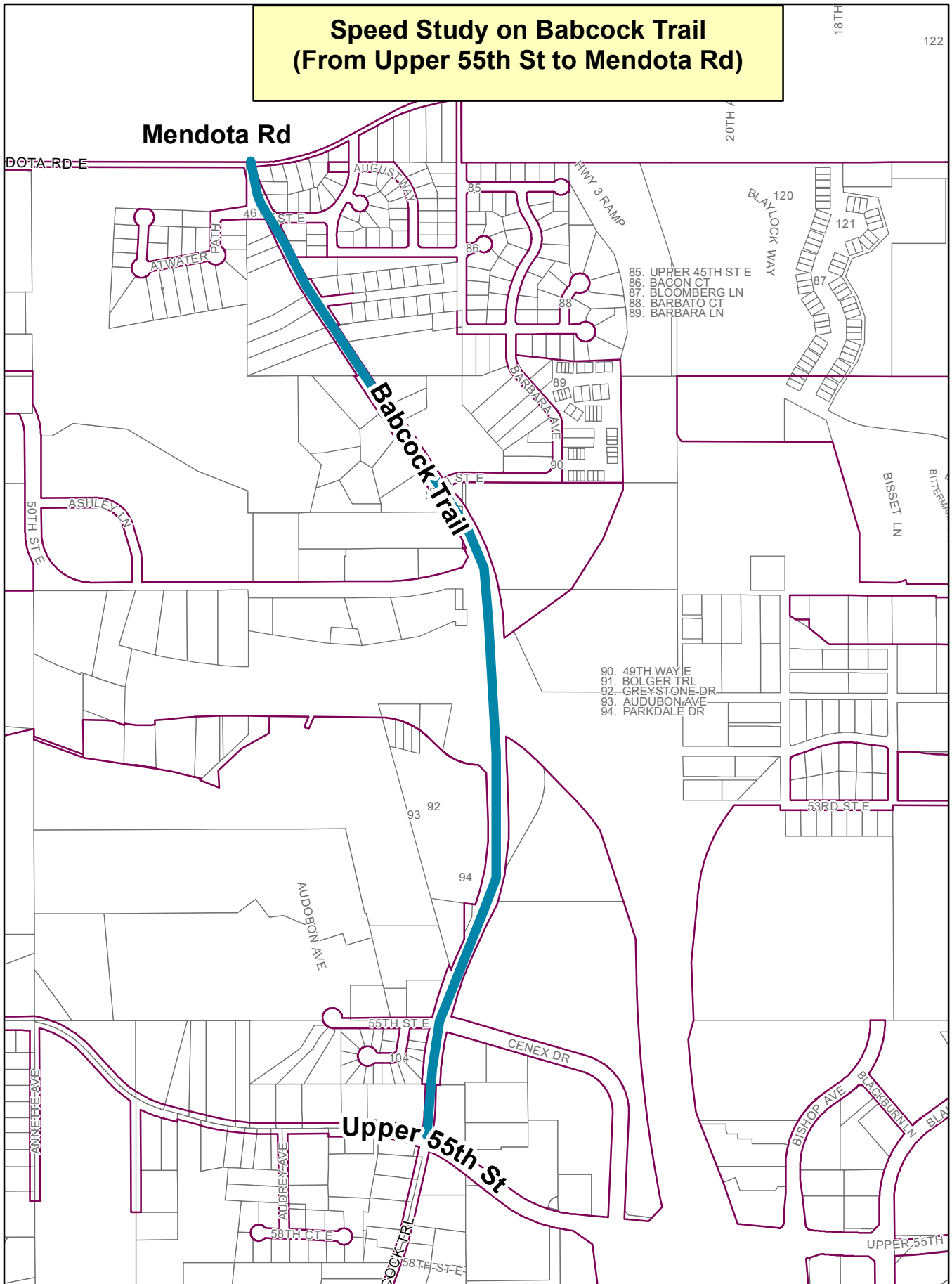
Adopted by the City Council of Inver Grove Heights this 13th day of July 2020

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Speed Study on Babcock Trail (From Upper 55th St to Mendota Rd)



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Accepting Proposal for Stormwater Review Services from Emmons & Olivier Resources Inc. for the Proposed Development at 1482 80th Street (Titan Land Development)

Meeting Date: July 13, 2020
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other: Developer-provided engineering escrow account

PURPOSE/ACTION REQUESTED

Consider resolution accepting proposal for stormwater review services from Emmons & Olivier Resources Inc. for the proposed development at 1482 80th Street (Titan Land Development).

SUMMARY

The City requested and EOR provided a proposal for stormwater review services for the preliminary PUD submittal for the multi-family residential at 1482 80th Street (owned by WISTL) proposed by Titan Land Development. Two regional basins - EP-059b & EP079b are located within the site and currently provide effective stormwater management. Through work on previous reviews (Scenic Hills -2017; Opus Industrial Park -2008), EOR is aware of flooding concerns at this site. EOR recommends a meeting(s) with the developer early in the design phase to review NWA stormwater management performance standards and concerns specific to the proposed development site.

Attached is the proposal submitted from Emmons & Olivier Resources. The total estimated cost for the stormwater plan review services is \$18,000. The funding source for these services will be from the developer-provided escrow.

Staff recommends that the Council adopt the resolution accepting the proposal from Emmons & Olivier Resources in the amount of \$18,000 for stormwater review services for the proposed development at 1482 80th Street (Titan Land Development).

TJK/kf

Attachment: Resolution
 Proposal

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY**

**RESOLUTION ACCEPTING A PROPOSAL FOR STORMWATER REVIEW SERVICES FOR
THE PROPOSED DEVELOPMENT AT 1482 80TH STREET (TITAN LAND DEVELOPMENT)**

RESOLUTION NO. 2020-137

WHEREAS, proposed development at 1482 80th Street, which consists of multi-family residential with associated streets, utilities, and stormwater treatment facilities is proposed to be constructed; and

WHEREAS, in order to complete stormwater design review services in a timely manner for the development, assistance of a consulting engineering firm is required; and

WHEREAS, City staff requested, and received, a proposal from Emmons & Olivier Resources, Inc. for stormwater review services; and

WHEREAS, based on the experience of the firm, the scope and associated fee for the proposed services, and their familiarity with the site, it was decided that Emmons & Olivier Resources, Inc. be selected from the City's engineering consultant pool as the consulting firm for stormwater services at 1482 80th Street.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE INVER GROVE HEIGHTS, MINNESOTA THAT:

1. The proposal from Emmons & Olivier Resources, Inc. is accepted, and staff is authorized to enter into a contract in the amount of \$18,000 for stormwater services as outlined in their June 23, 2020 proposal.
2. Funding is provided by the developer-provided escrow in accordance with the development documents.

Adopted by the City Council of Inver Grove Heights, Minnesota this 13th day of July 2020

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Project Name	Titan Land MFR PUD		Date	6/23/20
To / Contact info	Jake Moser	IGH		
Cc / Contact info	Tom Kaldunski	IGH		
From / Contact info	Paula Kalinosky	EO		
	Brett Emmons	EO		
Regarding	Titan Land PUD Development, Level of Effort for Escrow – Preliminary Plan Review			

Proposed Scope of Services

This is an estimate for stormwater review services for the preliminary PUD submittal for the multi-family residential at 1482 80th street proposed by Titan Land Development. Two regional basins - EP-059b & EP-079b are located within the site and currently provide effective stormwater management. Through work on previous reviews (Scenic Hills -2017), Opus Industrial Park -2008), we are aware of some data gaps and flooding concerns at this site. This estimate includes time to address these concerns. We also recommend a meeting(s) with the developer early in the design phase to review NWA stormwater management performance standards and concerns specific to the proposed development site.

Stormwater Engineering Review Services – Preliminary PUD Submittal

1. Review data and modeling from prior development submittals (Scenic Hills, Opus Industrial Park), regional basins, HWLs, overflows, identify need for any additional data collection; provide background comments for zoning approval (\$3,200).
2. Meetings with developer (2) to discuss NWA stormwater performance standards, regional basin management; and site-specific drainage concerns. (\$3,800)
3. Preliminary Review – Review stormwater management plan and regional basin management, work with developer to address key review items; meeting(s) with developer team and/or City, review comments and conditions (\$11,000).

Deliverables

4. Pre-design meeting with developer team.
5. Summary memorandum(s) with guidance, design, and stormwater related comments and conditions.
6. Development review meeting(s) with developer team and city.

Key Understandings

1. The fees for this scope are based on concept level data for the proposed development. Significant changes to the overall concept may result in additional fees.
2. This estimate includes engineer review services for the preliminary PUD submittal. A separate fee estimate for review of final plans will be prepared at a future date.
3. The fees included in the scope are an estimate. Actual time will be billed hourly based on responses and submittals by the developer.

Estimated Fee

It is estimated that the services included above would be \$ 18,000. Actual time to complete the tasks will be billed hourly and could exceed these totals.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider a Resolution Receiving Petition for Street Improvements on Delaney Circle/Delaney Court (City Project No. 2020-09E)

Meeting Date: July 13, 2020
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other:

PURPOSE/ACTION REQUESTED

Consider a resolution receiving petition for street improvements on Delaney Circle/Delaney Court (City Project No. 2020-09E).

SUMMARY

Attached is a petition received by 29 residents of the Delaney Circle and Delaney Court neighborhood. There are 36 parcels affected by this petition. These twenty-nine petitioners represent 80 percent of the residents in the project area that are in support of the project.

I recommend passage of the resolution receiving the petition for street improvements from residents of Delaney Circle/Delaney Court (City Project No. 2020-09E).

TJK/kf

Attachments: Resolution
 Petition
 Map

**DAKOTA COUNTY
INVER GROVE HEIGHTS, MINNESOTA**

**RESOLUTION RECEIVING PETITION FOR STREET IMPROVEMENTS ON DELANEY
CIRCLE/DELANEY COURT – CITY PROJECT NO. 2020-09E**

RESOLUTION NO. 2020-138

WHEREAS, it is proposed to make improvements and to assess or tax the benefited properties for all or a portion of the cost of said improvement, pursuant to Minnesota Statutes, Section 429.111 to 429.111 (Laws 1953, Chapter 398, as amended) and Section 103B.201 and 103B.251 as follows:

City Project No.
2020-09E

Improvements
Delaney Circle and Delaney Court Street Improvements

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA THAT: The petition for street improvements in the Delaney Circle and Delaney Court neighborhood.

Adopted this 13th day of July 2020 by the City Council of Inver Grove Heights

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

Date: 6-22-2020

PETITION FOR LOCAL IMPROVEMENT

CITY OF INVER GROVE HEIGHTS DAKOTA COUNTY, MINNESOTA

We, the undersigned, owners of not less than thirty-five (35) percent in frontage of real property abutting an existing or proposed street, hereby petition for that existing or proposed street, pursuant to Minnesota Statutes, Chapter 429, be improved by the improvement(s) checked below, to wit:

- ☐ Construction of Sanitary Sewer and Necessary Appurtenances
- ☐ Construction of Storm Sewer and Necessary Appurtenances
- ☐ Construction of Water Mains and Necessary Appurtenances
- ☐ Construction of Sidewalks
- ☐ Installation of Curbs and Gutters
- ☐ Installation of Street Lighting
- ☒ Street Improvements (Street improvement type and scope is determined by the feasibility study, if ordered by City Council)
- ☐ Other (Specify): Reclaim existing roadway, compact, widen turn radius and repave.

DESCRIPTION OF STREET OR WORK AREA:

From Inver Grove Trail heading east. Reclaim, compact, regrade and repave Delaney Circle & Delaney Court East

Owner Information

1. Paul Serafini, CSP
Name
8333 Delaney Cir.
Address/PID No. (If no address, use PID No.)
2. Teresa Swingdorf
Name
8329 Delaney Circle
Address/PID No. (If no address, use PID No.)
3. Rita Meyer
Name
8337 Delaney Cir
Address/PID No. (If no address, use PID No.)
4. ROBERT B. MURPHY
Name
8345 DELANEY CIRCLE
Address/PID No. (If no address, use PID No.)

- 612 597 6463
Phone No.
paulserafini@gmail.com
Email
- 651-451-3278
Phone No.
BSwing1@comcast.net
Email
- 619-599-2129
Phone No.
RitaKob@hotmail.com
Email
- RMURPHY5138@gmail.com
Phone No.
651-570-4734
Email

Owner Information

5. Gary Johnson
Name
8325 Delaney Circle
Address/PID No. (If no address, use PID No.)
6. Cammie Reckinger
Name
8495 Delaney Ct
Address/PID No. (If no address, use PID No.)
7. Pat Walker
Name
8317 Delaney Circle
Address/PID No. (If no address, use PID No.)
8. Michael Milesch
Name
8440 Delaney Court
Address/PID No. (If no address, use PID No.)
9. Karen Hanson
Name
8324 Delaney Cr.
Address/PID No. (If no address, use PID No.)
10. Karen Staples
Name
8500 Delaney Ct E.
Address/PID No. (If no address, use PID No.)
11. JACK SABBA
Name
8357 DEANEY CIR.
Address/PID No. (If no address, use PID No.)
12. Daryl Hauch
Name
8361 Delaney Circle
Address/PID No. (If no address, use PID No.)
13. ~~Michael Milesch~~ 8475 Delaney Ct
Name
~~Michael Milesch~~
Address/PID No. (If no address, use PID No.)
14. MICHAEL CHALLEEN
Name
8369 DELANEY CIRCLE
Address/PID No. (If no address, use PID No.)
15. Wendell Buysman
Name
8358 Delaney Circle
Address/PID No. (If no address, use PID No.)

- 651-248-0052
Phone No.
garyjzr@comcast.net
Email
- 651 507 1917
Phone No.
Court.reck@gmail.com
Email
- 651-491-3639
Phone No.

Email
- 651-492-8492
Phone No.
amymilesch@comcast.net
Email
- 651 206-0997
Phone No.
Karen@sspcoop.com
Email
- 651-455 8859
Phone No.
Cutonabid@comcast.net
Email
- 845-270-5659
Phone No.
JACKSABBA@GMAIL.COM
Email
- dHauch8@yahoo.com
Phone No.
651-328-1290
Email
- earnslyrch@comcast.net
Phone No.
651-455-5761
Email
- 612-554-0703
Phone No.
michael.challeen@icloud.com
Email
- 651-503-6540
Phone No.
wendell.buysman@hotmail.com
Email

Owner Information

16. John Metcalfe
Name
8376 Delaney Cir.
Address/PID No. (If no address, use PID No.)
17. John Skoog
Name
8373 Delaney Circle
Address/PID No. (If no address, use PID No.)
18. John Rouse
Name
8301 Delaney Circle
Address/PID No. (If no address, use PID No.)
19. M. Askgati
Name
8353 DELANEY CIRCLE, INNER GROVE MN
Address/PID No. (If no address, use PID No.) 55076
20. David Muskus
Name
8360 Delaney Cir. E. I6A MN 55176
Address/PID No. (If no address, use PID No.) 612-387-0448
21. MIKE MACDONALD
Name
8304 DELANEY CIRCLE
Address/PID No. (If no address, use PID No.)
22. Judy Lucero
Name
8302 Delaney Circle
Address/PID No. (If no address, use PID No.)
23. Susan Becker
Name
8309 Delaney Circle E
Address/PID No. (If no address, use PID No.)
24. Julie Bischoff
Name
8313 Delaney Circle E
Address/PID No. (If no address, use PID No.)
25. JEFF PARSONS
Name
8480 DELANEY CTE
Address/PID No. (If no address, use PID No.)
26. Wayne Gorr
Name
8305 Delaney Cir
Address/PID No. (If no address, use PID No.)

- 651-450-1717
Phone No.
johnmetcalfe17@yahoo.com
Email
- 651-457-8921
Phone No.
Johnskoog14@gmail.com
Email
- 651-238-8603
Phone No.
J.rouse@Total-Const.com
Email
- Connie michel1@yahoo.com
Phone No.
651-233-6400
Email
- 612-387-0448
Phone No.
612-387-0448
Email
- 651-214-1837
Phone No.
MDMAC79@GMAIL.COM
Email
- 651-306-1347
Phone No.
K9Kids@yahoo.com
Email
- 651-329-6279
Phone No.
Beckersusan30@gmail.com
Email
- 651-336-5641
Phone No.
juliebischoff3@gmail.com
Email
- 651-489-5810
Phone No.
MNPARSONS@LIVE.COM
Email
- 651-455-3118
Phone No.
northprowayne@aol.com
Email

Owner Information

27. Marky Danner
Name
834 Delaney Cir.
Address/PID No. (If no address, use PID No.)

Phone No.

Email

28. Mike Pawlony
Name
8306 Delaney Cir.
Address/PID No. (If no address, use PID No.)

651 247 9226
Phone No.

Pawlom13@hotmail.com
Email

29. Jeff Dahn
Name
8341 Delaney Circle
Address/PID No. (If no address, use PID No.)

612-366-4494
Phone No.

Jeffpdahn@gmail.com
Email

30. _____
Name

Address/PID No. (If no address, use PID No.)

Phone No.

Email

31. _____
Name

Address/PID No. (If no address, use PID No.)

Phone No.

Email

32. _____
Name

Address/PID No. (If no address, use PID No.)

Phone No.

Email

33. _____
Name

Address/PID No. (If no address, use PID No.)

Phone No.

Email

34. _____
Name

Address/PID No. (If no address, use PID No.)

Phone No.

Email

35. _____
Name

Address/PID No. (If no address, use PID No.)

Phone No.

Email

36. _____
Name

Address/PID No. (If no address, use PID No.)

Phone No.

Email

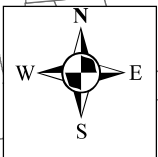
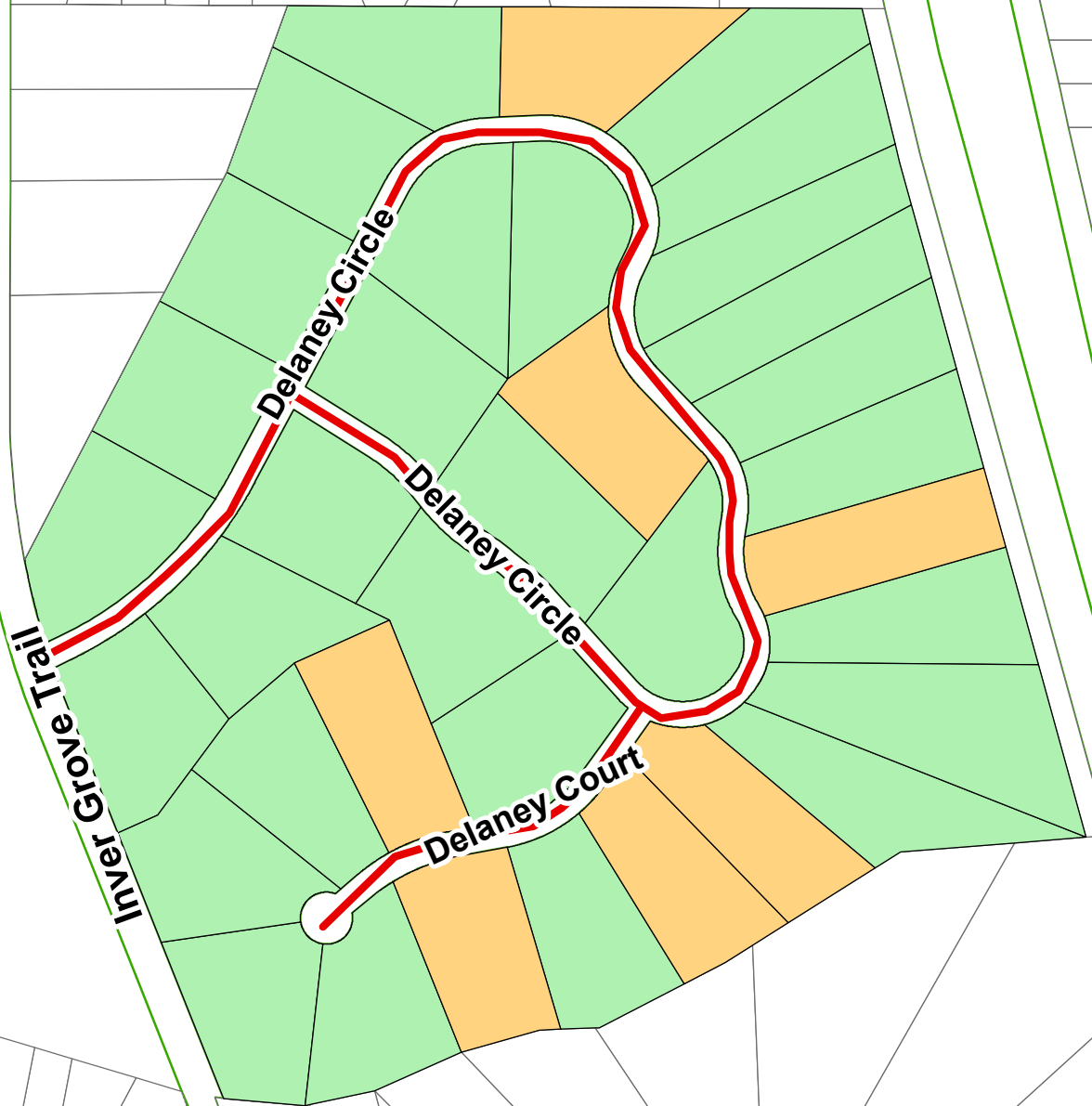
37. _____
Name

Address/PID No. (If no address, use PID No.)

Phone No.

Email

Delaney Circle/Delaney Court Street Improvements
City Project No. 2020-09E
Petition Map



Legend

-  Affected Resident
-  Petitioners
-  Potential Street Improvements

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Approving Land Alteration Permit for Pine Bend Estates by Alliant Ventures (aka Ades Property)

Meeting Date: July 13, 2020
 Item Type: Consent
 Contact: Tom Kaldunski, City Engineer, 651.315.6336
 Prepared by: Steve Dodge, Asst. City Engineer *SWD*
 Reviewed by: Scott D. Thureen, Public Works Director

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED

Consider resolution approving Land Alteration Permit for Pine Bend Estates by Alliant Ventures (aka Ades Property)

SUMMARY

Consider a request for a Land Alteration Permit (LAP) No. C-101-20 for grading and excavating of material estimated in the amount of 84,900 cubic yards on parcel I.D. No. 20-02200-54-011, that 9.2 Acres of Pine Bend Estates development as shown in the attached plans. The preliminary plat and conditional use permit (CUP) for a 14 single family lot development were approved by Council on May 11, 2020.

The site is contaminated and has a known landfill area (see Figure 3 – Response Action Plan). The developer has submitted a Voluntary Response Action Plan (VRAP) and an Environmental Construction Contingency Plan (ECCP) for the site. Landmark Environmental has been retained by the developer to prepare the reports, coordinate with the Minnesota Pollution Control Agency (MPCA) and be present during the excavation to ensure the contaminants are handled and disposed of properly. The developer is responsible for handling, disposal and costs associated with the contaminated material. All properties designated on the plat to be dedicated to the City must be cleared of contaminants and certified clean, in writing, by a certified professional. This includes designated right-of-way, easements, and outlots.

The Environmental Commission is scheduled to review the wetland disturbance and mitigation plan on July 23rd. The wetland mitigation plan, final plat and CUP will be brought to Council for approval at a future meeting. Wetland buffers will need to be maintained and the wetlands and natural ponds not disturbed until the Developer receives wetland disturbance approval from the Department of Natural Resources (DNR) and the necessary public agencies. The storm runoff must be carefully mitigated, and proper buffer areas put in place, to provide adequate wetland protections.

The LAP approval is for removal of the contaminated material and rough grading of the site with associated erosion and sediment control and turf establishment. With the authorization to grade, the City is not approving the plat, CUP, storm water management, site plan or grades and Alliant Ventures acknowledges they are proceeding at their own risk. The owner may rough grade to the elevations shown until such time as the final grading plan is approved. The final grades will be dependent on a separate process of a final plat and CUP review which is currently in process by the City and developer.

The site will need to acquire an NPDES Permit for construction disturbance with the MPCA. The site will be cleared of contaminants in accordance with the VRAP and ECCP environmental cleanup guiding documents approved by the MPCA and monitored by Landmark Environmental. A preconstruction meeting is required with staff and all sureties must be received by the City prior to any disturbance of the site.

Demolition of any remaining structures will require a permit. Removal of trees and vegetation must follow the approved preliminary grading plan.

Alliant Ventures is responsible for notifying the property owners adjacent to and directly across the street (Inver Grove Trail and Cahill Avenue) from the site prior to disturbance.

Haul Routes and Hours of Operation: Operation hours will be as designated in the conditions below. Haul routes shall consist of Cahill Avenue from Inver Grove Trail to Concord Boulevard and Inver Grove Trail south of Cahill Avenue to 117th Street. Once trucks leave Cahill Avenue or Inver Grove Trail, they shall use County and State routes.

Approval of the land alteration permit is subject to the standard land alteration permit requirements and in accordance with the following comments and conditions:

1. The long slopes shall be permanently seeded and blanketed within 14-days of finished grading in order to reduce erosion. Any slopes 3H:1V or steeper shall be permanently seeded and blanketed within 7-days.
2. Finished grades shall not exceed 4H:1V unless otherwise approved by City Engineer. Heavy duty and redundant BMPs are needed in steep slopes and protected wetlands and ponds.
3. Larger areas of disturbance will need to incorporate temporary sediment basins sized appropriately for the drainage area until turf is established on site.
4. The City shall receive a copy of the NPDES permit along with the grading plan and SWPPP prior to issuing the land alteration permit or allowing site disturbance.
5. A pre-construction meeting shall be held at City Hall with the Engineering Division and erosion control shall be installed and inspected by the City Engineer prior to any site disturbance.
6. Owner shall closely maintain the erosion and sediment control devices to protect the City right-of-way, roads and ditches from construction sediment. A rock construction entrance shall be provided and maintained.
7. Street sweeping on an as needed basis shall be part of the sediment control best management practices for the site. Dust must be controlled to the satisfaction of the City.
8. Tree replacement requirements shall be reviewed and approved by the Planning Division prior to disturbance.
9. Any material hauled on site shall be certified clean fill conforming to the City, County and State requirements.
10. LAP permit fees and grading fees need to be paid prior to disturbing the site.

11. A letter of credit (LOC) for \$337,500 and engineering cash escrow of \$15,000 need to be submitted prior to disturbance.
12. Erosion and sediment control measures may need to be installed to address any concentrated storm water flows from off site.
13. The developer must follow the MPCA approved Voluntary Response Action Plan (VRAP) and Environmental Construction Contingency Plan (ECCP) for the site. Landmark Environmental has been retained by the developer to prepare the reports, coordinate with the Minnesota Pollution Control Agency (MPCA) and be present during the excavation to ensure the contaminants are handled and disposed of properly. The developer is responsible for handling, disposal and costs associated with the contaminated material.
14. All properties designated on the plat to be dedicated to the City must be cleared of contaminants and certified clean in writing by a certified professional. This includes designated right-of-way, easements, and outlots.
15. Additional requirements as directed by the City may be added at a future date if proposed features do not adequately address drainage and erosion control prior to full turf establishment.
16. Hours of operation are restricted to 7:00 am to 7:00 pm Monday through Saturday.

Staff recommends passage of the attached resolution approving Land Alteration Permit for Pine Bend Estates by Alliant Ventures (aka Ades Property)

Attachments: Resolution
Land Alteration Permit Application
Grading Plan Exhibit
Response Action Plan Exhibit
Appendix A: Plans
Appendix B: Voluntary Response Action Plan (VRAP)
Appendix C: Environmental Construction Contingency Plan (ECCP)

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION RELATING TO LAND ALTERATION PERMIT APPROVAL FOR PINE BEND
ESTATES DEVELOPMENT BY ALLIANT VENTURES (AKA ADES PROPERTY)**

RESOLUTION NO. 2020-139

WHEREAS, the preliminary plat and conditional use permit (CUP) for Pine Bend Estates, a 14 single family lot development, were approved by Council on May 11, 2020; and

WHEREAS, the Developer, Alliant Ventures, has submitted for Land Alteration Permit (LAP) No. C-101-20 for grading and excavating of material estimated in the amount of 84,900 cubic yards on said development; and

WHEREAS, the property has approved contamination removal plans with the Minnesota Pollution Control Agency in the form of a Voluntary Response Action Plan and a Environmental Construction Contingency Plan; and

WHEREAS, the Developer, at his own risk, is requesting to start grading prior to final plan approval; and

WHEREAS, Landmark Environmental has been retained by the developer to prepare the reports, coordinate with the Minnesota Pollution Control Agency (MPCA) and be present during the excavation to ensure the contaminants are handled and disposed of properly.

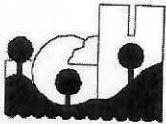
NOW, THEREFORE, IT IS HEREBY RESOLVED, that City Council hereby approves the submitted Land Alteration Permit No. C-101-20 be it that the conditions of approval are met by the Developer, as administered by the City Engineer, prior to disturbance of the site.

Adopted by the City Council of Inver Grove Heights this 13th day of July 2020.

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



CITY OF INVER GROVE HEIGHTS
8150 Barbara Avenue
Inver Grove Heights, MN 55077
(612) 450-2500 • (612) 450-2502 (fax)

Permit No: C-101-20
Type: Council Approved

APPLICATION FOR LAND ALTERATION PERMIT

Date of Application 6-25-2020

Excavator

Excavator Robert Machacek
Contact Person _____
Address _____
Telephone _____ Fax _____

Land Owner(s)

Land Owner Robert Machacek - Alliant Ventures III, LLC
Address 4655 Nichols Road, Ste. 106 Eagan, MN 55122
Telephone 651-925-7365 Fax _____
PID No. 20- 200220054011
Legal Description Lot _____ Block _____ Addition _____
The North 1/2 of the Southwest 1/4 of Section 22
Section 22 Township 27

Land Owner _____
Address _____
Telephone _____ Fax _____
PID No. 20-
Legal Description Lot _____ Block _____ Addition _____
Section _____ Township _____

Description of Land Being Altered

General Location of Land Being Altered NE of the intersection of Cahill Ave. & Inver Grove Trail Intersection.

Purpose of Land Alteration Remove debris from Ades property

Value of Work \$ Unknown Estimated Start Date 7-1-2020

Estimated Completion Date 8-30-2020

Source and Composition of Fill Existing Onsite

Cubic Yards of Fill 43,700 c.y.

Cubic Yards of Excavation/Grading 41,200 c.y.

Total Volume of Land Alteration = 84,900 c.y.

Total Area of Land Altered 9.2 Acres

A. Plan Checking Fees

0 up to 29 Cubic Yards	NO FEE
30 up to 499 Cubic Yards	\$25.00 plus \$0.25 per Cubic Yard\$32.50 - \$150.00
500 up to 9,999 Cubic Yards	\$150.00 plus \$0.03 per Cubic Yard\$165.00 - \$450.00
10,000 up to 99,999 Cubic Yards	\$950.00 plus \$0.005 per Cubic Yard\$1000.00 - \$1450.00
100,000 Cubic Yards or more	\$1150.00 plus \$0.003 per Cubic Yard\$1450.00 and above

B. Grading Permit Fees

0 up to 29 Cubic Yards	NO FEE
30 up to 499 Cubic Yards	\$25.00 plus \$0.25 per Cubic Yard\$32.50 - \$150.00
500 up to 9,999 Cubic Yards	\$150.00 plus \$0.02 per Cubic Yard\$160.00 - \$350.00
10,000 up to 99,999 Cubic Yards	\$550.00 plus \$0.005 per Cubic Yard\$550.00 - \$1,000.00
100,000 Cubic Yards or more	\$800.00 plus \$0.002 per Cubic Yard\$1000.00 and above

CITY USE ONLY

As part of a common development provide:
\$337,500 Letter of Credit; and
\$15,000 Engineering Cash Escrow

A. Plan Checking Fee	\$ 1,374.50
B. Grading Permit Fee	\$ 974.50
Total Fee (A + B)	\$ 2,349.00
Amount of Bond	\$ 40,000.00

(\$5,000 per acre, minimum \$10,000; Must be submitted upon approval of application, if applicable).

Attachments to Application (The following plans, drawings, calculations, bonds and/or statements are required by the City Engineer).

- ☒ Half-section map or sketch of property showing all adjacent property indicating the existing buildings and/or structures. Existing Conditions from Prelim. Plan Set
- ☒ Grading plan showing existing and proposed finished contours and elevations. Grading Plan in Set
- ☒ Drainage plan showing existing and proposed drainage ways, culverts, storm sewer pipe, drainage structures, stabilization walls, retaining walls, cribbing, dams, or other protective items. Utility Plans in Set
- ☒ Calculations for and approximate quantities of excavation and/or fill required. Earthwork Spread Sheet
- ☒ Signed statement from the property owner accepting responsibility for the operation and granting permission for land alteration/mining operation.
- ☒ Statement to be attached to deed advising of potential need for soil tests prior to any construction on lots where additional fill material has been placed.
- ☒ Sediment and erosion control plan meeting the requirements of the City of Inver Grove Heights City Code 430: Stormwater Management.
- ☒ Conformance with the City of Inver Grove Heights Water Resource Management Plan.
- ☒ Soil borings. Braun Intertec Stormwater Management Report
- ☒ Conformance with the City of Inver Grove Heights' Tree Preservation Ordinance. See Preliminary Plat
- ☒ A final use plan, illustrating the ultimate land uses projected for the property. Final Plat Application
- ☒ Location and surface type of access roads. Final Plan Set
- ☒ Certification of Comprehensive General Liability Insurance.
- ☒ Compaction and/or Soil Density Requirements. Braun?
- ☐ Other: _____

Stipulations

1. A plan checking fee of \$ _____ shall be submitted with the Land Alteration application.
2. A grading permit fee of \$ _____ shall be submitted upon City approval and before issuance of land alteration permit documents.
3. A \$1500.00 escrow shall be provided for non-compliance activities that are identified by an inspection. A written notice will be issued if the escrow funds will be used to correct a non-compliant issue.
4. The above fees do not include City expenses for environmental reviews such as: EAWs, AUARs, or EISs. The City reserves the right to collect additional costs if the project requires additional environmental reviews.
5. A surety bond or certified check in the amount of \$ _____ (\$5,000 per acre, minimum \$10,000) must be submitted after approval of application and prior to any work. This bond or check is to ensure satisfactory performance and compliance with the below stated stipulations. The surety bond or check shall be kept active until the completion work and/or expiration of permit and can only be released by written notification of the City after a satisfactory final inspection has been performed by the City.
6. All land alteration permits issued to a specific location shall be based on the cumulative quantity of earthwork as the final determination of fees. The City reserves the right to adjust fees based on cumulative quantities.
7. All access and street frontage of the land site must be controlled by a fence, a minimum of four (4) feet in height. All entrances must have gates that are capable of being locked.
8. Only rock, sand, gravel, dirt or similar natural earth fill is permitted. No concrete, asphalt, or demolition wastes will be permitted as fill unless a demolition landfill permit is first obtained from Dakota County (see attached).
9. Operations shall be limited to the hours of 7:00 a.m. to 7:00 p.m., Monday - Saturday, and shall not interfere with the health and safety of surrounding residents and the premises shall be maintained at all times so as not to create a nuisance.
10. Any explosives used must be done so in accordance with Inver Grove Heights Code and any other applicable standards, e.g., Federal, State, Industrial, etc. Obtain all required permits.
11. At end of each season's operations and no later than the last day of December, each year, the site is to be left in a neat and orderly condition, with maximum slopes of 3:1 with no overhang of vertical banks and with a level bottom.
12. Each day, or when required by the City, material from this operation that is found to exist on City streets shall be cleaned to the City's satisfaction by the applicants.
13. Upon completion of land alteration operations, the land must be left according to the plans and contours submitted with this application and planted with vegetation (subject to approval by the City) to prevent erosion.
14. Upon completion of land alteration operations or expiration of this permit, an inspection will be made by the City of the premises and adjoining streets. Any damage to have been caused by these operations will be corrected by the applicant upon notification of the City.

Applicant's Signature

Date

7-1-20

Property Owner's Signature

Date

7-1-20

Property Owner's Signature

Date

CITY USE ONLY

Recommended for Approval

☐

Yes

☐

No

By _____ Date _____

Recommended for Approval

☐

Yes

☐

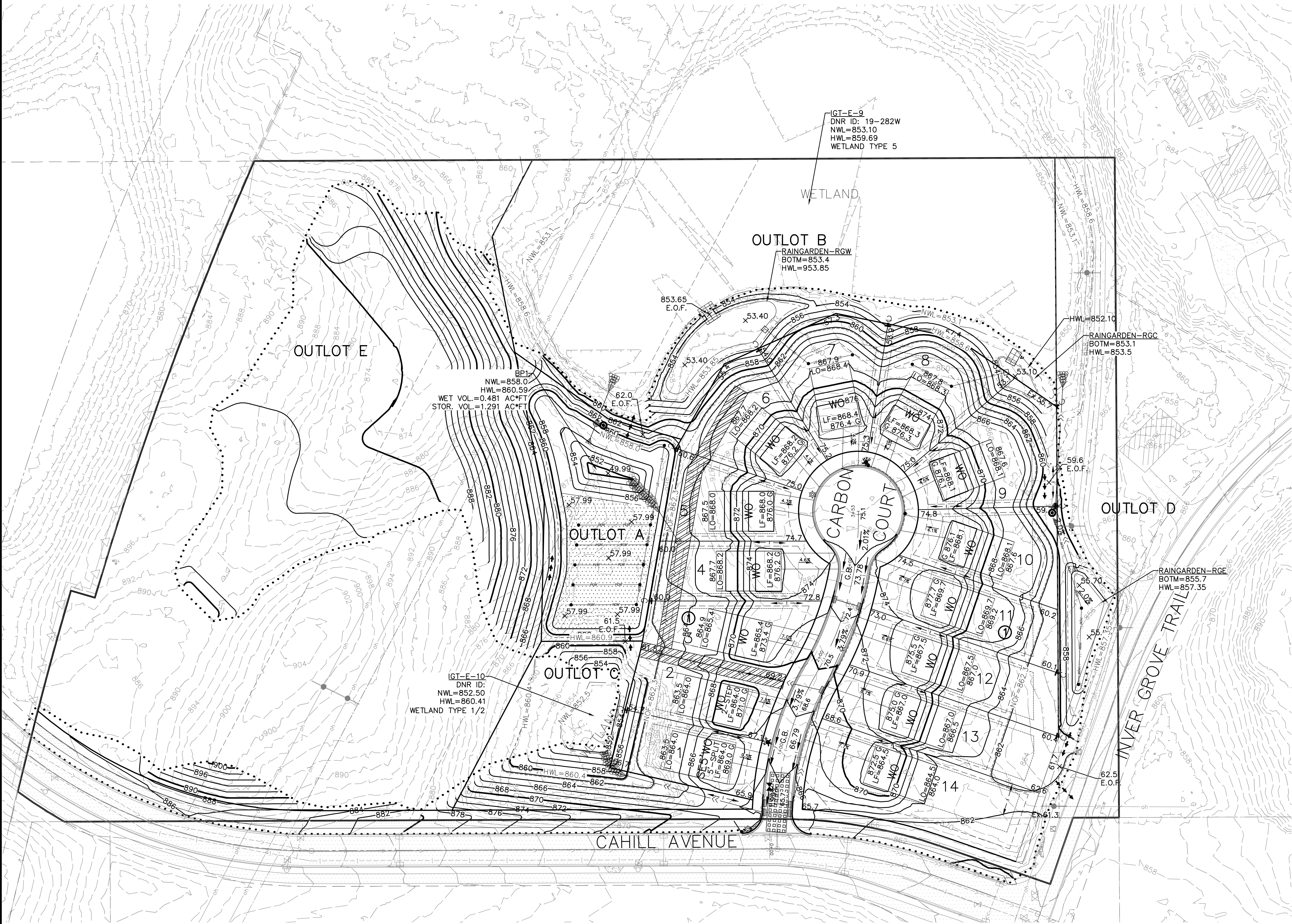
No

By City Council Date _____

Bond No. _____

Date Bond Expires _____

Insurance Company _____ Date Insurance Expires _____



PRELIMINARY ZONING REQUIREMENTS WITH VARIANCES:

MINIMUM LOT WIDTH	60 FEET
MINIMUM CORNER LOT WIDTH	80 FEET
MINIMUM FRONT YARD SETBACK	25 FEET
MINIMUM REAR YARD SETBACK	25 FEET
MINIMUM SIDE SETBACK	7.5 FEET
MINIMUM SIDE STREET SETBACK	25 FEET

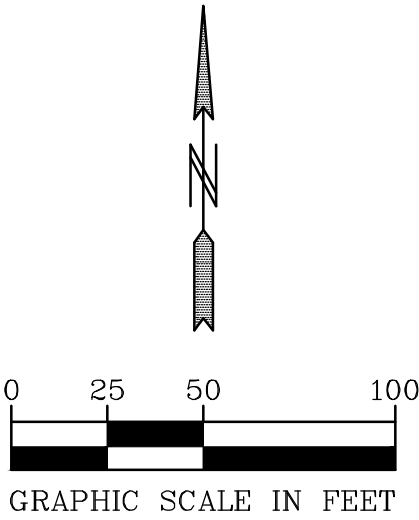
LOW FLOOR = HWL+2'
LOWEST OPENING = EOF+1'
LOW FLOOR = NOF+1'

LEGEND

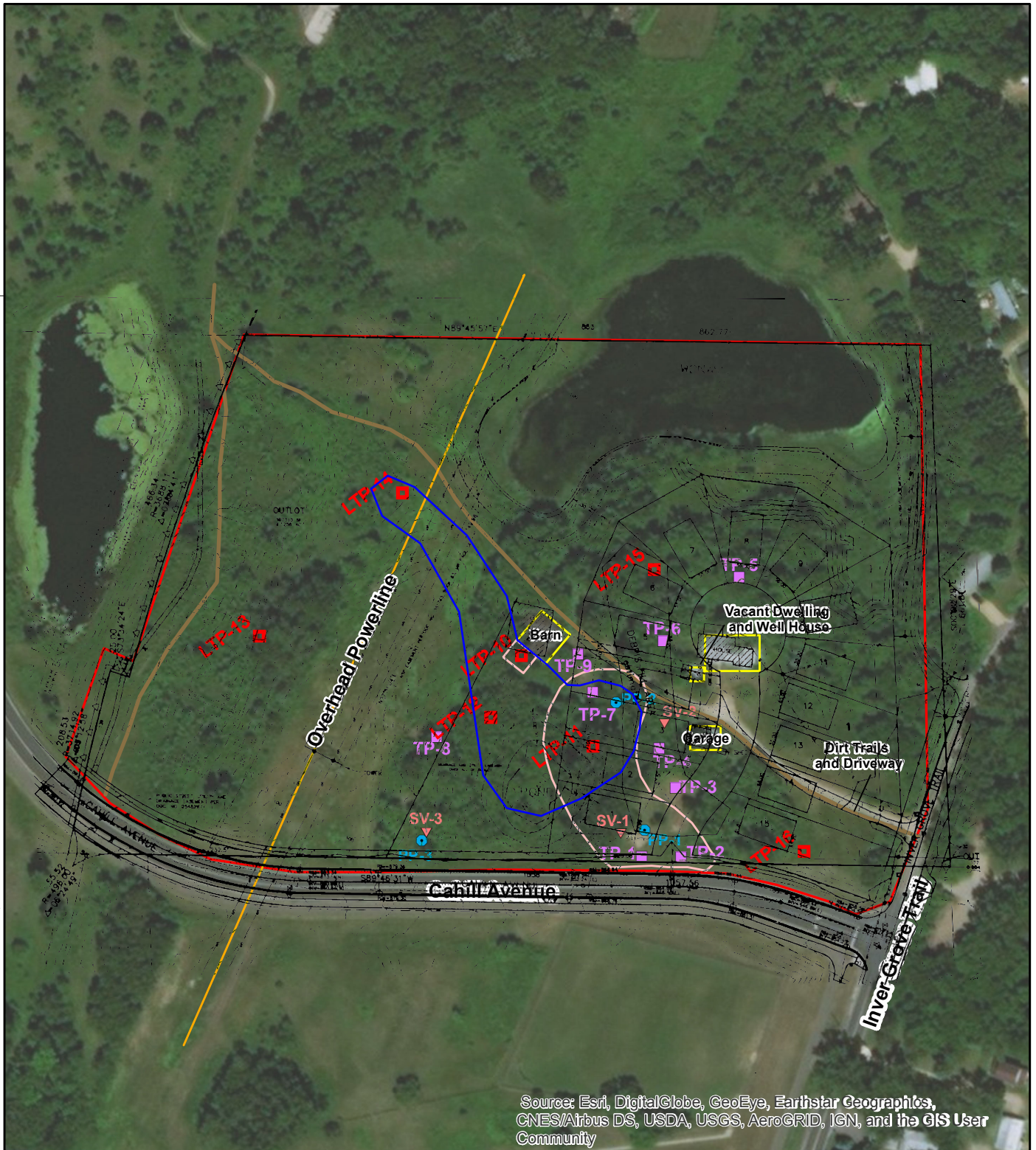
- PERIMETER EROSION CONTROL FENCE. INSTALL BEFORE START OF GRADING
- CATCH BASIN INLET PROTECTION TO BE INSTALLED PRIOR TO START OF GRADING
- CATCH BASIN INLET PROTECTION TO BE INSTALLED PRIOR TO START OF GRADING
- ROCK CONSTRUCTION ENTRANCE. INSTALL BEFORE START OF GRADING
- INFILTRATION AREA (SEE DETAIL*)
- BASIN ACCESS 8% SLOPE MAX.
- STABILIZED OUTFALL, FLEXAMAT OR APPROVED EQUAL INSTALL WITHIN 7 DAYS OF GRADING COMPLETION

*NOTE:
SEE INFILTRATION & RAINGARDEN CROSS SECTION DETAIL ON SHEET 6.3

NOTE:
ALL INFILTRATION AREAS SHOULD BE CHECKED DURING SITE GRADING USING DOUBLE RING OR FALLING HEAD INFILTRMETER TESTS.
INFILTRATION BASIN DESIGN RATES:
- BP INFIL. = 0.20 IN/HR
- RGE = 0.20 IN/HR
- RGC = 0.20 IN/HR
- RGW = 0.06 IN/HR



BENCH MARK
TNH 400' WEST CAHILL AVE. & INVER GROVE TRAIL INT.
ELEV=870.62



Legend

- Braun Push Probe Locations
- ▼ Braun Soil Vapor Locations
- Braun Test Pit Locations
- Landmark Test Pit Locations
- Buried Debris Area
- Shallow Buried Debris Area
- Approximate Property Boundary
- Overhead Powerline

Figure 3
Response Action Plan
with Redevelopment Plan
9697 Inver Grove Trail
Inver Grove Heights, Minnesota

LANDMARK ENVIRONMENTAL, LLC

1 inch = 180 feet

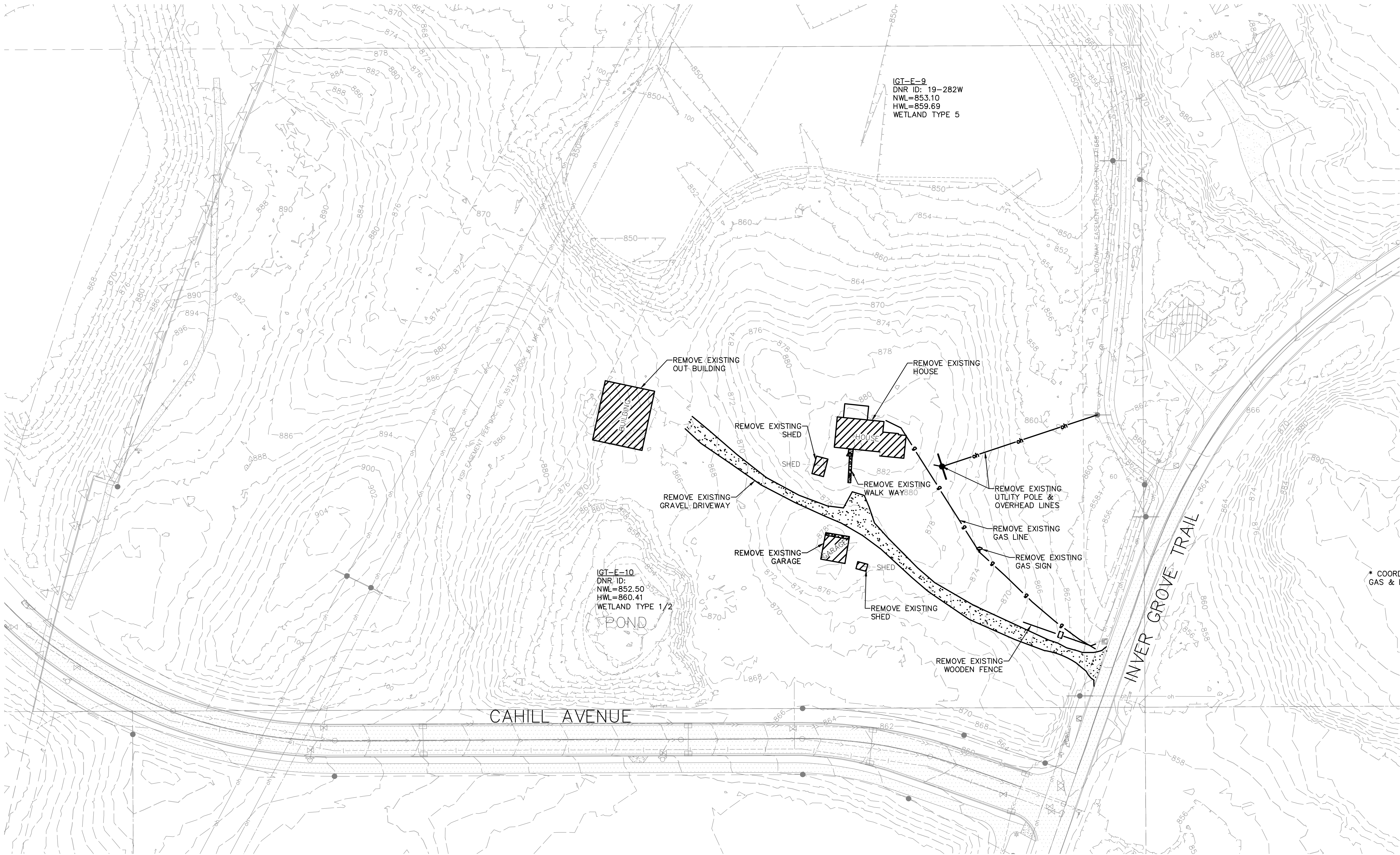
0 95 190 380 Feet

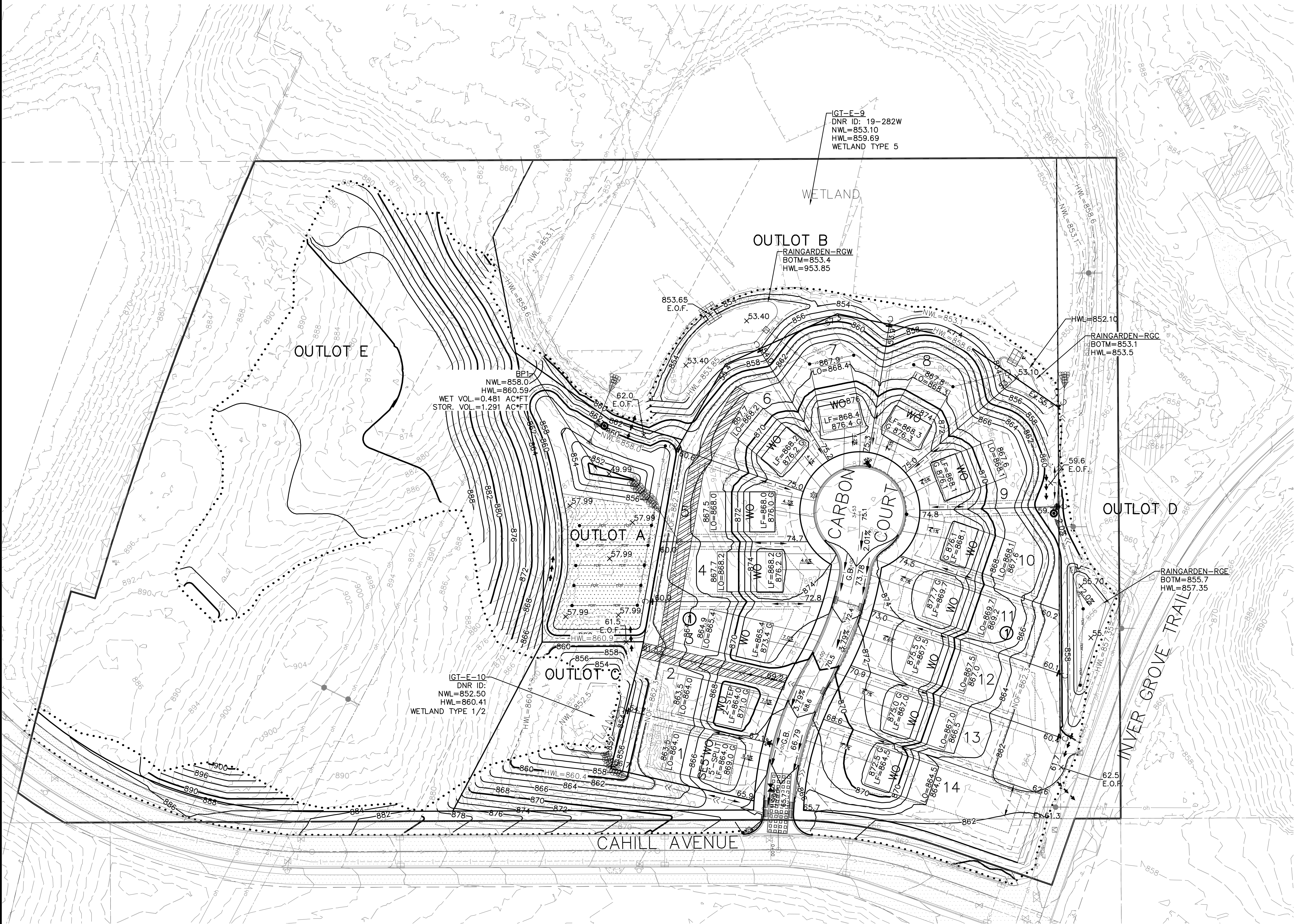


APPENDIX A

PLANS

FOR GRADING PINE BEND ESTATES





PRELIMINARY ZONING REQUIREMENTS WITH VARIANCES:

MINIMUM LOT WIDTH	60 FEET
MINIMUM CORNER LOT WIDTH	80 FEET
MINIMUM FRONT YARD SETBACK	25 FEET
MINIMUM REAR YARD SETBACK	25 FEET
MINIMUM SIDE SETBACK	7.5 FEET
MINIMUM SIDE STREET SETBACK	25 FEET

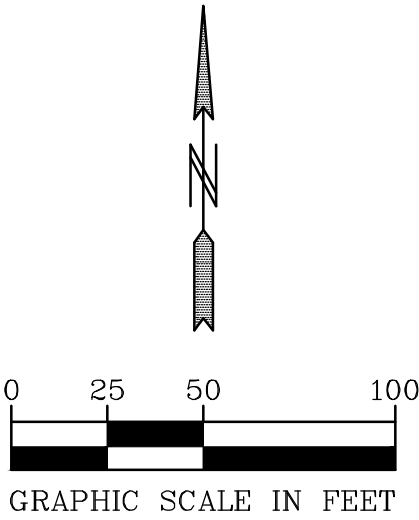
LOW FLOOR = HWL+2'
LOWEST OPENING = EOF+1'
LOW FLOOR = NOF+1'

LEGEND

- PERIMETER EROSION CONTROL FENCE. INSTALL BEFORE START OF GRADING
- CATCH BASIN INLET PROTECTION TO BE INSTALLED PRIOR TO START OF GRADING
- CATCH BASIN INLET PROTECTION TO BE INSTALLED PRIOR TO START OF GRADING
- ROCK CONSTRUCTION ENTRANCE. INSTALL BEFORE START OF GRADING
- INFILTRATION AREA (SEE DETAIL*)
- BASIN ACCESS 8% SLOPE MAX.
- STABILIZED OUTFALL, FLEXAMAT OR APPROVED EQUAL INSTALL WITHIN 7 DAYS OF GRADING COMPLETION

*NOTE:
SEE INFILTRATION & RAINGARDEN CROSS SECTION DETAIL ON SHEET 6.3

NOTE:
ALL INFILTRATION AREAS SHOULD BE CHECKED DURING SITE GRADING USING DOUBLE RING OR FALLING HEAD INFILTRMETER TESTS.
INFILTRATION BASIN DESIGN RATES:
- BP INFIL. = 0.20 IN/HR
- RGE = 0.20 IN/HR
- RGC = 0.20 IN/HR
- RGW = 0.06 IN/HR

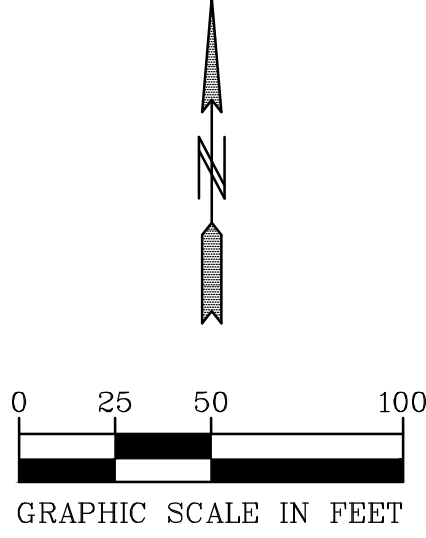
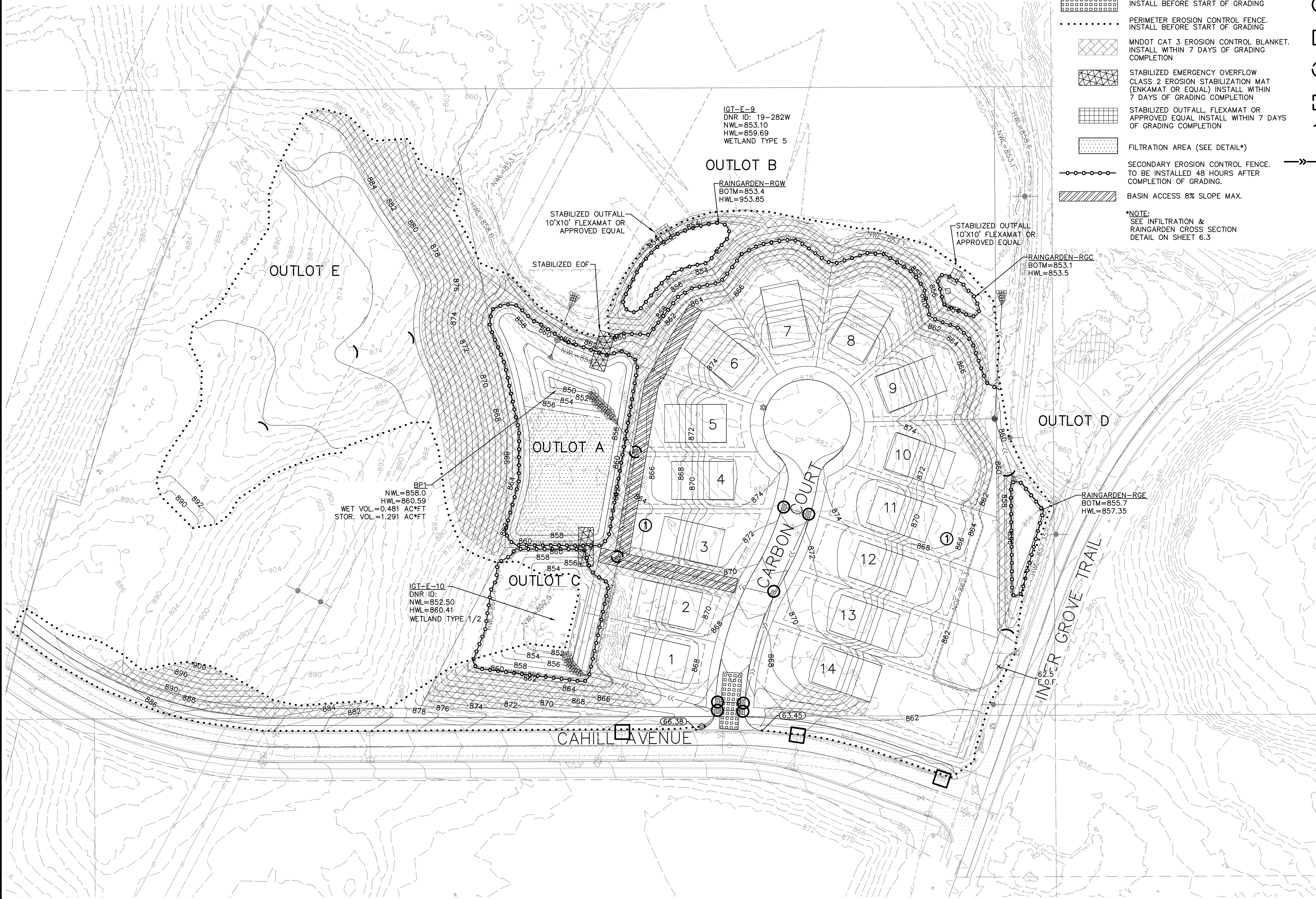


BENCH MARK
TNH 400' WEST CAHILL AVE. & INVER GROVE TRAIL INT.
ELEV=870.62

LEGEND

- ROCK CONSTRUCTION ENTRANCE
INSTALL BEFORE START OF GRADING
- PERIMETER EROSION CONTROL FENCE.
INSTALL BEFORE START OF GRADING
- MNDOT CAT 3 EROSION CONTROL BLANKET.
INSTALL WITHIN 7 DAYS OF GRADING
COMPLETION
- STABILIZED EMERGENCY OVERFLOW
CLASS 2 EROSION STABILIZATION MAT
(ENKAMAT OR EQUAL) INSTALL WITHIN
7 DAYS OF GRADING COMPLETION
- STABILIZED OUTFALL, FLEXAMAT OR
APPROVED EQUAL INSTALL WITHIN 7 DAYS
OF GRADING COMPLETION
- FILTRATION AREA (SEE DETAIL*)
- SECONDARY EROSION CONTROL FENCE.
TO BE INSTALLED 48 HOURS AFTER
COMPLETION OF GRADING.
- BASIN ACCESS 8% SLOPE MAX.
- CATCH BASIN INLET PROTECTION
TO BE INSTALLED AFTER 1ST LIFT
OF BITUMINOUS.
- CATCH BASIN INLET PROTECTION
TO BE INSTALLED PRIOR TO
START OF GRADING
- CATCH BASIN INLET PROTECTION
TO BE INSTALLED WITH CATCH
BASIN GRATE.
- CATCH BASIN INLET PROTECTION
TO BE INSTALLED PRIOR TO
START OF GRADING
- STRAW BIO ROLLS. INSTALL WITHIN 7 DAYS
OF GRADING COMPLETION OR BEFORE 1ST
RAINFALL EVENT WHICHEVER IS FIRST
- SUMPED RIP RAP PERMANENT ENERGY
DISSIPATER, INSTALL WITHIN 24 HOURS
AFTER CONNECTION TO A SURFACE WATER.

*NOTE:
SEE INFILTRATION &
RAINGARDEN CROSS SECTION
DETAIL ON SHEET 6.3



BENCH MARK
TNH 400' WEST CAHILL
AVE. & INVER GROVE
TRAIL INT.
ELEV=870.62



2422 Enterprise Drive
Mendota Heights, MN 55120
(651) 681-1914
Fax: 681-9488
www.pioneereng.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota

Name
John M. Molinaro
Reg. No. 45831
Date 5-29-2020

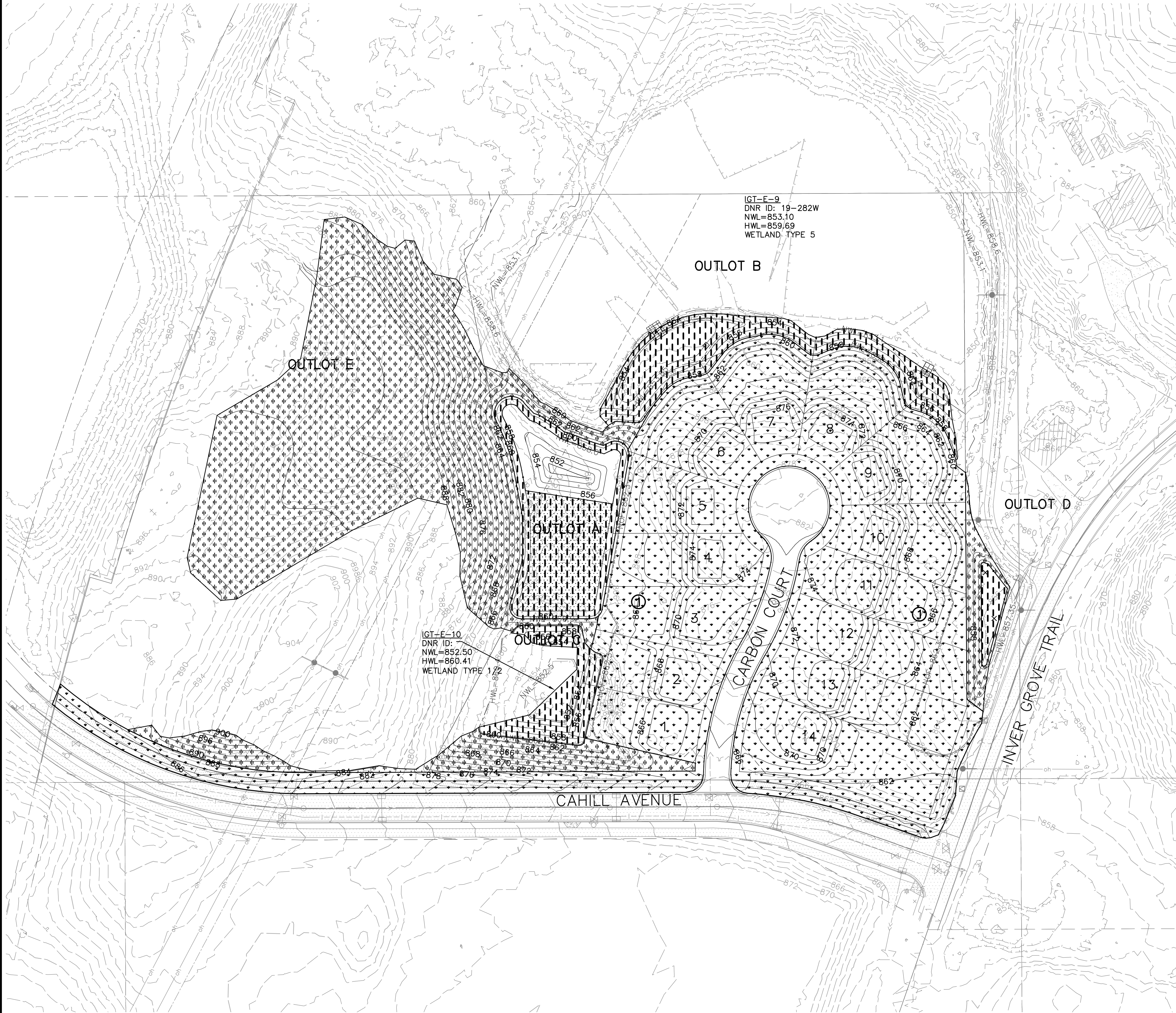
Revisions
1. 6-19-2020 City Comments

Date 5-29-2020
Designed JMM
Drawn MPC

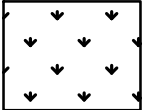
EROSION CONTROL PLAN

ALLIANT VENTURES III, LLC
4655 NICHOLS ROAD, STE. 106
EAGAN, MN 55122

PINE BEND ESTATES
INVER GROVE HEIGHTS, MINNESOTA



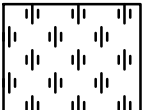
- TEMPORARY SEED SHALL BE DONE IN ACCORDANCE TO MNDOT 2575 & 3876; CONSISTING OF:
- MAY 1 – AUGUST 1: MINNESOTA STATE SEED MIXTURE 21–111 (OATS COVER CROP) @ 100.0 LBS. PER ACRE OR APPROVED EQUAL.
 - AUGUST 1 – OCTOBER 1: MINNESOTA STATE SEED MIXTURE 21–112 (WINTER WHEAT COVER CROP) @ 100.0 LBS. PER ACRE OR APPROVED EQUAL.
 - MULCH SHALL BE MNDOT 3882, TYPE 1 @ 2 TONS PER ACRE OR APPROVED EQUAL AND DISK ANCHORED IN PLACE OR APPROVED EQUAL, INSTALLED TO MINIMUM 90% COVERAGE OF THE SURFACE AREA DISTURBED.
 - MNDOT 3881, TYPE 1 COMMERCIAL FERTILIZER, 10–10–20 @ 200 LBS. PER ACRE



- PERMANENT TURF RESTORATION SHALL BE DONE IN ACCORDANCE WITH MNDOT 2575 & 3876 CONSISTING OF:
- MINNESOTA STATE SEED MIXTURE 25–141 (MESIC GENERAL ROADSIDE) AT 59 POUNDS PER ACRE.
 - MULCH SHALL BE MNDOT 3882, TYPE 1 @ 2 TONS PER ACRE OR APPROVED EQUAL AND DISK ANCHORED IN PLACE OR APPROVED EQUAL, INSTALLED TO MINIMUM 90% COVERAGE OF THE SURFACE AREA DISTURBED.
 - MNDOT 3881, TYPE 3 SLOW–RELEASE FERTILIZER, 22–5–10, MINIMUM 70% WATER–INSOLUBLE NITROGEN @ 350 LBS PER ACRE.



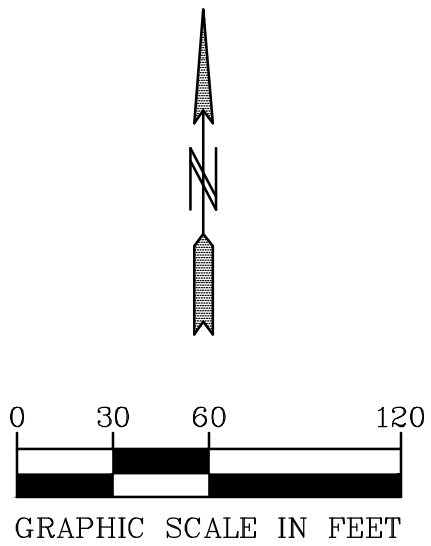
- PERMANENT BASIN SEEDING SHALL BE DONE IN ACCORDANCE WITH MNDOT 2575 & 3876 CONSISTING OF:
- WET BASIN BENCH/(IN)FILTRATION BASIN: MINNESOTA STATE SEED MIXTURE 33–261 (STORMWATER SOUTH AND WEST) AT 35 POUNDS PER ACRE.
 - ABOVE BASIN BENCH TO HIGH WATER LEVEL: MINNESOTA STATE SEED MIXTURE 35–241 (MESIC PRAIRIE GENERAL) AT 36.5 POUNDS PER ACRE.
 - MULCH SHALL BE MNDOT 3882, TYPE 3 @ 2 TONS PER ACRE OR APPROVED EQUAL AND DISK ANCHORED IN PLACE OR APPROVED EQUAL.
 - MNDOT 3881, TYPE 4 NATURAL–BASED FERTILIZER, 18–1–8 @ 120 LBS PER ACRE OR 17–10–7 @ 150 LBS PER ACRE



- UPLAND/NATURAL AREA SEEDING SHALL BE DONE IN ACCORDANCE TO MNDOT 2575 & 3876; CONSISTING OF:
- MINNESOTA STATE SEED MIXTURE 35–621 (DRY PRAIRIE SOUTHEAST) AT 11.0 POUNDS PER ACRE.
 - MULCH SHALL BE MNDOT 3882, TYPE 3 @ 2 TONS PER ACRE OR APPROVED EQUAL AND DISK ANCHORED IN PLACE OR APPROVED EQUAL.
 - MNDOT 3881, TYPE 4 NATURAL–BASED FERTILIZER, 18–1–8 @ 120 LBS PER ACRE OR 17–10–7 @ 150 LBS PER ACRE

BASIN SEEDING AS SHOWN ON PLAN TO BE SUPPLEMENTED WITH PLUGS SPACED A MAXIMUM OF 5’ ON CENTER. PLUG SPECIES MAY BE CHOSEN FROM THE MNDOT MIX 33–261 BELOW.

33-261 Stormwater South & West		Rate (kg/ha)	Rate (lb/ac)	% of Mix (% by wt)	Seeds/ sq ft
Common Name	Scientific Name				
big bluestem	<i>Andropogon gerardii</i>	2.24	2.00	5.72%	7.35
fringed brome	<i>Bromus ciliatus</i>	2.24	2.00	5.73%	8.10
bluejoint	<i>Calamagrostis canadensis</i>	0.07	0.06	0.18%	6.40
slender wheatgrass	<i>Elymus trachycaulus</i>	1.12	1.00	2.85%	2.53
Virginia wild rye	<i>Elymus virginicus</i>	1.68	1.50	4.28%	2.31
switchgrass	<i>Panicum virgatum</i>	0.43	0.38	1.07%	1.93
fowl bluegrass	<i>Poa palustris</i>	1.19	1.06	3.03%	50.70
Indian grass	<i>Sorghastrum nutans</i>	0.13	0.12	0.36%	0.55
prairie cordgrass	<i>Spartina pectinata</i>	0.43	0.38	1.07%	0.91
Total Grasses		9.53	8.50	24.29%	80.78
awl-fruited sedge	<i>Carex stipata</i>	0.28	0.25	0.71%	3.10
dark green bulrush	<i>Scirpus atrovirens</i>	0.21	0.19	0.54%	31.70
woolgrass	<i>Scirpus cyperinus</i>	0.07	0.06	0.18%	39.00
Total Sedges and Rushes		0.56	0.50	1.43%	73.80
Canada anemone	<i>Anemone canadensis</i>	0.08	0.07	0.19%	0.20
marsh milkweed	<i>Asclepias incarnata</i>	0.12	0.11	0.32%	0.20
leafy beggarticks	<i>Bidens frondosa</i>	0.12	0.11	0.31%	0.20
flat-topped aster	<i>Doellingeria umbellata</i>	0.07	0.06	0.17%	1.50
spotted Joe pye weed	<i>Eutrochium maculatum</i>	0.07	0.06	0.18%	2.19
autumn sneezeweed	<i>Helenium autumnale</i>	0.15	0.13	0.36%	5.97
obedient plant	<i>Physostegia virginiana</i>	0.08	0.07	0.21%	0.30
tall coneflower	<i>Rudbeckia laciniata</i>	0.08	0.07	0.21%	0.37
New England aster	<i>Symphotrichum novae-angliae</i>	0.08	0.07	0.19%	1.56
blue vervain	<i>Verbena hastata</i>	0.06	0.05	0.15%	1.85
golden alexanders	<i>Zizia aurea</i>	0.22	0.20	0.56%	0.79
Total Forbs		1.12	1.00	2.85%	15.13
Oats or winter wheat (see note at beginning of list for recommended dates)		28.02	25.00	71.43%	11.14
Total Cover Crop		28.02	25.00	71.43%	11.14
Totals:		39.23	35.00	100.00%	180.85
Purpose:	Stormwater pond edges, temporarily flooded dry ponds, and temporarily flooded ditch bottoms.				
Planting Area:	Tallgrass Aspen Parklands, Prairie Parkland, and Eastern Broadleaf Forest Provinces. Mn/DOT Districts 2(west), 3B, 4, Metro, 6, 7 & 8.				



BENCH MARK
TNH 400' WEST CAHILL
AVE. & INVER GROVE
TRAIL INT.
ELEV=870.62

APPENDIX B

VOLUNTARY RESPONSE ACTION PLAN (VRAP)



Voluntary Response Action Plan
9697 Inver Grove Trail
Inver Grove Heights, Minnesota

Prepared for:
Alliant Ventures III, LLC

January 2020

Table of Contents

1.0	Introduction and Background	1
1.1	Background	2
1.2	Previous Investigations and Reports	3
1.2.1	Phase I ESA Findings.....	4
1.2.2	Phase II Summary and Results.....	4
1.2.3	Supplemental Investigation Summary and Results.....	6
2.0	Voluntary Response Action Plan	11
2.1	Proposed Development Plan	11
2.2	Chemicals of Concern and Cleanup Goals	12
2.3	Response Actions.....	13
2.4	Soil Excavation, Management and Disposal	14
2.5	Water Management during Redevelopment	16
2.6	Environmental Construction Contingency Plan.....	16
2.7	Site Safety, Run-off Control and Dust Control.....	16
2.8	Institutional Controls	16
2.9	Response Action Implementation Report	16
2.10	Schedule	17

Figures

Figure 1	Property Location Map
Figure 2	Property Layout Map with Investigation Locations
Figure 3	Response Action Plan with Redevelopment Plan

List of Appendices

Appendix A	Previous Investigation Excerpts
Appendix B	Redevelopment Plans
Appendix C	MPCA's Best Management Practices for the Off-Site Reuse of Unregulated Fill
Appendix D	MPCA Risk Based Site Characterization and Sampling Guidance, Section 7.0

1.0 Introduction and Background

This Voluntary Response Action Plan (“VRAP”) was prepared by Landmark Environmental, LLC (“Landmark”) on behalf of Alliant Ventures III, LLC (“Alliant Ventures”) in preparation for conducting remediation and redevelopment activities at property located at 9697 Inver Grove Trail, Inver Grove Heights, Minnesota (“Property”). The location of the Property is shown on **Figure 1**. The current layout of the Property and the locations of the Supplemental Phase II Environmental Investigation (“Supplemental Investigation”) conducted by Landmark, as well as the previous sampling locations are shown on **Figure 2**. The Property is currently zoned for residential use and all the Property buildings are vacant and in poor condition. Property buildings consist of a residential dwelling, a detached garage, a single-story barn, and a small well pump house/sump pit.

The scope of the Supplemental Investigation was based on information provided in two (2) Phase I Environmental Site Assessments (“Phase I ESA”) reports. The first Phase I ESA Report was prepared by Braun Intertec Corporation (“Braun”) on behalf of Wells Fargo Bank N.A., dated June 7, 2017. The subsequent Phase I ESA Report was prepared by Landmark on behalf of Alliant Ventures. A Phase II Environmental Site Assessment Report (“Phase II Report”) was also prepared by Braun on behalf of Wells Fargo Bank N.A., dated June 7, 2017.

Figure 3 shows the building footprints for the proposed redevelopment on the Property. This figure does not show the proposed locations of the utilities that will need to be installed. As shown on the drawings included in **Appendix B**, redevelopment plans involve removing existing structures and excavating soil for constructing single family housing.

The purpose of this VRAP is to describe the cleanup goals and response actions (“RAs”) specific to the redevelopment plans related to the Property. The VRAP has been prepared in accordance with applicable Minnesota Pollution Control Agency (“MPCA”), Voluntary Investigation and Cleanup (“VIC”) Program and Petroleum Brownfields (“PB”) Program guidelines. An Environmental Construction Contingency Plan (“ECCP”) has also been prepared and will be submitted to the MPCA VIC Program as a separate document to address unexpected conditions that may be encountered during RA implementation and redevelopment activities that were not addressed as part of the VRAP. In addition, a project-specific Site Safety Plan (“SSP”), which was prepared prior to conducting the Supplemental Investigation, will be modified and submitted as a

separate document to the MPCA prior to beginning the implementation of the RAs and the redevelopment activities.

On behalf of Alliant Ventures, Landmark requests that the MPCA VIC Program and the PB Program review and approve this VRAP. Alliant Ventures plans to begin redevelopment activities in the spring or early summer of 2020 and requests that the MPCA approve this VRAP by February 28, 2020.

1.1 Background

The Property consists of 15.11 acres of land that is currently zoned for residential use. The Property is bordered by Cahill Avenue; on the east by Inver Grove Trail with residential properties beyond; on the west by a stormwater retention pond with Cahill Avenue and Trunk Highway 52 beyond; and on the north by residential properties. The general Property vicinity has been developed since prior to 1890 for residential/agricultural related use.

The Property was originally developed in 1890 with the construction of an approximate 2,100-square-foot residential dwelling on the east-central portion of the Property. In the 1960s or 1970s, a 576-square-foot garage and a 96-square-foot well pump house/sump pit were added to the east-central portion of the Property. An approximate 2,200-square-foot single-story barn was also constructed during this time on the central portion of the Property. As stated, all of the buildings located on the Property are vacant and in poor condition. Access to the Property is provided by a gravel driveway stemming from Inver Grove Trail that runs between the dwelling and garage, opening to a parking area. The drive runs adjacent to the barn structure, and continues northwest as a dirt path to the Property boundary.

As indicated in the Phase I Reports, historical activities on the Property first consisted of residential development and use for cultivated cropland by 1890. Farming purposes continued until the early 1950s when the Property became used for apparent rural residential purposes such as horse stabling. Based upon the historical information available it appears that additional barn/garage outbuildings were demolished in the mid-1960s to early 1970s. The Braun Phase I Report identified the following recognized environmental conditions (“RECs”) for the Property:

- “Based on available information, unpermitted dumping has occurred on the Site and on adjoining properties. Site observations identified the presence of surficial dumping. The adjoining right-of-way expansion completed by the City of Inver Grove Heights in 2007 encountered soil containing concentrations of diesel range

organics, varying amounts of debris materials, and materials that contained asbestos. It is likely that these materials are also present on the Site. The potential presence of buried waste represents a potential for soil and groundwater contamination.

- Based on information provided by Dakota County, the MNDOT Highway 52, 55, and 56 Interchange Disposals site (DCEMD Site ID # 1294) is located west adjacent to the Site. This is reported to be a suspected large, unlimited variety dump. The potential presence of buried waste adjacent to or at the Site represents a potential for soil and groundwater contamination at the Site.”

Investigations conducted in the adjoining right-of-way and on the Property by Braun reported that a significant amount of fill had been placed on the Property in the past. The majority of the fill consists of silty sand, poorly graded sand, clayey sand, and sandy lean clay with gravel. Fill material, mainly in the south-central portion of the Property has been shown to contain varying amounts of intermixed debris. The debris, mainly observed in the south and south-central area of the Property, includes concrete, brick, glass, wood, clinkers, slag, metal, plastic, sand blasting material, shingles, and tar. Fill material with debris was observed in the most southern area of the Property was reported by Braun to generally begin at a depth of approximately ten (10) feet below ground surface (“bgs”) and ended at a depth of up to 20 feet bgs. Fill material that contained debris located farther north and closer to the Property buildings generally began at a depth of approximately four (4) feet bgs although there were areas where Braun also noted the presence of debris at ground surface.

1.2 Previous Investigations and Reports

Previous environmental assessments and/or investigations were conducted at the Property or portions thereof. Electronic copies of the previous assessment and investigation reports have been submitted to the MPCA VIC Program and the MPCA PB Program for review. Excerpts of the previous investigations are included in **Appendix A**. The findings from the Phase I ESA Report prepared by Braun are discussed in Section 1.2.1; the results from the Phase II Investigation Report prepared by Braun are summarized in Section 1.2.2; the findings from the Phase I ESA Report prepared by Landmark are discussed in Section 1.2.3; and the results from the Supplemental Phase II Investigation Report prepared by Landmark are summarized in Section 1.2.4. As stated, previous investigations consisted of the following:

- Braun. June 7, 2017. *Phase I Environmental Site Assessment, Vacant Residence, 9697 Inver Grove Trail, Inver Grove Heights, Minnesota*. (Braun Phase I Report)

- Braun. June 7, 2017. *Phase II Environmental Site Assessment, Vacant Residence, 9697 Inver Grove Trail, Inver Grove Heights, Minnesota.* (Phase II Report)
- Landmark. January 2019. *Phase I Environmental Site Assessment, 9697 Inver Grove Trail, Inver Grove Heights, Minnesota.* (Landmark Phase I Report)
- Landmark. March 26, 2018. *Supplemental Phase II Environmental Investigation, 9697 Inver Grove Trail, Inver Grove Heights, Minnesota.* (Supplemental Phase II Report)

1.2.1 Braun Phase I Report Findings

As indicated in the Braun Phase I Report, historical activities on the Property first consisted of residential development and use for cultivated cropland by 1890. Farming purposes continued until the early 1950s when the Property became used for apparent rural residential purposes such as horse stabling. Based upon the historical information available it appears that additional barn/garage outbuildings were demolished in the mid-1960s to early 1970s. The Braun Phase I Report identified the following RECs for the Property:

- Based on available information, unpermitted dumping has occurred on the Site and on adjoining properties. Site observations identified the presence of surficial dumping. The adjoining right-of-way expansion completed by the City of Inver Grove Heights in 2007 encountered soil containing concentrations of diesel range organics, varying amounts of debris materials, and materials that contained asbestos. It is likely that these materials are also present on the Site. The potential presence of buried waste represents a potential for soil and groundwater contamination.
- Based on information provided by Dakota County, the MNDOT Highway 52, 55, and 56 Interchange Disposals site (DCEMD Site ID # 1294) is located west adjacent to the Site. This is reported to be a suspected large, unlimited variety dump. The potential presence of buried waste adjacent to or at the Site represents a potential for soil and groundwater contamination at the Site.

1.2.2 Phase II Report Summary

A total of nine (9) test pits (TP-1 through TP-2) were conducted on the Property as part of the Braun Phase II. In addition, three (3) soil borings were advanced with a push probe, one temporary monitoring well was installed to collect a groundwater sample, and

3 soil vapor probes (SV-1 through SV-3) were advanced to collect 3 soil vapor samples from 3 to- five (5) feet bgs.

Braun advanced the 3 soil borings with a hydraulically-driven push-probe, designated as PP-1 through PP-3 at the Property to depths ranging from 20 to 40 feet bgs. Groundwater was encountered and collected at the one boring (PP-2) that was advanced to 40 feet bgs. Groundwater was measured at 28.9 feet bgs at boring PP-2. The depths of the 9 test pits ranged from six (6) to 20 feet bgs.

Varying amounts of fill soil, consisting primarily of silty sand, poorly graded sand, clayey sand, and sandy lean clay with gravel, was encountered from the ground surface to depths of 9 to 20 feet bgs in the vicinity of investigation locations TP-1, TP-2, TP-7, PP-1, and PP-2. Underlying the fill soil was apparent native soil consisting primarily of clayey sand and silty sand, but also intervals of poorly graded sand and lean clay. As stated, field screening of fill soils from the borings and test pits identified intermixed debris, which included slag, brick, concrete, glass, metal, shingles, plastic, tar, sand blast material, clinkers, and/or wood. Debris observed in the most southern investigation locations (PP-1, TP-1, and TP-2) generally began at approximately 10 feet bgs and continued until at least 20 feet bgs. Debris observed in the vicinity of PP-2 and TP-7 generally began at approximately 4 feet bgs and continued until 10 feet bgs. No elevated headspace readings (above 10 parts per million [“ppm”]) were detected in soils encountered during investigations at the Property.

Concentrations of polynuclear aromatic hydrocarbons (“PAHs”) were detected in two (2) soil samples above their respective regulatory soil screening criteria for recreational and industrial uses from debris-laden fill soil on the southern portion of the Property. PAHs were calculated as the benzo(a)pyrene (“BaP”) equivalent for comparison with MPCA criteria. PAHs were reported above MPCA criteria in 2 samples including PP-1 (12.5-15’) at 47.9 milligrams per kilogram (“mg/kg”) and in sample TP-2 (4’) at 4.3 mg/kg, both of which are above the Industrial Soil Reference Value (“ISRV”) of 3.0 mg/kg. Naphthalene was also reported in sample PP-1 (12.5-15’) at 7.3 mg/kg which exceeds the MPCA Soil Leaching Value (“SLV”) of 4.5 mg/kg. In addition, diesel range organics (“DRO”) was reported in samples PP-1 (12.5-15’) at 6,080 mg/kg and TP-2(4’) at 320 mg/kg. These detections are above the MPCA’s Best Management Practices (“BMP”) for Unregulated Excess Fill criteria for DRO, which is 100 mg/kg for unregulated offsite reuse. Buried regulated asbestos-containing material (“RACM”) was also identified in the southern portion of the Property. As stated, no elevated volatile organic (photoionization detector [PID]) readings were identified in soil samples collected at the Property.

One groundwater sample was collected as part of the Braun Phase II (PP-2); the depth to groundwater at the time was approximately 29 feet bgs. Laboratory analysis of the groundwater sample collected at boring location PP-2 did not detect concentrations of volatile organic compounds (“VOCs”), PAHs, dissolved metals, gasoline range organics (“GRO”) or DRO above Minnesota Department of Health (“MDH”) drinking water criteria. DRO in sample PP-2 was detected at 115 micrograms per liter (“µg/L”). Although no drinking water criterion for DRO has been established, the MDH groundwater screening criteria (Health Based Value) for total petroleum hydrocarbons is 200 µg/L.

Three (3) soil vapor samples (SV-1 through SV-3) were collected in the southern portion of the Property as part of the Braun Phase II. No detections exceeded the current regulatory action criteria of thirty-three times the Residential Intrusion Screening Value (“33X R-ISV”) in the three samples. Methane was also analyzed in the 3 soil vapor samples collected. Methane was not detected in samples SV-1 and SV-2 and was only detected at the SV-3 sampling location at 6.1 parts per million by volume (“ppmv”). The MPCA action criterion for methane is 25% of the lower explosive limit (“LEL”), which is 55,000 ppmv. The reported methane detection in sample SV-3 is well below the MPCA action criterion.

1.2.3 Landmark Phase I Report Summary

At the time Landmark completed the Phase I ESA, the Property was owned by Nationstar Mortgage LLC and was comprised of vacant rural residential land. As stated in the Landmark Phase I ESA Report:

“The Property was originally developed for rural residential and agricultural land use by 1890. The homestead including outbuildings has been in the current position, central, since at least 1937. An unimproved road formerly connected Inver Grove Trail to Old Concord Boulevard northwest across the Property. The road eventually degraded to a trail. Former outbuildings were demolished in the mid-1960s to early 1970s. A high voltage power line was first apparent on the Property in the 1960s; the line runs southwest to northeast in the western portion of the Property.

A pond was sometimes present in the south-central portion of the Property; some filling in the pond appears likely based on historical aerial photographs and previous investigations. Evidence of dumping in the former dump site on the Property was apparent in at least the 1960s and may have been earlier and/or later. Previous Property Owners began filing for dump closure in the late 1980s; the dump was never completely closed by the County.

The filling and/or dumping at the Property and potential demolition debris from former buildings demolished at the Property have the potential to impact the subsurface of the Property.

Based upon the records review, Property reconnaissance and interviews the following known or suspect environmental conditions were identified for the Property:

Finding: Evidence of filling and historic dumping on the Property, primarily on the southern portion of the Property.

Previous investigations have documented the presence of buried debris on the Property primarily on the southern portion of the Property. Although the most recent investigation at the Property did not include soil detections greater than regulatory criteria, a past investigation detected DRO and PAHs above regulatory criteria in soil samples. Buried ACM was also detected in a past investigation. However, all previous groundwater and soil vapor samples collected at the Property did not yield results greater than regulatory criteria.

Although the County had determined the west-adjointing property to be a former dump, the presence of a pond in this location suggests removal of significant soils in the area. Additionally, the western-most sample collected on the Property did not contain detections of chemicals greater than regulatory criteria.

For these reasons, this finding is therefore **not** considered to constitute a REC **for the current use of the Property**. However, if in the future the use of the Property changes or the Property is redeveloped, this finding will constitute a REC.

Finding: Analytical sample results in soil on the Property and the south-adjointing property above regulatory criteria, including buried ACM.

Contamination in soil samples on the Property and south-adjointing property is likely due to the presence of the former dump (impacted fill material and buried debris) at the Property, which is located primarily on the southern portion of the Property and no longer beyond the current Property line. As previously stated above, groundwater and soil vapor samples collected at the Property did not yield results greater than regulatory criteria and as such, this finding is **not** considered to constitute a REC with regard to groundwater and soil vapor.

For these reasons, this finding is therefore **not** considered to constitute a REC **for the current use of the Property**. However, if in the future the use of the Property changes or the Property is redeveloped, this finding will constitute a REC.

Finding: Evidence of surface debris including drums and chemical containers.

Although the drums and containers may be associated with the former activities at the Property, based on Landmark's previous observations during the Supplemental Investigation, it is more likely that illegal dumping has continued at the Property. Based on the observations made during the Property reconnaissance, the contents of the drums and containers have **not** resulted in any releases. For these reasons, this finding is therefore **not** considered to be a REC **for the current use of the Property**. However, if in the future the use of the Property changes or the Property is redeveloped, this finding will constitute a REC. In addition, steps should be taken to limit access to the Property so that additional illegal dumping activities are stopped."

1.2.4 Supplemental Investigation Summary

The findings and RECs identified in the Braun Phase I Report, the Landmark Phase I Report, as well as the findings reported in the Phase II Report were addressed during a Supplemental Investigation conducted by Landmark on behalf of LRES on February 27, 2018. As shown on **Figure 2**, as part of the Supplemental Phase II, Landmark oversaw the excavation of seven (7) test trenches (LTP-10 through LTP-16) approximately 8x8 feet in dimension, to a depth of approximately 10 feet bgs. Soil samples were collected for each test trench from depths of 5 to 9 feet bgs, based on field screening results.

Organic rich topsoil containing silt and plant roots was generally consistent across the Property and was observed at a depth of approximately 2 feet bgs. Fill material was observed at the Property in across all test pits, at depths ranging from 2 to 7 feet bgs and was comprised of tan to reddish-brown medium-grained silty sands containing varying amounts of gravel, cobbles, and sparse boulders. However, only the fill material at LTP-11 contained a substantial amount of buried debris and waste was only observed in the fill material at LTP-11 (content of volume is estimated to be approximately twenty to twenty five percent from depths of 3 to 10 feet). Minor amounts of buried debris and waste was also observed at LTP-10 and LTP-14 (content by volume is estimated to be approximately 5 percent at LTP-10 from depths 2 to 5 feet bgs and less than 5 percent at LTP-14 from depths 2 to 5 feet bgs). The buried debris and waste observed in the test trenches was comprised of materials similar to those identified in the Phase II and include bricks, ceramics, plastics, paper materials, rubber hose, duct tape, clay pipe, wood scrap, and tractor/farm machinery parts. As listed on the test trench logs included in Appendix

D of the Supplemental Investigation, all soils screened had PID readings of 0.0 ppm. No suspect RACM was encountered in the fill material. Native soil beneath the fill material is comprised of brown/reddish silty medium-grained sand containing varying amounts of pebbles, gravel, cobbles, clay rich horizons and sparse boulders.

No fill material, buried waste, or debris was observed in the test trenches located on the southwest and south central portion of the Property in the vicinity of LTP-13 and LTP-12, respectively. No fill material, buried waste, or debris was observed in the test trenches located to the north of the vacant Property buildings at LTP-15 or at LTP-16 in the southeast corner of the Property. The soil observed in the test trenches at these locations appeared to be native soil without buried debris and waste.

Soil samples were submitted to Pace Analytical (“Pace”) for laboratory analysis and results were compared to the MPCA Tier 1 SLVs and ISRVs. The following items summarize the reported concentrations of RCRA metals, DRO, and PAHs in the soil/fill samples collected at the locations shown on **Figure 2**:

- RCRA metal concentrations were reported below the MPCA RSRVs, ISRVs, and SLVs.
- DRO concentrations were reported to be below the laboratory method detection limits (“MDLs”) for all soil samples analyzed by Pace.
- All PAH concentrations were reported below laboratory MDLs except for the soil sample collected at LTP-10/7’, which was reported at 0.04 mg/kg. This concentration is well below applicable MPCA RSRVs, ISRVs, and SLVs.

The soil/fill material containing debris that is excavated during redevelopment will need to be disposed off-site at a permitted landfill.

Because no field screening indications of VOCs were observed (e.g., elevated PID readings or chemical odors), no soil samples were submitted to Pace for analysis of VOCs. Although no COCs were reported to be at concentrations above MPCA applicable criteria, as reported in the Braun Phase II Report, fill material containing debris was reported in the south central portion of the Property. While most of the debris is located below a depth of 4 feet bgs, an estimated 2,000 to 3,000 cubic yards of fill with debris is located in the top 4 feet and on the surface. As a result, some fill containing debris will be encountered during excavation and grading activities as part of the proposed redevelopment. The fill containing debris that is excavated during redevelopment will need to be disposed off-site at a permitted landfill. A significant portion of the buried debris will not be encountered during redevelopment and is located

at a depth of 4 feet bgs or more. This debris will remain and an Environmental Covenant will be filed with Dakota County.

2.0 Voluntary Response Action Plan

This section describes the proposed RAs, based on the results from the previous investigations and proposed redevelopment plans. The VRAP proposes cleanup goals, summarizes environmental issues to be addressed as part of the VRAP implementation, and explains elements of the proposed RAs necessary to obtain approval from the MPCA, based on the redevelopment plans and taking into account the planned future use of the Property.

2.1 Proposed Development Plan

Redevelopment plans are included in **Appendix A** and **Figure 3** shows the redevelopment layout. As shown in the development drawings, the existing gravel roads and unoccupied structures will be removed. Alliant Ventures plans to construct single family housing that will cover most of the Property. The proposed Property buildings will each have separate driveways and dirt trails. Green space will surround the Property building and large portions of the Property will remain greenspace and will not be disturbed as part of redevelopment.

Excavation work will be required to construct the proposed residential buildings, construct roads and install underground utilities. Most soil and fill excavated as part of the redevelopment of the Property will to be reused on-site. As shown in **Figure 3**, there is buried debris and surficial debris is documented to be present in some of the areas of the Property that will be redeveloped. As a result, fill material containing buried debris and surficial debris is expected to be encountered during redevelopment. Although the debris in these areas have been shown to meet applicable MPCA risk-based criteria, the fill material containing buried debris is not suitable for reuse and does not meet the MPCA definition of Unregulated Excess Fill. As a result, the fill that contains the buried debris and surficial debris that is encountered during redevelopment will be transported off-site to a permitted Subtitle D landfill. It is estimated that the redevelopment project, as currently planned, would involve the excavation and off-site disposal of 2,000 to 3,000 cubic yards of surficial debris and fill material that contains buried debris. The fill material that exceeds MPCA risk-based criteria as documented in the Braun Phase II Report is located at depth and in areas that will remain undisturbed. For this reason, residual contaminated fill and buried debris will remain in place primarily on the far south side of the Property. A significant portion of the fill material that contains buried debris is located at a depth of 10 feet or more in low lying areas on the south side of the Property. This area will not be disturbed as part of the redevelopment and, as a result, no RAs will be conducted in this area of the Property.

The ECCP will address the management of unexpected environmental issues that may be encountered during implementation of the RAs and redevelopment activities.

2.2 Chemicals of Concern and Cleanup Goals

The previous investigations identified buried debris and the following chemicals of concern (“COC”): PAHs, DRO and RCAM in soil and DRO in groundwater. Based on the previous investigation results, shallow soil containing buried debris will need to be excavated during redevelopment and transported off-site to a permitted landfill. Based on the results from the previous investigations, all of the soil contaminated with the COCs is located at depth and in areas that will not be disturbed by the proposed redevelopment. Based on the planned use of the Property, as previously stated, no RAs related to the fill material impacted by the COCs are proposed. As previously reported, the former well on the Property has been sealed in accordance with MDH requirements. Based on the planned use of the Property, which will involve the use of municipal water for drinking water purposes, no RAs related to groundwater are being proposed.

Based on redevelopment plans, the proposed cleanup goals for the soil in the final upper 4 feet are the applicable RSRVs and no buried debris. It is proposed that these cleanup goals (consistent with the MPCA Unregulated Excess Fill criteria), in conjunction with planned construction and site grading activities on the Property, are used to guide the soil RAs.

As previously stated, all VOCs in soil vapor samples were reported at a concentration below the applicable 33X I-ISV. In addition, all methane concentrations were below applicable criteria. Therefore, no soil vapor RAs are being proposed.

Based on the results of the Phase II Report and the Supplemental Phase II Report and taking into account the proposed redevelopment plans, groundwater will not be encountered during construction and will not be used in the future once the redevelopment has been completed. As previously reported, the former well on the Property has been sealed in accordance with MDH requirements. Based on the planned use of the Property, which will involve the use of municipal water for drinking water purposes, no RAs are being proposed with respect to groundwater. However, if dewatering is needed (water collected in the soil excavations from a precipitation event, for example), the water will be discharged to the sanitary sewer with a permit from the Metropolitan Council Environment Services.

For all remaining environmental issues associated with the redevelopment, field screening and contingency sampling will be conducted in accordance with the ECCP.

2.3 Response Actions

The proposed RAs generally consist of the following elements and are described in more detail in the following sections:

- An updated SSP specifically pertaining to RA and redevelopment activities will be prepared and necessary permits will be obtained prior to redevelopment.
- The Property buildings will be removed and the building materials will be recycled or disposed of prior to redevelopment activities. Recyclable materials (e.g., clean concrete) present in the fill material will be segregated from the soil and transported off-site for reuse where possible.
- Fill containing buried debris and surficial debris that is encountered during redevelopment will be transported off-site to a permitted Subtitle D landfill. It is estimated that 2,000 to 3,000 cubic yards of buried debris and surficial debris will be excavated as part of the redevelopment. Soil confirmation samples will be collected from the bottom and sidewalls of the excavations and field screened for the presence of relevant COCs and buried debris. Based on the results of the field screening, samples may be collected and sent for laboratory analysis of relevant COCs, in accordance with applicable MPCA VIC Program and PB Program guidelines. Once the extent of the excavation is reached for redevelopment purposes, no additional soil will be removed unless field screening indicates potential hazardous waste. As an alternative to sidewall sampling following excavation, Landmark may decide to prepare a “Pre-excavation Sidewall Sampling Plan” for review and approval by the MPCA. The Pre-excavation Sidewall Sampling Plan will outline the process of collecting and analyzing in situ soil/fill materials samples prior to conducting any excavation activities.

Based on the previous investigation results, all of the contaminated fill (fill that exceeds the applicable cleanup criteria for the COCs) is located at depth or in areas of the Property that will not be disturbed as part of the proposed redevelopment. As such, the majority of the fill that will be excavated and that will be addressed as part of the proposed RAs is limited to fill that contains buried debris and surficial debris. The fill that contains buried debris and surficial debris will be excavated to a depth of 2 feet below the proposed Property buildings and pavement and 4 feet below green space areas located within the portions of the Property proposed to be disturbed as part of the redevelopment activities. The fill that contains buried debris and surficial debris will be excavated will be disposed off-site at a permitted landfill.

- Soil and fill that is excavated for redevelopment may meet the definition of Unregulated Fill Criteria, as described in the *MPCA's Best Management Practices for the Off-Site Reuse of Unregulated Fill*, dated February 2012 (See **Appendix B**). If such soil or fill is encountered and properly characterized, it may be used onsite or transported off-site to another commercial/industrial property for reuse. All excavated soil will be properly characterized prior to reuse off-site. The excavated soil will be field-screened and sampled for the COCs in accordance with applicable MPCA sampling guidelines (See **Appendix C**). In the event the sampling results indicate that soil does not meet the MPCA's definition of Unregulated Excess Fill, the soil will be reused on-site or transported off-site to a permitted landfill.
- If dewatering is needed (water collected in the soil excavations from a precipitation event, for example), the water will be discharged to the sanitary sewer with a permit from the MCES.
- Standard dust and runoff control measure will be implemented during redevelopment and RA implementation activities.
- The MPCA-approved ECCP will be implemented during subsurface redevelopment and RA implementation activities.

2.4 Soil Excavation, Management and Disposal

Based on the results from the previous investigations, the majority of the contaminated soil and buried debris is located in the south central portion of the Property and below a depth of 4 feet. Because the new Property buildings will be constructed with basements, it is anticipated that surface and buried debris will be encountered within the proposed building footprint. It is also anticipated that excavation of utility corridors in some areas will also encounter surface and buried debris. All excavation and backfilling work will be completed using standard construction equipment (backhoes, loaders, and dump trucks).

Excavated soil and fill material that contains buried debris will be stockpiled on site or direct hauled to the permitted landfill. Soil with buried debris and recyclable materials will be segregated and stockpiled separately from excavated soil that does not contain buried debris. Stockpiles will be securely covered with covers anchored at the end of each day. Landmark personnel will be onsite to direct soil excavation and segregation of soil, fill material and debris, to document excavation findings and to conduct field screening of excavated materials, as required. Landmark personnel will also field screen excavated and underlying soils for evidence of impacts (e.g., organic vapor

concentrations using a photoionization detector, odor, discoloration, and presence of chemical containers or regulated asbestos containing material). If screening results indicate the presence of impacted soils, the VRAP and ECCP will be implemented.

Excavated soils containing debris, or with other visual or olfactory evidence of contamination or with PID results in excess of 10 ppm will be sent off-site for disposal at a permitted landfill or permitted landfill that can accept this material in accordance with applicable MPCA guidelines. Waste profile sample analytical reports will be submitted for approval to the disposal facility. Sampling of stockpiled soils will be conducted according to applicable MPCA guidelines and according to acceptance criteria determined by the landfill. Sidewall and floor samples from the excavations will be collected, field screened and, based on the field screening results and the depth of the excavations, analyzed for the COCs in accordance with applicable MPCA guidelines shown in **Appendix C**. Because the depth of excavation will be approximately 20 feet below ground surface to accommodate the two-story parking garage, fewer confirmation floor samples are proposed in this area than required by MPCA guidance. Based on the depth of excavation for the building, should confirmation sidewall samples collected below twelve feet or confirmation floor samples fail cleanup goals in this area, additional excavation will not be completed; the results will document remaining soil left in place. As stated earlier, an additional 2 feet of excavation will be completed around the building, to be backfilled with clean fill material.

Excavated soil and fill material free of visual impacts, staining, odors and debris, with PID results not exceeding background levels and with soil concentrations below applicable RSRVs meet the criteria for Unregulated Excess Fill. In order to document this, additional samples will be collected from these soils for the COCs. Existing sample data from the previous investigations and the previous investigations will also be used to compare with the applicable cleanup criteria. The sampling frequency and analytical parameters for the unregulated fill will be reported to the MPCA. Soils that meet the definition of unregulated fill may be used as needed to prepare the Property for redevelopment, including backfilling the upper 4 feet of construction and utility excavations. Soils meeting the definition of unregulated fill may also be used off site.

All excavation and backfilling work will be completed using standard construction equipment (backhoes, loaders, and dump trucks).

Placement of offsite clean fill material may be required to prepare the Property for redevelopment, including backfilling utility excavations. The sampling frequency and analytical parameters for Unregulated Excess Fill brought on site will be in accordance with MPCA guidance.

2.5 Water Management during Redevelopment

Groundwater beneath the Property is not expected to be encountered during redevelopment and will not be used for any purpose as part of the planned redevelopment. All of the new Property buildings will be connected to municipal water. If storm water collects during construction and requires dewatering, the water will be discharged to the sanitary sewer with a permit from the MCES.

2.6 Environmental Construction Contingency Plan

An ECCP will be completed to address any unexpected environmental issues that are encountered during RA and redevelopment activities. Potential COCs will be field screened and sampled according to the ECCP during redevelopment activities. A copy of the ECCP will be submitted to the MPCA for review under a separate cover.

2.7 Site Safety, Run-off Control and Dust Control

Possible short-term risks include the risk of the workers coming into direct contact with contaminated soil, construction equipment and potential inhalation exposure to the COCs. Standard MPCA recognized surface water run-off and dust control procedures will be implemented, as necessary, during earthwork activities. Onsite workers will operate under the updated SSP when dealing with potential unexpected hazardous materials. The updated SSP will be submitted to the MPCA prior to implementation of RAs and any redevelopment activities.

2.8 Institutional Controls

Based on the results of the Phase II Investigation and taking into account the planned future use of the Property, institutional controls in the form of an Environmental Covenant will be required.

2.9 Response Action Implementation Report

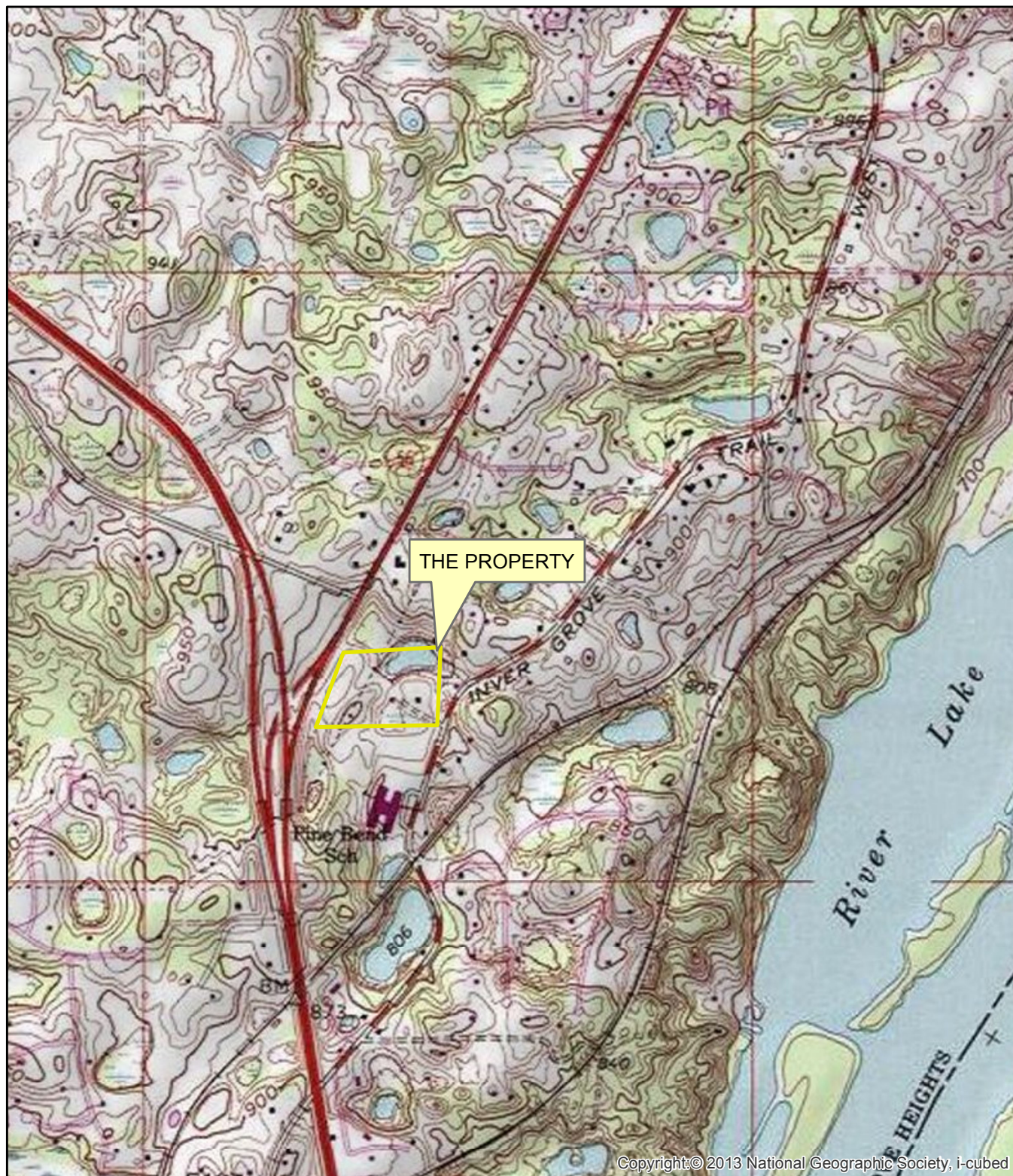
Upon completion of the proposed RAs, a report summarizing the RAs and any analytical results will be submitted to the MPCA for review and approval. The RA Implementation Report will include the following: (1) data, results, and record drawings of the RAs (soil excavation and placement); (2) documentation of end disposition (disposal) of soil, if necessary; (3) follow-up actions, if any; (4) discussion of any changes in the RAs with a discussion of why the changes were necessary; (5) discussion of any difficulties encountered during the implementation, which may alter or impair the effectiveness of the RAs and (6) spatial data requirements. Following review of the RA Implementation Report, the MPCA VIC Program is requested to issue a RA Implementation Report Approval letter and a No Further Action letter and the PB Program is requested to issue a RA Implementation Report Approval letter and a non-tank Site Closure letter.

2.10 Schedule

The following VRAP implementation schedule is anticipated; MPCA staff will be notified of schedule changes:

Submit VRAP and ECCP to the MPCA	January 2020
MPCA Reviews and Approves Reports	Within 30 Business Days
Submit SSP to the MPCA	Prior to RA Implementation Activities
Begin Redevelopment Activities	Spring/Summer 2020
Submit RA Implementation Report	within 60 Days Following RA Completion

Figures



Legend

 Property Boundary

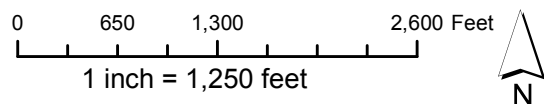
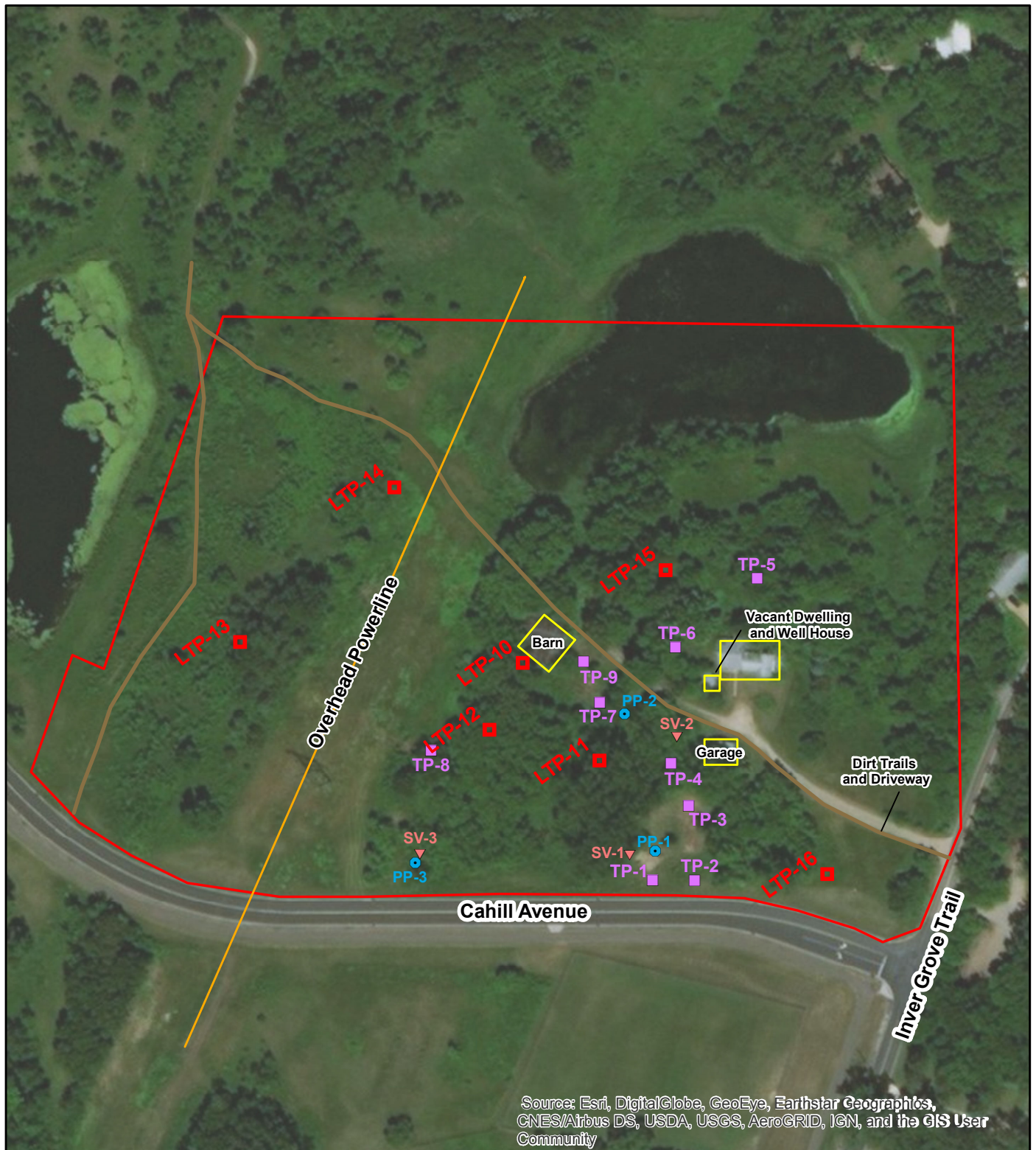


Figure 1

PROPERTY LOCATION MAP
9697 Inver Grove Trail
Inver Grove Heights, Minnesota

LANDMARK ENVIRONMENTAL, LLC



Legend

- Braun Push Probe Locations
- ▼ Braun Soil Vapor Locations
- Braun Test Pit Locations
- Landmark Test Pit Locations
- Approximate Property Boundary
- Overhead Powerline

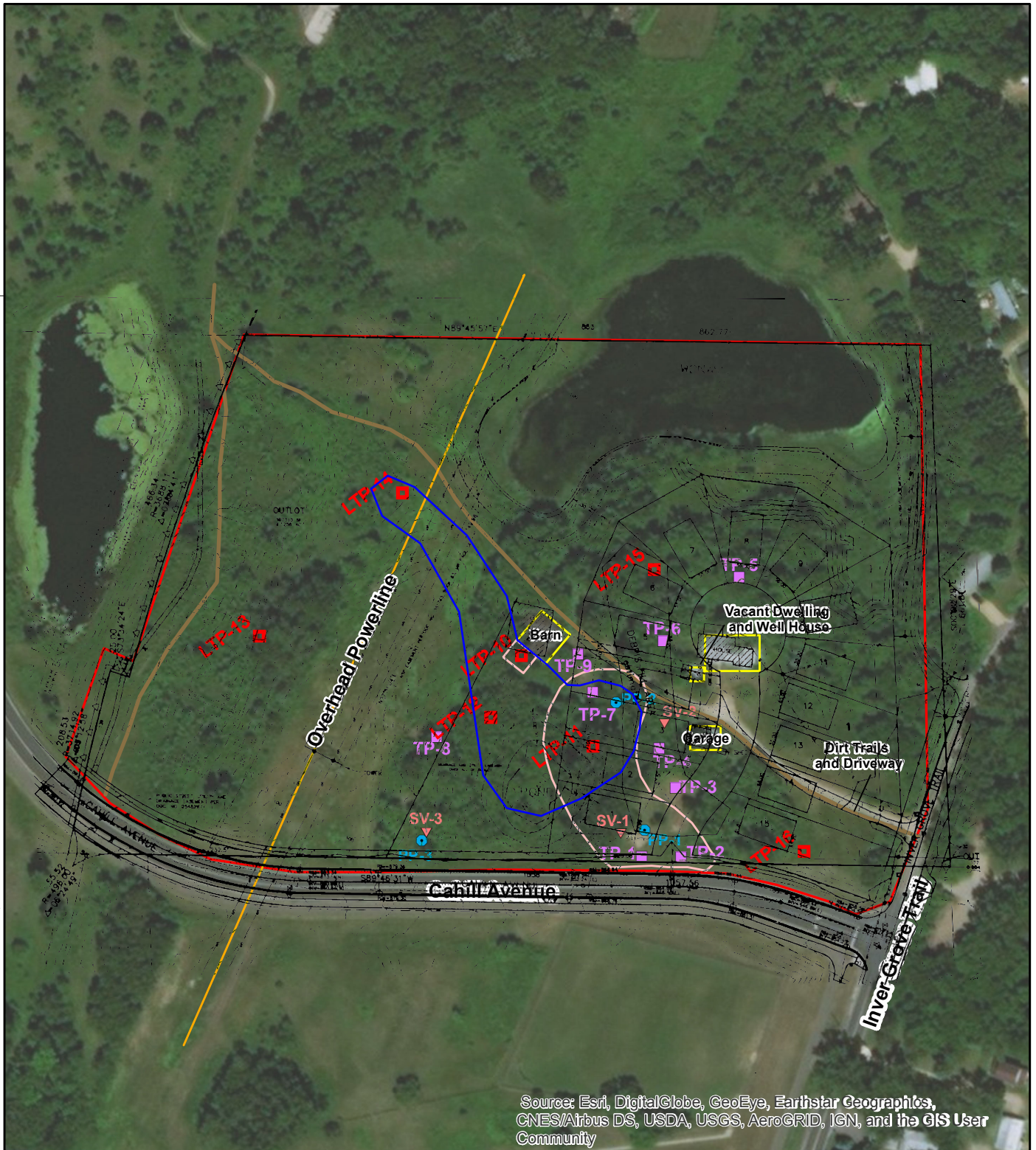
Figure 2
Property Layout Map with
Investigation Locations
9697 Inver Grove Trail
Inver Grove Heights, Minnesota

LANDMARK ENVIRONMENTAL, LLC

1 inch = 167 feet

0 90 180 360 Feet





Legend

- Braun Push Probe Locations
- ▼ Braun Soil Vapor Locations
- Braun Test Pit Locations
- Landmark Test Pit Locations
- Buried Debris Area
- Shallow Buried Debris Area
- Approximate Property Boundary
- Overhead Powerline

Figure 3
Response Action Plan
with Redevelopment Plan
9697 Inver Grove Trail
Inver Grove Heights, Minnesota

LANDMARK ENVIRONMENTAL, LLC

1 inch = 180 feet

0 95 190 380 Feet



Appendices

Appendix A

Previous Investigation Excerpts

Table 2
Soil Sampling Analytical Results

Parameter	MPCA Residential Soil Reference Value (SRV) 2009	MPCA Industrial Soil Reference Value (SRV) 2009	MPCA Tier 1 Soil Leaching Value (SLV) 2013	Units	Test Pit Location/Depth						
					LTP-10/7'	LTP-11/9'	LTP-12/6'	LTP-13/5'	LTP-14/7'	LTP-15/5'	LTP-16/6'
					2/27/2018	2/27/2018	2/27/2018	2/27/2018	2/27/2018	2/27/2018	2/27/2018
Date Collected					Pace	Pace	Pace	Pace	Pace	Pace	Pace
Laboratory											
PAHs											
Acenaphthene	1200	5260	81	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Acenaphthylene	NS	NS	NS	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Anthracene	7880	45400	1300	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Benzo(a)anthracene	cPAH - BaP Eq.	cPAH - BaP Eq.	cPAH - BaP Eq.	mg/kg	0.025	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Benzo(a)pyrene	cPAH - BaP Eq.	cPAH - BaP Eq.	cPAH - BaP Eq.	mg/kg	0.03	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Benzo(b)fluoranthene	cPAH - BaP Eq.	cPAH - BaP Eq.	cPAH - BaP Eq.	mg/kg	0.039	0.015	<0.011	<0.012	<0.013	<0.011	<0.011
Benzo(g,h,i)perylene	NS	NS	NS	mg/kg	0.021	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Benzo(k)fluoranthene	cPAH - BaP Eq.	cPAH - BaP Eq.	cPAH - BaP Eq.	mg/kg	0.016	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Chrysene	cPAH - BaP Eq.	cPAH - BaP Eq.	cPAH - BaP Eq.	mg/kg	0.031	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Dibenz(a,h)anthracene	cPAH - BaP Eq.	cPAH - BaP Eq.	cPAH - BaP Eq.	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Fluoranthene	510	6700	670	mg/kg	0.05	0.021	<0.011	<0.012	<0.013	<0.011	<0.011
Fluorene	860	13000	110	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Indeno(1,2,3-cd)pyrene	cPAH - BaP Eq.	cPAH - BaP Eq.	cPAH - BaP Eq.	mg/kg	0.018	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Naphthalene	10	28	4.5	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Phenanthrene	NS	NS	NS	mg/kg	0.016	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Pyrene	890	5800	440	mg/kg	0.041	0.017	<0.011	<0.012	<0.013	<0.011	<0.011
Total BaP Equivalent*	2	3	1.4	mg/kg	0.04	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
RCRA Metals											
Arsenic	9	20	5.8	mg/kg	2.1	5.3	2.0	2.8	2.4	2.1	1.7
Barium	1100	18000	1700	mg/kg	30.3	72.4	20.6	52.7	70.1	25.9	28.1
Cadmium	25	200	8.8	mg/kg	<0.16	<0.17	<0.16	<0.18	<0.18	<0.16	<0.16
Chromium (III/VI)	44000/87	100000/650	1000000000/36	mg/kg	12.4	8.4	10.0	9.0	17.0	11.4	10.5
Lead	300	700	2700	mg/kg	21.9	46.2	2.5	5.7	8.4	2.8	2.7
Mercury	0.5	1.5	3.3	mg/kg	0.025	0.034	<0.021	0.025	0.023	<0.021	<0.021
Selenium	160	1300	2.6	mg/kg	<1.0	<1.2	<1.1	<1.2	<1.2	<1.1	<1.1
Silver	160	1300	7.9	mg/kg	<0.52	<0.58	<0.55	<0.58	<0.61	<0.53	<0.54
Diesel Range Organics											
WDRO C10-C28	NS	NS	NS	mg/kg	<4.4	<12.3	<4.3	<7.2	<12.8	<11.0	<11.0
Other											
Percent Moisture	NS	NS	NS	%	5.6	19.0	9.3	15.3	21.7	8.9	8.9

NS No standard of compliance

0.45 Detected analyte

< # Concentration was below reporting/method detection limit

PAHs Polycyclic aromatic hydrocarbons

TAL Target analyte list

* Benzo(a)pyrene (BaP) equivalent is calculated based on the concentration and weighted toxicity of cPAHs; Minnesota Pollution Control Agency; 2009. If no cPAHs were detected above reasonable laboratory reporting limits the BaP equivalent is reported as 0 mg/kg per MPCA Remediation Division Policy; June 2011.

Test Trench Sampling Log
Landmark Environmental, LLC

LRES
9697 Inver Grove Trail
Inver Grove Heights, MN

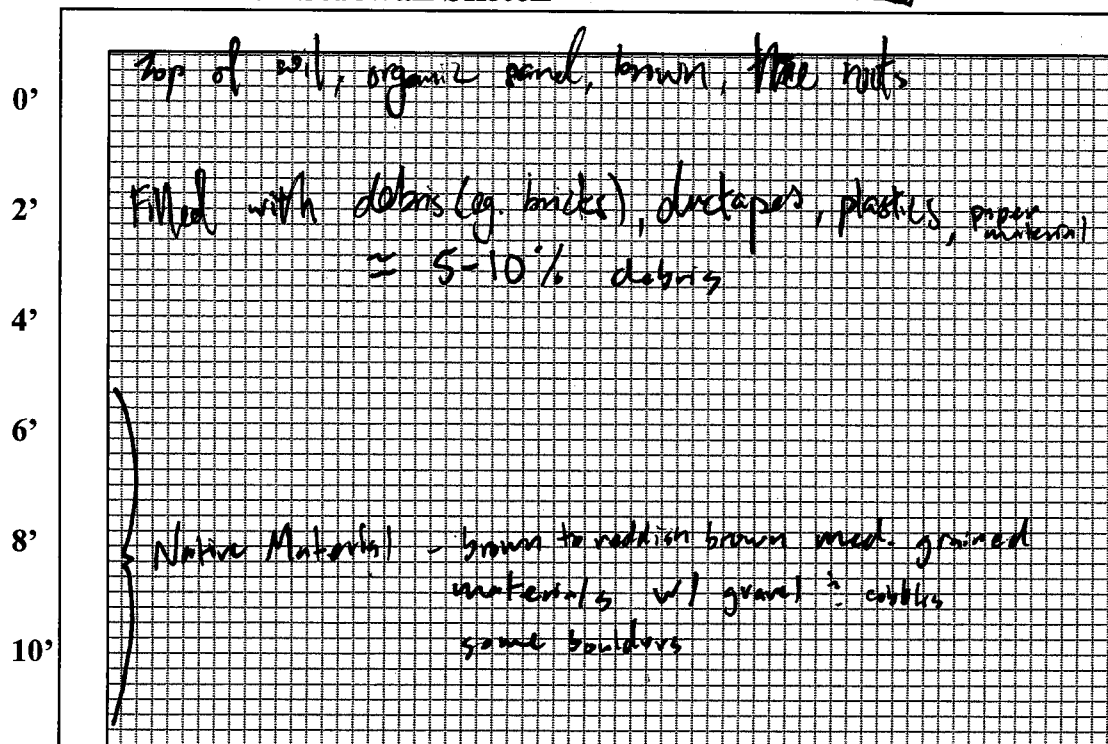
Excavation # LTP-10 Date: 2/27/18 Contractor: Scherber

Excavation Method: Backhoe Geologist: ZYN, JEG, TLF

Length: 10' Width: 7' Depth: 10'



Excavation Sidewall Sketch



DRO, PAHs and RCRA Metals
Depth 7'

Notes: 8:15 AM

GPS:

Lat. 44° 48.539' N

Lon. 93° 2.191' W

(marker 27)

PID: 0.0 ppm

Test Trench Sampling Log
Landmark Environmental, LLC

LRES
9697 Inver Grove Trail
Inver Grove Heights, MN

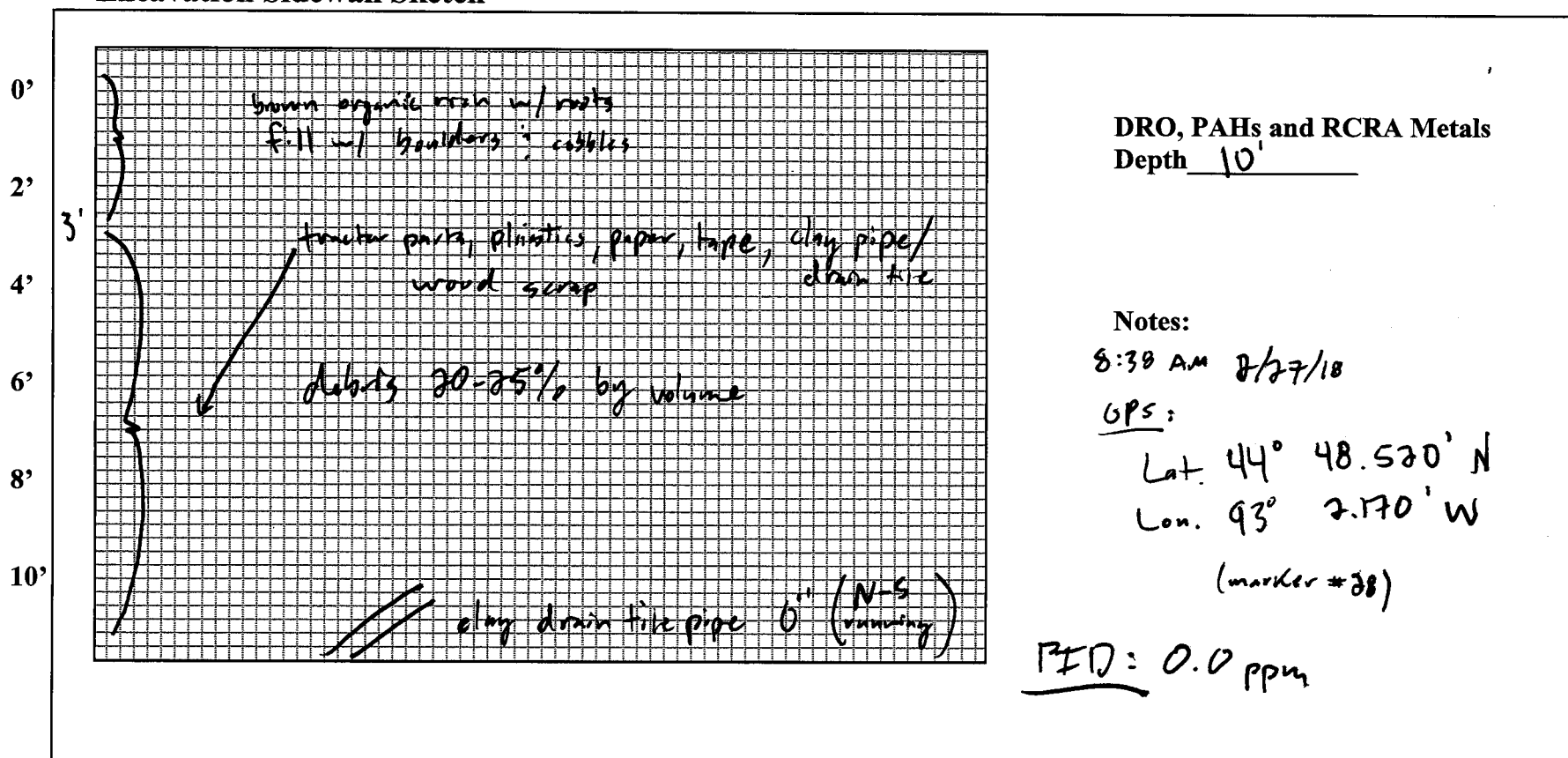
Excavation # LTP-11 Date: 2/27/18 Contractor: Scherber

Excavation Method: Backhoe Geologist: ZYN, JEG, TLF

Length: 6' Width: 6' Depth: 10'



Excavation Sidewall Sketch



Test Trench Sampling Log
Landmark Environmental, LLC

LRES
9697 Inver Grove Trail
Inver Grove Heights, MN

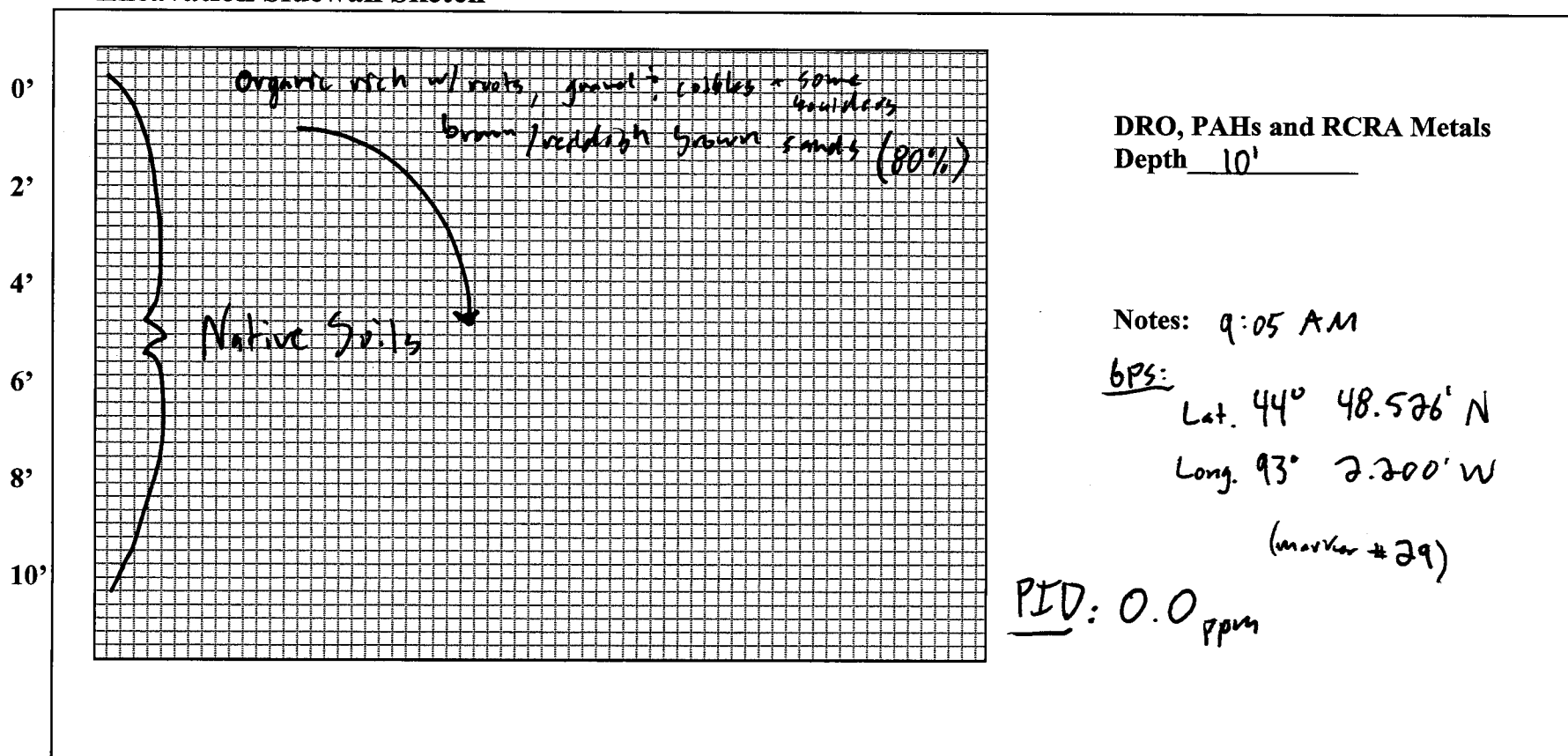
Excavation # LTP-12 Date: 2/27/18 Contractor: Scherber

Excavation Method: Backhoe Geologist: ZYN, JEG, TLF

Length: 8' Width: 7' Depth: 10'



Excavation Sidewall Sketch



Test Trench Sampling Log
Landmark Environmental, LLC

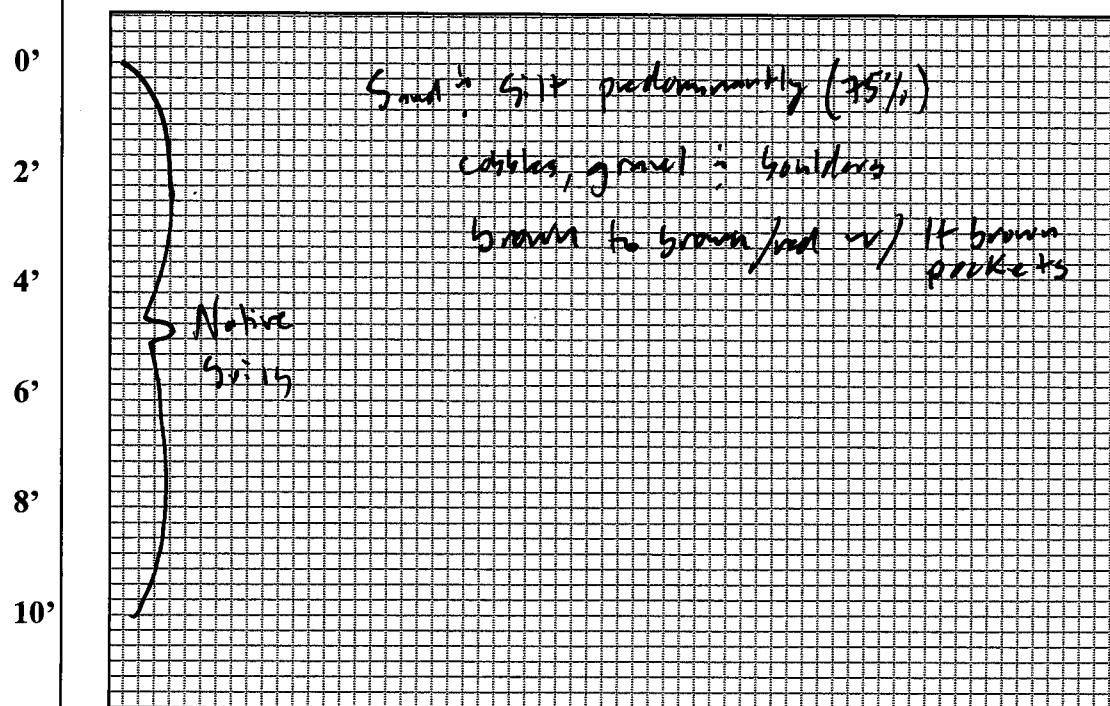
LRES
9697 Inver Grove Trail
Inver Grove Heights, MN

Excavation # LTP-13 Date: 2/27/18 Contractor: Scherber

Excavation Method: Backhoe Geologist: ZYN, JEG, TLF

Length: 7' Width: 7' Depth: 10'

Excavation Sidewall Sketch



DRO, PAHs and RCRA Metals
Depth 10'

Notes:

GPS:

Lat. 44° 48.543' N

Lon. 93° 2.268' W

(marker #30)

PID: 0.0 ppm

Test Trench Sampling Log

Landmark Environmental, LLC

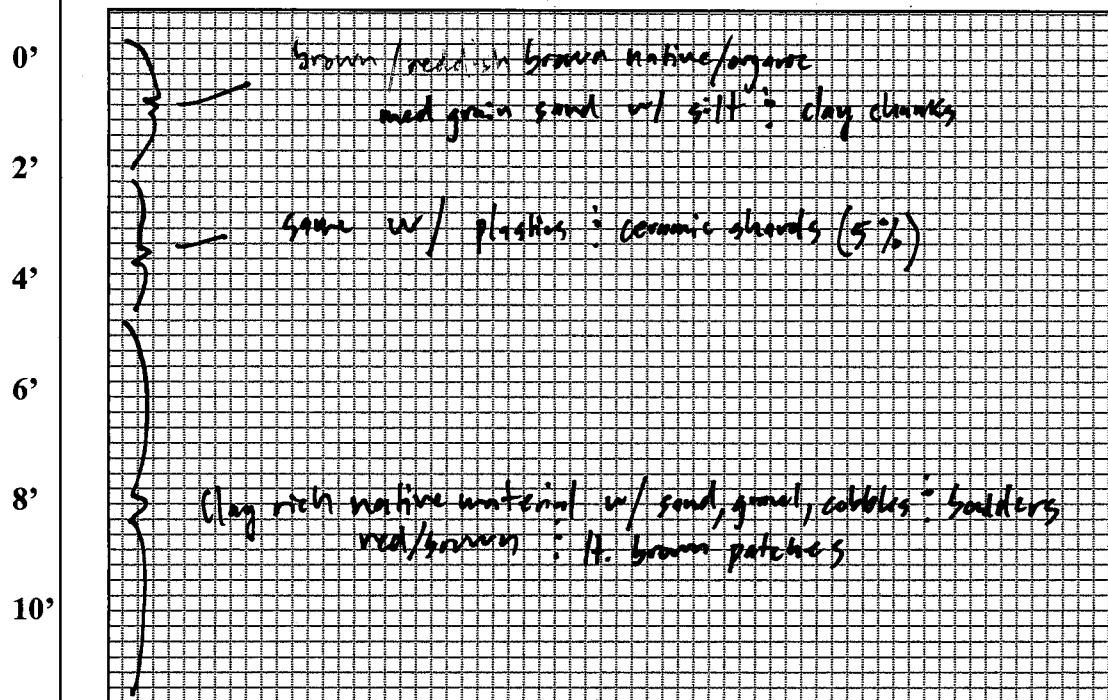
LRES
9697 Inver Grove Trail
Inver Grove Heights, MN

Excavation # LTP-14 Date: 2/27/18 Contractor: Scherber

Excavation Method: Backhoe Geologist: ZYN, JEG, TLF

Length: 7' Width: 6' Depth: 10'

Excavation Sidewall Sketch



DRO, PAHs and RCRA Metals
Depth 10' 7'

17:30 PM

Notes:

GPS: Lat $44^{\circ} 48.573' N$
Lon $93^{\circ} 2.226' W$
(marker 32)

PID: 00

Condu. + (24" plastic corrugated)

$44^{\circ} 48.569' N$ $93^{\circ} 2.217' W$ (just south of LTP 14, running E-W)
marker 31

Test Trench Sampling Log

Landmark Environmental, LLC

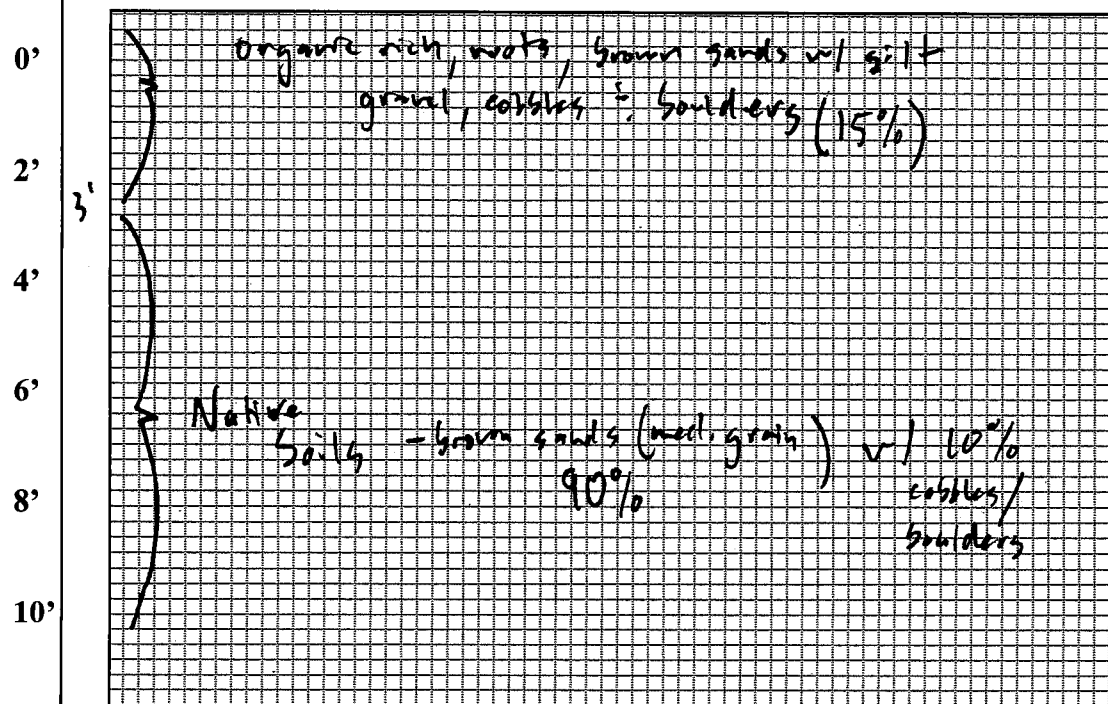
LRES
9697 Inver Grove Trail
Inver Grove Heights, MN

Excavation # LTP-15 Date: 2/27/18 Contractor: Scherber

Excavation Method: Backhoe Geologist: ZYN, JEG, TLF

Length: 8' Width: 6' Depth: 10'

Excavation Sidewall Sketch



DRO, PAHs and RCRA Metals
Depth 10'

Notes:

Lat. 44° 48.557' N
Long. 93° 2.152' W
(marker #33)

PID = 0.0

Test Trench Sampling Log
Landmark Environmental, LLC

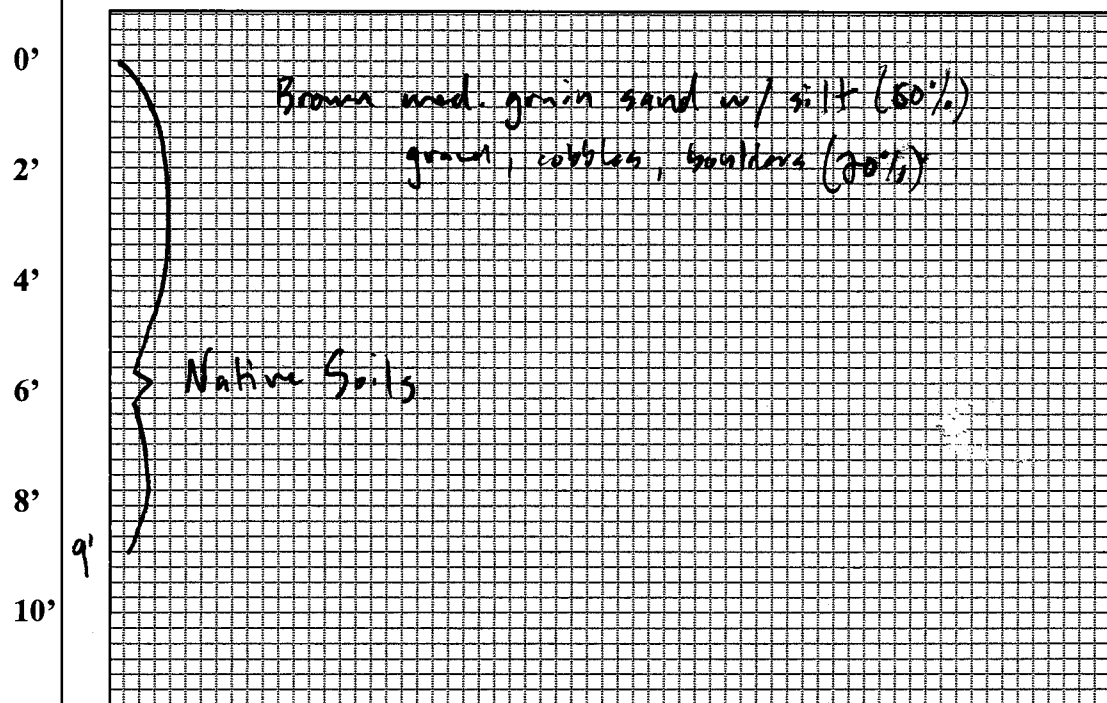
LRES
9697 Inver Grove Trail
Inver Grove Heights, MN

Excavation # LTP-16 Date: 2/27/18 Contractor: Scherber

Excavation Method: Backhoe Geologist: ZYN, JEG, TLF

Length: 8' Width: 6' Depth: 9'

Excavation Sidewall Sketch



DRO, PAHs and RCRA Metals
Depth 6'

Notes:

Lat 44° 48.498' N
Lon 93° 2.108' W
(marker 34)

PID: 0.0



- ◆ **PUSH PROBE SOIL BORING LOCATION**
- ▼ **SOIL VAPOR SAMPLE LOCATION**
- **TEST PIT LOCATION**



100' 0 200'
SCALE: 1"= 200'

Sheet of	Project No: B1702884
	Drawing No: B1702884
Fig: 2	Scale: 1"= 200'
	Drawn By: JAG
	Date Drawn: 4/14/17
	Checked By: JPM
	Last Modified: 8/7/17

INVESTIGATION LOCATIONS SKETCH
PHASE II ENVIRONMENTAL SITE ASSESSMENT
15.11 ACRE RESIDENTIAL PROPERTY
9697 INVER GROVE TRAIL
INVER GROVE HEIGHTS, MINNESOTA

**BRAUN
INTERTEC**
The Science You Build On.
11001 Hampshire Avenue S
Minneapolis, MN 55438
PH: (952) 995-2000
FAX (952) 995-2020

Table 1
Investigation Locations and Analytical Testing Summary
Vacant Residence
Inver Grove Heights, Minnesota
Project: B1702884

Boring ID	Rationale for Location	Total Depth of Excavation (feet bgs)	Soil Sampling Intervals (feet bgs) and Analytical Testing Parameters	Observed Groundwater Depth (feet bgs)	Groundwater Analytical Testing Parameters	Soil Vapor Sample Analytical Testing Parameters/Depth (feet bgs)
TP-1	Evaluate southern extent of unpermitted dump.	20'	(8'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	NO	NA	NA
TP-2		12'	(4'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	NO	NA	NA
TP-3	Evaluate extent of unpermitted dump.	10'	(6'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	NO	NA	NA
TP-4		6'	(2'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	NO	NA	NA
TP-5		6'	(3'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	NO	NA	NA
TP-6		6'	(6'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	NO	NA	NA
TP-7		10'	(7'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	NO	NA	NA
TP-8	Evaluate suspected second dump area.	6'	(5'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	NO	NA	NA
TP-9		8'	(7'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	NO	NA	NA
PP-1	Evaluate depth of unpermitted dump and collection of groundwater samples.	20'	(12.5-15'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	NO	NA	NA
PP-2		40'	(2.5-5'): DRO, GRO, VOCs, PAHs, & 8 RCRA metals	28.9'	DRO, GRO, VOCs, PAHs, and dissolved 8 RCRA metals	NA
PP-3	Evaluate depth of suspected second dump area and collection of groundwater samples.	20'		NO	NA	NA
SV-1	Evaluate soil gas intrusion potential.	NA	NA	NA	NA	VOCs & methane/ 3'
SV-2		NA	NA	NA	NA	VOCs & methane/ 3'
SV-3		NA	NA	NA	NA	VOCs & methane/ 3'

Notes:

NA = Not Applicable

NO = Not Observed

bgs = Below ground surface

VOCs = Volatile organic compounds

PAHs = Polycyclic aromatic hydrocarbons

RCRA = Resource Conservation and Recovery Act

DRO = Diesel range organics

Table 2
Summary of Soil Screening Results
Vacant Residence
Inver Grove Heights, Minnesota
Project: B1702884

Depth (feet)	TP-1	TP-2	TP-3	TP-4	TP-5	TP-6	TP-7	TP-8	TP-9	PP-1	PP-2	PP-3
0-1	0.1	0.3	0	0	0.2	0.2	0.1	0.3	0.3	0.1	0.1	0.1
1-2												
2-3	0.1	0.4	0.1	0.1	0.3	0.1	0.1	0.1	0.2	0	0.1	0.1
3-4												
4-5	0.1	0.1	0.1	0.2	0.1	0.2	0.2	0.1	0.2	0.2	0.1	0
5-6												
6-7	0.1	0.2	0.2	EOE	EOE	EOE	0.1	EOE	0.1	0.2	0.1	0
7-8												
8-9	0.1	0.1	0.1	EOE	EOE	EOE	0.3	EOE	EOE	1.3	0.1	0
9-10												
10-11	0.2	0	EOE	EOE	EOE	EOE	EOE	EOE	EOE	*2.5	NR	NR
11-12												
12-13	0.2	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	3	NR	NR
13-14												
14-15	*0.3	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	NR	0.3	0.2
15-16												
16-17	0.3	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	NR	0.2	0.1
17-18												
18-19	0.2	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	NR	0.2	0.1
19-20												
20-21	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOB	NR	EOB
21-22												
22-23	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOB	NR	EOB
23-24												
24-25	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOB	NR	EOB
25-26												
26-27	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOB	NR	EOB
27-28												
28-29	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOB	NR	EOB
29-30												
30-31	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOB	NR	EOB
31-32												
32-33	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOB	NR	EOB
33-34												
34-35	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOB	NR	EOB
35-36												
36-37	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOB	NR	EOB
37-38												
38-39	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOE	EOB	NR	EOB
39-40												
	EOB											

Notes:

Concentrations in parts per million (ppm)

EOB = End of boring

EOE = End of excavation

* = Chemical-like odor noted

NR = No recovery

Table 3
Soil Analytical Results
Vacant Residence
Inver Grove Heights, Minnesota
Project: B1702884

Compound/Parameter	CAS No.	Sample Identifier and Date Collected												Residential Soil Reference Value (SRV) (mg/kg)	Industrial Soil Reference Value (SRV) (mg/kg)	Screening Soil Leaching Value (SLV) (mg/kg)
		PP-1 (12.5-15')	PP-2 (2.5-5')	PP-3 (2.5-5')	TP-1 (8')	TP-2 (4')	TP-3 (6')	TP-4 (2')	TP-5 (3')	TP-6 (6')	TP-7 (7')	TP-8 (5')	TP-9 (7')			
		05/19/2017	05/19/2017	05/19/2017	05/18/2017	05/18/2017	05/18/2017	05/18/2017	05/18/2017	05/18/2017	05/18/2017	05/18/2017	05/18/2017			
Volatile Organic Compounds (VOCs) (mg/kg)																
Napthalene	91-20-3	1.5	<0.25	<0.23	<0.21	<0.30	<0.23	<0.22	<0.24	<0.22	<0.25	<0.22	<0.22	10	28	4.5
All other reported VOCs	---	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	---	---	---
Polycyclic Aromatic Hydrocarbons (PAHs) (mg/kg)																
Acenaphthene	83-32-9	12.0	<0.012	<0.011	<0.010	0.41	<0.012	<0.011	<0.011	<0.011	<0.012	<0.011	<0.011	1,200	5,260	81
Anthracene	120-12-7	31.7	<0.012	<0.011	<0.010	1.4	<0.012	<0.011	<0.011	<0.011	<0.012	<0.011	<0.011	7,880	45,400	1,300
Benz(a)anthracene	56-55-3	35.5	<0.012	<0.011	<0.010	3.0	<0.012	<0.011	<0.011	<0.011	0.014	<0.011	<0.011	cPAH	cPAH	cPAH
Benzo(b)fluoranthene	205-99-2	41.9	<0.012	<0.011	0.012	4.3	<0.012	<0.011	<0.011	<0.011	0.019	<0.011	0.012	cPAH	cPAH	cPAH
Benzo(k)fluoranthene	207-08-9	18.9	<0.012	<0.011	<0.010	1.6	<0.012	<0.011	<0.011	<0.011	<0.012	<0.011	<0.011	cPAH	cPAH	cPAH
Benzo(a)pyrene	50-32-8	33.4	<0.012	<0.011	<0.010	3.2	<0.012	<0.011	<0.011	<0.011	0.014	<0.011	<0.011	cPAH	cPAH	cPAH
Benzo(g,h,i)perylene	191-24-2	18.7	<0.012	<0.011	<0.010	2.8	<0.012	<0.011	<0.011	<0.011	<0.012	<0.011	<0.011	NE	NE	NE
Chrysene	218-01-9	38.1	<0.012	<0.011	<0.010	2.9	<0.012	<0.011	<0.011	<0.011	0.015	<0.011	<0.011	cPAH	cPAH	cPAH
Dibenz(a,h)anthracene	53-70-3	5.2	<0.012	<0.011	<0.010	<0.32	<0.012	<0.011	<0.011	<0.011	<0.012	<0.011	<0.011	cPAH	cPAH	cPAH
Fluoranthene	206-44-0	99.6	0.018	<0.011	0.017	6.8	<0.012	<0.011	<0.011	<0.011	0.039	<0.011	0.015	1,080	6,800	670
Fluorene	86-73-7	16.2	<0.012	<0.011	<0.010	0.41	<0.012	<0.011	<0.011	<0.011	<0.012	<0.011	<0.011	850	4,120	110
Indeno(1,2,3-cd)pyrene	193-39-5	15.4	<0.012	<0.011	<0.010	1.8	<0.012	<0.011	<0.011	<0.011	<0.012	<0.011	<0.011	cPAH	cPAH	cPAH
Napthalene	91-20-3	7.3	<0.012	<0.011	<0.010	<0.32	<0.012	<0.011	<0.011	<0.011	<0.012	<0.011	<0.011	10	28	4.5
Phenanthrene	85-01-8	106	<0.012	<0.011	<0.010	5.2	<0.012	<0.011	<0.011	<0.011	0.032	<0.011	<0.011	NE	NE	NE
Pyrene	129-00-0	86.7	0.015	<0.011	0.014	5.7	<0.012	<0.011	<0.011	<0.011	0.032	<0.011	0.013	890	5,800	440
All other reported PAHs	---	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	<RL	---	---	---
BaP Equivalent ^(d)	---	47.9	0.0	0.0	0.0	4.3	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2	3	1.4
Metals (mg/kg)																
Arsenic, Total	7440-38-2	4.2	3.1	3.2	1.2	2.0	2.8	1.9	1.8	1.5	2.1	1.4	2.4	9	20	5.8
Barium, Total	7440-39-3	50.2	51.2	40.4	13.3	42.5	75.0	30.0	30.5	15.1	48.2	18.0	33.6	1,100	18,000	1,700
Cadmium, Total	7440-43-9	0.38	<0.18	<0.15	<0.16	0.71	<0.17	<0.16	<0.17	<0.16	<0.17	<0.16	<0.15	25	200	8.8
Chromium, Total ^(e)	7440-47-3	23.4	11.6	17.0	7.8	4.9	12.4	12.8	16.9	9.1	14.8	9.2	13.8	44,000/87 ^(f)	100,000/650 ^(f)	1,000,000/36 ^(f)
Lead, Total	7439-92-1	80.0	18.1	3.2	1.8	108	5.3	2.8	3.4	2.2	12.6	2.2	8.0	300	700	2,700
Mercury, Total	7439-97-6	0.059	0.067	<0.022	<0.021	0.073	<0.022	<0.021	<0.020	<0.019	<0.022	<0.022	<0.022	0.5	1.5	3.3
Selenium, Total	7782-49-2	<1.2	<1.2	<1.0	<1.0	<1.3	<1.1	<1.1	<1.1	<1.1	<1.2	<1.1	<1.0	160	1,300	2.6
Silver, Total	7440-22-4	<0.60	<0.59	<0.52	<0.52	<0.63	<0.57	<0.53	<0.56	<0.53	<0.58	<0.53	<0.52	160	1,300	7.9
Other Parameters (mg/kg)																
Diesel Range Organics (DRO)	---	6,080 ⁽²⁾	<8.5	<8.1	<7.2	320 ⁽²⁾	<9.0	<8.0	<7.9	<7.7	<8.2	<8.0	<7.9	NE	NE	NE
Gasoline Range Organics (GRO)	---	<12.2	<12.8	<11.5	<10.1	<17.1	<12.3	<10.7	<11.6	<11.0	<12.1	<10.7	<10.7	NE	NE	NE

Notes

Minnesota Pollution Control Agency (MPCA) SRVs updated June 2009 and SLVs updated June 2013.

mg/kg = Milligrams per kilogram.

< = Not detected at or above the laboratory reporting limit indicated.

--- = Not analyzed or calculated for this parameter or not applicable.

RL = Reporting limits for other parameters that are not listed individually in this table because their concentrations were below reporting limits provided in the laboratory report.

NE = Regulatory limit not established for this parameter.

cPAH = Individual regulatory limit not established for this carcinogenic PAH; included in BaP equivalent calculation.

^(d) = Benzo(a)pyrene (BaP) equivalent is calculated based on the concentration and weighted toxicity of cPAHs; MPCA; 2009. If no cPAHs were detected above reasonable laboratory reporting limits the BaP equivalent is reported as 0 mg/kg per MPCA Remediation Division Policy; June 2011.

^(e) = Reported result is total chromium, regulatory limit for chromium III and chromium VI are provided.

⁽²⁾ [T6] High boiling point hydrocarbons are present in the sample.

Exceeds Residential SRV
Exceeds Industrial SRV
Exceeds Screening SLV
Exceeds 100 mg/kg for DRO/GRO

Table 4
Groundwater Analytical Results
Vacant Residence
Inver Grove Heights, Minnesota
Project: B1702884

Compound/Parameter	CAS No.	Sample Identifier, Depth to Groundwater, and Date Collected	Drinking Water Criteria (µg/L)	Source-Date
		PP-2W		
		28.9'		
		5/19/2017		
Volatile Organic Compounds (VOCs) (µg/L)				
All other reported VOCs	---	<RL	---	---
Semi-Volatile Organic Compounds (SVOCs) (µg/L)				
Acenaphthene	83-32-9	0.11	100	HBV-15
Anthracene	120-12-7	0.072	2,000	HRL-93
Fluoranthene	206-44-0	0.069	70	HBV-15
Fluorene	86-73-7	0.14	300	HRL-93
Naphthalene	91-20-3	0.17	70	HRL-13
Phenanthrene	85-01-8	0.37	NE	---
Pyrene	129-00-0	0.068	50	HBV-15
All other reported SVOCs	---	<RL	---	---
BaP Equivalent ^[c]	---	0.0	0.06	HBV-12
Metals (µg/L)				
Arsenic, Dissolved	7440-38-2	<20.0	10	MCL
Barium, Dissolved	7440-39-3	458	2,000	HRL-93
Cadmium, Dissolved	7440-43-9	<3.0	0.5	HRL-15
Chromium, Dissolved ^[d]	7440-47-3	<10.0	20,000/100 ^[d]	HRL-94
Lead, Dissolved	7439-92-1	<10.0	15	MCL
Mercury, Dissolved	7439-97-6	<0.20	2	MCL
Selenium, Dissolved	7782-49-2	<20.0	30	HRL-93
Silver, Dissolved	7440-22-4	<10.0	30	HRL-93
Other Parameters (µg/L)				
Diesel Range Organics (DRO)	---	115	200	HBV ^[e]
Gasoline Range Organics (GRO)	---	<100	200	HBV ^[e]

Notes

Drinking Water Criteria = The most conservative value for chronic or cancer exposures provided from the following sources including the Minnesota Department of Health (MDH) Health Risk Limit (HRL), MDH Health Based Value (HBV), MDH Risk Assessment Advice (RAA) or Maximum Contaminant Level (MCL). The date of promulgation is provided, if available. Values updated 7/27/16.

µg/L = Micrograms per liter.

< = Not detected at or above the laboratory reporting limit indicated.

--- = Not analyzed or calculated for this parameter or not applicable.

RL = Reporting limits for other parameters that are not listed individually in this table because their concentrations were below reporting limits provided in the laboratory report.

NE = Regulatory limit not established for this parameter.

cPAH = Individual regulatory limit not established for this carcinogenic PAH; included in BaP equivalent calculation.

^[c] = Benzo[a]pyrene (BaP) equivalent is calculated based on the concentration and weighted toxicity of cPAHs; Minnesota Pollution Control Agency; 2009. If no cPAHs were detected above reasonable laboratory reporting limits the BaP equivalent is reported as 0 mg/kg per MPCA Remediation Division Policy; June 2011.

^[d] = Reported result is total chromium, criteria for chromium III and chromium VI are provided.

^[e] = Provisional MDH Health Based Value for total petroleum hydrocarbons (sum of DRO and GRO).

Exceeds Drinking Water Criteria

Table 5
Soil Vapor Analytical Results
Vacant Residence
Inver Grove Heights, Minnesota
Project: B1702884

Compound/Parameter	CAS No.	Sample Identifier and Date Collected			Residential ISV (µg/m³)	33X Residential ISV (µg/m³)
		SV-1	SV-2	SV-3		
		05/19/2017	05/19/2017	05/19/2017		
Volatile Organic Compounds (VOCs) (µg/m³)						
Acetone	67-64-1	42.8	81.4	150	31,000	1,000,000
Benzene	71-43-2	2.7	3.3	0.81	4.6	150
2-Butanone (Methyl ethyl ketone, MEK)	78-93-3	7.1	16.9	12.6	5,000	170,000
Carbon disulfide	75-15-0	3.0	3.2	0.96	700	23,000
Chloroform	67-66-3	0.75	<0.66	<0.69	100	3,300
Chloromethane	74-87-3	<0.56	<0.56	0.92	90	3,000
1,4-Dichlorobenzene	106-46-7	2.6	2.7	3.2	60	2,000
Dichlorodifluoromethane	75-71-8	3.4	1.6	1.4	NE	NE
1,2-Dichloroethane	107-06-2	3.3	3.0	1.9	0.39	13
Ethanol	64-17-5	7.6	8.4	8.4	15,000	500,000
Ethylbenzene	100-41-4	5.3	5.5	4.4	4.1	140
n-Heptane	142-82-5	1.5	1.8	<1.2	NE	NE
n-Hexane	110-54-3	4.0	4.6	3.4	2,000	67,000
2-Hexanone (Methyl butyl ketone)	591-78-6	57.1	<5.6	<5.8	31	1,000
Naphthalene	91-20-3	5.3	6.1	5.2	9	300
2-Propanol (Isopropyl alcohol)	67-63-0	55.5	55.1	40.4	7,000	230,000
Propylene	115-07-1	35.7	81.4 ^[1]	13.9	3,000	100,000
Styrene	100-42-5	3.1	3.2	2.7	1,000	33,000
Toluene	108-88-3	8.9	10.5	6.6	5,200	170,000
1,1,1-Trichloroethane	71-55-6	2.8	<1.5	<1.5	5,000	170,000
Trichlorofluoromethane (Freon 11)	75-69-4	8.8	<1.5	<1.6	700	23,000
1,2,4-Trimethylbenzene	95-63-6	<3.3	5.0	<3.5	63	2,100
Vinyl acetate	108-05-4	<0.96	<0.96	4.3	200	6,700
Xylenes, m- & p-	179601-23-1	18.0	19.0	16.3	100 ^[b]	3,300 ^[b]
Xylene, o-	95-47-6	4.6	5.2	4.4	100 ^[b]	3,300 ^[b]
All other Reported VOCs	---	<RL	<RL	<RL	---	---
Other Compounds (ppmv)						
Methane	74-82-8	<4.1	<4.1	6.1		

Notes

Minnesota Pollution Control Agency (MPCA) Intrusion Screening Value (ISV) is a Revised Interim ISV if established. ISVs updated 2/13/2017.

$\mu\text{g}/\text{m}^3$ = Micrograms per cubic meter.

ppmv = Parts per million by volume

< = Not detected at or above the laboratory reporting limit indicated.

--- = Not analyzed or calculated for this parameter or not applicable.

RL = Reporting limits for other parameters that are not listed individually in this table because their concentrations were below reporting limits provided in the laboratory report.

NE = Regulatory limit not established for this parameter.

^[b] = Regulatory limit for combination of m-, p-, and o-xylenes.

^[1] [E] Analyte concentration exceeded the calibration range. The reported result is estimated.

Residential

Exceeds 33X Residential ISV

(See Descriptive Terminology sheet for explanation of abbreviations)

LOG OF BORING N:\GINT\PROJECTS\AX PROJECTS\2017\02884 - ENCON LOGS.GPJ BRAUN_V8_CURRENT.GDT 6/1/17 13:23

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota					BORING: PP-1	
					LOCATION: See attached sketch.	
DRILLER: M. Barber		METHOD: Geoprobe		DATE: 5/19/17		SCALE: 1" = 4'
Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	PID PPM	Tests or Notes
0.0	FILL	FILL: Silty Sand, fine- to medium-grained, with Gravel, dark brown to brown, moist.				Vegetated at surface.
5.0	FILL	FILL: Clayey Sand, with Gravel, brown, moist.			0.1	Environmental Boring Log ¹
7.5	FILL	FILL: Poorly Graded Sand, fine- to coarse-grained, trace Gravel, brown.			0.2	
10.0	FILL	FILL: Sandy Lean Clay, with slag, black tar, debris, trace brick at 10', brown, gray and black, moist.			1.3	
15.0		No sample recovery from 10'-15'.			2.5	Chemical-like odor detected.
20.0		END OF BORING. Water not observed while drilling. Boring then backfilled with bentonite grout.			3.0	Soil sample (12.5'-15') collected for DRO, GRO, VOCs, PAHs, and RCRA metals.
¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.						

[illegible]

(See Descriptive Terminology sheet for explanation of abbreviations)

LOG OF BORING N:\GINT\PROJECTS\AX PROJECTS\2017\02884 - ENCON LOGS.GPJ BRAUN_V8_CURRENT.GDT 6/1/17 13:23

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota				BORING: PP-2 (cont.)			
				LOCATION: See attached sketch.			
DRILLER: M. Barber		METHOD: Geoprobe		DATE: 5/19/17		SCALE: 1" = 4'	
Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	PID PPM	Tests or Notes	
32.0		No sample recovery from 20'-40'. <i>(continued)</i>					
40.0		END OF PROBE. Probe advanced to 40' for groundwater sample collection. Temporary well installed in probehole with screen from 30'-35'. Water measured at 28.9' in temporary well. Water sample collected for DRO, GRO, VOCs, PAHs, and dissolved metals. Probehole then backfilled with bentonite grout. ¹The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.					

(See Descriptive Terminology sheet for explanation of abbreviations)

LOG OF BORING N:\GINT\PROJECTS\AX PROJECTS\2017\02884 - ENCON LOGS.GPJ BRAUN_V8_CURRENT.GDT 6/1/17 13:23

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota					BORING: PP-3 LOCATION: See attached sketch.				
DRILLER: M. Barber			METHOD: Geoprobe		DATE: 5/19/17		SCALE: 1" = 4'		
Depth feet	Symbol	Description of Materials (Soil-ASTM D2488 or D2487, Rock-USACE EM1110-1-2908)	BPF	WL	PID PPM	Tests or Notes			
0.0	SC	CLAYEY SAND, with Gravel, brown, moist.				Vegetated at surface.			
10.0		No sample recovery from 10'-15'.				0.1 Environmental Boring Log ¹ 0.1 Soil sample (2.5'-5') collected for DRO, GRO, VOCs, PAHs, and RCRA metals. 0.0 0.0			
15.0									
18.0	SM	SILTY SAND, fine- to medium-grained, trace Gravel, brown, moist.							
20.0	SP	POORLY GRADED SAND, fine- to coarse-grained, trace Gravel, brown, moist.							
		END OF BORING. Water not observed while drilling. Boring then backfilled with bentonite grout. ¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.							

LOG OF TEST PIT N:\GINT\PROJECTS\AX PROJECTS\2017\02884 TEST PITS - ENCON TEST PIT LOGS.GPJ BRAUN_V8_CURRENT.GDT (See Descriptive Terminology sheet for explanation of abbreviations)

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota				TEST PIT: TP-1 LOCATION: See attached sketch.			
DRILLER: Stevens Drilling		METHOD: Backhoe		DATE: 5/18/17		SCALE: 1" = 4'	
Depth feet	ASTM Symbol	Description of Materials (ASTM D2488 or D2487)	BPF	WL	PID PPM	Tests or Notes	
0.0	FILL	FILL: Silty Sand, fine- to medium-grained, trace Gravel, brown, moist.			0.1	Vegetated at surface.	
					0.1	Environmental Boring Log ¹	
		With cobbles at 5'.			0.1		
7.0	FILL	FILL: Poorly Graded Sand, fine- to coarse-grained, with Gravel, brown, moist.			0.1		
					0.1	Soil sample (8') collected for DRO, GRO, VOCs, PAHs and RCRA metals.	
10.0	FILL	FILL: Poorly Graded Sand, with Silty Sand, with shingles, slag, wood, plastic and clinkers, black, dark brown and brown, moist.			0.2		
					0.2		
16.0	FILL	Sand-blast material at 14'. Wood, debris, tar and Gravel from 15'-16'.			0.3	Chemical-like odor from 15'-16'.	
					0.3		
20.0	FILL	FILL: Silty Sand, fine-grained, trace clinkers, dark brown, moist.			0.2		
		BOTTOM OF TEST PIT. Test pit then backfilled. ¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.					

LOG OF TEST PIT N:\GINT\PROJECTS\AX PROJECTS\2017\02884 TEST PITS - ENCON TEST PIT LOGS.GPJ BRAUN_V8_CURRENT.GDT (See Descriptive Terminology sheet for explanation of abbreviations)

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota				TEST PIT: TP-2 LOCATION: 30' northwest of location. See attached sketch.			
DRILLER: Stevens Drilling		METHOD: Backhoe		DATE: 5/18/17		SCALE: 1" = 4'	
Depth feet	ASTM Symbol	Description of Materials (ASTM D2488 or D2487)	BPF	WL	PID PPM	Tests or Notes	
0.0	FILL	FILL: Silty Sand, fine- to medium-grained, with debris, brown, moist.			0.3	Vegetated at surface.	
4.0	FILL	FILL: Lean Clay with Sand, with debris consisting of glass, clinkers, metal and wood, asbestos containing material, brown to dark brown, moist.			0.4	Environmental Boring Log ¹	
9.0	CL	LEAN CLAY, trace sand and Gravel, brown, moist.			0.1	Soil sample (4') collected for DRO, GRO, VOCs, PAHs, and RCRA metals.	
12.0		Gray to brown at 11'.			0.2		
		BOTTOM OF TEST PIT.			0.1		
		Test pit then backfilled.			0.0		
		¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.					

LOG OF TEST PIT N:\GINT\PROJECTS\AX PROJECTS\2017\02884 TEST PITS - ENCON TEST PIT LOGS.GPJ BRAUN_V8_CURRENT.GDT (See Descriptive Terminology sheet for explanation of abbreviations)

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota				TEST PIT: TP-3 LOCATION: 20' east of location. See attached sketch.			
DRILLER: Stevens Drilling		METHOD: Backhoe		DATE: 5/18/17		SCALE: 1" = 4'	
Depth feet	ASTM Symbol	Description of Materials (ASTM D2488 or D2487)	BPF	WL	PID PPM	Tests or Notes	
0.0	SM	SILTY SAND, fine- to medium-grained, with Gravel, brown, moist.			0.0	Vegetated at surface. Environmental Boring Log ¹	
2.0	ML						
6.0	ML						
10.0	SM	SILTY SAND, fine- to medium-grained, with Gravel, brown, moist.			0.2	Soil sample (6') collected for DRO, GRO, VOCs, PAHs, and RCRA metals.	
					0.1		
		BOTTOM OF TEST PIT. Test pit then backfilled.					
¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.							

LOG OF TEST PIT N:\GINT\PROJECTS\X PROJECTS\2017\02884 TEST PITS - ENCON TEST PIT LOGS.GPJ BRAUN_V8_CURRENT.GDT (See Descriptive Terminology sheet for explanation of abbreviations)

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota				TEST PIT: TP-4 LOCATION: See attached sketch.			
DRILLER: Stevens Drilling		METHOD: Backhoe		DATE: 5/18/17		SCALE: 1" = 4'	
Depth feet	ASTM Symbol	Description of Materials (ASTM D2488 or D2487)	BPF	WL	PID PPM	Tests or Notes	
0.0	SM	SILTY SAND, fine- to medium-grained, with Gravel, brown, moist. Trace organics, dark brown at 3'. Brown at 4'.			0.0	Vegetated at surface. Environmental Boring Log ¹ Soil sample (2') collected for DRO, GRO, VOCs, PAHs, and RCRA metals.	
6.0		BOTTOM OF TEST PIT. Test pit then backfilled. ¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.			0.1		
					0.2		

LOG OF TEST PIT N:\GINT\PROJECTS\AX PROJECTS\2017\02884 TEST PITS - ENCON TEST PIT LOGS.GPJ BRAUN_V8_CURRENT.GDT (See Descriptive Terminology sheet for explanation of abbreviations)

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota				TEST PIT: TP-5 LOCATION: See attached sketch.			
DRILLER: Stevens Drilling		METHOD: Backhoe		DATE: 5/18/17		SCALE: 1" = 4'	
Depth feet 0.0	ASTM Symbol	Description of Materials (ASTM D2488 or D2487)	BPF	WL	PID PPM	Tests or Notes	
	SC	CLAYEY SAND, trace Gravel, brown, moist.				Vegetated at surface.	
					0.2	Environmental Boring Log ¹	
					0.3	Soil sample (3') collected for DRO, GRO, VOCs, PAHs, and RCRA metals.	
6.0					0.1		
		BOTTOM OF TEST PIT. Test pit then backfilled. ¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.					

LOG OF TEST PIT N:\GINT\PROJECTS\X PROJECTS\2017\02884 TEST PITS - ENCON TEST PIT LOGS.GPJ BRAUN_V8_CURRENT.GDT (See Descriptive Terminology sheet for explanation of abbreviations)

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota				TEST PIT: TP-6 LOCATION: See attached sketch.			
DRILLER: Stevens Drilling		METHOD: Backhoe		DATE: 5/18/17		SCALE: 1" = 4'	
Depth feet 0.0	ASTM Symbol	Description of Materials (ASTM D2488 or D2487)	BPF	WL	PID PPM	Tests or Notes	
	SM	SILTY SAND, fine- to medium-grained, trace Gravel, brown, moist.			0.2	Vegetated at surface.	
					0.1	Environmental Boring Log ¹	
					0.2		
6.0		BOTTOM OF TEST PIT. Test pit then backfilled. ¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.				Soil sample (6') collected for DRO, GRO, VOCs, PAHs, and RCRA metals.	

LOG OF TEST PIT N:\GINT\PROJECTS\AX PROJECTS\2017\02884 TEST PITS - ENCON TEST PIT LOGS.GPJ BRAUN_V8_CURRENT.GDT (See Descriptive Terminology sheet for explanation of abbreviations)

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota				TEST PIT: TP-7 LOCATION: See attached sketch.			
DRILLER: Stevens Drilling		METHOD: Backhoe		DATE: 5/18/17		SCALE: 1" = 4'	
Depth feet	ASTM Symbol	Description of Materials (ASTM D2488 or D2487)	BPF	WL	PID PPM	Tests or Notes	
0.0	FILL	FILL: Silty Sand, fine- to medium-grained, with Gravel, brown, moist.			0.1	Vegetated at surface.	
2.0	FILL	FILL: Clayey Sand, with wood debris, dark brown, moist.			0.1	Environmental Boring Log ¹	
		Concrete cinder blocks from 5'-7'.			0.2		
		Metal and clinkers from 6'-8'.			0.1	Soil sample (7') collected for DRO, GRO, VOCs, PAHs, and RCRA metals.	
8.0	SM	SILTY SAND, fine- to medium-grained, brown, moist.			0.3		
10.0		BOTTOM OF TEST PIT.					
		Test pit then backfilled.					
		¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.					

LOG OF TEST PIT N:\GINT\PROJECTS\X PROJECTS\2017\02884 TEST PITS - ENCON TEST PIT LOGS.GPJ BRAUN_V8_CURRENT.GDT (See Descriptive Terminology sheet for explanation of abbreviations)

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota				TEST PIT: TP-8 LOCATION: See attached sketch.			
DRILLER: Stevens Drilling		METHOD: Backhoe		DATE: 5/18/17		SCALE: 1" = 4'	
Depth feet	ASTM Symbol	Description of Materials (ASTM D2488 or D2487)	BPF	WL	PID PPM	Tests or Notes	
0.0	SC	CLAYEY SAND, trace Gravel, brown, moist.				Vegetated at surface.	
4.0	SM	SILTY SAND, fine- to medium-grained, with Gravel, brown.				Environmental Boring Log ¹	
6.0		BOTTOM OF TEST PIT. Test pit then backfilled.				Soil sample (5') collected for DRO, GRO, VOCs, PAHs, and RCRA metals.	
¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.							

LOG OF TEST PIT N:\GINT\PROJECTS\AX PROJECTS\2017\02884 TEST PITS - ENCON TEST PIT LOGS.GPJ BRAUN_V8_CURRENT.GDT (See Descriptive Terminology sheet for explanation of abbreviations)

Braun Project B1702884 PHASE II ESA Vacant Residence 9697 Inver Grove Trail Inver Grove Heights, Minnesota				TEST PIT: TP-9 LOCATION: In between TP-6 and TP-7 See attached sketch.			
DRILLER: Stevens Drilling		METHOD: Backhoe		DATE: 5/18/17		SCALE: 1" = 4'	
Depth feet 0.0	ASTM Symbol	Description of Materials (ASTM D2488 or D2487)	BPF	WL	PID PPM	Tests or Notes	
	SM	SILTY SAND, fine- to medium-grained, dark brown to brown, moist.			0.3	Vegetated at surface.	
					0.2	Environmental Boring Log ¹	
		With Gravel at 5'.			0.2		
8.0		Abandoned Utility Line at 7'.			0.1	Soil sample (7') collected for DRO, GRO, VOCs, PAHs, and RCRA metals.	
		BOTTOM OF TEST PIT.					
		Test pit then backfilled.					
		¹ The description of moisture content on this boring log is based on ASTM D2487-09a and is defined as: Dry = absence of moisture, dusty, dry to the touch Moist = damp but no visible water Wet = visible free water, usually soil is below water table These soil moisture content descriptions are not directly related to optimum soil moisture and should not be used for geotechnical, site grading or structural design.					



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TRANSMITTAL LETTER

To: Gary Johnson
Director of Public Works
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077
Date: August 28, 2007

c: Gregory Kern – Mn/DOT
George Kinney – Dakota County
Beth Engum – Kimley-Horn

Project #: 23 / 19 – A16 SJF 020
Re: Cahill Avenue Extension Dump Material Removal Summary Letter

We are sending you:

- | | | |
|--|---|---------------------------------|
| ☐ Correspondence | ☐ Reports | ☐ Plans |
| ☒ Copy of Letter | ☐ Specifications | ☐ Other: |

No. of Copies	Description
1	Summary of Dump Material Removal Activities

These are transmitted as checked below:

- | | | |
|--|--|---------------------------------|
| ☐ For approval | ☐ As requested | ☐ Other: |
| ☒ For your use | ☐ For review and comment: | |

Remarks: Hi Gary: Please find enclosed a summary letter of dump material removal activities during the Cahill Avenue Extension road construction project. Thanks again for the opportunity to assist you with this project! Feel free to call with any questions. Thanks - Sara

Sent by: Sara Firl

Phone: 952 - 832 - 2877



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August 28, 2007

Mr. Gary Johnson
Director of Public Works
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

**Re: Summary of Dump Material Removal Activities, Cahill Avenue Extension
Inver Grove Heights, Minnesota**

Dear Mr. Johnson:

This letter summarizes dump material removal activities conducted during the City of Inver Grove Heights (City) Cahill Avenue Extension road construction project. Figure 1 shows the location of the project. As part of pre-construction planning, Barr Engineering Company (Barr) previously prepared a Contingency Plan and Environmental Remediation Specifications in April 2007 for this project for the City due to the proximity of two potential dump sites near the project as identified Dakota County.

Dump materials were encountered by the City's Contractor (Carl Bolander & Sons, Co.) on June 21, 2007 during excavation and grading for the roadway extension. Barr visited the site June 21, 2007 and observed that dump materials consisting of construction debris, glass, metal, tires, fabric, and yard waste were present in the excavation in the right-of-way of the Cahill Avenue extension. At a site meeting on June 25, 2007 with the City, Barr, the City's Contractor, the City's design firm (Kimley-Horn and Associates), and Dakota County, it was decided that dump materials would be removed from the right-of-way of the future roadway and disposed of at a local landfill in accordance with the April 2007 Contingency Plan and Environmental Remediation Specifications. Barr was to provide oversight of the dump material removal and the City's Contractor was to provide a 40-hour HAZWOPER trained crew to conduct the excavation.

Dump material samples were obtained for landfill profiling purposes by Barr on June 25, 2007.

Tables 1 and 2 show results of the profiling samples and a copy of the laboratory results are included in Attachment A.

During the week of July 2, 2007, Barr Engineering (Barr) was present to observe and document the removal of dump material in the right-of-way of the Cahill Avenue extension by the City's Contractor. Figure 2 shows the extent of the dump material removed.

The dump materials were handled in accordance with the April 2007 Contingency Plan and Environmental Remediation Specifications. These materials were excavated, loaded into trucks, and then disposed of at the SKB landfill under the approved waste profile. Weight tickets collected by the City reported that 3,495 tons of dump material were removed.

During the excavation of dump materials, an area of asbestos containing building material (ACM), was encountered along the north sidewall. The approximate location of the ACM is shown in Figure 2. The ACM area was delineated by a Minnesota Department of Health-certified Asbestos Inspector, covered, and left undisturbed until the end of the excavation activities. The City's Contractor prepared an Emissions Control Plan (Attachment B) for excavation of the ACM and submitted the plan to the MPCA Asbestos Program. The City's Contractor sub-contracted with Mavo Systems for abatement of the ACM.

After obtaining approval from the MPCA Asbestos program, Mavo Systems removed the asbestos containing dump materials on July 6, 2007. Approximately 141 tons of ACM was taken to SKB Landfill for disposal according to weight tickets collected by the City.

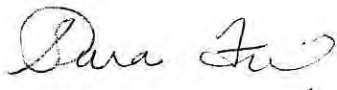
Several samples were collected from the base and sidewalls during the excavation for field screening including organic vapor head space analysis and visual screening. None of the screening samples from the base of excavation or sidewalls displayed obvious impacts, with the exception of the north sidewall where dump material remained in place at the edge of the right-of-way. Two confirmation samples were collected from soil at the base of the excavation. The samples were sent to Legend Technical Services, and analyzed for diesel range organics (DRO) and RCRA metals. Table 3 shows the results of confirmation sample analyses, and laboratory reports are included in Attachment A.

Results from each sample were below MPCA Soil Reference Values for RCRA metals (both Tier I for residential and Tier II for industrial) and did not have detectable concentrations for DRO (Table 3).

In summary, all dump materials and ACM have been removed from the right-of-way for the City's Cahill Avenue Extension project.

Thank you for the opportunity to assist the City with this project. Please contact me at (952) 832-2877 if you have any questions.

Sincerely,



Sara Firl
Environmental Engineer

Attachments:

Table 1 – Dump Material Profile Samples – DRO and Asbestos

Table 2 – Dump Material Profile Samples – TCLP Results

Table 3 – Confirmation Samples

Figure 1 – Site Location Map

Figure 2 – Project Area Layout Map Near Dump Material Removal

Attachment 1 – Laboratory Analytical Reports

Attachment 2 – Carl Bolander and Sons, Co. Emissions Control Plan

Cc: Mr. Gregory Kern, Minnesota Department of Transportation
Mr. George Kinney, Dakota County
Ms. Beth Engum, Kimley-Horn and Associates, Inc.

Table 1
 Dump Material Profile Samples - DRO and Asbestos
 City of Inver Grove Heights - Cahill Avenue
 (concentrations in %, unless noted otherwise)

Location Date	DP-1 6/25/2007	DP-2 6/25/2007	DP-3 6/25/2007	PACM-1 6/25/2007	PACM-1 7/2 7/2/2007	PACM-2 6/25/2007	PACM-3 6/25/2007	PACM-4 6/25/2007
General Parameters								
Solids, %	95	98	85	--	--	--	--	--
Asbestos	--	--	--	ND	--	ND	ND	ND
Asbestos, Chrysotile %	--	--	--	--	15	--	--	--
TPH, mg/kg								
Diesel Range Organics	550	92	22	--	--	--	--	--

-- Not analyzed/not measured.

ND Not detected.

Detections are presented in bold.

Table 2
Dump Material Profile Samples - TCLP Results
City of Inver Grove Heights - Cahill Avenue
(concentrations in mg/L)

Location Date	DP-1 TCLP 6/25/2007	DP-2 TCLP 6/25/2007	DP-3 TCLP 6/25/2007
<u>TCLP Metals</u>			
Arsenic, TCLP	<0.10	<0.10	<0.10
Barium, TCLP	0.42	0.32	0.32
Cadmium, TCLP	0.010	<0.010	<0.010
Chromium, TCLP	<0.10	<0.10	<0.10
Lead, TCLP	<0.10	<0.10	<0.10
Mercury, TCLP	<0.0010	<0.0010	<0.0010
Selenium, TCLP	<0.20	<0.20	<0.20
Silver, TCLP	<0.050	<0.050	<0.050
<u>TCLP VOCs</u>			
1,1-Dichloroethylene, TCLP	<0.10	<0.10	<0.10
1,2-Dichloroethane, TCLP	<0.10	<0.10	<0.10
1,4-Dichlorobenzene, TCLP	<0.10	<0.10	<0.10
Benzene, TCLP	<0.10	<0.10	<0.10
Carbon tetrachloride TCLP	<0.11	<0.11	<0.11
Chlorobenzene, TCLP	<0.10	<0.10	<0.10
Chloroform TCLP	<0.10	<0.10	<0.10
Methyl ethyl ketone, TCLP	<2.0	<2.0	<2.0
Tetrachloroethylene TCLP	<0.10	<0.10	<0.10
Trichloroethylene TCLP	<0.10	<0.10	<0.10
Vinyl chloride TCLP	<0.10	<0.10	<0.10

Detections are presented in bold.

Table 3
Confirmation Samples
City of Inver Grove Heights - Cahill Avenue
(concentrations in mg/kg, unless noted otherwise)

Location Date	MN Tier I Residential SRV 9/7/2005	MN Tier II Industrial SRV 9/7/2005	FS-1 4' 7/3/2007	FS-2 7' 7/5/2007
Exceedance Key	Bold	<u>Underline</u>		
Solids, %	--	--	91	96
<u>Metals</u>				
Arsenic	5	20	3.5	1.8
Barium	1200	18000	36	30
Cadmium	25	200	<0.27	<0.26
Chromium	87 CR	650 CR	26	20
Lead	300	700	4.5	4.3
Mercury	0.5	1.5	<0.11	<0.10
Selenium	160	1300	<1.1	<1.0
Silver	160	1300	<0.27	<0.26
<u>TPH</u>				
Diesel Range Organics	--	--	<6.6	<6.7

-- No criteria.

CR Value represents the criteria for Chromium, hexavalent.



Barr Footer: Date: 8/27/2007 3:20:24 PM File: I:\Projects\23\19\A16\GIS\Maps\Figure1_Site_Location_Map.mxd User: arm2



— Proposed Roadway Improvements (Approximate Location)

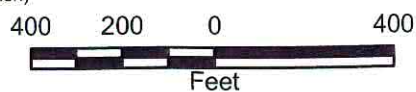
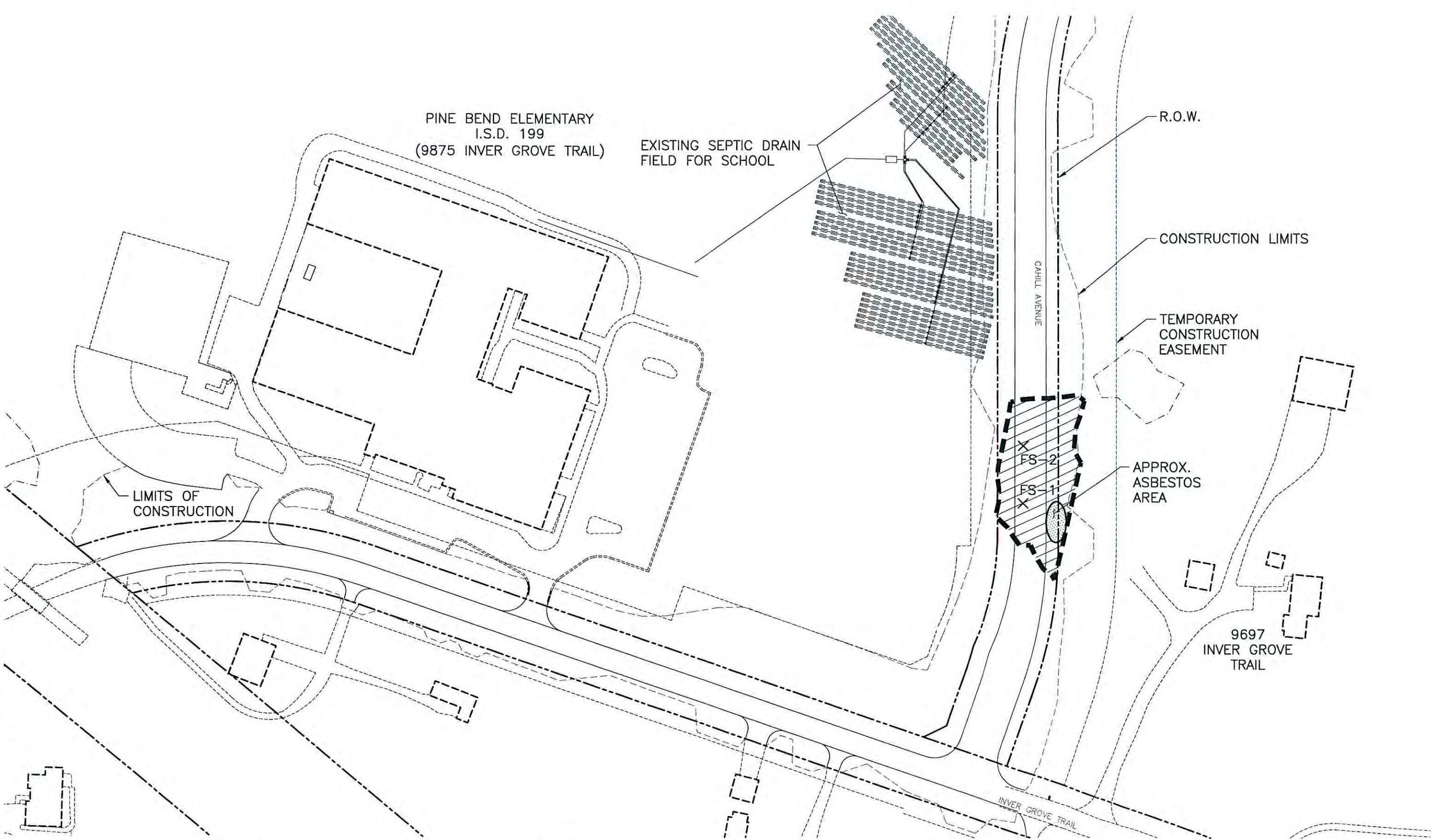


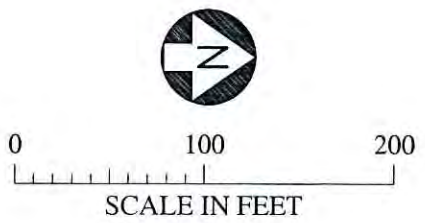
Figure 1

SITE LOCATION MAP
Cahill Avenue Extension
Inver Grove Heights, MN

CADD USER: John M. Warner FILE: M:\CAD\2319A16\27261_1.DWG PLOT SCALE: 1:1 PLOT DATE: 8/27/2007 5:12 PM
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JMW M:\CAD\2319A16\27261_1.DWG Plot at 0 08/27/2007 17:10:46



- LEGEND**
- APPROX. LOCATION OF EXCAVATED DUMP MATERIALS
 - APPROX. LOCATION OF BASE OF EXCAVATION SAMPLE



NOTE:
PROJECT LAYOUT DRAWING
PROVIDED BY KIMLEY-HORN
AND ASSOCIATES.

Figure 2
PROJECT AREA LAYOUT MAP NEAR DUMP MATERIAL REMOVAL
Cahill Avenue Extension
Inver Grove Heights, Minnesota

Appendix B

Redevelopment Plans



SITE DATA:

GROSS AREA: ±15 ACRES
WETLAND AREA: ±1.9 ACRES
S.W. ROW: ±0.3 ACRES

NET AREA (WITHIN HEAVY LINE): ±6.2 ACRES

TOTAL 55' WIDE LOTS: 15

EXISTING ZONING: E-1, ESTATE
PROPOSED ZONING: PUD

EXISTING COMP PLAN (2040): LDR
(1-4 UNITS/ACRE)

PROPOSED SETBACKS:

FRONT: 25'
SIDE: 5'(15' BUILDING TO BUILDING)
REAR: 25'
SIDE STREET: 25'

Appendix C
MPCA's Best Management Practices
for the Off-Site Reuse of Unregulated Fill



Best Management Practices for the Off-Site Reuse of Unregulated Fill

Remediation Division

This document defines **unregulated fill** and provides guidance from the Minnesota Pollution Control Agency (MPCA) Remediation Division regarding Best Management Practices for its off-site reuse.

Off-site reuse of excess soil as fill or aggregate is a common practice at many development and road construction projects. If no known or potential sources of contamination are identified during environmental due diligence and subsequent field observations, then sampling of excess soil for laboratory analysis is not necessary. However, when excess soil originates from a site with known or potential sources of contamination, characterization of the soil is warranted prior to off-site reuse in order to ensure the protection of public health and the environment.

If contamination is detected in the soil, the unregulated fill criteria and best management practices described herein provide a framework for making good decisions about the off-site reuse of the soil. If the soil does not meet the criteria for unregulated fill, the soil should be managed or disposed of in accordance with applicable regulations.

Definition of unregulated fill

Unregulated fill, for the purpose of this guidance, is defined as excess soil in which a release of contaminants has been identified at concentrations less than the MPCA's most conservative risk-based values (see complete criteria on the next page). Thus, the identified contaminants in the fill are present at concentrations that are not of regulatory concern to the MPCA. Unregulated fill is not a solid waste.*

Exclusions

1. Some excess soil and other material generated at a redevelopment site is regulated as either solid or hazardous waste and must be managed according to applicable solid or hazardous waste laws, including:
 - Soil that is characteristically hazardous or contaminated due to a release of a listed hazardous waste, as defined in Minn. R. ch. 7045. Such soil must be managed in accordance with the requirements of the MPCA's Resource Conservation and Recovery Act (RCRA) program.
 - Waste material such as salvaged bituminous, crushed concrete, bricks, fly ash, etc. proposed to be reused as fill. The beneficial reuse of solid wastes is governed by Minn. R. 7035.2860. Information regarding the beneficial reuse of solid wastes can be found on the MPCA's website at <http://www.pca.state.mn.us/waste/sw-utilization.html>.
2. The management and reuse of dredged material may be regulated by permit or subject to other regulations. Information about the management of dredged materials can be found on the MPCA's website at <http://www.pca.state.mn.us/water/dredgedmaterials.html>.

**If sent to a permitted landfill for disposal, unregulated fill may be subject to a solid waste tax.*

Criteria for unregulated fill

Unregulated fill is excess soil that meets all of the following field screening and contaminant concentration criteria:

- free from solid waste, debris, asbestos-containing material, visual staining, and chemical odor
- organic vapors less than 10 parts per million, as measured by a photoionization detector (PID)
- for petroleum-impacted soil, less than 100 mg/kg diesel range organics (DRO)/gasoline range organics (GRO)
- for contaminants detected in soil, less than the MPCA's Residential Soil Reference Values (SRVs) and Tier 1 Soil Leaching Values (SLVs)*

**Naturally-occurring concentrations of some metals, such as arsenic, selenium, or copper, sometimes exceed the SRV or SLV. Such soils are not considered impacted in the absence of a contaminant source or other field or laboratory indications of contamination.*

A list of current SRVs can be found in the MPCA's Risk-Based Guidance for the Soil-Human Health Pathway. A list of current SLVs can be found in the Risk-Based Guidance for Evaluating the Soil Leaching Pathway. Both documents can be found at <http://www.pca.state.mn.us/cleanup/riskbasedoc.html>. For contaminants detected in soil that do not have established SRVs or SLVs, additional evaluation may be needed to determine whether the soil can be considered unregulated fill.

Some detections of DRO in soil may stem from the presence of natural organic material or non-petroleum contaminants in the soil, such as coal tars or other material containing polynuclear aromatic hydrocarbons (PAHs). Evaluation of DRO data should take into consideration the history of the property, including the known or likely presence of a petroleum source, the presence (or lack thereof) of other contaminants in the soil sample, and the type of soil. If positive DRO results are related to non-petroleum contaminants, risk-based criteria for the non-petroleum contaminants should be applied. If necessary, laboratory analytical methods are available to help determine if the DRO is from natural organic material in the soil.

Placement of unregulated fill

To avoid potential problems or public concern stemming from the placement of unregulated fill in sensitive settings, the MPCA recommends the following Best Management Practices:

- Avoid placing unregulated fill at schools, playgrounds, daycares, and residential properties. Unregulated fill is most suitable for use at industrial or commercial properties.
- Avoid placing unregulated fill in gardens where food for human/animal ingestion will be grown.
- Observe a minimum ten-foot separation distance between unregulated fill and the water table.
- Avoid placing unregulated fill where contaminants may be transported by run-off to lakes, rivers, wetlands, or streams.

Sampling decisions

Decisions of whether to sample soil for contamination prior to off-site reuse should be based on the history of the source area, the nature of the source material, the extent to which the soil has been previously characterized, and other factors that are part of a due diligence assessment of the environmental condition of the source property.

If the soil originates from a site where known or potential sources of contamination are present, samples of the soil should be collected for field screening and laboratory analyses. Examples of sites where environmental due diligence may reveal known or potential sources of contamination include sites where contamination was previously identified as a result of regulatory action or voluntary

investigation, previously developed sites (commercial, industrial, recreational, or residential), agricultural properties, or land that may have been subject to dumping, spills, or historic filling activities.

If no known or potential sources of contamination are identified during environmental due diligence and subsequent field observations, then sampling of excess soil for laboratory analyses is not necessary.

Sample type and frequency

When soil sampling is appropriate, the frequency and type of samples should be based on the potential sources of contamination, the depth, volume, and heterogeneity of the source material, and the availability of existing data. At a minimum, analytical parameters should include volatile organic compounds, PAHs, RCRA metals, DRO, and GRO. Other contaminants of concern should be included as appropriate, based on the history of the source location. Analytical data should be age-appropriate and representative of the source material.

Some soils even lightly impacted by heavy metals have the potential to leach at concentrations at or above the Toxicity Characteristic Leaching Procedure (TCLP) regulatory limit. As a rule-of-thumb, a TCLP analysis for RCRA metals should be conducted if the soil concentration of a metal is 20 times or greater the TCLP regulatory criteria.

A typical frequency for the field screening of potentially contaminated soil using a PID is one measurement for every ten cubic yards of soil. For analytical samples, the stockpile sampling guidance presented in Section 7.3 of the MPCA's Site Characterization and Sampling Document can be used as a frame of reference for the appropriate sampling frequency based on soil volume:

<http://www.pca.state.mn.us/cleanup/pubs/sitechar.pdf>. Soil sampling guidelines for the Petroleum Remediation Program are presented in guidance Document 4-04:

<http://www.pca.state.mn.us/publications/c-prp4-04.pdf>. Flexibility in the number of samples may be warranted, depending on the site-specific circumstances. Sound professional judgment, taking into account all of the factors discussed above, should be used when developing a sampling plan to determine whether excess soil meets the criteria for unregulated fill.

Implementation

All parties are encouraged to use the best management practices described herein in order to make good decisions about the off-site reuse of unregulated fill. It is the responsibility of the property owners and other parties engaged in development and construction activities to make sure that their activities include appropriate environmental due diligence and that excess soil and other materials generated by these activities are managed in an environmentally responsible manner.

Note that some local units of government, including Dakota County, may have local ordinances which restrict the off-site reuse of unregulated fill within their boundaries. Parties seeking to import unregulated fill should check with local regulators to determine if such ordinances are in effect in their project area.

Nothing in this guidance excuses anyone from compliance with any law, rule, or other legal obligation (including any environmental covenant) that applies to any development or construction activity, including the generation, management, transport, and reuse of excess soil.

For more information

Questions about the information presented above can be directed to the MPCA at 651-296-6300 or 1-800-657-3864.

Appendix D
MPCA Risk Based Site Characterization
and Sampling Guidance, Section 7.0

If compositing of samples is conducted and grid sampling is used, each grid square should be divided into four sub-areas for composite sampling. The composite concentration can then be applied to the grid square. If composite sampling is conducted without a grid, assign the composite concentration to the centroid of the polygon formed by the individual sample locations (no more than four). Averaging of composite sample data is not acceptable, since the composite samples are already representative of a physical average of the sub-samples. For more information on this topic, please refer to Section 5 (Data Collection and Evaluation) of the *MPCA Risk-Based Evaluation for Soil - Human Health Pathway Guidance*.

Certain site-specific soil data are required for the assessment of human health risks. Parameters such as soil moisture and total organic carbon should be analyzed. See the *MPCA Risk-Based Evaluation for Soil - Human Health Pathway Guidance* for additional information.. All laboratory method detection limits should be low enough so data can be used for risk evaluation purposes. In order to be used to evaluate risk, the data should also be representative of potential exposure scenarios.

6.0 SURFACE WATER SAMPLING

(To be added at a later date)

7.0 SAMPLING FOR REMEDIATION VERIFICATION

7.1 Introduction

Information presented in this section is intended to guide the environmental professional in the recommended methods for verifying that soil contamination has been adequately remediated. Primarily, the minimum number and the location of required samples are addressed.

Verification sampling strategies for soil remediation depend on the type of remediation -- excavation or in-situ treatment. The minimum number of samples and sampling locations are different for each remediation type. While the minimum number of samples required is easily determined for both situations, determining the sampling locations is more complex and requires some professional judgment. The sampling strategies are outlined below.

Ex-situ remedies may be amenable to statistical sampling strategies or batch sampling. Any proposed sampling for ex-situ remedies should be developed on a site by site basis with the oversight of the MPCA project staff.

7.2 Excavations

Verifying that contaminated soil has been remediated by means of excavation requires samples from the excavation floors and sidewalls. The tables below provide the minimum number of samples necessary to verify cleanup for various sizes of excavations. Remediation verification is demonstrated by comparing the analytical results from each sampling point with the cleanup goals. If the cleanup goals are exceeded at any point, this verification methodology may require additional excavation at that point until the goals are met. Specifically, if less than ten samples are collected from either excavation floors or sidewalls, the calculated average concentrations will have very little meaning from a risk standpoint. In these situations, the appropriate risk/cleanup standards should be considered as numbers that are not to be exceeded in any sample.



A sampling strategy that uses bias to choose sample locations is recommended. This guidance document cannot dictate the exact locations for sample collection using this strategy. The location of the sample collection points relies on site specific information from the remedial investigation, analysis of the release or contaminant distribution and the soil types encountered in the excavation. Sampling and analyzing the soil samples from the locations most likely to have contaminants can minimize the number of samples needed to verify that remediation is complete. Since professional judgment and site specific knowledge are required for selecting sampling locations, the rationale used to select these locations must be well documented in the implementation report.

Analysis of data generated by prior investigations at the site should yield information for the verification analysis. The field personnel present during the remediation should be sufficiently familiar with the conditions on site to implement an appropriate verification sampling plan. Soil verification sampling should incorporate all pertinent biases of a site which may include, but are not limited to, the following:

- preferential pathways of contaminant migration
- source areas, stained soils, other site specific "clues" (e.g., fractures in clays)
- changes in soil characteristics (e.g., sand/clay interfaces)
- soil types and characteristics.

Compositing soil samples for verifying soil remediation may be acceptable for non-volatile parameters. Generally, when sampling for non-volatile parameters, each composite sample to be analyzed may be comprised of a maximum of four subsamples. However, please be aware that if contamination is indicated in a composited sample at levels above the cleanup goal, the entire area of the excavation comprising the composite sample may require additional excavation until the cleanup goals are met. Suspected contaminated areas discovered during verification sampling should not be sampled as part of a composite but should be sampled discretely.

The minimum required number of verification samples is determined by the subsequent tables. Confirmation sampling should generally be conducted on a grid.

7.2.1 Excavation Floor

The minimum acceptable number of floor samples to be analyzed is based on the area of the excavation floor as designated in Table 7A shown below.



Table 7A Excavation Floor Samples

Area of Floor (sq ft)	Number of Samples
<500	2
500-<1,000	3
1,000-<1,500	4
1,500-<2,500	5
2,500-<4,000	6
4,000-<6,000	7
6,000-<8,500	8
8,500-<10,890 (0.25 acres)	9
>10,890	Use Guidance Below

The following guidance is to be used when excavation floor areas exceed 10,890 square feet:

Floor Acreage	Square Feet	Grid Interval
0.25 - 3.0	10,890-130,680	15 - 30 Feet
3.0 and over	130,680 +	30 Feet plus

7.2.2 Excavation Sidewalls

Sidewall samples are required to verify that the horizontal extent of the soil contamination has been remediated. The number of sidewall samples shall be determined by Table 7B shown below. In no case is less than one sample on each sidewall acceptable. Known hot spots should be sampled separately. Once again, when sampling for non-volatile parameters, each sample to be analyzed may be comprised of four subsamples.

Table 7B Excavation Sidewall Samples

Area of Sidewall (sq ft)	Number of Samples
<500	4
500-1,000	5
1,000-1,500	6
1,500-2,000	7
2,000-3,000	8
3,000-4,000	9
>4,000	1 sample per 45 lineal feet of sidewall

When sampling the sidewalls of excavations that exceed five feet in depth, the sidewall sampling locations must be staggered in the vertical plane. This will ensure that lateral remediation has been adequate at all depths within the excavation.



7.3 Soil Stockpiles

Often times an excavation results in a contaminated soil stockpile that then needs to be treated (on- or off-site) or sent off-site for appropriate disposal. Sampling of the stockpile is necessary in order to characterize the contaminated or treated soil and to determine the appropriate final disposition. Landfills and the various types of treatment facilities (such as thermal treatment facilities or land farm sites) have permitted limits on the levels of contaminants they can accept. Sampling is necessary to ensure receiving facilities are operating within their permit limits. Additional samples beyond what is recommended here may be necessary based on each facility's specific permit requirements. TCLP and/or total analyses should be conducted for each type of contaminant suspected to be present. The detection limits for the total analyses should be determined based on the requirements of the receiving facilities permit, or on the cleanup level established for the site. The following table shall be used to determine the appropriate number of stockpile samples to be collected for analyses.

Table 7C Stockpile Samples

Cubic Yards of Soil in Pile	Number of Samples
0-500	1 per 100 cubic yards
501- 1000	1 per 250 cubic yards
1001 or more	1 per 500 cubic yards

If less than ten samples are collected from a stockpile, a calculated average concentration will have very little meaning from a risk standpoint. Therefore, in this type of situation, the appropriate risk/cleanup standards should be considered as numbers that are not to be exceeded in any sample. Compositing of stockpile samples is acceptable for the non-volatile parameters. Each sample may be comprised of four subsamples collected randomly from within the stockpile.

7.4 In-Situ Soil Remediation

When in-situ remedies are used, the effectiveness of the remedy must be verified by soil sampling. In these cases, three-dimensional sampling must be undertaken to verify that the soils have been adequately treated.

In instances of in-situ stabilization, the sampling should be conducted using a grid pattern with a vertical component added at each node. The number of samples collected for analyses should be determined using Tables 7A and 7B. The vertical extent of the remedy should be determined by compositing samples within each grid over 10 foot depth intervals extending to the bottom of the stabilization zone.

For in-situ treatment such as soil vapor extraction (SVE), the number of samples collected for analyses should be determined using Tables 7A and 7B, but should be biased toward the sampling points located remote from the SVE points. The vertical component must also be addressed and, therefore, the soil borings should be screened continuously using a PID, and any soils showing elevated organic vapors should be sampled. If no elevated PID readings are detected, discrete samples should be collected at 5 foot intervals over the depth of the treatment zone.

Compositing of remediation verification samples is acceptable for in-situ remediations for the non-volatile parameters. Each sample may be comprised of no more than 4 subsamples.





**MINNESOTA POLLUTION CONTROL AGENCY
SITE REMEDIATION SECTION**

**DRAFT GUIDELINES
RISK BASED SITE CHARACTERIZATION AND SAMPLING GUIDANCE**

WORKING DRAFT, September 16, 1998

Comment Period Ends December 31, 1998

**Send Written Comments to:
Guidance Coordination Team
Minnesota Pollution Control Agency
Site Remediation Section
520 Lafayette Road
St. Paul, Minnesota 55155-4194
Fax (651) 296-9707**

NOTICE

THIS DOCUMENT IS A WORKING DRAFT. The Site Remediation Section of MPCA is developing guidelines for evaluating risks to human health and the environment at sites that may require investigation or response actions pursuant to the Minnesota Environmental Response and Liability Act, Minn. Stat. § 115B.01 to 115B.24 (MERLA).

DEVELOPMENT OF A SITE REMEDIATION SECTION SITE EVALUATION MANUAL. The attached document and other documents will be incorporated into a Site Remediation Risk-Based Site Evaluation Manual which will contain guidelines for conducting MERLA-related evaluations, including risk evaluations under the State Superfund program and the MPCA Voluntary Investigation and Cleanup (VIC) Program.

MPCA staff intend to use the policies and procedures in the manual as guidelines to evaluate the need for investigation or remedial actions to address releases and threatened releases of hazardous substances or pollutants or contaminants under MERLA, and the scope and nature of such actions. These policies and procedures are not exclusive and do not have the force and effect of law. MPCA staff may use other policies or procedures to evaluate the need for or adequacy of response actions under MERLA, including procedures set forth in outstanding MPCA Requests for Response Action and Consent Orders. The final standard for all such evaluations is the MERLA statutory requirement that such actions must be reasonable and necessary to protect the public health and welfare and the environment.

The Minnesota state Superfund program, governed by the Minnesota Environmental Response and Liability Act (MERLA) and the supplementary rules, and the federal Superfund program, governed by the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and the federal regulations in the National Oil and Hazardous Substances Pollution Contingency Plan (NCP), work together to clean up various types of sites.

~ Continued ~

APPENDIX C

ENVIRONMENTAL CONSTRUCTION CONTINGENCY PLAN (ECCP)



Environmental Construction Contingency Plan

9697 Inver Grove Trail
Inver Grove Heights, Minnesota

Prepared for:
Alliant Ventures III, LLC

January 2020



Landmark Environmental, LLC

2042 West 98th Street

Bloomington, MN 55431

Phone: 952-666-2444

www.landmarkenv.com

Environmental Construction Contingency Plan

9697 Inver Grove Trail, Inver Grove Heights, Minnesota

Property Specific Summary

Prepared for: Alliant Ventures III, LLC

Dated: January 2020

SITE DESCRIPTION AND KEY PERSONNEL

The Property, located at 9697 Inver Grove Trail, Inver Grove Heights, Minnesota is owned by Alliant Ventures III, LLC and consists of 15.11 acres of land that is currently zoned for residential use (Figure 1). The general Property vicinity has been developed since prior to 1890 for residential/agricultural related use. Based upon the records review, Property reconnaissance, interviews, and review of previous investigation data, the following known or suspect environmental conditions were identified for the Property:

- Unpermitted dumping has occurred on the Property and on adjoining properties. Site observations identified the presence of surficial dumping. The adjoining right-of-way expansion completed by the City of Inver Grove Heights in 2007 encountered soil containing concentrations of diesel range organics, varying amounts of debris materials, and materials that contained asbestos. It is likely that these materials are also present on the Property. The potential presence of buried waste represents a potential for soil and groundwater contamination.
- Based on information provided by Dakota County, the MNDOT Highway 52, 55, and 56 Interchange Disposals site (DCEMD Site ID # 1294) is located west adjacent to the Property. This is reported to be a suspected large, unlimited variety dump. The potential presence of buried waste adjacent to or at the Property represents a potential for soil and groundwater contamination at the Site.

If visible or olfactory evidence of contaminated soil, other than previously identified, are observed during earthwork activities related to the project, the following actions will be taken:

1. STOP WORK IMMEDIATELY, SECURE WORKER SAFETY, AND SECURE THE AREA.
2. Contact Landmark—or in their absence— MPCA for further instruction.

Project Role	Organization	Title	Contact Name	Contact Number
Environmental Consultant	Landmark Environmental, LLC 2042 West 98 th St. Bloomington, MN 55431	Project Manager	Ken Haberman	952-666-2424
		Field Backup	Eric Gabrielson	952-240-8935 (cell)
		Field Manager	Tristen Faust	952-797-2764 (cell)
		Safety Officer	Mark Meier	763-360-2764 (cell)
Regulatory Agency	Minnesota Pollution Control Agency 520 Lafayette Road North St. Paul, MN 55155	Duty Officer MPCA	Various Rebecca Ryser	651-649-5451 651-757-2015
Property Owner	Alliant Ventures III, LLC	Owner	Robert Machacek	651-925-7365

ECCP PURPOSE

This ECCP will be implemented in the event that indications of contamination, regulated waste, or other items of environmental concern that require special handling are **unexpectedly** encountered during construction. This Site-Specific Summary provides project-specific information and context applicable to the ECCP. Proposed cleanup actions for known cleanup actions are identified in the Voluntary Response Action Plan produced under separate cover.

REDEVELOPMENT PLANS

Redevelopment plans are not currently known. Excavation if conducted will take into account contamination and debris areas.

PREVIOUS ENVIRONMENTAL INVESTIGATIONS AND DOCUMENTS

The following previous investigations have been conducted on the Property or portions thereof:

- Barr Engineering Company (Barr). August, 28, 2007. *Summary of Dump Material Removal Activities, Cahill Avenue Extension, Inver Grove Heights, Minnesota.* (2007 Summary Letter)
- Braun Intertec Corporation (Braun). June 7, 2017. *Phase I Environmental Site Assessment, Vacant Residence, 9697 Inver Grove Trail, Inver Grove Heights, Minnesota.* (Phase I Report)
- Braun. June 7, 2017. *Phase II Environmental Site Assessment, Vacant Residence, 9697 Inver Grove Trail, Inver Grove Heights, Minnesota.* (Phase II Report)
- Landmark. March 26, 2018. *Supplemental Phase II Environmental Investigation, 9697 Inver Grove Trail, Inver Grove Heights, Minnesota* (Supplemental Investigation Report)

CHEMICALS OF CONCERN

Based on soil analytical results from previous investigations, polynuclear aromatic hydrocarbons (PAHs) and diesel range organics (DRO) were identified during the Braun Phase II Investigation. Soil vapor concentrations were reported less than the MPCA's 33 times the Residential Intrusion Screening Values. Unexpected environmental conditions potentially consist of encountering one or more of the following during excavation activities: underground storage tanks, buried debris containing brick, concrete, wood and materials with potential regulated asbestos containing materials and other hazardous materials or contaminated soils. Refer to [Section 2.0] of the ECCP for procedures for addressing each potential condition. **Appendix A** provides the Action Summary for encountered contaminated soil.

Area of Concern Location Description	Sample IDs	COCs	Detected Concentration Ranges	Response Action
Hot Spot and Debris Area 1	PP-1 (12.5-15') TP-2 (4') LTP-11	PAHs (BAP eq.) DRO PAHs (BAP eq.) DRO Debris	47.9 mg/kg 6080 mg/kg 4.3 mg/kg 320 mg/kg	The proposed cleanup goals for the excavated soil and the soil in the final upper four feet are the applicable Residential Soil Reference Values (RSRVs) for residential use and below 4 feet for soil remaining on site. Debris will be properly excavated and managed as encountered.
Debris Area 2	LTP-10	Debris	None detected above MPCA RSRVs.	
Debris Area 3	None	Debris	No samples collected in this area were submitted for laboratory analysis.	

Table of Contents

1.0	Introduction.....	1
2.0	Contingency Procedures.....	2
2.1	General Procedures	2
2.1.1	Notification Requirements	2
2.1.2	Pre-Excavation Preparation	2
2.1.3	Underground Storage Tanks	2
2.1.4	Transportation and Disposal	3
2.1.5	Buried Demolition Debris.....	3
2.1.6	Hazardous Materials or Contaminated Soils.....	3
2.1.7	Dewatering	5
2.1.8	Water Wells	5
3.0	Reporting	7

List of Tables

Table 1	Laboratory Soil Data – Detected Parameters
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List of Figures

Figure 1	Property Location Map
Figure 2	Property Layout Map
Figure 3	Site Investigation Locations
Figure 4	Site Investigation Locations and Response Actions

Appendices

Appendix A	Action Summary
Appendix B	MPCA Petroleum Remediation Guidance Documents
Appendix C	MPCA Asbestos Guidance on Excavation Projects, dated July 1999 and Emissions Control Plan
Appendix D	Best Management Practices for the Off-Site Reuse of Unregulated Fill, dated February 2012 and MPCA Program Management Decision on Regulated Fill, dated March 2012
Appendix E	MPCA Risk Based Site Characterization and Sampling Guidance, Section 7

1.0 Introduction

Landmark Environmental, LLC (Landmark) prepared this Environmental Construction Contingency Plan (ECCP) as described in the ECCP Property Specific Summary. Refer to the Property Specific Summary for project details.

This ECCP will be implemented in the event that indications of contamination, regulated waste, or other items of environmental concern that require special handling are unexpectedly encountered during implementation of response actions (RAs) and/or during redevelopment. Proposed RAs for the known cleanup actions are identified in the Voluntary Response Action Plan (VRAP) produced under separate cover. **Appendix A** includes the Action Summary for contaminated soil or other environmental issues encountered.

Considering the planned redevelopment activities described in the Property Specific Summary, this ECCP has been prepared in general accordance with Minnesota Pollution Control Agency (MPCA) Voluntary Investigation and Cleanup (VIC) Program Guidance Document #10, Site Safety and Contingency Plans and applicable MPCA Petroleum Remediation Guidance Documents included in **Appendix B**.

2.0 Contingency Procedures

Unexpected environmental conditions potentially consist of encountering one or more of the following during excavation activities: underground storage tanks (USTs), buried debris containing brick, concrete, wood and materials with potential asbestos containing materials (ACM) and other hazardous materials or contaminated soil. Procedures for addressing each potential condition are discussed below.

2.1 General Procedures

The MPCA requires the following notification and environmental oversight requirements with regard to the activities covered by this ECCP.

2.1.1 Notification Requirements

In the event that any suspected hazardous substances or unexpected environmental issues are encountered during the excavation activities, work in the area will cease and the work area will be secured. The excavation contractor shall contact Landmark immediately. A representative of Landmark and/or the contractor will then contact the MPCA. Identified releases may need to be reported to the Minnesota Duty Officer within 24 hours.

2.1.2 Pre-Excavation Preparation

The excavation contractor shall coordinate a utility meet and will confirm that all existing utilities have been adequately located and marked.

2.1.3 Underground Storage Tanks

In the event an UST is encountered during earthwork, removal of the UST and excavation of petroleum-contaminated soil, including field screening, soil sampling, and storage/disposal of contaminated soil, will be conducted in accordance with MPCA Petroleum Remediation Program Guidance Documents in **Appendix B**.

The excavation contractor will confirm that the UST (if identified) is isolated from all supply and/or drain piping and that all utilities have been adequately located and marked. To the maximum extent practicable, the excavation contractor will be responsible for removing and containerizing residual contents of the UST prior to removal. All residual UST contents shall be handled in accordance with MPCA and Occupational Safety and Health Administration (OSHA) requirements. This includes, but is not limited to, use of appropriate Department of Transportation (DOT), OSHA, and U.S. Environmental Protection Agency (EPA) drums and containers, use of appropriate fluid transfer devices, use of suitable absorbent materials, use of appropriate blast shields, and use of

non-sparking material handling equipment and hand tools. All laborers handling residual petroleum or hazardous waste products shall be properly trained and in compliance with contractor's Site Safety Plan.

Any UST will be excavated and removed in a manner that minimizes the potential for incidental spillage of residual tank contents during tank removal. Pending cleaning, scrapping, and/or loading of tank for transportation off-site, all tank components will be placed on impermeable sheeting to prevent incidental soil contamination at the Property. In the event that field screening discloses evidence of a petroleum or hazardous waste release from the UST, contaminated soil will be placed onto a minimum 10-mil-thick reinforced polyethylene liner. Contaminated soil will be excavated following the guidance in the MPCA Petroleum Remediation Program Guidance Documents in **Appendix B**. Contaminated soil shall be covered with minimum 10-mil-thick reinforced polyethylene liner to prevent water from coming in contact with the soil.

2.1.4 Transportation and Disposal

In the event impacted soils are disposed off-site for disposal at a permitted landfill, the soils will be transported in strict compliance with all applicable local, state, and federal guidelines and regulations. All soil that exceeds the applicable cleanup criteria will be transported off-site and disposed of at appropriately licensed facilities. The end disposition of all impacted soil transported off-site will be documented in the RA Implementation Report and/or the ECCP Implementation Report.

2.1.5 Buried Demolition Debris

In the event buried demolition debris with potential ACM is encountered during RA implementation and/or redevelopment activities, a representative of Landmark that is an Asbestos Hazard Emergency Response Act-certified and Minnesota Department of Health (MDH)-licensed inspector will be present to guide further excavation and sampling efforts. Subsequent excavation and abatement work will be conducted in accordance with the July 1999 MPCA Asbestos Guidance on Excavation Projects and the Emissions Control Plan in **Appendix C**.

2.1.6 Hazardous Materials or Contaminated Soils

Hazardous materials and/or additional soil containing hazardous substances may be encountered during excavation activities associated with RA implementation and redevelopment. If, based upon visual or olfactory evidence, such materials and/or hazardous substances are encountered; excavation of the impacted area will temporarily cease until Landmark and the MPCA are notified. Specific requirements for the excavation contractor as they relate to contaminated soil excavation may include one or

all of the following: temporary erosion controls; run-on and runoff controls; air emission controls; decontamination facilities; notification procedures; temporary contaminated soil stockpile areas; excavation and staging; and contaminated soil disposal. General requirements are described below.

Soil to be reused offsite will meet the definition of unregulated excess fill as defined in the MPCA's Best Management Practices guidance documents (**Appendix D**). The guidance documents in **Appendix D** provide guidance for cleanup actions and action levels approved by the MPCA including, but not limited to, photoionization detector headspace criteria and sampling frequency requirements.

A contaminated materials staging area (CMSA) will be constructed by placing a minimum 8-mil-thick plastic sheet on the ground and constructing a 6-inch-high soil berm around the perimeter. The plastic will extend beyond the perimeter berm to prevent runoff from and run-on to the CMSA. A minimum 8-mil-thick plastic cover will be placed over the CMSA stockpile. The cover will extend beyond the perimeter soil berm and will be secured and maintained.

If chemical containers or other hazardous items are encountered, they will be individually removed and their condition assessed. If the excavated chemical containers are not in good condition (e.g., severe rusting, structural defects, leaking, etc.) or if uncontainerized hazardous substances are encountered, the materials will be transferred to a new drum or overpack that is in satisfactory condition. These containers will meet the appropriate requirements of DOT, OSHA, and EPA regulations for the associated materials.

Intact chemical containers and repacked materials will be transported to the storage area and placed in roll-off boxes. If appropriate, liquid wastes may be bulk-stored in tanks. The roll-off box will be lined to contain leaks, spills, or accumulated precipitation. The roll-off box will be of sufficient capacity to contain 10 percent of the volume of the drums or the volume of the largest container, whichever is greater. The roll-off box will be covered to prevent collection of precipitation.

After contaminated soil (as determined by field screening tests), chemical containers, and hazardous substances have been excavated from the impacted area; the excavation will be extended in shallow lifts for an additional 1-foot (unless groundwater is encountered). Additional soil from this "over-excavation" will be transported to the storage area and stockpiled separately from the contaminated soil.

Soil samples will be analyzed for the appropriate parameters designated by the Landmark field personnel in consultation with the MPCA staff if necessary, based upon the likely

source of contamination and field observations, according to the MPCA Risk Based Site Characterization and Sampling Guidance, Section 7, which is included in **Appendix E**. The sampling plan of the stockpiled contaminated soil, the stockpiled clean soil, and any containerized materials will be conducted in accordance with the MPCA requirements, after the material and/or contaminated soil has been excavated and the results of the samples collected during the excavation are available.

Following completion of the “over excavation,” the excavation contractor will continue RA implementation and/or redevelopment activities. A plan for managing the stockpiled soil (contaminated or clean) and any containerized materials will be prepared and implemented after the results from all of the sampling are available and following MPCA approval. Stockpiles will be inspected daily while project personnel are onsite, and/or after a significant weather event, by a person knowledgeable with the project.

2.1.7 Dewatering

During construction and earthwork activities, if dewatering is needed to manage contaminated groundwater encountered during redevelopment activities, a water discharge permit may be necessary. The water could be discharged to the sanitary sewer with a permit from the wastewater treatment facility or if in the Minneapolis-St. Paul metropolitan area then the Metropolitan Council Environmental Services (MCES) or to the storm sewer with a National Pollutant Discharge Elimination System (NPDES) permit, depending on the concentrations of any potential contaminants in the groundwater. A Minnesota Department of Natural Resource (DNR) Permit for groundwater dewatering may also be necessary depending on the quantity of water. The quantity of contaminated groundwater potentially requiring discharge will also be directly related to the location and depth of the excavations. If dewatering is necessary, action taken will be documented in the RA Implementation Report and/or the ECCP Implementation Report.

2.1.8 Water Wells

In the event water wells are encountered at the Property during RA implementation or during redevelopment activities, a licensed water well driller will be hired to seal the well in accordance with Minnesota Rules Section 4725.3850 Sealing Well and Boring of the Minnesota Rules Chapter 4725 Department of Health, including measuring the length of the well to be sealed, making reasonable efforts (with MDH guidance, if necessary) to remove any obstructions from the well, making proper notifications to the MDH, requesting MDH recommendations on proceeding, ripping or perforating casing if required, and providing responsibility for well abandonment in accordance with Section 4725.3875 Responsibility for Sealing, of the Minnesota Rules Chapter 4725 Department of Health. Any well casing will be removed to a depth of six feet below ground surface

to eliminate any obstacles to future development. In addition, well protection (i.e., protective posts or surface mount) will be removed.

3.0 Reporting

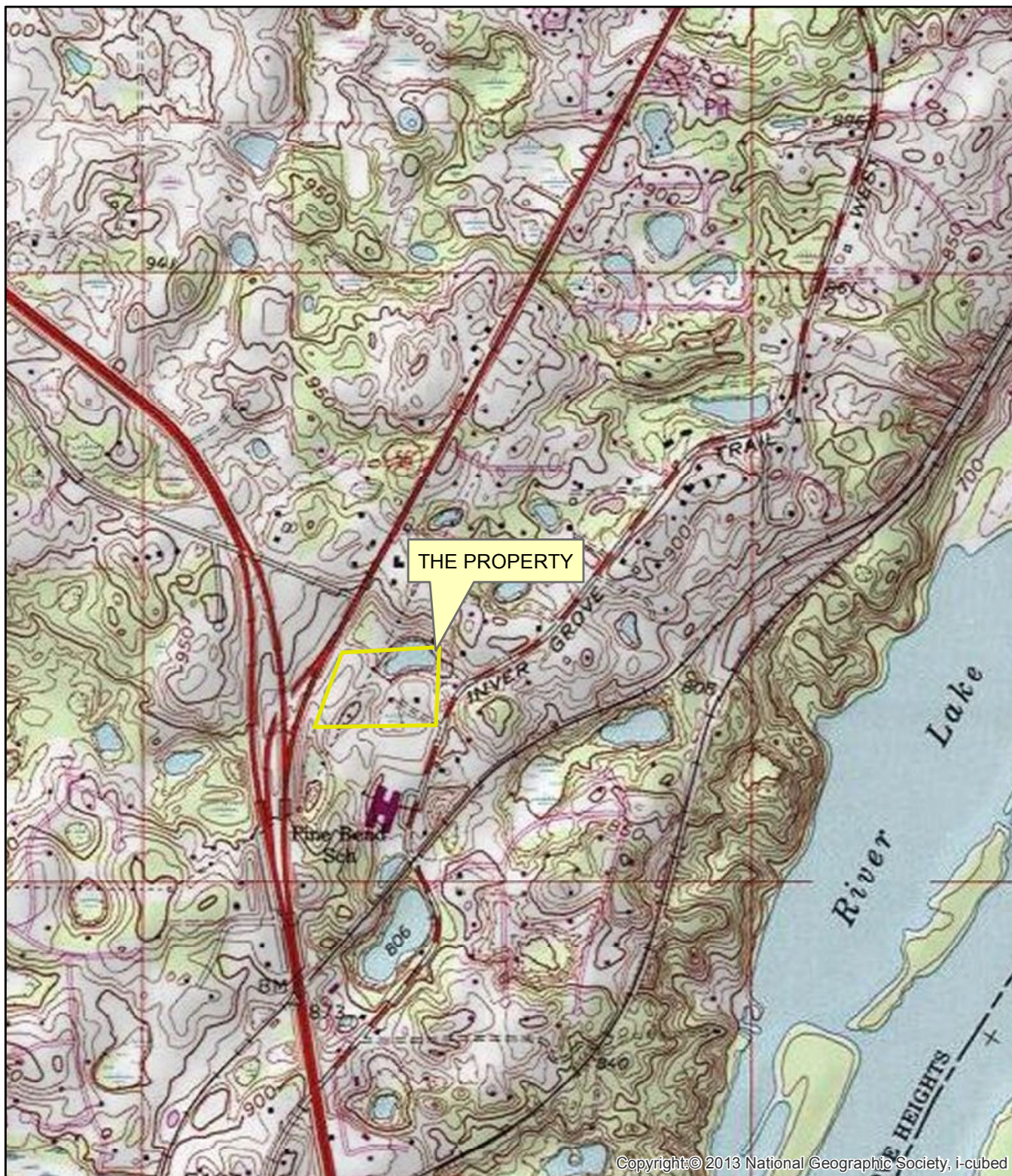
Landmark will inform personnel as appropriate of project status and oversight observations by telephone or via e-mail on an as-needed basis during the project. Documentation and records related to the project will be reported to personnel as appropriate if any ECCP activities are implemented. Following completion of the RA implementation and/or redevelopment activities, a RA Implementation Report and/or ECCP Implementation Report will be prepared.

Tables

Table 1
Soil Sample Results
LRES Corporation

Parameter	MPCA Residential Soil Reference Value (SRV)	MPCA Industrial Soil Referenc Value (SRV)	Units	LTP-10/7'	LTP-11/9'	LTP-12/6'	LTP-13/5'	LTP-14/7'	LTP-15/5'	LTP-16/6'
Acenaphthene	1300	19000	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Acenaphthylene	NS	NS	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Anthracene	6500	97000	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Arsenic	9	9	mg/kg	2.1	5.3	2.0	2.8	2.4	2.1	1.7
Barium	3000	35000	mg/kg	30.3	72.4	20.6	52.7	70.1	25.9	28.1
Benzo(a)anthracene	NS	NS	mg/kg	0.025	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Benzo(a)pyrene	1	14	mg/kg	0.03	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Benzo(b)fluoranthene	NS	NS	mg/kg	0.039	0.015	<0.011	<0.012	<0.013	<0.011	<0.011
Benzo(g,h,i)perylene	NS	NS	mg/kg	0.021	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Benzo(k)fluoranthene	NS	NS	mg/kg	0.016	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Cadmium	1.6	23	mg/kg	<0.16	<0.17	<0.16	<0.18	<0.18	<0.16	<0.16
Chromium	23000	NS	mg/kg	12.4	8.4	10.0	9.0	17.0	11.4	10.5
Chrysene	NS	NS	mg/kg	0.031	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Dibenz(a,h)anthracene	NS	NS	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Fluoranthene	510	6700	mg/kg	0.05	0.021	<0.011	<0.012	<0.013	<0.011	<0.011
Fluorene	860	13000	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Indeno(1,2,3-cd)pyrene	NS	NS	mg/kg	0.018	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Lead	300	700	mg/kg	21.9	46.2	2.5	5.7	8.4	2.8	2.7
Mercury	3.1	3.1	mg/kg	0.025	0.034	<0.021	0.025	0.023	<0.021	<0.021
Naphthalene	NS	NS	mg/kg	<0.011	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Phenanthrene	NS	NS	mg/kg	0.016	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
Pyrene	44	44	mg/kg	0.041	0.017	<0.011	<0.012	<0.013	<0.011	<0.011
Selenium	77	1200	mg/kg	<1.0	<1.2	<1.1	<1.2	<1.2	<1.1	<1.1
Silver	77	1200	mg/kg	<0.52	<0.58	<0.55	<0.58	<0.61	<0.53	<0.54
Total BaP Eq. MN 2006sh. ND=0	NS	NS	mg/kg	0.04	<0.012	<0.011	<0.012	<0.013	<0.011	<0.011
WDRO C10-C28	NS	NS	mg/kg	<4.4	<12.3	<4.3	<7.2	<12.8	<11.0	<11.0
Percent Moisture	NS	NS	%	5.6	19.0	9.3	15.3	21.7	8.9	8.9

Figures



Legend

 Property Boundary

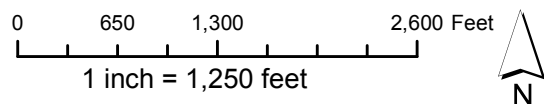


Figure 1

PROPERTY LOCATION MAP
9697 Inver Grove Trail
Inver Grove Heights, Minnesota

LANDMARK ENVIRONMENTAL, LLC

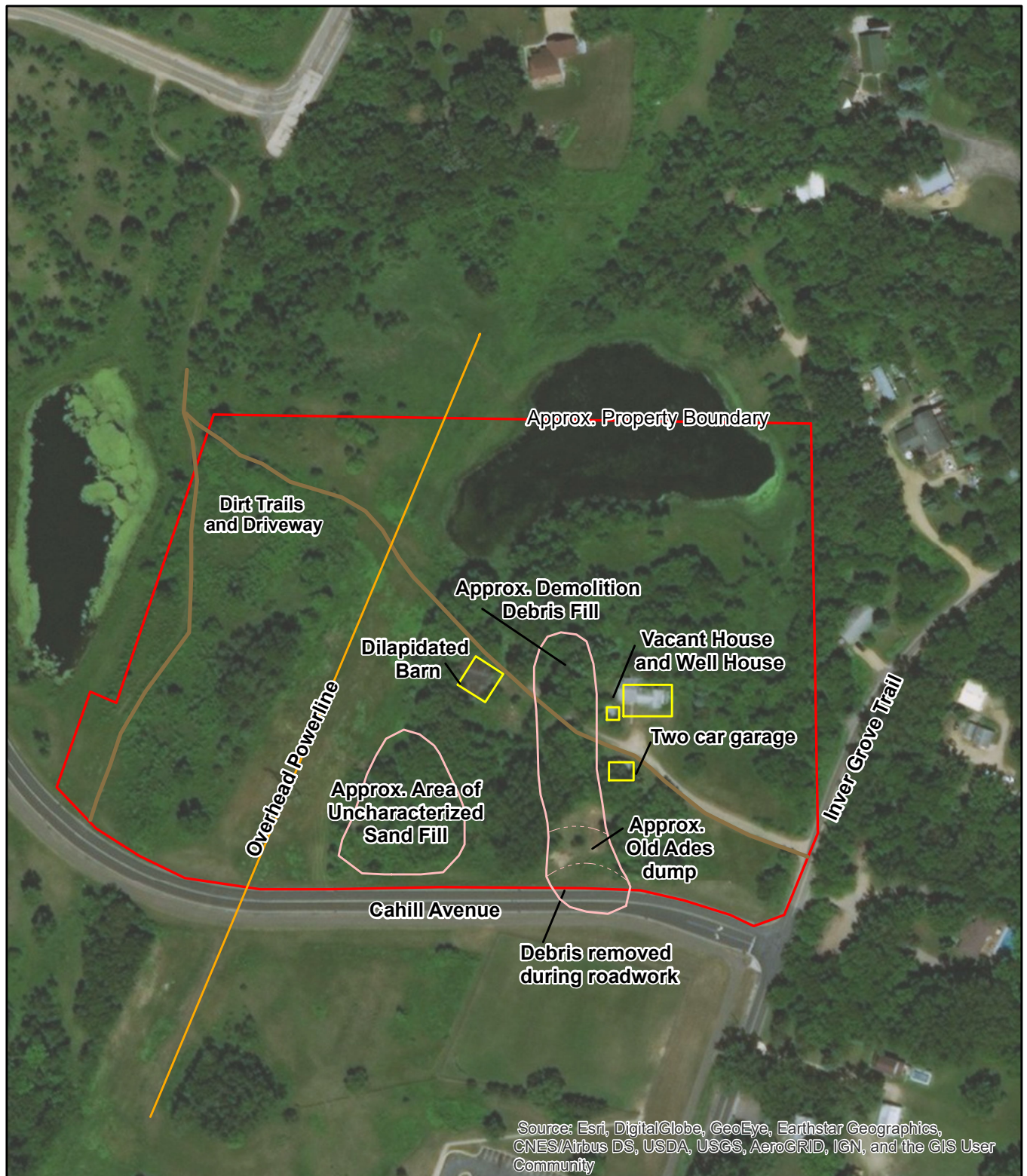


Figure 2

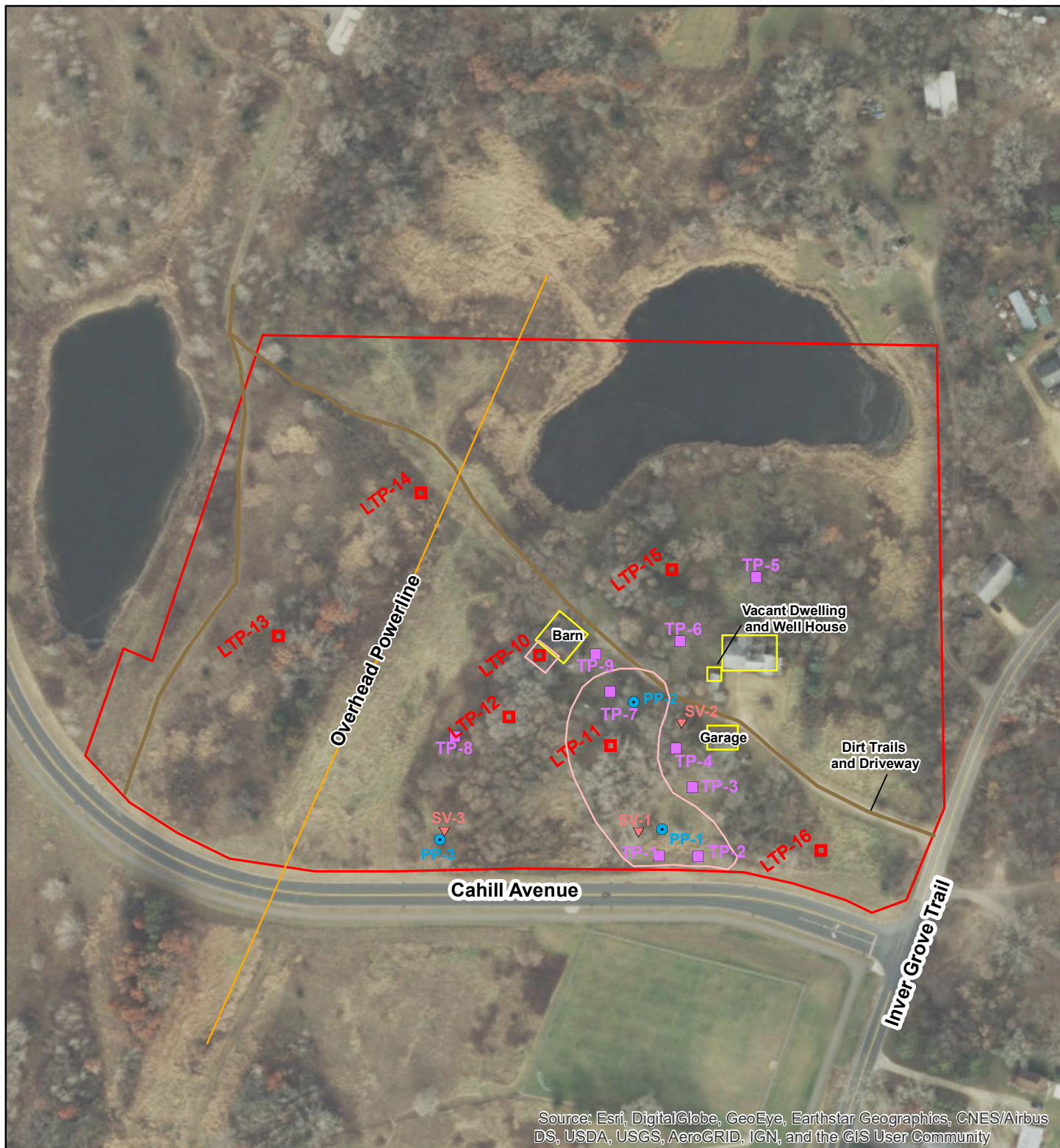
Legend



0 112.5 225 450 Feet
1 inch = 208 feet

**PROPERTY LAYOUT MAP
9697 Inver Grove Trail
Inver Grove Heights, Minnesota**

LANDMARK ENVIRONMENTAL, LLC



Legend

- Braun Push Probe Locations
- ▼ Braun Soil Vapor Locations
- Braun Test Pit Locations
- Landmark Test Pit Locations
- Buried Debris Area
- Approximate Property Boundary
- Overhead Powerline

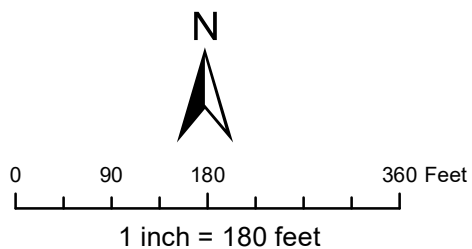
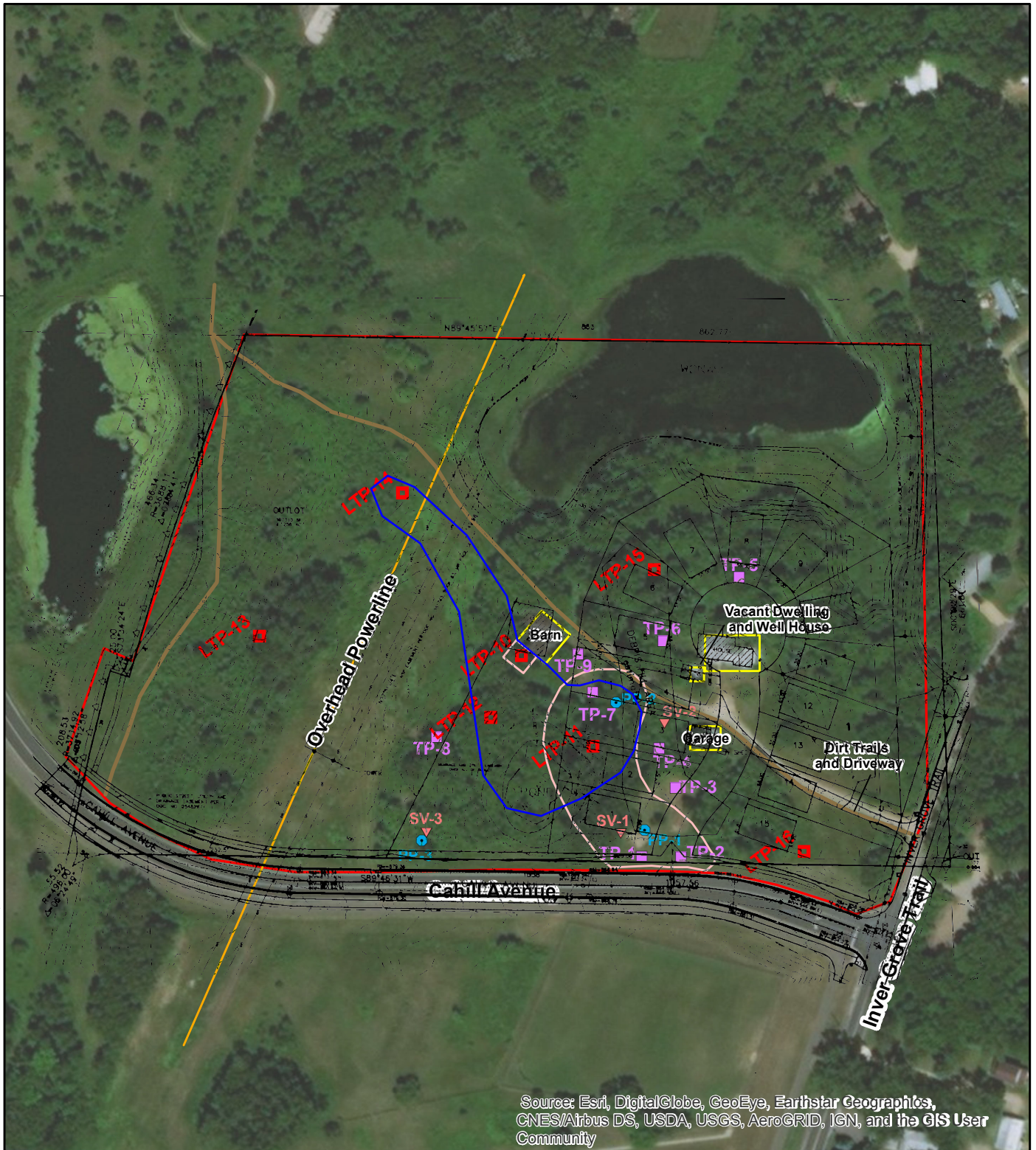


Figure 3

**Site Investigation Locations
9697 Inver Grove Trail
Inver Grove Heights, Minnesota**

LANDMARK ENVIRONMENTAL, LLC



Legend

- Braun Push Probe Locations
- ▼ Braun Soil Vapor Locations
- Braun Test Pit Locations
- Landmark Test Pit Locations
- Buried Debris Area
- Shallow Buried Debris Area
- Approximate Property Boundary
- Overhead Powerline

Figure 4

Site Investigation Locations & Response Actions 9697 Inver Grove Trail Inver Grove Heights, Minnesota

LANDMARK ENVIRONMENTAL, LLC

1 inch = 180 feet

0 95 190 380 Feet



Appendix A

Action Summary

Action Summary Reference

Action Summary

If visible or olfactory evidence of contaminated soil (such as discoloration, presence of oils or tars, chemical odors, vapors, chemical containers, potential regulated asbestos-containing material [RACM], or discernable concentrations of debris or non-native fill material such as ash, glass, or slag), other than previously identified and sampled locations, are observed during drilling, grading, excavation or other earthwork activities related to the project, the following actions will be taken:

1. STOP WORK IMMEDIATELY, SECURE WORKER SAFETY, AND SECURE THE AREA.
2. Contact Landmark Environmental, LLC (Landmark) and project manager—or in their absence— Minnesota Pollution Control Agency (MPCA) for further instruction. See the Site Specific Summary for contact details

Action Summary for Screening, Sampling, and Excavation of Contaminated Soil

Unless otherwise directed by the MPCA, complete the following:

1. Follow field-screening procedures described in the standard operation procedures (SOPs) described in this Environmental Construction Contingency Plan (ECCP) for Excavation Activities and record observations.
2. If evidence of **petroleum-related contamination** is observed, refer to **Appendix A** of this ECCP for sampling and excavation action levels and sampling instructions.
3. If evidence of RACM is observed, refer to **Appendix B** of this ECCP for more details
4. If **non-petroleum-related contamination** is observed, refer to **Appendix C** of this ECCP for the number of samples to collect and the **recommended action levels in the following table** for determining when to collect laboratory samples:

Field Screening Action Level	Required Sample Analysis
10 parts per million (“ppm”) non-methane headspace or greater	Volatile Organic Compounds (VOCs) 8260 (preserved with methanol)
Discoloration or staining	Polynuclear Aromatic Hydrocarbons (PAHs) Method 8270
Potential RACM	Refer to Appendix B— licensed asbestos inspector to perform sampling
Concentration of debris or chemical containers	PAHs and Resource Conservation and Recovery Act (RCRA) metals. Additional parameters will be determined in consultation with MPCA, depending on type of debris or characteristics of the chemicals in the containers.
Oily material	Polychlorinated biphenyls (PCBs); Diesel Range Organics (DRO).

At a minimum, ***one soil sample will be collected from each excavation area or type of material*** exhibiting potential contamination based on field screening results (showing the greatest impacts). Follow the pertinent SOPs for soil sample collection.

If analytical results indicate presence of contamination above MPCA appropriate risk-based screening concentrations or cleanup goals discussed in Section 4, the excavated contaminated **soil will be stockpiled, covered, and managed** in accordance with procedures described in this ECCP and in accordance with the excavation and stockpiling procedures and sampling guidelines published by the MPCA.

SOP For Field Screening Soil Samples

Field screening techniques for soils are as follows: (1) Visual Examination; (2) Odor; and (3) Headspace Measurement. The results of these three screening procedures will be used to screen soil samples for possible contamination.

Visual Examination

Visual examination of the soil sample will include noting any discoloration of the soil or visible oiliness, tar, ash or other non-native soil material.

Odor

The chemical odor will be noted while handling the soil sample. Chemical odor will be described as light, moderate, or strong, and will be appropriately described by type, if evident.

Headspace Measurement

MPCA staff recommends the polyethylene bag headspace method described below as the field procedure for characterization of soil contamination. This procedure is consistent with the MPCA's Risk Based Site Characterization and Sampling Guidance, Working Draft, September 16, 1998, Soil Sample Collection and Analysis Fact Sheet #3.22, July 1996.

1. Use a photoionization detectors (PID) with 10.2 eV (+/-) or greater lamp source. Perform PID instrument calibration of site and at least daily to yield "total organic vapors" in volume ppm of a benzene equivalent. Follow the manufacturer's instructions for operation, maintenance, and calibration of the instrument. Keep calibration records. MPCA staff reserve the right to request these records.
2. Use a self-sealing quart-size polyethylene freezer bag. Half-fill the bag with the sample to be screened so the volume ratio of soil to air is equal then immediately seal it. Manually break up the soil clumps within the bag. *Note:* Soil collected from a split spoon should be transferred to the bag immediately after opening the split spoon; soil collected from an excavation or soil pile should be collected from freshly exposed surfaces.
3. Allow headspace development for at least 10 minutes. Vigorously shake bags for 15 seconds both at the beginning and end of the headspace development period. Headspace development decreases with temperature. When temperatures are below the operating range of the instrument perform headspace development and analysis in a heated vehicle or building. Record the ambient temperature during headspace screening. *Complete headspace analysis within approximately 20 minutes of sample collection.*
4. Following headspace development introduce the instrument sampling probe through a small opening in the bag to a point about one-half of the headspace depth. Keep the probe free of water droplets and soil particles. (Syringe withdrawal of a headspace sample and injection to an instrument probe or septum-fitting inlet is acceptable; provide the method accuracy is proven by means of test gas standard.)
5. Record the highest meter response. Maximum response usually occurs within about two seconds. Erratic meter response may occur at high organic vapor concentrations or if moisture is present. Note any erratic headspace data.

SOPs For Soil Sample Collection

A variety of samplers (split-barrel, split-barrel with brass liners, piston sampler, backhoe, or shovel) may be used to retrieve soil from sampling locations. Depending on the analysis to be conducted on the soil sample, the soil sample will either be sealed within the sampler (e.g., collecting volatile samples) or the soil sample will be transferred to laboratory-supplied containers. The equipment required to transfer the soil from the sampler to the laboratory-supplied sample containers includes: stainless steel spoons or scoops and the appropriate personal protective equipment necessary for collection and handling of soil samples as described in the SSP.

All soil sampling equipment will be carefully cleaned before and during soil sampling. All sampling tools including split-barrels, stainless steel spoons and scoops will be cleaned before use and between samples in the following manner: (1) clean with tap water and TSP, using a brush if necessary to remove particulate matter and films; (2) rinse three times with tap water; and (3) rinse three times with deionized water. To prevent sample cross-contamination, the sampler will discard the outer pair of sample gloves and put on a new pair between each sample event.

Collecting Semivolatile Organic Samples

The following procedure applies to the collection of hand-excavated soil samples:

1. Dig to the desired sampling interval, exposing fresh soil surface to sample.
2. Collect a large sample on a shovel or in a bucket auger and bring it to the surface or collect the sample directly from the fresh soil surface.
3. Using a stainless-steel spoon, pack the soil into 4-ounce sample jars.
4. Wipe the jar lip and screw threads to remove soil and provide a good sealing surface, and immediately screw on the lid.
5. Cool the sample to approximately 4°C immediately after collection.

Collecting Volatile Organic Samples

The following procedure applies to the collection of hand-excavated soil samples:

1. Dig to the desired sampling interval, exposing fresh soil surface to sample.
2. Collect a large sample on a shovel or in a bucket auger and bring it to the surface or collect the sample directly from the fresh soil surface.
3. Using a stainless-steel spoon, place 10 grams of soil in a laboratory-provided sample container containing methanol (avoid splashing the methanol).

4. Wipe the jar lip and screw threads to remove soil and provide a good sealing surface, and immediately screw on the lid.
5. Cool the sample to approximately 4°C immediately after collection

Collecting Metals Samples

1. The metals and cyanide soil samples will be collected from hand samples or core barrel samples and placed into a laboratory-supplied, 8-ounce, wide-mouth glass jar.
2. The sample containers will be filled to at least three-quarters full using a stainless steel spoon or scoop.
3. Cool the sample to approximately 4° C immediately after collection.

Sample Storage

Immediately after samples are collected, they will be placed in a cooler containing ice or ice packs. Samples will be kept cold (approximately 4° C) until receipt at the laboratory, where they are to be stored in a refrigerated area. All samples will be kept secured to prevent tampering.

Appendix B

MPCA Petroleum Remediation Guidance Documents



Excavation of petroleum-contaminated soil and tank removal sampling

Petroleum Remediation Program

This document describes the requirements for excavating petroleum-contaminated soil and for sampling during regulated petroleum tank removal when a release has occurred. General soil excavation requirements are provided as well as requirements for specific circumstances such as tank removal and installation. Sampling is required following tank removal to quantify residual contaminant levels and to determine whether further investigation is needed.

Release Reporting

Detection of any amount of contamination in soil or groundwater must be reported to the Minnesota Duty Officer, even if contaminant levels are lower than the action levels stated below.

Emergency Conditions

If there was a recent release, or there are vapor impacts, drinking water impacts, surface water impacts, free product, or a potentially unstable condition, immediately contact the Minnesota Duty Officer.

Additional Information

Additional guidance on release reporting, release response, and emergency conditions is found in [Reporting of Petroleum Releases](#), [Light Non-Aqueous Phase Liquid Management Strategy](#), [Recent Releases at Petroleum Tank Sites](#), and the [Petroleum Remediation Program General Policy](#).

I. General excavation requirements

A. Excavation prior to a limited site investigation

Contaminated soil may be excavated prior to completing a limited site investigation (LSI) in the situations listed below. Otherwise, contaminated soil should remain in place until an LSI has been completed. Identifying receptors, defining the extent and magnitude of contamination, and evaluating risk during the LSI will determine if excavation is appropriate.

1. All contaminated soil meeting any of the field screening criteria listed in Table 1 can be excavated within a maximum of 200 cubic yards, providing that groundwater is not impacted or likely to become impacted. See subsection B below for more details. Prior Minnesota Pollution Control Agency (MPCA) approval is required to excavate more than 200 cubic yards of soil.

Table 1. Field screening criteria

Petroleum product	Soil headspace screening level (ppmv*)	Visual evidence	Petroleum sheen test
Gasoline, ethanol-blended fuel, and aviation gasoline	40 or above	Visual evidence of petroleum staining	Positive sheen test result
Diesel fuel, fuel oil, used or waste oils, jet fuel, kerosene	10 or above		

*ppmv (parts per million by volume)

- Petroleum-saturated or grossly contaminated soil is accessible such as during tank removal or installation. Excavate up to 200 cubic yards of contaminated soil that is petroleum saturated or grossly contaminated. Use the petroleum sheen test to determine if soil is petroleum saturated. Use soil headspace screening with a photoionization detector (PID) to determine if soil is grossly contaminated. Soil with PID readings of 200 parts per million by volume (ppmv) or above is considered grossly contaminated. Soil headspace screening and petroleum sheen test procedures are described in [Soil Sample Collection and Analysis Procedures](#). In certain situations, the site-specific risk scenario may justify excavating more than 200 cubic yards. Please contact the MPCA for approval to exceed the 200-cubic yard limit.
- A recent release has occurred. Quick removal of contamination can prevent the expansion of a contaminant plume. See [Recent Releases at Petroleum Tank Sites](#) for more information.
- An obvious emergency condition exists where soil excavation is an appropriate interim corrective action. Refer to the [Petroleum Remediation Program General Policy](#) for more information on emergency conditions, and contact the MPCA for site-specific guidance.
- Excavation is necessary to facilitate tank system installations (see Section II).

Excavation Limits

The total excavation volume allowed under subsections 1 and 2, applied separately or in combination, cannot exceed 200 cubic yards without prior MPCA approval. This limit is not applicable to subsections 3, 4, or 5, where site-specific circumstances dictate excavation volume.

B. Situations requiring a limited site investigation

An LSI is necessary if any of the following situations exist:

- Contamination cannot be addressed by excavation of 200 cubic yards or less of soil.
- Groundwater is present in the excavation and has been in contact with either petroleum product or petroleum-contaminated soil, or groundwater contamination is suspected.
- Contamination intercepts a seasonally high water table (indicated by mottling on the excavation sidewalls) or bedrock.
- Other impacts are known or suspected (e.g., discharge of contaminated water to surface waters or sewers, vapor impacts to buildings or utilities, etc.).
- Residual soil contamination meets any of the field screening criteria in Table 1 or has a soil analytical result greater than 100 mg/kg gasoline range organics (GRO) or diesel range organics (DRO).
- Contaminated groundwater is encountered in post-excavation soil borings (see subsection C below).

C. Post-excavation soil borings

A soil boring(s) is necessary at sites with sandy or silty sand soil (Unified Soil Classification System/American Society for Testing Materials) and where the water table is within 25 feet of the ground surface. The purpose of this boring(s) is to determine whether or not an LSI is necessary. Advance a soil boring directly through each suspected source area (e.g., former tank locations, dispensers, and piping runs) in the following situations:

- a. Soil contamination from a suspected source area excavation is between 1 and 100 mg/kg GRO/DRO; or
- b. Visual or other evidence of contamination remains in a suspected source area.

Collect and analyze soil samples following the procedures and analytical requirements described in [Soil Sample Collection and Analysis Procedures](#). Collect and analyze groundwater samples following the procedures and analytical requirements described in [Groundwater Sample Collection and Analysis Procedures](#).

If the boring(s) encounters contaminated groundwater, an LSI is necessary.

If the boring(s) encounters historical contamination that does not intersect the water table and the groundwater sample is not contaminated, an LSI may not be necessary depending on the likelihood of groundwater becoming contaminated.

D. Returning contaminated soil to the excavation basin

When an LSI is necessary, return contaminated soil to the excavation basin **except** petroleum-saturated or grossly contaminated soil as described in subsection A.2 above.

E. Field screening during excavations

All soil samples collected for field screening must be labeled so as to designate the sample type, sample location, and sample depth (see below). All excavation soil sample locations must be shown on a map of the excavation.

Field screening includes completing soil headspace screening with a PID and the petroleum sheen test as described in [Soil Sample Collection and Analysis Procedures](#). As excavation proceeds, collect and field screen soil samples frequently, enough to verify the need for soil removal (at least one sample for each 10 cubic yards of soil removed). Label removed samples with the prefix "R", the sample ID, and the sample depth. Accurately show the sample locations on a scaled map. The field technician should carefully document successive PID readings vertically below the source of release, indicating the location and depth of each sample on a map of the excavation. *Example:* R-1(2'), R-1(4'), R-1(6'), R-2(4'), etc. Note: R-1 samples are from the same location but successively deeper.

Following excavation, screen soil samples from the bottom and sidewalls of the excavation, along removed piping runs, and beneath removed dispensers. Collect and label field screening sidewall and bottom samples as discussed in subsection F below.

F. Sampling requirements following soil removal

After the excavation is complete but before returning any soil to the excavation basin, collect soil samples for laboratory analysis to document the contamination remaining in place. Also, in order to document the contamination removed, stockpile soil samples must be collected (see subsection G.2 below). Label soil samples collected for laboratory analysis according to the sample type, location, and depth (see below). All soil sample locations must be shown on a map of the excavation. The map must show site features and the two-dimensional extent of the final excavation footprint at the ground surface, along with final excavation depth contours using a contour interval of 1 to 2 feet. Collect and analyze soil samples following the procedures and analytical requirements described in [Soil Sample Collection and Analysis Procedures](#) according to the following schedule:

1. **Sidewall samples.** Remove at least one foot of exposed soil prior to collection to ensure collecting a representative sample. Collect sidewall samples at a rate of one sample per 25 linear feet of sidewall; however, a minimum of four sidewall samples (i.e., one from each side) must be collected to document

the contaminant levels remaining in place. Collect samples at the depth interval where the highest contaminant level was detected in the removed soil (i.e., "R" samples), typically near the bottom of the excavation basin. Label sidewall samples with the prefix "S", the sample ID, and the sample depth. Accurately show the sample locations on a scaled map. *Example:* S-1(6'), S-2(8'), S-3(5'), etc.

- 2. Bottom samples.** Remove at least one foot of exposed soil prior to collection to ensure collecting a representative sample. Collect bottom samples from the bottom of the excavation basin at a rate of one bottom sample per 100 square feet of bottom area and beneath removed dispensers. Label bottom samples with the prefix "B", the sample ID, and the sample depth. Accurately show the sample locations on a scaled map. *Example:* B-1(7'), B-2(14'), B-3(10'), etc.

Note: Laboratory analysis to document remaining contamination is not generally required after removing contaminated surface soil as a corrective action (see Section IV).

- 3. Groundwater samples.** When groundwater is encountered in an excavation basin, collect one sample per basin to assess groundwater contamination. If obvious evidence of contaminated groundwater exists such as visible or measureable petroleum product on the water, including petroleum sheen, a sample is not required. Collect and analyze groundwater samples following the procedures and analytical requirements described in [Groundwater Sample Collection and Analysis Procedures](#).

G. Management of petroleum-contaminated soil after excavation

1. Storage

Stockpile contaminated soil on an impervious surface or on minimum 40-mil plastic. Cover the stockpile at the end of each day with minimum 6-mil reinforced plastic or 10-mil unreinforced plastic. Securely anchor the stockpile cover with clean soil or other suitable material. Remember to obtain local government and MPCA approval prior to moving contaminated soil for off-site storage. Storage at land treatment sites must be in accordance with [Minn. R. 7037.0810](#). Improper storage of contaminated soil may cause an additional release to the environment and result in a reduction in Petrofund reimbursement.

2. Stockpile sampling

Collect and analyze soil samples from representative portions of the stockpile following the procedures and analytical requirements described in [Soil Sample Collection and Analysis Procedures](#). Label stockpile samples with the prefix "SP" and the sample ID. *Example:* SP-1, SP-2, etc.

Note: If less than 10 cubic yards of contaminated soil is removed for treatment, soil samples will not normally be necessary if the soil will be land treated, unless the soil is a potential hazardous waste as described in [Soil Sample Collection and Analysis Procedures](#).

3. Soil treatment and disposal

Petroleum-contaminated soil may be land treated, composted, thermally treated, or disposed of at a sanitary landfill. There are specific documents detailing the requirements for [land treatment](#) and [composting](#). Contact the MPCA if you wish to thermally treat contaminated soil. Soil disposal at a landfill is regulated by the MPCA's [Solid Waste Program](#). Contact the landfill to obtain soil disposal requirements.

See [Thin Spreading Small Quantities of Petroleum-Contaminated Soil](#) as a treatment option for soil volumes less than 10 cubic yards.

H. Excavation report

Complete a [General Excavation Report](#) in all cases where petroleum contamination is encountered during an excavation completed prior to an LSI, even if no soil is removed for off-site treatment. If an LSI is not being completed, promptly submit the *General Excavation Report* for MPCA review. If an LSI is being completed, include the *General Excavation Report* as an appendix in the [Investigation Report](#). The reporting deadline is

10 months from the date the MPCA issues a *Petroleum Storage Tank Release Investigation and Corrective Action* letter. The MPCA will establish a shorter deadline for high-priority sites.

I. Endangering structures

Do not allow excavations to endanger structures, including buildings, roads, utility lines, etc. Excavations must comply with Occupational Safety and Health Administration (OSHA) standards.

II. Excavation during tank system removals or installations

A. Planning ahead

It is in your best interest to obtain at least two bids on the work before you hire a contractor. By doing this, you will have met the Petrofund bidding requirement should contaminated soil be encountered. Bid forms are available from the [Department of Commerce](#), or call 651-539-1515 (800-638-0418).

Note: Regulated underground storage tanks (USTs) must be removed by an MPCA-certified contractor.

Prior to any tank work, plan ahead for storage and treatment of contaminated soil (see Section I.G). Remember to obtain local government and MPCA approval prior to moving contaminated soil for off-site storage.

Arrange for an environmental consultant with appropriate equipment to field screen soil and collect soil samples for laboratory analysis during and after excavation as described in Sections I and III.

B. Installation or removal of underground storage tanks

Refer to Appendix A for a flowchart on managing petroleum-contaminated soil during UST removals or installations.

1. Excavation when new UST systems are being installed and:

a. The site is a closed petroleum release site. If the site is a closed release site, refer to [Assessment of Petroleum Contamination at Closed Sites](#).

b. The site is an open petroleum release site or contamination is discovered during installation.

Remove and separate contaminated soil meeting any of the field screening criteria in Table 1, up to the volume allowed by Table 2. Screen soil from around any removed tanks, piping, or dispensers. If excavation removed all contaminated soil meeting the criteria in Table 1 and groundwater is not likely to be impacted, collect sidewall and bottom samples from the tank basin, piping, and dispenser areas. Analyze soil samples following the procedures and analytical requirements described in [Soil Sample Collection and Analysis Procedures](#).

If groundwater is likely to be impacted or test pits indicate the volume of contaminated soil remaining after removing the allowable volume based on Table 2 exceeds 200 cubic yards, an LSI is necessary. Do not remove additional soil beyond the volume allowed for the tank installation at this phase of work, unless it is petroleum saturated or grossly contaminated as described in Section I.A.2.

Table 2. Allowable contaminated soil removal during new UST installation

Table 2A		Table 2B	
New tank size (gallons)	For each tank to be installed add: (cubic yards)	Old tank size (gallons)	For each tank to be removed subtract: (cubic yards)
550	30	550	3
1,000	40	1,000	5
2,000	70	2,000	10
3,000	90	3,000	15
4,000	110	4,000	20
5,000	130	5,000	25
6,000	140	6,000	30
8,000	170	8,000	40
10,000	210	10,000	50
12,000	240	12,000	60
15,000	260	15,000	75
20,000	320	20,000	100
25,000	400	25,000	125

Note: For new pipe trenching allow one-third (0.33) cubic yard for every one (1) linear foot of contaminated trench.

Example 1: Two 10,000-gallon tanks are to be installed in the old tank basin, where one 4,000-gallon tank and one 6,000-gallon tank will be removed.

$$(210 + 210) - (20 + 30) = 370$$

Up to 370 cubic yards of contaminated soil may be removed.

Example 2: Two 10,000-gallon tanks are to be installed in the old tank basin, where one 4,000-gallon tank and one 6,000-gallon tank will be removed. Test pits indicate the removal of an additional 130 cubic yards of petroleum-contaminated soil would remove all the soil contamination meeting the field screening criteria in Table 1 and groundwater impacts are not likely.

$$(210 + 210) - (20 + 30) + 130 = 500$$

Up to 500 cubic yards of contaminated soil may be removed.

2. Excavation when USTs are removed but new tank installation will not occur

If the site is a closed petroleum release site, refer to [Assessment of Petroleum Contamination at Closed Sites](#). If the site is an open release site or a newly discovered release, refer to Section I of this document.

C. Excavation when upgrading, installing, or removing aboveground storage tanks

Excavation requirements at AST sites are similar to those for UST sites. The main difference is that contaminated surface soil at AST sites often occurs at loading and transfer areas, valve locations, piping runs, and from tank releases. Contaminated surface soil can pose a risk to surface water, groundwater, and direct human contact and requires corrective action. Except for the site-specific situations listed in Section I.A and subsection 1 below, contaminated soil should remain in place until an LSI has been completed.

For additional guidance, refer to [Frequently Asked Questions \(FAQs\) about Investigation and Remediation of Above-Ground Storage Tank Facilities](#).

1. Excavation when upgrading or installing AST systems

If contaminated surface soil (meeting field-screening criteria in Table 1) is encountered during an AST upgrade or new system installation, you may remove up to two (2) feet of contaminated soil in the following areas:

- a. below the footprint of the new AST containment berm
- b. below piping, dispenser areas, and loading and transfer areas

If the contaminated soil encountered appears to pose a human or environmental risk and the upgrade or installation will make the soil inaccessible, additional removal beyond the limits stated above may be appropriate prior to an LSI. Obtain prior MPCA approval before excavating beyond the stated limits.

If contaminated surface soil exists in areas of the site other than those listed above, removal or other corrective actions will probably be necessary but should wait until an LSI has been conducted. Soil removal prior to an LSI may be conducted if excavating up to 200 cubic yards completely addresses the release and eliminates the need for an investigation at the site, as described in Section I.A.1.

Contaminated Surface Soil

Excavating contaminated surface soil when upgrading or installing AST systems should not be confused with excavating contaminated surface soil when completed as a corrective action (Section IV). Excavation during an upgrade or installation occurs before an LSI, with removal criteria based solely on field evidence (Table 1). When addressing a release by excavation alone during an AST upgrade or install (Section I.A.1), field screening and soil sampling are required as described in Section I.

Contaminated soil must be managed in accordance with Section I.G.

2. Excavation at the time of AST decommissioning

Refer to Section I to determine if excavation alone will adequately address the release or if an LSI will be required.

III. Soil sampling requirements during tank or tank system component removal

The following requirements apply when there is evidence of a release from a regulated tank system. For sampling requirements when there is no evidence of a release, refer to [Site Assessment for Underground Storage Tanks With No Apparent Contamination](#) and [Out-of-Service Above-Ground Storage Tank Systems](#). The requirements below are in addition to the sampling requirements described in Section I.F, which include excavation sidewall and bottom sampling.

Unregulated Tanks

The MPCA strongly encourages owners of unregulated petroleum tanks to follow the sampling requirements described in this section when there is evidence of a release at the time of removal. Soil sample results may be used to justify not requiring a costlier site investigation when a release has occurred. Petroleum release reporting requirements apply to all tanks regardless of their regulation status.

A. Sample collection requirements

Collect soil samples for soil analysis according to the requirements in Tables 3 and 4. Collect samples following the methods and procedures described in [Soil Sample Collection and Analysis Procedures](#). Note: AST sampling is required in any circumstance when a release has occurred or visible contamination is present, including tank facility upgrades and tank decommissioning.

Table 3. Underground storage tank sampling requirements

Sample location	Sampling specifics
Tanks	
One tank, any size, in an individual tank basin	two samples; one sample directly below each end of the tank
More than one tank, less than 10,000 gallons, in a single tank basin	one sample directly below the center of each tank
More than one tank, 10,000 gallons or larger, in a single tank basin	two samples; one sample directly below each end of each tank
Tank system components	
Dispensers	one sample below each removed dispenser
Leaking pipes	one sample below each suspected point of release, or every 20 feet if the release point is unknown

Collect any additional samples needed to adequately characterize the excavation(s) as described in Section I.E.

Table 4. Aboveground storage tank sampling requirements

Sample location	Number of samples	Sampling specifics
Tanks (type and size)		
Vertical tank up to 15-foot diameter	one sample	2 feet below the center of the tank
Vertical tank greater than 15-foot diameter	divide tank bottom surface area in square feet by 113 square feet and round to the nearest whole number (see example below*)	2 feet below the tank, evenly spaced
Horizontal tank up to 10,000 gallons	one sample	2 feet below the center of tank
Horizontal tank greater than 10,000 gallons	two samples	2 feet below each end of the tank

***Example:** 27-foot diameter tank: $573/113 = 5.07$. Round to the nearest whole number, 5. Five soil samples are required.

Tank system components		
Transfer area(s)	one sample in each area if there is more than one transfer area	2 feet below the loading rack
Leaking pipes ¹	one sample below each suspected point of release, or every 20 feet if the release point is unknown	2 feet below the sampling location
Visible contamination	one sample from each distinct stained area	submit sample from the most heavily stained soil

Collect any additional samples needed to adequately characterize the release(s).

¹ Field screen soil two feet below the following areas: pipefittings, joints, and any other area where there is evidence of a suspected release from the piping.

B. Analytical requirements

Analyze soil samples following the procedures and analytical requirements described in [Soil Sample Collection and Analysis Procedures](#). All analytical requirements must be met, including volatile organic compounds (VOCs), as well as metals and polychlorinated biphenyls (PCBs) when applicable to the product type.

IV. Excavation as corrective action after a limited site investigation

Soil excavation can be an appropriate corrective action to address actual or potential impacts where risks are high (e.g., drinking water or surface water impact, vapor intrusion, or direct human contact). Design, implementation, and reporting of soil excavation as a corrective action are described in [Corrective Action Design and Implementation](#). When soil is excavated as a corrective action after a limited site investigation, the results are reported in a [Corrective Action Excavation Report](#).

Two scenarios for excavation as corrective action following a limited site investigation include: excavation of a light non-aqueous phase liquid (LNAPL) body and excavation of contaminated surface soil. The general excavation requirements for field screening, soil sampling, and management of petroleum-contaminated soil described in Section I are typically applied to these two scenarios with exceptions noted below.

A. Excavation of an LNAPL body

Excavation of an LNAPL body can be a cost-effective method for reducing or eliminating long-term risks if the LNAPL body is accessible given depth, soil types, groundwater occurrence, and the absence of obstructions such as buildings or utilities. Excavation of the LNAPL body can result in nearly complete removal of the contaminant source mass and, depending on the site-specific risk scenario, subsequent site closure. Source removal by excavation should be considered as an option when remediation is necessary.

Field screen overburden soil as it is removed to assure that no portion of it is contaminated with LNAPL. In addition, screen soil near the lateral and vertical extents of the LNAPL body to confirm the final excavation extent. Screening can be accomplished using direct evidence of LNAPL, including visual observation for staining and sheen and/or use of the petroleum sheen test. Soil headspace screening may be used to pre-screen soil, but positive detections should not be considered sufficient evidence of LNAPL impacts. If soil headspace is used to pre-screen soil, LNAPL impacts should be confirmed using the other, more direct methods. The MPCA will consider the use of other screening methods (e.g., ultraviolet black box, mobile laboratory) on a case-by-case basis. Contact the MPCA for approval to excavate beyond the approved extent or to exceed the approved volume.

Remove and segregate all LNAPL-impacted soil for treatment or disposal. Collect final excavation sidewall and bottom samples for laboratory analysis as described in Section I unless the excavation is being completed solely to address LNAPL migration risk. Re-use clean overburden soil to backfill the interval from which it was originally removed and import clean fill to backfill the interval from which the targeted LNAPL-impacted soil was removed. If the LNAPL body is present in fine-grained soil, imported fill should consist of fine-grained soil.

See [Corrective Action Design and Implementation](#) for additional considerations regarding LNAPL body excavation design and implementation.

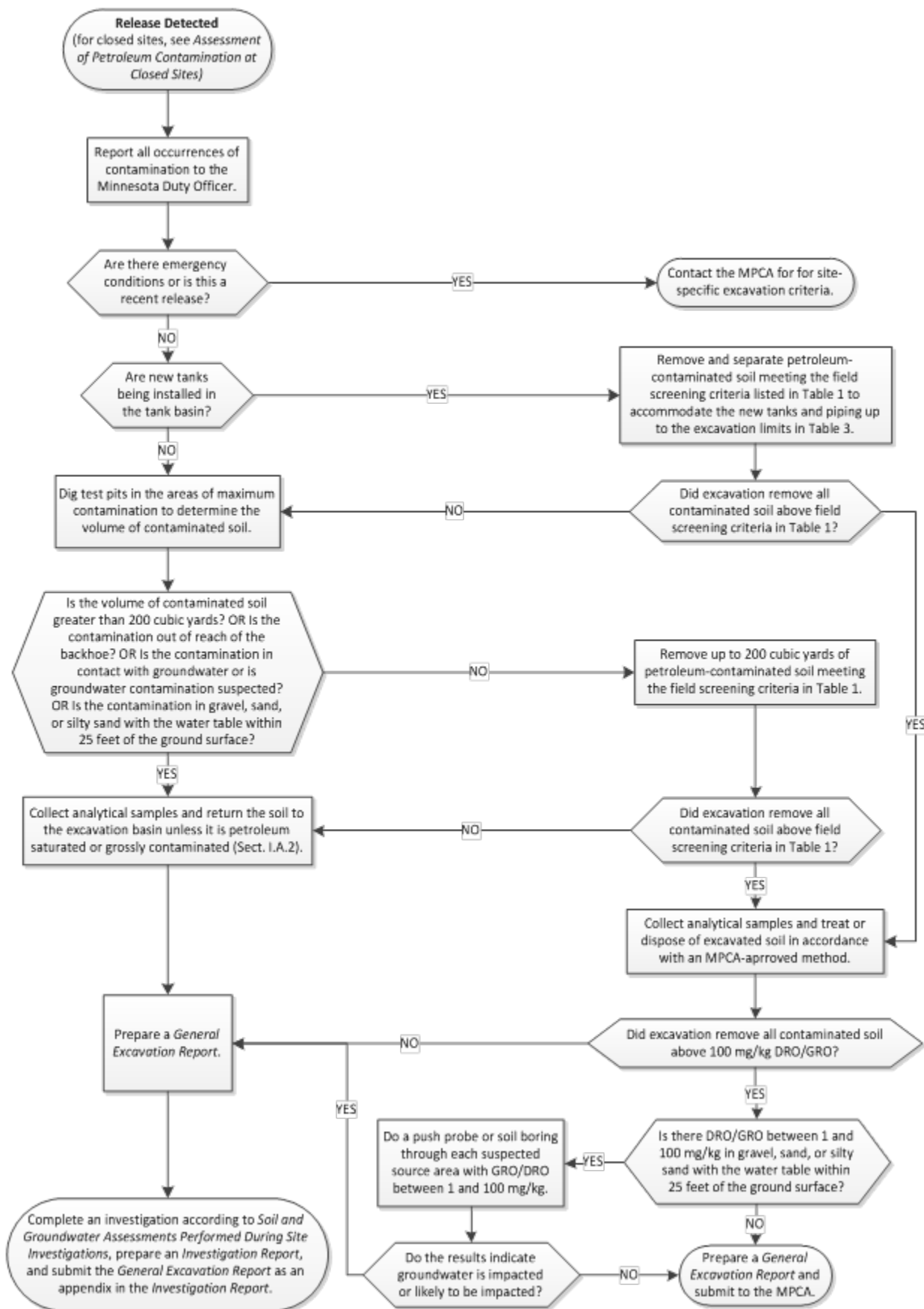
B. Excavation of contaminated surface soil

Contaminated surface soil is excavated following an approved corrective action design based on petroleum sheen test and soil analytical results. Field screening during surface soil excavation is generally limited to the petroleum sheen test. Screen soil at the edges of the approved excavation extent using the sheen test to determine if additional excavation is necessary. Contact the MPCA for approval to excavate beyond the approved extent or to exceed the approved volume.

Post-excavation soil sampling is not required to document contamination remaining in place after a surface soil excavation. Sampling of the removed soil, however, may be required prior to soil treatment or disposal approval. Backfill excavated areas with clean fill to restore the site to its original surface grade.

See [Risk Evaluation and Site Management Decision at Petroleum Release Sites](#) for additional information regarding the contaminated surface soil pathway. Refer to [Soil and Groundwater Assessments Performed During Site Investigations](#) for information on completing a surface soil assessment.

Appendix A. UST removal/installation flowchart



Appendix C
MPCA Asbestos Guidance on Excavation Projects
Emissions Control Plan



Minnesota
Pollution
Control
Agency

Metro District,
North and
South Districts,
Regular
Facilities
Section

Asbestos Guidance on Excavation Projects

Air Quality/Asbestos Program/#4.03/July 1999

This excavation guidance document is for excavation/construction projects that involve demolition debris, solid waste or other materials contaminated with asbestos-containing materials (ACM) and/or asbestos-containing waste materials (ACWM) that are excavated or otherwise disturbed during the project. This document does not address those activities that are related to a demolition project. If you want information related to building or structure demolition please contact the Minnesota Pollution Control Agency (MPCA) asbestos team at the number below.

The excavation of any materials that are contaminated with ACM is governed by 40 Code of Federal Regulations (CFR) pt. 61, subp. M, also known as the asbestos National Emission Standard for Hazardous Air Pollutants (NESHAP).

The regulatory framework of the asbestos NESHAP for excavations is as follows:

1. The definition of a "Facility" includes Inactive Waste Disposal Sites.
2. An Inactive Waste Disposal Site is defined as a site where ACWM has not been added for one year.
3. Renovation means the altering of a "Facility" in any way, which includes the excavation of an inactive waste disposal site.
4. Projects that involve excavation or disturbance of demolition debris, solid waste or other materials contaminated with ACM and/or

ACWM in an inactive waste disposal site are renovations and are subject to the asbestos NESHAP. For these projects, the owner(s) and operator(s) of the property and the project should determine the extent of the contamination in relation to the material to be excavated or disturbed in order to assure that the project is conducted in compliance with the asbestos NESHAP.

- a. Thoroughly inspect the area to be excavated or disturbed for the presence of asbestos. In an excavation, this means test pits almost exclusively as soil borings are too limited. Determine what quantity of demolition debris with ACM mixed in is present or expected to be present. This determination can be made from the test pits or other information in connection with physical observations. The sampling and testing of suspect building materials for asbestos must be performed by an Asbestos Hazard Emergency Response Act (AHERA) certified and Minnesota Department of Health (MDH) licensed inspector. The testing of materials for asbestos must be of discrete layers or products.





Soil testing for asbestos may need to be performed if friable ACM materials are identified in an area.

- b. Determine the extent of contamination - all demolition debris and ACM is considered Regulated Asbestos-Containing Material (RACM) at this point. The contamination may be limited to specific areas of the excavation or of the demolition debris. This will have a significant impact on the controls needed throughout the project and is critical. Non-contaminated areas could potentially be handled much differently than contaminated areas.
 - c. All types and if possible sources of RACM must be identified. This will impact the types of controls and remediation considered and the level of risk associated with the RACM.
 - d. Phase I, As-built, Sanborn Insurance Maps, Aerial Photographs, City Utility or Inspection Records, etc. may all be very helpful in determining the type of structure disposed of, the timeline of the filling operation, the location of foundations, and other information.
5. If the project is subject to 40 CFR 61.145, you must now hire a licensed asbestos contractor and follow the asbestos NESHAP renovation regulations as follows:
- a. Submit a Notification of Intent to Perform an Asbestos Abatement Project (Notice) to the MPCA. The Notice must include Facility information, owner/operator information, emission control procedures, disposal location, and other information. The Notice includes a ten-working day notification period for MPCA review and processing.
 - b. Emission Control requirements of 40 CFR 61.145 must be met. Including the adequate wetting of the excavated material and no visible emissions from the RACM. The area where RACM abatement is being performed must be cordoned off and asbestos warning signs must be clearly visible at all entrances or exits.
 - c. Waste handling provisions of 40 CFR 61.150 must be met. It includes the following:

- i. adequately wet
 - ii. polyethylene lined and covered trucks or containers.
 - iii. proper manifesting, waste generator label, and warning signs used.
- d. Disposal at a site operated in accordance with 40 CFR 61.154. An "approved" Landfill that is permitted by the MPCA to accept RACM.
6. The RACM removal project is completed after all the RACM is removed and a visual inspection is performed by the licensed asbestos contractor or an AHERA/MDH certified inspector. In an excavation, this would be for the affected area where RACM was removed. Any RACM not disturbed will not need to be inspected.

If RACM is identified and is not scheduled for excavation, then other portions of the asbestos NESHAP may apply regarding deed recording or cover requirements depending on the information supplied regarding the project and the potential for future RACM exposure. The ability to rework the excavation project to disturb as little RACM as possible will help with disposal and handling costs, avoid the potential for airborne asbestos fibers, and avoid any further liability from the RACM due to handling or off-site disposal. In some instances, institutional controls for the RACM being left in place will be sufficient to ensure that the RACM is safe. These controls may include deed notification or restrictions.

The owner/operator definition of the asbestos NESHAP includes anyone who "... owns, leases, operates, controls, or supervises the facility being demolished or renovated or any person who owns, leases, operates, controls, or supervises the demolition operation or both." This means that any party or person that meets the above definition is potentially liable (responsible) for compliance with the asbestos NESHAP throughout the renovation. On an excavation project an operator could include the general contractor, environmental specialists, or excavation contractor and the property owner.

The experience of the MPCA in asbestos-contaminated demolition debris is that buildings that were demolished years ago did not routinely have the asbestos-containing materials abated and therefore the ACM is mixed in with the demolition debris. The efforts that you make in examining



and delineating the extent of the contamination will facilitate your development of a mutually acceptable work plan for proper handling of the contamination in your excavation or development project. The ability of all parties to be creative, flexible, and consistent, will ensure that the contamination is properly addressed and that any potential release of asbestos fibers into the air will be eliminated.

As part of the MPCA's and the asbestos NESHAP's risk-based, environmental impact approach to site cleanup and remediation, eliminating the potential for asbestos fibers to become airborne during the project should be the guiding factor in deciding which remediation method is used. The project should utilize the least intrusive means to handle the RACM and the best control methods available. These principles should guide you in determining the best remediation approach to your project.

Some examples of creative ideas used to remediate RACM contamination on excavation projects include:

1. Use of a staging area to place suspect contaminated materials for later sorting or disposal which allows the excavation to proceed without constant mobilization for off-site disposal and other asbestos NESHAP requirements.
2. Reworking the project to avoid to the greatest extent possible the disturbance of materials thought to potentially contain RACM.
3. Screening of RACM depending on the use of the screened material, types of RACM, screening test results, condition of the material, etc.
4. Dynamic compaction to get desired engineering of the area for building footings. This would require a deed restriction but avoids any handling and off-site disposal costs.

As a policy, the MPCA wants to avoid wherever possible the creation of inactive asbestos waste disposal sites. The disposal sites would require deed notation and restrictions and are not always a final solution. Alternatives to standard off-site disposal of the RACM must be approved by the MPCA on a case-by-case basis.

This guidance document is not intended as a substitute for reading the rules or regulations and making your own independent determination of its applicability to your excavation project. Examples in this guidance document do not represent an exhaustive listing of types of materials or projects to which the rules or regulations might apply.

MPCA Website: <http://www.pca.state.mn.us>

Appendix D

**MPCA Best Management Practices for the Off-Site Reuse
of Unregulated Fill**

MPCA Program Management Decision on Regulated Fill



Best Management Practices for the Off-Site Reuse of Unregulated Fill

Remediation Division

This document defines **unregulated fill** and provides guidance from the Minnesota Pollution Control Agency (MPCA) Remediation Division regarding Best Management Practices for its off-site reuse.

Off-site reuse of excess soil as fill or aggregate is a common practice at many development and road construction projects. If no known or potential sources of contamination are identified during environmental due diligence and subsequent field observations, then sampling of excess soil for laboratory analysis is not necessary. However, when excess soil originates from a site with known or potential sources of contamination, characterization of the soil is warranted prior to off-site reuse in order to ensure the protection of public health and the environment.

If contamination is detected in the soil, the unregulated fill criteria and best management practices described herein provide a framework for making good decisions about the off-site reuse of the soil. If the soil does not meet the criteria for unregulated fill, the soil should be managed or disposed of in accordance with applicable regulations.

Definition of unregulated fill

Unregulated fill, for the purpose of this guidance, is defined as excess soil in which a release of contaminants has been identified at concentrations less than the MPCA's most conservative risk-based values (see complete criteria on the next page). Thus, the identified contaminants in the fill are present at concentrations that are not of regulatory concern to the MPCA. Unregulated fill is not a solid waste.*

Exclusions

1. Some excess soil and other material generated at a redevelopment site is regulated as either solid or hazardous waste and must be managed according to applicable solid or hazardous waste laws, including:
 - Soil that is characteristically hazardous or contaminated due to a release of a listed hazardous waste, as defined in Minn. R. ch. 7045. Such soil must be managed in accordance with the requirements of the MPCA's Resource Conservation and Recovery Act (RCRA) program.
 - Waste material such as salvaged bituminous, crushed concrete, bricks, fly ash, etc. proposed to be reused as fill. The beneficial reuse of solid wastes is governed by Minn. R. 7035.2860. Information regarding the beneficial reuse of solid wastes can be found on the MPCA's website at <http://www.pca.state.mn.us/waste/sw-utilization.html>.
2. The management and reuse of dredged material may be regulated by permit or subject to other regulations. Information about the management of dredged materials can be found on the MPCA's website at <http://www.pca.state.mn.us/water/dredgedmaterials.html>.

**If sent to a permitted landfill for disposal, unregulated fill may be subject to a solid waste tax.*

Criteria for unregulated fill

Unregulated fill is excess soil that meets all of the following field screening and contaminant concentration criteria:

- free from solid waste, debris, asbestos-containing material, visual staining, and chemical odor
- organic vapors less than 10 parts per million, as measured by a photoionization detector (PID)
- for petroleum-impacted soil, less than 100 mg/kg diesel range organics (DRO)/gasoline range organics (GRO)
- for contaminants detected in soil, less than the MPCA's Residential Soil Reference Values (SRVs) and Tier 1 Soil Leaching Values (SLVs)*

**Naturally-occurring concentrations of some metals, such as arsenic, selenium, or copper, sometimes exceed the SRV or SLV. Such soils are not considered impacted in the absence of a contaminant source or other field or laboratory indications of contamination.*

A list of current SRVs can be found in the MPCA's Risk-Based Guidance for the Soil-Human Health Pathway. A list of current SLVs can be found in the Risk-Based Guidance for Evaluating the Soil Leaching Pathway. Both documents can be found at <http://www.pca.state.mn.us/cleanup/riskbasedoc.html>. For contaminants detected in soil that do not have established SRVs or SLVs, additional evaluation may be needed to determine whether the soil can be considered unregulated fill.

Some detections of DRO in soil may stem from the presence of natural organic material or non-petroleum contaminants in the soil, such as coal tars or other material containing polynuclear aromatic hydrocarbons (PAHs). Evaluation of DRO data should take into consideration the history of the property, including the known or likely presence of a petroleum source, the presence (or lack thereof) of other contaminants in the soil sample, and the type of soil. If positive DRO results are related to non-petroleum contaminants, risk-based criteria for the non-petroleum contaminants should be applied. If necessary, laboratory analytical methods are available to help determine if the DRO is from natural organic material in the soil.

Placement of unregulated fill

To avoid potential problems or public concern stemming from the placement of unregulated fill in sensitive settings, the MPCA recommends the following Best Management Practices:

- Avoid placing unregulated fill at schools, playgrounds, daycares, and residential properties. Unregulated fill is most suitable for use at industrial or commercial properties.
- Avoid placing unregulated fill in gardens where food for human/animal ingestion will be grown.
- Observe a minimum ten-foot separation distance between unregulated fill and the water table.
- Avoid placing unregulated fill where contaminants may be transported by run-off to lakes, rivers, wetlands, or streams.

Sampling decisions

Decisions of whether to sample soil for contamination prior to off-site reuse should be based on the history of the source area, the nature of the source material, the extent to which the soil has been previously characterized, and other factors that are part of a due diligence assessment of the environmental condition of the source property.

If the soil originates from a site where known or potential sources of contamination are present, samples of the soil should be collected for field screening and laboratory analyses. Examples of sites where environmental due diligence may reveal known or potential sources of contamination include sites where contamination was previously identified as a result of regulatory action or voluntary

investigation, previously developed sites (commercial, industrial, recreational, or residential), agricultural properties, or land that may have been subject to dumping, spills, or historic filling activities.

If no known or potential sources of contamination are identified during environmental due diligence and subsequent field observations, then sampling of excess soil for laboratory analyses is not necessary.

Sample type and frequency

When soil sampling is appropriate, the frequency and type of samples should be based on the potential sources of contamination, the depth, volume, and heterogeneity of the source material, and the availability of existing data. At a minimum, analytical parameters should include volatile organic compounds, PAHs, RCRA metals, DRO, and GRO. Other contaminants of concern should be included as appropriate, based on the history of the source location. Analytical data should be age-appropriate and representative of the source material.

Some soils even lightly impacted by heavy metals have the potential to leach at concentrations at or above the Toxicity Characteristic Leaching Procedure (TCLP) regulatory limit. As a rule-of-thumb, a TCLP analysis for RCRA metals should be conducted if the soil concentration of a metal is 20 times or greater the TCLP regulatory criteria.

A typical frequency for the field screening of potentially contaminated soil using a PID is one measurement for every ten cubic yards of soil. For analytical samples, the stockpile sampling guidance presented in Section 7.3 of the MPCA's Site Characterization and Sampling Document can be used as a frame of reference for the appropriate sampling frequency based on soil volume:

<http://www.pca.state.mn.us/cleanup/pubs/sitechar.pdf>. Soil sampling guidelines for the Petroleum Remediation Program are presented in guidance Document 4-04:

<http://www.pca.state.mn.us/publications/c-prp4-04.pdf>. Flexibility in the number of samples may be warranted, depending on the site-specific circumstances. Sound professional judgment, taking into account all of the factors discussed above, should be used when developing a sampling plan to determine whether excess soil meets the criteria for unregulated fill.

Implementation

All parties are encouraged to use the best management practices described herein in order to make good decisions about the off-site reuse of unregulated fill. It is the responsibility of the property owners and other parties engaged in development and construction activities to make sure that their activities include appropriate environmental due diligence and that excess soil and other materials generated by these activities are managed in an environmentally responsible manner.

Note that some local units of government, including Dakota County, may have local ordinances which restrict the off-site reuse of unregulated fill within their boundaries. Parties seeking to import unregulated fill should check with local regulators to determine if such ordinances are in effect in their project area.

Nothing in this guidance excuses anyone from compliance with any law, rule, or other legal obligation (including any environmental covenant) that applies to any development or construction activity, including the generation, management, transport, and reuse of excess soil.

For more information

Questions about the information presented above can be directed to the MPCA at 651-296-6300 or 1-800-657-3864.



Off-Site Use of Regulated Fill Policy

Voluntary Investigation and Cleanup Program Petroleum Brownfields Program

Policy Statement

Brownfield redevelopment sites that are enrolled in the Minnesota Pollution Control Agency's (MPCA) Voluntary Investigation and Cleanup (VIC) and/or Petroleum Brownfields (PB) programs may move Regulated Fill, as defined below, from one VIC/PB site to another VIC/PB site, subject to the terms and conditions outlined below.

Background

A developer may need to excavate large quantities of soil for geotechnical soil correction, changes in grade, or for the construction of basements, underground parking, or utility corridors. Often, this soil may consist of historical urban fill that has concentrations of contaminants greater than the MPCA's Residential Soil Reference Values (SRVs) but less than or equal to Industrial SRVs. In the past, the MPCA has required such soil, if excess, to be hauled to a permitted landfill for disposal or use as daily cover. Other Brownfield sites being redeveloped for industrial or restricted commercial use may require the import of large quantities of soil to backfill an excavation or to achieve the necessary design grade. Typically, these sites import clean fill to meet site redevelopment needs. In cases where low-impact soil can be reused in a way that is protective of human health and the environment, the controlled off-site reuse of such soil is consistent with a green remediation philosophy and can be a significant cost-saving measure for developers of Brownfield sites and for state and local units of government which provide contamination cleanup grants.

Definitions

The MPCA's framework for the off-site use of excess soil generated during site redevelopment is based upon three categories of potential fill soils, as defined below:

- **Clean Fill** – soil that is unaffected by a spill or release.
- **Unregulated Fill** – soil with no field signs of contamination, but which nevertheless has been affected by a release of contaminants at concentrations less than the MPCA's most conservative screening values. The MPCA has recommended best management practices for persons seeking to reuse Unregulated Fill. For additional information, see "Best Management Practices for the Off-Site Reuse of Unregulated Fill". <http://tinyurl.com/Unregulated-Fill-BMP>
- **Regulated Fill** – soil which has any of the contaminant characteristics described below:
 - diesel range organics (DRO)/gasoline range organics (GRO) 100 milligrams per kilogram (mg/kg) or greater from a known or likely petroleum source
 - metals or semi-volatile organic compounds (SVOCs) between the MPCA's residential and industrial SRVs
 - volatile organic compounds (VOCs) between the MPCA's default Tier 1 Soil Leaching Values (SLVs) and the site-specific Tier 2 SLVs for the importing site

Characterization of Regulated Fill

A sampling plan to characterize excess soil for potential off-site use as regulated fill should be reviewed and approved by VIC/PB staff. The approved sampling approach can be implemented during Phase II field work or as a separate effort during implementation of the Response Action Plan/Soil Management Plan. The following bullet points address some frequently asked questions regarding characterization of fill for potential off-site use:

- Naturally-occurring concentrations of some metals, such as arsenic, selenium, or copper, sometimes exceed the SRV or SLV. Such soils are not considered impacted in the absence of a contaminant source or other field or laboratory indications of contamination.
- Some detections of DRO in soil may stem from the presence of natural organic material or non-petroleum contaminants in the soil, such as coal tars or other material containing polynuclear aromatic hydrocarbons (PAHs). Evaluation of DRO data should take into consideration the history of the property, including the known or likely presence of a petroleum source, the presence (or lack thereof) of other contaminants in the soil sample, and the type of soil. If positive DRO results are related to non-petroleum contaminants, risk-based criteria for the non-petroleum contaminants should be applied. If desired, laboratory analytical methods are available to help determine if the DRO is from natural organic material in the soil.
- Provided that enough samples of the fill material have been collected to allow a meaningful statistical evaluation of the data, averaging of the data is acceptable. For example, some exporting sites that have successfully applied an averaging approach (excluding hot spots) have implemented a three-dimensional grid-based sampling strategy during the site investigation phase to characterize the fill material for potential reuse.
- While the goal is for Regulated Fill to be as free of debris as practicable, Regulated Fill may contain a de minimis amount of inert debris such as fragments of brick, concrete, glass, metal, etc. Because Regulated Fill will typically be comprised of historical urban fill, Regulated Fill may be discolored relative to native soil. If VOCs or elevated organic vapors (10 ppm or greater) as measured by a photo ionization detector (PID) are present in the Regulated Fill, special placement criteria at the receiving site may apply. The presence of VOCs in the Regulated Fill may also trigger the need for MPCA-approved site-specific Tier 2 SLVs for the receiving site.

Exclusions

Reuse of the following soil and other materials are not covered by the MPCA's fill reuse framework and will not be approved under this policy:

- Soil contaminated with agricultural chemicals. Such soil is under the regulatory oversight of the Minnesota Department of Agriculture Incident Response Program.
- Soil containing asbestos-containing material.
- Soil containing more than a de minimis amount of demolition debris, industrial waste, or other solid waste. Such soil continues to be regulated by the MPCA as a solid waste.
- Soil that is characteristically hazardous or contaminated due to a release of a listed hazardous waste. Such soil must be managed in accordance with the requirements of the MPCA's Resource Conservation and Recovery Act (RCRA) program.
- Soil exhibiting chemical odors, due to the potential for nuisance conditions at the receiving site.

- Non-soil materials such as crushed concrete, bricks, etc., that are proposed to be beneficially used as fill. Such material must be managed in accordance with the requirements of the MPCA's Solid Waste Program. <http://tinyurl.com/Beneficial-Use>
- Dredge materials. Such material may be regulated by permit or be subject to other MPCA regulations. <http://tinyurl.com/Dredged-Materials>

Requirements for Off Site Use of Regulated Fill

1. Both the exporting and importing sites must be enrolled in the VIC and/or PB program(s), as appropriate for the type of contaminants present at the site.
2. Both the exporting and importing sites must have completed a Phase I and Phase II environmental site assessment that is acceptable to MPCA.
3. Both the exporting and importing sites must have an MPCA-approved plan for the management and reuse of the Regulated Fill. This can be in the form of a *Response Action Plan* (RAP), if response actions are needed at the site or a *Soil Management Plan*, if response actions are not necessary or if the soil reuse plans were not known at the time the RAP was written.
4. Regulated Fill can only be used at restricted commercial or industrial sites which have existing contamination similar in type and concentration to that of the Regulated Fill to be imported. For definitions of restricted commercial and industrial property use, see the MPCA's Risk-Based Site Evaluation Manual at the link below. Placement of Regulated Fill at uncontaminated sites, or where only minor contamination is present (e.g. < Residential SRVs), or where the land use is not restricted commercial or industrial will not be approved. <http://tinyurl.com/RBSE-definitions>
5. The off-site use of Regulated Fill must be protective of human health and the environment, and there must be no increase in risk posed by the contamination as a result of its placement at the importing site. The evaluation of risk at the importing site must include (a) the potential human health risk through direct exposure to the soil contaminants, (b) the potential for groundwater impacts due to leaching, (c) the potential for soil vapor migration and vapor intrusion, and (d) the potential for surface water impacts.
6. The importing site must be a locally permitted and approved construction/redevelopment project with a legitimate need for backfill or grading material, as indicated in site documents submitted to the MPCA.
7. A **Regulated Fill application** which describes the proposal for the export/import of Regulated Fill must be submitted to the MPCA for review and approval. The Regulated Fill application identifies the exporting and importing sites and provides the necessary supporting information by which to evaluate the proposal. The application must be signed by the property owners of the exporting and importing sites.
8. The property owner of the importing site shall furnish a copy of the Regulated Fill application to the local unit(s) of government (LUG) listed below, as appropriate for the site. The LUG must sign a **Local Government Notification** form to confirm receipt of the information. A copy of the signed local government notification form must be attached to the Regulated Fill application when submitted to MPCA. Compliance with this policy does not release either party (exporter or importer) from any obligation to comply with local government ordinances, including ordinances that may require a solid waste permit prior to placement of the Regulated Fill material.
 - county auditor or other person designated by the county board to receive notifications
 - city clerk or other person designated by the city council to receive notifications

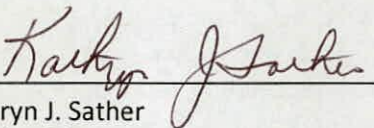
- town clerk or town chair as determined by resolution of the town board
 - for land within a reservation, the appropriate official of the tribal authority
9. Final placement of Regulated Fill at the importing site must be in accordance with the timeframe described in the Regulated Fill application, as approved by the MPCA. Temporary staging of Regulated Fill at a site other than the originating or importing sites will not be approved.
 10. The origin, final disposition, and placement of the Regulated Fill must be described in the Implementation Reports for the exporting and importing sites, with appropriate documentation. The Implementation Reports must be submitted to the MPCA for review and approval.
 11. An institutional control may be required for the receiving site based on activity restrictions or affirmative obligations related to the site's final conditions, as per standard Remediation Division policy. In the vast majority of cases, the need for an institutional control at the importing site will be driven by the site's own residual contamination, as opposed to the import of Regulated Fill. In rare cases where the placement of Regulated Fill was contingent upon the presence of a paved surface or building to reduce infiltration, the import of Regulated Fill may trigger the need for an institutional control.

Approvals/Assurances

Regulated Fill is considered by the MPCA to be solid waste. However, the MPCA has adopted a Program Management Decision on Regulated Fill which allows the VIC and PB programs to provide oversight for the off-site reuse of Regulated Fill, as defined above, rather than have such sites subject to permitting under the solid waste management program. The MPCA will not require permits or approvals to be obtained from the solid waste program for the off-site use of Regulated Fill, when managed in accordance with the terms and conditions of this policy. The MPCA will take no action against persons who move Regulated Fill, as defined above, from one VIC/PB site to another VIC/PB site so long as the persons comply with the terms and conditions of this policy.

The VIC/PB programs will use the following approvals and assurances to provide regulatory oversight and environmental closure for Brownfield redevelopment sites exporting or importing Regulated Fill. As with any approval or assurance, standard disclaimers will apply.

- Approval of Response Action Plan and/or Soil Management Plan.
- Approval of Regulated Fill application.
- For a site which exports or imports Regulated Fill impacted by petroleum, the PB program may issue an Implementation Report approval letter for the site.
- For a site which exports or imports Regulated Fill impacted by hazardous substances, the VIC program may issue an Implementation Report approval letter and a No Action/No Further Action Letter for the site, provided that the site meets all appropriate VIC requirements for these assurances.


Kathryn J. Sather
Division Director
Remediation Division
Minnesota Pollution Control Agency

3/23/12
Date

Appendix E
MPCA Risk Based Site Characterization and Sampling
Guidance, Section 7

If compositing of samples is conducted and grid sampling is used, each grid square should be divided into four sub-areas for composite sampling. The composite concentration can then be applied to the grid square. If composite sampling is conducted without a grid, assign the composite concentration to the centroid of the polygon formed by the individual sample locations (no more than four). Averaging of composite sample data is not acceptable, since the composite samples are already representative of a physical average of the sub-samples. For more information on this topic, please refer to Section 5 (Data Collection and Evaluation) of the *MPCA Risk-Based Evaluation for Soil - Human Health Pathway Guidance*.

Certain site-specific soil data are required for the assessment of human health risks. Parameters such as soil moisture and total organic carbon should be analyzed. See the *MPCA Risk-Based Evaluation for Soil - Human Health Pathway Guidance* for additional information.. All laboratory method detection limits should be low enough so data can be used for risk evaluation purposes. In order to be used to evaluate risk, the data should also be representative of potential exposure scenarios.

6.0 SURFACE WATER SAMPLING

(To be added at a later date)

7.0 SAMPLING FOR REMEDIATION VERIFICATION

7.1 Introduction

Information presented in this section is intended to guide the environmental professional in the recommended methods for verifying that soil contamination has been adequately remediated. Primarily, the minimum number and the location of required samples are addressed.

Verification sampling strategies for soil remediation depend on the type of remediation -- excavation or in-situ treatment. The minimum number of samples and sampling locations are different for each remediation type. While the minimum number of samples required is easily determined for both situations, determining the sampling locations is more complex and requires some professional judgment. The sampling strategies are outlined below.

Ex-situ remedies may be amenable to statistical sampling strategies or batch sampling. Any proposed sampling for ex-situ remedies should be developed on a site by site basis with the oversight of the MPCA project staff.

7.2 Excavations

Verifying that contaminated soil has been remediated by means of excavation requires samples from the excavation floors and sidewalls. The tables below provide the minimum number of samples necessary to verify cleanup for various sizes of excavations. Remediation verification is demonstrated by comparing the analytical results from each sampling point with the cleanup goals. If the cleanup goals are exceeded at any point, this verification methodology may require additional excavation at that point until the goals are met. Specifically, if less than ten samples are collected from either excavation floors or sidewalls, the calculated average concentrations will have very little meaning from a risk standpoint. In these situations, the appropriate risk/cleanup standards should be considered as numbers that are not to be exceeded in any sample.



A sampling strategy that uses bias to choose sample locations is recommended. This guidance document cannot dictate the exact locations for sample collection using this strategy. The location of the sample collection points relies on site specific information from the remedial investigation, analysis of the release or contaminant distribution and the soil types encountered in the excavation. Sampling and analyzing the soil samples from the locations most likely to have contaminants can minimize the number of samples needed to verify that remediation is complete. Since professional judgment and site specific knowledge are required for selecting sampling locations, the rationale used to select these locations must be well documented in the implementation report.

Analysis of data generated by prior investigations at the site should yield information for the verification analysis. The field personnel present during the remediation should be sufficiently familiar with the conditions on site to implement an appropriate verification sampling plan. Soil verification sampling should incorporate all pertinent biases of a site which may include, but are not limited to, the following:

- preferential pathways of contaminant migration
- source areas, stained soils, other site specific "clues" (e.g., fractures in clays)
- changes in soil characteristics (e.g., sand/clay interfaces)
- soil types and characteristics.

Compositing soil samples for verifying soil remediation may be acceptable for non-volatile parameters. Generally, when sampling for non-volatile parameters, each composite sample to be analyzed may be comprised of a maximum of four subsamples. However, please be aware that if contamination is indicated in a composited sample at levels above the cleanup goal, the entire area of the excavation comprising the composite sample may require additional excavation until the cleanup goals are met. Suspected contaminated areas discovered during verification sampling should not be sampled as part of a composite but should be sampled discretely.

The minimum required number of verification samples is determined by the subsequent tables. Confirmation sampling should generally be conducted on a grid.

7.2.1 Excavation Floor

The minimum acceptable number of floor samples to be analyzed is based on the area of the excavation floor as designated in Table 7A shown below.



Table 7A Excavation Floor Samples

Area of Floor (sq ft)	Number of Samples
<500	2
500-<1,000	3
1,000-<1,500	4
1,500-<2,500	5
2,500-<4,000	6
4,000-<6,000	7
6,000-<8,500	8
8,500-<10,890 (0.25 acres)	9
>10,890	Use Guidance Below

The following guidance is to be used when excavation floor areas exceed 10,890 square feet:

Floor Acreage	Square Feet	Grid Interval
0.25 - 3.0	10,890-130,680	15 - 30 Feet
3.0 and over	130,680 +	30 Feet plus

7.2.2 Excavation Sidewalls

Sidewall samples are required to verify that the horizontal extent of the soil contamination has been remediated. The number of sidewall samples shall be determined by Table 7B shown below. In no case is less than one sample on each sidewall acceptable. Known hot spots should be sampled separately. Once again, when sampling for non-volatile parameters, each sample to be analyzed may be comprised of four subsamples.

Table 7B Excavation Sidewall Samples

Area of Sidewall (sq ft)	Number of Samples
<500	4
500-1,000	5
1,000-1,500	6
1,500-2,000	7
2,000-3,000	8
3,000-4,000	9
>4,000	1 sample per 45 lineal feet of sidewall

When sampling the sidewalls of excavations that exceed five feet in depth, the sidewall sampling locations must be staggered in the vertical plane. This will ensure that lateral remediation has been adequate at all depths within the excavation.



7.3 Soil Stockpiles

Often times an excavation results in a contaminated soil stockpile that then needs to be treated (on- or off-site) or sent off-site for appropriate disposal. Sampling of the stockpile is necessary in order to characterize the contaminated or treated soil and to determine the appropriate final disposition. Landfills and the various types of treatment facilities (such as thermal treatment facilities or land farm sites) have permitted limits on the levels of contaminants they can accept. Sampling is necessary to ensure receiving facilities are operating within their permit limits. Additional samples beyond what is recommended here may be necessary based on each facility's specific permit requirements. TCLP and/or total analyses should be conducted for each type of contaminant suspected to be present. The detection limits for the total analyses should be determined based on the requirements of the receiving facilities permit, or on the cleanup level established for the site. The following table shall be used to determine the appropriate number of stockpile samples to be collected for analyses.

Table 7C Stockpile Samples

Cubic Yards of Soil in Pile	Number of Samples
0-500	1 per 100 cubic yards
501- 1000	1 per 250 cubic yards
1001 or more	1 per 500 cubic yards

If less than ten samples are collected from a stockpile, a calculated average concentration will have very little meaning from a risk standpoint. Therefore, in this type of situation, the appropriate risk/cleanup standards should be considered as numbers that are not to be exceeded in any sample. Compositing of stockpile samples is acceptable for the non-volatile parameters. Each sample may be comprised of four subsamples collected randomly from within the stockpile.

7.4 In-Situ Soil Remediation

When in-situ remedies are used, the effectiveness of the remedy must be verified by soil sampling. In these cases, three-dimensional sampling must be undertaken to verify that the soils have been adequately treated.

In instances of in-situ stabilization, the sampling should be conducted using a grid pattern with a vertical component added at each node. The number of samples collected for analyses should be determined using Tables 7A and 7B. The vertical extent of the remedy should be determined by compositing samples within each grid over 10 foot depth intervals extending to the bottom of the stabilization zone.

For in-situ treatment such as soil vapor extraction (SVE), the number of samples collected for analyses should be determined using Tables 7A and 7B, but should be biased toward the sampling points located remote from the SVE points. The vertical component must also be addressed and, therefore, the soil borings should be screened continuously using a PID, and any soils showing elevated organic vapors should be sampled. If no elevated PID readings are detected, discrete samples should be collected at 5 foot intervals over the depth of the treatment zone.

Compositing of remediation verification samples is acceptable for in-situ remediations for the non-volatile parameters. Each sample may be comprised of no more than 4 subsamples.





**MINNESOTA POLLUTION CONTROL AGENCY
SITE REMEDIATION SECTION**

**DRAFT GUIDELINES
RISK BASED SITE CHARACTERIZATION AND SAMPLING GUIDANCE**

WORKING DRAFT, September 16, 1998

Comment Period Ends December 31, 1998

**Send Written Comments to:
Guidance Coordination Team
Minnesota Pollution Control Agency
Site Remediation Section
520 Lafayette Road
St. Paul, Minnesota 55155-4194
Fax (651) 296-9707**

NOTICE

THIS DOCUMENT IS A WORKING DRAFT. The Site Remediation Section of MPCA is developing guidelines for evaluating risks to human health and the environment at sites that may require investigation or response actions pursuant to the Minnesota Environmental Response and Liability Act, Minn. Stat. § 115B.01 to 115B.24 (MERLA).

DEVELOPMENT OF A SITE REMEDIATION SECTION SITE EVALUATION MANUAL. The attached document and other documents will be incorporated into a Site Remediation Risk-Based Site Evaluation Manual which will contain guidelines for conducting MERLA-related evaluations, including risk evaluations under the State Superfund program and the MPCA Voluntary Investigation and Cleanup (VIC) Program.

MPCA staff intend to use the policies and procedures in the manual as guidelines to evaluate the need for investigation or remedial actions to address releases and threatened releases of hazardous substances or pollutants or contaminants under MERLA, and the scope and nature of such actions. These policies and procedures are not exclusive and do not have the force and effect of law. MPCA staff may use other policies or procedures to evaluate the need for or adequacy of response actions under MERLA, including procedures set forth in outstanding MPCA Requests for Response Action and Consent Orders. The final standard for all such evaluations is the MERLA statutory requirement that such actions must be reasonable and necessary to protect the public health and welfare and the environment.

The Minnesota state Superfund program, governed by the Minnesota Environmental Response and Liability Act (MERLA) and the supplementary rules, and the federal Superfund program, governed by the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and the federal regulations in the National Oil and Hazardous Substances Pollution Contingency Plan (NCP), work together to clean up various types of sites.

~ Continued ~

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Application of the Church of St. Patrick for a Temporary 2 day On-Sale Liquor License for Premises located at 3535 72nd St. E., Inver Grove Heights, MN 55076

Meeting Date: July 13, 2020
 Item Type: Consent Agenda
 Contact: 651-450-2513
 Prepared by: Rebecca Kiernan, City Clerk
 Reviewed by: N/A

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☐	Other

PURPOSE/ACTION REQUESTED:

Consider approval of the request from the Church of St. Patrick for a temporary on-sale liquor license on September 19-20, 2020.

SUMMARY:

Pursuant to City Code regulations a temporary on-sale intoxicating liquor license may be issued to a club, charitable, religious, or other nonprofit organization in existence for at least three (3) years. The temporary license may only be issued in conjunction with a social event within the municipality sponsored by the licensee and may only be issued for a period not to exceed four (4) consecutive days.

The Church will host a Fall Festival on September 19-20, 2020 and the sale of liquor will be in conjunction with this event. The public hearing notice was published in the June 28, 2020 Pioneer Press. A certificate of liability insurance has been provided to the City.

RECOMMENDATION

Staff recommends approval; however, the organization should work with the Police and Fire Departments for this event.

ACTION REQUIRED

Conduct a Public Hearing and if Council concurs with the staff recommendation, they should pass a motion approving the application of the Church of St Patrick and submit the application to the Minnesota Alcohol and Gambling Enforcement Division (AGED) for approval.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Conduct a Public Hearing to Consider Approval of a Therapeutic Massage Business License for OyeSpa, LLC, at 7741 Amana Trail, Inver Grove Heights

Meeting Date: July 13, 2020
 Item Type: Public Hearing
 Contact: 651-450-2513
 Prepared by: Rebecca Kiernan, City Clerk
 Reviewed by:

Fiscal/FTE Impact:

☒	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested - N/A
☐	Other

PURPOSE/ACTION REQUESTED

Consider Approval of a Therapeutic Massage Business License by Hitesh Soneji for OyeSpa, LLC, at 7741 Amana Trail.

SUMMARY

An application has been submitted by Hitesh Soneji for a Therapeutic Massage Business License for OyeSpa, LLC located at 7741 Amana Trail. The applicant submitted the appropriate fees, insurance documentation, and other information as required by City Code. Mr. Soneji will be employing a licensed therapeutic massage therapist once the business is ready to open and will submit a separate application for that individual. A background investigation revealed no basis for denial for the business license requested.

RECOMMENDATION

Staff recommends approval of a 2020 Therapeutic Massage Business License for OyeSpa, LLC.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: July 13, 2020
Item Type: Regular Agenda
Contact:
Prepared by: Joe Lynch, City Administrator
Reviewed by:

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other

PURPOSE/ACTION REQUESTED

Council is asked to review and approve the modification to the city's Personnel Code by virtue of adoption of the change to the Discipline Policy contained with this Memorandum. Because the Personnel Code is contained in Ordinance form, Council needs to make modifications to it by following the ordinance assembly/modification process and hold three (3) readings to make a change or introduce new legislation.

Council reviewed this proposed Policy change at their June 22nd meeting and directed that it be returned for a 2nd and final reading on July 13th. Staff recommends that the City Council adopt this Personnel Code change to the Discipline Policy. The League of Minnesota Cities has reviewed it and made suggested changes, which have been included in the version you see here.

Attachments: Resolution
Ordinance

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
RESOLUTION NO. 2020-140**

**A RESOLUTION APPROVING SUMMARY PUBLICATION OF ORDINANCE
1383 AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 1,
CHAPTER 6, ARTICLE A, SECTION 22 REGARDING EMPLOYEE
DISCIPLINE**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS
FOLLOWS:

WHEREAS, on July 13, 2020, at the regular Inver Grove Heights City Council meeting, by majority vote, the City Council adopted Ordinance No. 1383, adopting a text amendment to Title 1, Chapter 6, Article A, Section 22 of the Inver Grove Heights City Code amending various provisions of Section 22 related to employee discipline policies; and

WHEREAS, State law requires that all ordinances adopted be published prior to becoming effective; and

WHEREAS, the City Council for the City of Inver Grove Heights has determined that publication of the title and a summary of Ordinance No. 1383 would clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, the City Council for the City of Inver Grove Heights has reviewed the summary of Ordinance 1383 attached hereto as Exhibit A; and

WHEREAS, the City Council for the City of Inver Grove Heights has determined that the text of the summary clearly informs the public of the intent and effect of Ordinance No. 1383.

NOW THEREFORE BE IT RESOLVED, by a vote of at least four-fifths of its members, the City Council for the Inver Grove Heights hereby:

1. Approves the text of the summary of Ordinance No. 1383 attached as Exhibit A and authorizes the publication of the summary shown in Exhibit A in lieu of publication of the entirety of Ordinance No. 1383 in the City's official newspaper.
2. Directs the City Clerk to ensure that a full and complete copy of Ordinance 1383 is available for inspection during regular business hours at the office of the City Clerk, by standard mail, or by electronic mail.

3. Directs the City Clerk to file the executed Ordinance upon the books and records of the City along with proof of publication.

Passed by a vote of 5-0 in regular session of the City Council on the 13th day of July, 2020.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville
Its: Mayor

Attested:

By: _____
Rebecca Kiernan
Its: City Clerk

(Published in the *St. Paul Pioneer Press* on _____, 2020.)

EXHIBIT A

CITY OF INVER GROVE HEIGHTS, DAKOTA COUNTY, MINNESOTA, ORDINANCE NO. 1383, AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 1, CHAPTER 6, ARTICLE A, SECTION 22 REGARDING EMPLOYEE DISCIPLINE. On June 22, 2020, the City of Inver Grove Heights adopted Ordinance No. 1383 and pursuant to Resolution No. 2020-140 authorized summary publication of the ordinance. Ordinance No. 1383 revises various provisions of the City's personnel policy pertaining to employee discipline, including: allowing a progressive approach to employee discipline; revising various processes and parameters related to suspension without pay; requiring an employee suspended for more than thirty days without benefits to make direct payments to the City to maintain their health insurance coverage; revised various terminology used in the discipline section; clarification of dismissal processes for employees while in the orientation period; added engaging in illegal conduct of any type during work hours as grounds for disciplinary action; clarified the prohibition of harassment of an employee based on their protected class status; and added a requirement for notification of the City's Human Resources manager of the imposition of any employee discipline.

A printed copy of the full text of Ordinance 1383 is available for inspection by any person during regular office hours at the office of the Inver Grove Heights City Clerk, 8150 Barbara Ave., Inver Grove Heights, MN 55077.

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. 1383

AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE,
TITLE 1, CHAPTER 6, ARTICLE A, SECTION 22 REGARDING EMPLOYEE
DISCIPLINE

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS
FOLLOWS:

Section One. Amendment. Title 1, Chapter 6, Article A, Section 22 of the Inver Grove Heights City Code is hereby amended to read as follows. The ~~struck-out~~ text shows the deleted wording and the underlined text shows the language added to the code:

1-6A-22: DISCIPLINE:

- A. Administration: City employees shall be subject to disciplinary action for cause. The ~~city~~City reserves the right to administer disciplinary action in any manner it deems appropriate. ~~Progressive- The City may take a progressive approach to the discipline measures used shall of an employee. This discipline will be at the sole discretion of the city, contingent based upon thea determination of the act of severity as to of the disciplinary act(s) or action to be imposed(s) involved.~~
- B. Authority: A department head or the ~~city administrator~~City Administrator may exercise the option to rescind the following employee personnel actions initiated by a supervisor: transfer, suspension, reward, grievance adjustment, and any disciplinary action; including discharge, promotion, or appointment.
- C. Verbal ~~Warning~~Reprimand: A ~~"verbal warning"~~"verbal reprimand" is a discussion with an employee about a relatively minor offense. ~~Verbal warnings~~Verbal reprimands shall be documented including the date and content of the discussion and the parties present. ~~A~~ written report documenting the discussion shall be maintained in the ~~employee's~~employee's personnel file.
- D. Written Reprimand: A ~~"written warning"~~"written reprimand" is a formal written statement to an employee which describes the offense, and may refer to previous verbal ~~warnings~~warnings, states the deficiency or misconduct, describes the past actions taken by the supervisor to correct the problem, states the desired goals or outcomes of this action and outlines subsequent disciplinary action should the problem continue. ~~In the case of a written reprimand, the employee shall be required to acknowledge notice of said reprimand by signing the reprimand. By signing, the employee is not necessarily agreeing with the charges, (s), but is acknowledging that notice of such a reprimand was issued to and received by the employee. The signed reprimand shall be placed in the employee's personnel file permanently. A reprimand may be administered by~~

the ~~employee's~~employee's immediate supervisor or any supervisor above the immediate supervisor.

- E. Suspension Without Pay: ~~A "The action of "suspension without pay" is an involuntary,~~ temporary absence from duty. Prior to the suspension, or as soon after the action as is possible, the employee shall receive a written notice of suspension, indicating the reasons for the suspension, length of suspension and an outline of further disciplinary actions should the problem(s) continue. ~~Notice and reason for such suspension shall receive written acknowledgment by the employee but shall not be construed as an agreement with the reasons or actions taken.~~ A department head or supervisor, who has been the employee's supervisor for at least the 30 days prior to the action with approval from the department head, may suspend an employee without pay whenever the cause for discipline is not sufficiently grave enough for discharge. Such suspension shall not exceed thirty (30) working days within one calendar year. ~~Such suspension shall not exceed thirty (30) working days within one calendar year.~~ In the event a supervisor suspends an employee, the department head shall be notified in writing and approve of ~~any such~~this action and the reasons therefor. Such suspension shall not exceed thirty (30) working days without the approval of the City Administrator. All material relating to a suspension action shall remain in the ~~employee's~~employee's personnel file permanently. ~~The employee's anniversary date with the city employee will shall be adjusted by the number of days~~acknowledge receipt of the notice and reasons for a suspension by their signature. This ~~action will also result in~~does not mean that the following if employee agrees with the reasons for the suspension ~~without pay exceeds fifteen (15) working days within a calendar year; or the action taken.~~

If suspended, the following applies if the suspension exceeds thirty (30) days:

1. The employee will not accrue salary, vacation or personal leave, nor is the employee entitled to use such time while on suspension.
 2. ~~During~~If the duration of suspension exceeds 30 days and the employee is not being provided with benefits during that time period, the employee must make direct payments to the City to maintain their health insurance ~~coverage.~~
- F. Forced Transfer: A forced transfer occurs when an employee is transferred from a position in a department to a position of equal level in a different department ~~or division~~ to eliminate a specific conflict within a department ~~or division.~~ This action requires the recommendation of the department head and approval of the ~~city administrator.~~ The City Administrator. A written notice of a forced transfer shall be permanently included in the ~~employee's~~employee's personnel file.
- G. Demotion: A demotion may occur when an employee fails to meet the standards for performance expected at a higher classification. ~~When~~ The ~~employee's~~employee's performance is such that dismissal is unwarranted, yet other forms of disciplinary action, i.e., reprimand, ~~forced~~ transfer, or suspension without pay will not solve the problem. ~~A,~~ a demotion must be recommended by the ~~city administrator~~ City Administrator and be confirmed by the ~~city council.~~ The City Council. A written notice of demotion shall be permanently included in the ~~employee's~~employee's personnel file. (Ord. 888, 3-11-1997)

H. Dismissal: ~~1. Definition: "Dismissal" This~~ is the act of the complete separation of the employee from employment with the municipal service~~city~~.

~~2.~~

1. General Provisions: Any officer or employee subject to the provisions of ~~this code~~the Personnel Policy may be dismissed from the municipal service. Dismissed employees need not be kept in employment or be paid for any time after the completion of the normal working day they are dismissed, unless the employee claims ~~veterans~~veterans' rights. (Ord. 1125, 12-12-2005)

~~3.~~

2. Dismissal Of Veteran: Veterans shall be treated as defined in Minnesota ~~statutes~~Statutes Section 197.46, ~~veterans preference act; removal forbidden; right of mandamus.~~VETERANS PREFERENCE ACT; REMOVAL FORBIDDEN; RIGHT OF MANDAMUS.

~~4.~~

3. Dismissal Of Employee In The~~while in the~~ Orientation Period: An employee in the orientation period may be dismissed without cause. ~~The city administrator~~City Administrator, upon the recommendation of the department head, may concur with or overturn the recommendation of the department head to dismiss an employee. In the event the ~~city administrator~~City Administrator recommends dismissal, the ~~city council~~City Council then may reverse or ratify the dismissal recommendation. ~~An employee in their orientation period~~orientation employee shall not receive a hearing before the ~~city council~~City Council. Employees in the orientation period do not have any grievance rights, ~~except under the veterans preference act.~~ (Ord. 888, 3-11-1997)

~~5.~~

4. Procedure:

a) When a department ~~head~~ determines such action is necessary, appropriate, and in the best interest of the ~~city~~City, the department head shall recommend to the ~~city administrator~~City Administrator that an employee be dismissed. ~~The recommendation shall contain the reasons why it is necessary~~ for to take the department head to recommend dismissal~~recommended action~~ rather than alternative personnel action-(s).

b) The ~~city administrator~~City Administrator will review the recommendation from the department head. If the ~~city administrator~~City Administrator concurs with the dismissal recommendation, the employee shall be notified of the recommended dismissal. The notification shall be in writing and contain the reasons and the effective date.

c) The ~~city administrator~~City Administrator shall prepare a summary of the recommended dismissal for the ~~city council's~~City Council's consideration. The employee shall be informed of the right to be present for a hearing before the ~~city council~~City Council. This does not apply to any employee while still in the orientation period. The ~~city council~~City Council may reverse or ratify the dismissal recommendation or may impose another form of discipline. (Ord. 1125, 12-12-2005)

I. Cause: Adequate cause for disciplinary action that may result in dismissal may include, but is not limited to, the following kinds of conduct ~~and conductor anything~~ of a similar type:

1. Conduct or performance on the job which fails to adequately satisfy the duties and responsibilities of the position or classification held by the employee.

2. Conduct or performance on the job which fails to produce the quality or quantity of work the position or classification requires.
3. Conduct or performance on the job which is insubordinate, such as a refusal to follow appropriate written or oral procedures, instructions or directions from a supervisor.
4. Being under the influence of alcohol, nonprescription narcotic drugs, other than those prescribed by a physician, or any controlled substance while on the job, ~~such that the employee is unable to adequately perform his/her job responsibilities or adversely affect the job performance, safety or well being of other city employees or city property and equipment.~~
5. Conduct or performance on the job which causes poor morale, disloyalty towards the employer, or disregard by the employees for their assigned duties and responsibilities.
6. Habitual or excessive tardiness or absenteeism in reporting for scheduled working hours.
7. Absence from a scheduled work assignment during working hours without permission from an authorized supervisory employee or department head.
8. The ~~wilful~~willful or substantial violation of any department or ~~city ruling~~City rule or policy which has been adopted in written form and is known to employees.
9. Engaging in illegal conduct during work hours, misappropriation, or conversion of ~~city~~City property, ~~or the property of city employees.~~
- 10.—~~Sexual, racial, religious or ethnic~~
10. ~~Sexual, racial, religious or ethnic h~~Harassment of any ~~city~~City employee, including any harassment based on the employee's protected class status, including but not limited to the employee's race, sex, disability, age, national origin-, religion, or sexual orientation.
- ~~11. A mental or physical defect that prevents an employee from performing the job, or attending work regularly, or when such medical conditions preclude an employee from returning to work within a reasonable period of time, or places the employee or coworkers in danger, or where reasonable accommodation for the disability is not possible.~~
- ~~12.~~11. The use of offensive conduct or language towards the public, municipal officers or employees.
- ~~13.~~12. Carelessness, negligence or inappropriate use in the handling or control of municipal property or equipment.
- ~~14.~~13. Engaging in an activity or enterprise that may constitute a conflict of interest, i.e., use of ~~city~~City time, facilities, equipment, supplies, or influence of ~~city~~City employment for private gain.

~~15.14.~~ Inducing or attempting to induce an officer or employee of the ~~city~~City to commit an unlawful act or to act in violation of any lawful and reasonable official regulation or rule.

~~16.15.~~ Taking any fee, gift or other valuable thing in the course of work, or in connection with it, from any person for personal use, when such a fee, gift or thing is given in the hope ~~or of~~ expectation of receiving a favor or better treatment than accorded other persons.

~~17.16.~~ Proven dishonesty in the performance of the ~~employee's~~employee's duties.

~~18.17.~~ Conviction of a felony. In the event an employee is charged with a felony, the employee shall be suspended pending a valid disposition of the charge. If an employee is charged with the commission of a misdemeanor or gross misdemeanor offense, the employee may be suspended pending a valid disposition of the charge. The determination of the salary and benefit status of an employee during the suspension shall be based upon the ~~particular~~circumstances resulting in the charge and shall be in accordance with applicable ~~veterans~~veterans' preference statutes, labor agreements and ~~these rules~~the City's personnel policy. If final resolution of the charge does not result in a ~~valid~~conviction, the department head shall determine whether the conduct of the employee involved moral turpitude or otherwise causes doubt on the ability of the employee to perform the job.

~~19.18.~~ Violation of the provisions of this ~~code~~Code, local, state or federal laws as they relate to the position of public employment held, or other performance or behavior/conduct the ~~city~~City deems inappropriate for employees of the ~~city~~City.

J. Limitations: Any employee under the auspices of a collective bargaining agreement who grieves a disciplinary action through the provisions of a bargaining agreement may not access the grievance policies of the personnel policy. (Ord. 888, 3-11-1997)

K. Documentation ~~Of~~ Disciplinary Actions: Employee Signature Required: Written reprimands, notice of suspension, demotion, forced transfers and notices of dismissal that are to become part of the ~~employee's~~employee's personnel file shall be read and acknowledged by the signature of the employee. Employees will receive a copy of such reprimands and/or notices. (Ord. 1125, 12-2005)

L. Notification: The Human Resources Manager, their designee or any future replacement position in charge of human resources for the City will be notified by the Supervisor, Department Head or the City Administrator whenever any discipline will be given to an employee so that they are aware of such action and can be prepared for any subsequent action from the employee or their respective union, if a union position (i.e. appeal, grievance, legal challenge, etc.)

Section Two. Passage Without Three Readings. Pursuant to Title 1, Chapter 2, Section 3(D)(2) of the Inver Grove Heights City Code, the City Council, by unanimous vote of the City Council, does hereby suspend the rules and authorizes passage of this ordinance with only two readings, instead of three readings.

Section Three. Effective Date. This ordinance amendment shall be in full force and effect after its passage and publication according to law.

Passed in regular session of the City Council on the 13th day of July, 2020.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

By: _____
Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Tabling Action on Receiving Feasibility Report for City Project No. 2016-19 – 65th Street Construction (between T.H. 3 and Babcock Trail)

Meeting Date: July 13, 2020

Item Type: Regular

Contact: Thomas J. Kaldunski, 651-450-2572

Prepared by: Thomas J. Kaldunski, City Engineer

Reviewed by: Scott D. Thureen, Public Works Director

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other: Pavement Management Fund, Franchise Fee Funds, Sewer Fund, Water Fund, Special Assessments, State Aid Funds, Municipal Bonds, Stormwater Funds

PURPOSE/ACTION REQUESTED

Consider tabling action on receiving feasibility report for City Project No. 2016-19 – 65th Street Construction (between T.H. 3 and Babcock Trail).

SUMMARY

On September 26, 2016, the City Council approved a proposal from WSB and ordered a feasibility study for City Project No. 2016-19 – 65th Street Construction (between T.H. 3 and Babcock Trail). WSB has a draft of the feasibility study which recommends a full urban street construction.

On March 9, 2020, Council was asked to receive the feasibility report for City Project No. 2016-19. Council tabled this item to July 13, 2020. Council asked staff to set up meetings with residents to further discuss the feasibility report and address resident concerns.

Unfortunately, due to restrictions of COVID-19, staff has been unable to set up meetings with the residents. Staff requests that City Council table this item until November 9, 2020. The consultant will schedule meetings with residents this summer.

TJK/kf

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Accepting Quote and Authorizing Temporary Pumping of Basin IGT-B-3 by Hydro Engineering

Meeting Date: July 13, 2020
 Item Type: Regular
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other: Council authorized funding sources

PURPOSE/ACTION REQUESTED

Consider resolution accepting quote and authorizing temporary pumping of Basin IGT-B-3 by Hydro Engineering.

SUMMARY

The City of Inver Grove Heights has been experiencing historical high-water levels which have resulted in water levels above the modeled 100-year level in the City's Fourth Generation Water Resources Plan. This is occurring at various landlocked regional basins in the community. The water level will be pumped to lower levels toward the DNR Ordinary High-Water Level (903.0). This is a DNR protected waterbody and pumping will begin after the DNR issues the necessary permit. This is anticipated soon because the City has already applied for the permit.

The City will have a pump installed with suction and discharge lines as illustrated on the attached plan. Pumping will occur for at least one week and possibly longer. The discharge will occur into DNR Wetland No. 19023000 west of Old Concord Blvd. A ramp over the pipe is planned on Old Concord Boulevard. Water discharged to this location will ultimately flow to the Sleepy Hollow storm water lift station on an existing easement. The Sleepy Hollow lift station discharges to existing storm water facilities which reach the Mississippi River near 79th Street and River Road.

One contractor was solicited to quote this project. The quote is from Hydro Engineering in the amount of \$63,350. The Engineering Division has reviewed the quote and recommends awarding the project to Hydro Engineering. This work will be funded through sources authorized by the City Council. A ten percent contingency will also be budgeted for a total amount of \$69,685.

I recommend that the City Council adopt the resolution accepting the quote and authorizing temporary pumping of Basin IGT-B-3 by a Hydro Engineering.

TJK/kf

Attachments: Resolution
 Hydro Engineering quote
 Temporary pond pumping plan

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION ACCEPTING QUOTES AND AWARDING CONTRACT FOR TEMPORARY
PUMPING OF BASIN IGT-B-3 BY HYDRO ENGINEERING**

RESOLUTION NO. 2020-141

WHEREAS, pursuant to a request for quotes for Basin IGT-B-3, a quote was received as follows:

<u>Contractor</u>	<u>Quote</u>
Hydro Engineering	\$63,350

WHEREAS, Hydro Engineering, submitted the apparent low quote for temporary pumping of Basin IGT-B-3 in the amount of \$63,350; and

WHEREAS, the City has applied for the necessary permits for this activity on a DNR protected waterbody; and

WHEREAS, as the City plans to lower the water level to the DNR established ordinary high-water level of 903.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA:

1. The City hereby awards a contract to Hydro Engineering for temporary pumping of Basin IGT-B-3 in the amount of \$63,350.
2. The quote amount plus ten percent contingency shall be provided through Council authorized funding sources. The total amount with contingency is \$69,685.

Adopted by the City Council of Inver Grove Heights this 13th day of July 2020

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk



July 9, 2020

Re: Pricing Proposal for Inver Grove Heights – Old Concord Blvd. Stormwater Pond Pumping

Hydro Engineering has put together this proposal based on information given by the City of Inver Grove Heights, Barr Engineering, and an on-site walk through and discussion of proposed scope of work.

Hydro Engineering for this project will be using Granby Pumping and Application to perform the scope of work and is the Construction and Execution arm of Hydro Engineering. The following pricing is based on approximately 18 days of pumping or a movement of 25 million gallons of water from the proposed landlocked pond to a pond across Old Concord Blvd and to the west. The calculation of 25 million gallons is based on the information provide and should return the pumped pond to within its natural shoreline. This estimate may be adjusted depending upon any additions of stormwater or groundwater during the pumping process. During heavy rain events where an excess of water may run into the watershed, operations will need to cease for the moment until the watershed can adjust and then comfortably accept the 1,000 gpm pumping rate. The Pumping operation will run until the 25 Million is reached. Following the movement of 25 million gallons if additional water needs to be moved Hydro Engineering will require an additional discussion at that point with the City and an additional agreed upon contract will need to be signed.

The attached pages will give scope of work and inclusion of procedures as well as a map of proposed plan marked with notes.

The estimated pricing for this project:

\$63,350

Upon signed approval mobilization and set up can begin within 1-4 days and pumping commencing the next.

Sincerely,

Steve Draginis

Sales

301 Industrial Blvd.

Norwood Young America, MN 55397

(952) 467-3100



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Resolution Establishing Parking Restrictions for City Project No. 2016-09G – 60th Street, 62nd Street and Bacon Avenue Improvements

Meeting Date: July 13, 2020
 Item Type: Regular
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Steve Dodge, Assistant City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director
 Judy Thill, Fire Chief

SWD

Fiscal/FTE Impact:

☐	None
☐	Amount included in current budget
☐	Budget amendment requested
☐	FTE included in current complement
☐	New FTE requested – N/A
☒	Other: Pavement Management Fund, Franchise Fee Funds, Sewer Fund, Water Fund, Special Assessments, DCSWCD Grant

PURPOSE/ACTION REQUESTED

Consider a resolution establishing parking restrictions for City Project No. 2016-09G – 60th Street, 62nd Street and Bacon Avenue Improvements

SUMMARY

City Project No. 2016-09G was ordered on November 25, 2019, as part of the City's Pavement Management Program. The project was awarded on June 8, 2020 Council meeting. 60th Street, 62nd Street and Bacon Avenue are currently 24-foot wide rural roads with no parking restrictions.

These roads are being reconstructed to a 28-foot urban road with surmountable curb. A 20-foot fire lane is required per Fire Code; therefore, parking can only be allowed on one side of the road. Parking will be prohibited on the north side of 60th Street, the west side of Bacon Avenue and the north side of 62nd Street.

There are pinch points on 60th Street and Bacon Avenue where the road narrows to 24 feet due to the DNR Lake, wetland, and slope impacts. Parking is proposed to be prohibited on both sides of the road at these two pinch point locations where the 20-foot lane Fire Code requirement cannot be met (see attached Exhibit A in resolution).

The resolution to establish parking restrictions was tabled on June 8th, 2020 with direction from Council to reach out to the residents on the north side of 60th Street to consider an option with parking on one side of the street for lots 1911, 1929, 1945 and 1963 60th Street. These four lots on 60th Street are at the pinch point where the road is too narrow to meet requirements for parking on one side.

Staff provided an option to the four residents along 60th Street with parking allowed on the south side of the road. The proposed redesign provided a 28-foot wide road which followed the south curb line at the pinch point, moving the north curb line an additional 4 feet north in the City right-of-way (See Exhibit B). Meetings were held with the residents on the week of June 15th. The approved plan and proposed new curb locations were staked in the field for the residents to review and comment. All four residents choose to keep the current plan for a 24-foot road with parking restrictions on both sides. The option provided to keep the road 28-foot wide was rejected because the residents did not want the curb to be moved another 4 feet north in the boulevard, making it closer to their properties. The four residents' emails are attached. Staff and consultant did review the option for 4-foot bump outs and found this was not feasible due to driveway locations, utility design considerations, and safety issues with vehicles sticking out in the road.

Based on resident feedback, staff recommends no parking restrictions on both sides of 60th Street where the road width is less than 28-feet at the pinch point. This would stick to the original plan and is consistent with feedback from prior neighborhood meetings for the project.

The Council meeting is being held remotely pursuant to Minn. Stat. Sec. 13D.021, following the Governor's "Stay at Home" executive orders and the City's declaration of a local emergency. The City Hall building, 8150 Barbara Avenue will open with limited seating following social distancing protocol. In addition, we are providing an opportunity for residents to remotely provide feedback, view and/or participate in the regular Council meeting by using letters, emails, viewing on TV or device, and calling in. See further instructions below for providing your method of participation.

To provide feedback or participate in the no parking resolution regular agenda item on July 13th, you have the following options:

- (1) Attend the 7 p.m. July 13th, 2020 City Council meeting in the City Council Chambers, 8150 Barbara Avenue, Inver Grove Heights. COVID-19 protocol of wearing a protective mask and maintaining social distancing will need to be followed.
- (2) Written comments received prior to the 4:30 p.m. Monday, July 13th, will be provided to the Council and incorporated into the record in accordance with the following options:
 - a. Mail written comments to the City in advance of the Council meeting: No Parking Resolution CP 2016-09G, C/O City Clerk, City Hall, 8150 Barbara Avenue, Inver Grove Heights, MN 55077.
 - b. Deliver written comments to the front service desk at City Hall.
 - c. Drop written comments (addressed as shown above) in the utility payment box (across from City Hall front entrance doors).
 - d. Email your comments to cityclerk@invergroveheights.org
- (3) To provide public comment during the meeting, **via phone call only:**
 - a. Phone number: 651-450-2471
 - b. Please call in by 7 pm, the City Council meeting start time, on July 13, 2020.
 - c. Phone calls will also be taken during the City Council meeting; however, public comment must be received prior to Council approving the item.
 - d. Provide Name, address and phone number to be reached at.
 - e. Identify you are calling in for public comment on City Project 2016-09G – 60th Street, 62nd Street and Bacon Improvements.
 - f. The City Staff person managing the calls for public comment will provide directions.

To view the Council meeting live you can:

- (1) livestream on Townsquare TV in real time. The meeting can be viewed at <https://www.townsquare.tv/webstreaming>.
- (2) Watch on your local access TV Channel NDC4 (channel 19)

Staff recommends passage of the attached resolution which would authorize the posting of no parking signs along 60th Street, 62nd Street and Bacon Avenue for City Project No. 2016-09G – 60th Street, 62nd Street and Bacon Avenue Improvements.

SWD/kf

Attachments: Resolution
No Parking Exhibit A
Alternative Parking Design for 60th Street – Exhibit B
Emails from Residents

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA**

**RESOLUTION RELATING TO PARKING RESTRICTIONS ON 60th STREET, 62nd STREET and
BACON AVENUE FOR CITY PROJECT NO. 2016-09G 60TH STREET, 62ND STREET AND BACON
AVENUE IMPROVEMENTS**

**2020-142
RESOLUTION NO. _____**

WHEREAS, this resolution was passed this 13th day of July 2020 by the City of Inver Grove Heights in Dakota County, Minnesota. The municipal corporation shall hereinafter be called the "City",
WITNESSETH:

WHEREAS, the City has planned the improvement of 60th Street East from Babcock Trail to Bacon Avenue, 62nd Street East from Bacon Avenue to its east terminus, and Bacon Avenue from 62nd Street East to its north terminus in the City of Inver Grove Heights, Minnesota; and

WHEREAS, the City will be reconstructing the road from a rural section to an urban section; and

WHEREAS, this improvement does not provide adequate width for parking; and approval of the proposed construction on a City street must therefore be conditioned upon certain parking restrictions; and

WHEREAS, City Code Title 6 Chapter 3 and Minnesota State Statute 169.04 does authorize "Regulatory and Warning Sign Placement"; and

WHEREAS, Minnesota Statutes, Chapter 169.04, has been adopted by the City Council of Inver Grove Heights by reference as part of said City Code.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the City shall ban the parking of motor vehicles on the north side of 60th Street East, on both sides of 60th Street East where the road narrows to less than 28 feet, on the west side of Bacon Avenue, on both sides of Bacon Avenue where the road narrows to less than 28 feet, and on the north side of 62nd Street East (see Exhibit A).

All such signs, upon placements, shall be in full force and effect under the Laws of the State of Minnesota, Chapter 169.04, and the Highway Traffic Regulation Act.

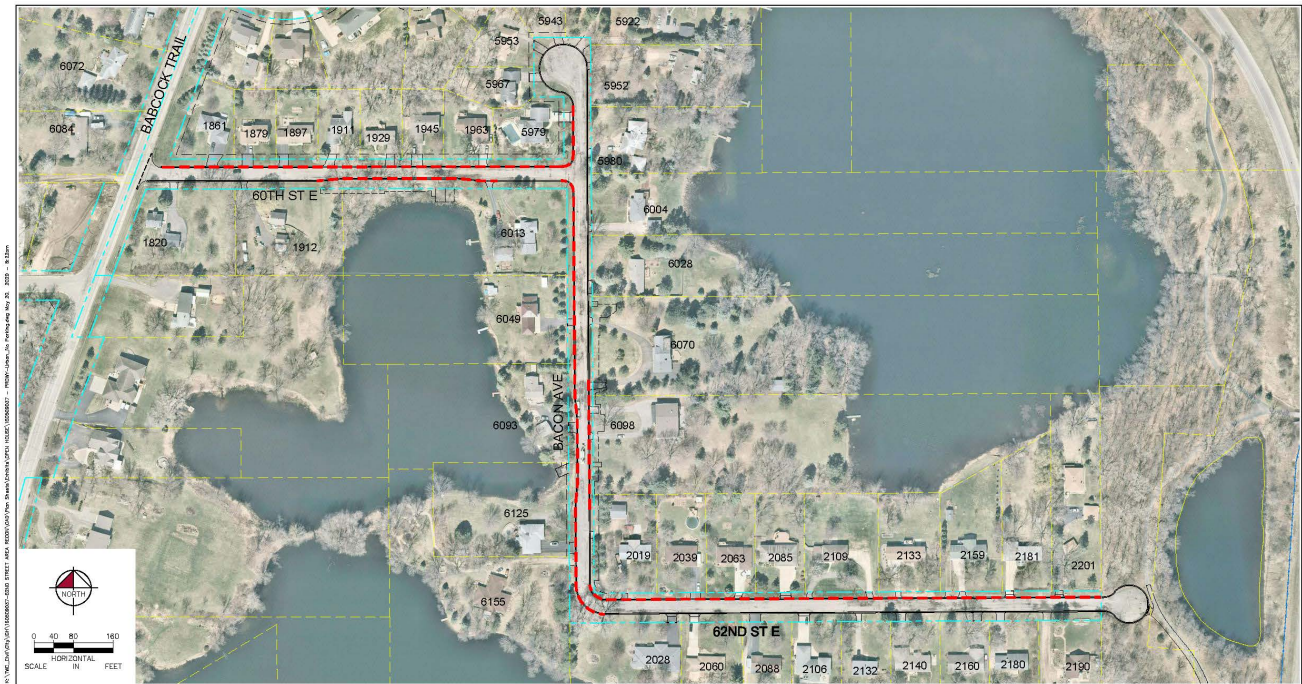
Adopted by the City Council of Inver Grove Heights this 13th day of July 2020.

George Tourville, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A NO PARKING RESTRICTIONS



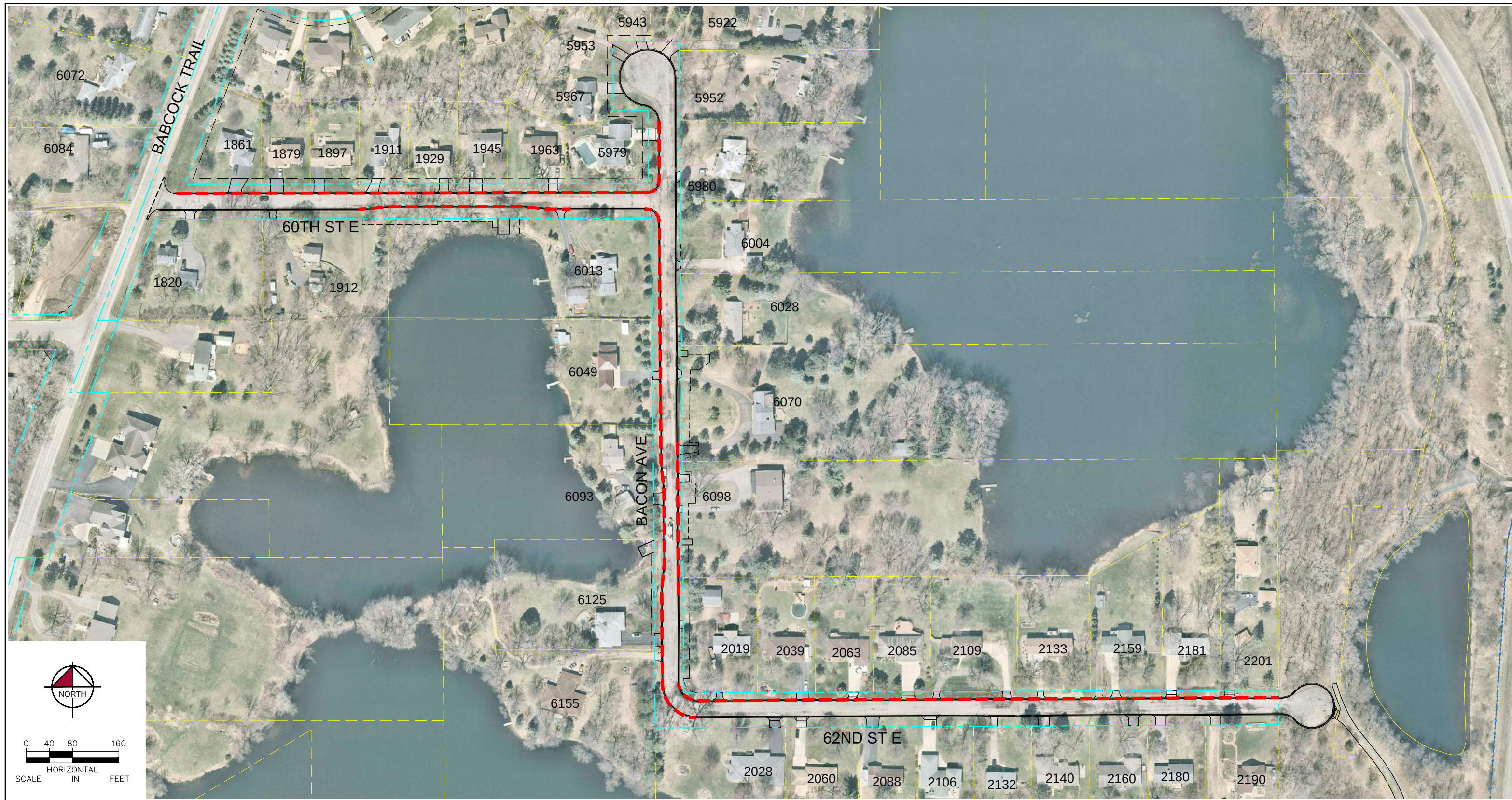
City of Inver Grove Heights
1111 BARRABA AVENUE
INVER GROVE HEIGHTS, MN 55077-3412

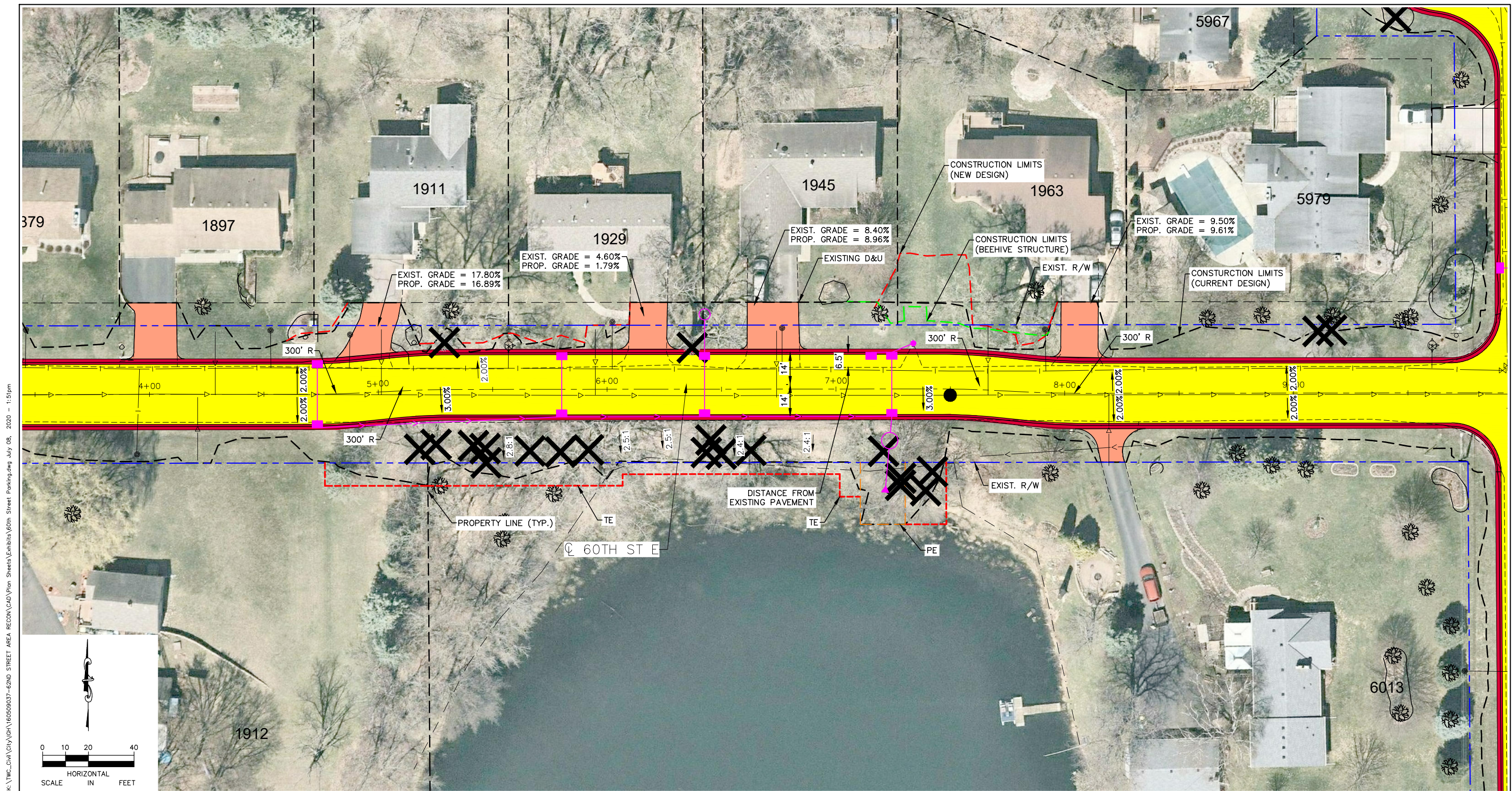
Kimley-Horn
767 EUSTIS STREET, SUITE 100, ST. PAUL, MN 55114
PHONE: 651-433-1131
WWW.KIMLEY-HORN.COM

--- NO PARKING ZONES

EXHIBIT A - NO PARKING
60TH STREET, 62ND STREET AND
BACON AVENUE IMPROVEMENTS
CITY PROJECT 2016-09G

K:\TWC_Civil\City\IGH\160509037-62ND STREET AREA RECON\CAD\Plan Sheets\Exhibits\OPEN HOUSE\160509037 - PROWY-Urban_No Parking.dwg May 20, 2020 - 8:22am





ROADWAY PAVEMENT

DRIVEWAY PAVEMENT

CONCRETE CURB AND GUTTER

CITY PROJECT 2016-09G

Steve W. Dodge. P.E.

From: Tom Juntunen <tjuntunen56@gmail.com>
Sent: Wednesday, June 24, 2020 8:02 AM
To: MATTHEW and BETH HEISS
Cc: debra teisberg; angiecassidy85@yahoo.com; Deb Teisberg; Steve W. Dodge. P.E.; Fosmo, Eric; Kinning, Michael
Subject: Juntunen Response Re: Fw: 60th Street, 62nd Street, and Bacon Avenue Improvements

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I concur with my neighbors and Sue and I do not want the additional footage taken from our yard.

Regards,

Tom and Sue Juntunen

On Tue, Jun 23, 2020 at 9:28 PM MATTHEW and BETH HEISS <mbheiss@msn.com> wrote:

Hello all,

Thank you for meeting with us and our neighbors about the loss of parking in front of our house due to the 60th Street work being done.

Matt and I do **NOT** want any additional footage taken from our yard to add parking across the street from our home.

Sincerely,

Beth and Matt Heiss

Get [Outlook for Android](#)

Email chain redacted

Steve W. Dodge. P.E.

From: dtaily@aol.com
Sent: Monday, June 22, 2020 1:40 PM
To: debteisberg@gmail.com; angiecassidy85@yahoo.com; mbheiss@msn.com; tjuntunen56@gmail.com; Eric.Fosmo@kimley-horn.com; Steve W. Dodge. P.E.
Subject: Teisberg Response Re: 60th Street, 62nd Street, and Bacon Avenue Improvements

Follow Up Flag: Follow up
Flag Status: Flagged

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Eric and Steve,

We appreciate the meeting and discussion last week about the loss of parking in front of our house due to the 60th Street improvements, but the proposed solution is not something we support.

Debbie and I still **do not** want to surrender the additional footage to widen the roadway that would allow parking across the street from our home.

Regards,

Tom and Deb Teisberg

Email chain redacted

Steve W. Dodge. P.E.

From: MATTHEW and BETH HEISS <mbheiss@msn.com>
Sent: Tuesday, June 23, 2020 9:28 PM
To: 'debra teisberg'; angiecassidy85@yahoo.com; tjuntunen56@gmail.com; Deb Teisberg; Steve W. Dodge. P.E.
Cc: Fosmo, Eric; Kinning, Michael
Subject: Heiss Response Re: Fw: 60th Street, 62nd Street, and Bacon Avenue Improvements

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello all,

Thank you for meeting with us and our neighbors about the loss of parking in front of our house due to the 60th Street work being done.

Matt and I do **NOT** want any additional footage taken from our yard to add parking across the street from our home.

Sincerely,
Beth and Matt Heiss

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Email chain redacted

Steve W. Dodge. P.E.

From: Angie Cassidy <angiecassidy85@yahoo.com>
Sent: Tuesday, June 23, 2020 5:54 PM
To: Kinning, Michael
Cc: MATTHEW and BETH HEISS; Steve W. Dodge. P.E.; Debra Teisberg
Subject: Cassidy Response Re: 60th Street, 62nd Street, and Bacon Avenue Improvements

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks for the options. We want to stay with the original plan.

Rich and Angie Cassidy

Email chain redacted