



# New Richland City Council Regular Meeting Agenda

In Person & Online Via Go-To-Meeting

**November 10<sup>th</sup>, 2025**

## Agenda:

**6:300 Call to Order**

**Roll Call**

**Pledge of Allegiance**

**Approve Agenda**

## **Consent Agenda Items**

*Items listed on the Consent Agenda are considered routine and non-controversial by the City Council. There will be no separate discussion of these items unless requested by the City Council.*

1. Approve Minutes of October 13<sup>th</sup>, 2025, City Council Meeting

## **Public Comments**

*Notice: We welcome the attendance of residents of the City of New Richland to the City Council meetings. Any resident of the City of New Richland may request permission to speak at a regular scheduled council meeting on any topic that is relevant to the operation of the city. Any resident wishing to address the city council shall either call City Hall and request to be put on the agenda or they can sign-up 10 minutes prior to the start of the meeting. At the discretion of the mayor, the speaker may address the topic either during the public portion of the meeting or at the time the item is being addressed by the council. The mayor will call upon the speaker at the appropriate time. Speaker shall state their name and topic to be addressed. Residents are expected to use proper etiquette, decorum and respect when addressing the council.*

## **Request and Presentations**

1. Bolton & Menk- Drew Weber
  - a. MCPA Grant

## **Public Hearings**

## **Ordinances and Resolutions**

1. Resolution 25-39: A Resolution Authorizing Application for Grant Navigation Support

## **Department Reports**

1. Ambulance Report – Sarah Sundve, Ambulance Director
2. Fire Department Report – Josh Moen, Fire Chief
3. Police Department Report – Tanyce Bruegger, Chief of Police
4. Care Center Report – Bob Johannsen, Care Center Administrator
5. People Service Report – Shell Johnson, Operator
6. Maintenance & Utility Report – Eric Hendrickson, Maintenance & Utility Supervisor

## **Unfinished Business**

## **New Business**

1. October 2025 Check Register
2. 2025 Street & Utility Project
  - a. Pay Estimate #6
3. Employee Insurance
4. People Services Contract

5. Set Up Budget Work Session

**Miscellaneous**

**Administrator's Report**

**Mayor/Council Comments**

**Adjournment**

The next Regular City Council meeting will be held on Monday December 8<sup>th</sup>, 2025



# New Richland City Council Regular Meeting Minutes

October 13th, 2025

## Members Present

Janda Ferguson  
Jody Wynnemer  
Jason Casey  
Josh Warke  
Matt Economy

## Staff Present

Heather Christensen-Deputy Clerk/Inte  
Tanyce Bruegger-Chief of Polic  
Shell Johnson-People Service  
Bob Johannsen-Care Center Administrator  
Tanyce Bruegger-Chief of Police

## Others Present

Bob Johannsen  
Pam Gehring  
Larry Muff  
Larry Gehring  
Brenda Routh  
Bruce Meyer

## Members Absent

None

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

Roll Call - All members present

## Pledge of Allegiance

## Approval of Agenda

- Motion made by Jody Wynnemer and seconded by Josh Warke to approve the agenda  
Carried (4 yes, 0 no)

## Consent Agenda

- Motion made by Matt Economy and seconded by Jason Casey to approve the consent agenda.  
Carried (4 yes, 0 no)

## Public Comments

## Requests and Presentations

- Brenda Routh-320 South Broadway
  - Claim denied for damages to basement, requested assessment to be reduced.
- Larry Muff-Boot Creek
  - Concerns about the flooding from creek.
- Bruce Meyer-216 NE 3<sup>rd</sup> St.
  - Outside spicket ran for 72 hours, request to reduce water bill. Council agreed to get rid of the sewer charges on bill. \$366.15 and treat as outside meter credit.

## Public Hearings

- None

## Ordinances and Resolutions (see attached)

- None

## Reports

1. Ambulance Department
  - Ambulance report was presented in writing by Ambulance Director Sundve.
  - Motion made by Josh Warke and seconded by Jody Wynnemer to approve Aldtec 5 year plan. Carried (3 yes, 1 no)



# New Richland City Council Regular Meeting Minutes

October 13th, 2025

- Motion made by Jason Casey and seconded by Matt Economy to approve the Ambulance Report. Carried (4 yes, 0 no)
- 2. Fire Department
  - Fire Department report was presented by in writing by Chief Moen
  - Motion made by Josh Warke and seconded by Matt Economy to approve the Fire Department Report. Carried (4 yes, 0 No)
- 3. Police Department
  - Police Department report was presented by Chief Bruegger
  - Motion approved by Jason Casey and seconded by Matt Economy for Police department to purchase radios for the quote of \$30,404.13. Carried (4 yes, 0 No)
  - Motion made by Matt Economy and seconded by Jason Casey to approve the Police Department report. Carried (4 yes, 0 no)
- 4. Care Center Report – Bob Johannsen, Care Center Administrator
  - Care Center report was presented by Bob Johannsen
  - Motion was made by Jason Casey and seconded by Matt Economy to approve the Care Center Report. Carried (4 yes, 0 no)
- 5. People Service Report – Shell Johnson
  - People Service report was presented by Shell Johnson
  - Motion made by Matt Economy and seconded by Josh Warke to approve the People Service report. Carried (4 yes, 0 no)
- 6. Maintenance & Utility Report – Eric Hendrickson, Maintenance & Utility Supervisor
  - Maintenance & Utility Report was presented by Eric Hendrickson, Maintenance and Utility Supervisor in writing.
  - Motion made by Matt Economy and seconded by Jason Casey to approve the Maintenance Department report. Carried (4 yes, 0 no)

## Unfinished Business

## New Business

1. September 2025 Check Register
  - a. Motion made by Matt Economy and seconded by Jason Casey to approve the August check register. Carried (4 yes, 0 no)
2. 2025 Street & Utility Project
  - a. Motion made by Matt Economy and seconded by Jody Wynnemer to approve Pay Estimate #5. Carried (4 yes, 0 no)
  - b. Motion made by Matt Economy and seconded by Josh Warke to approve change order #2.

## Miscellaneous

- None

## Administrators Report

- Motion made by Josh Warke and seconded by Matt Economy to approve the City Administrators report. Carried (4 yes, 0 no)



# New Richland City Council Regular Meeting Minutes

October 13th, 2025

## Mayor/Council Comments

- None

**Adjournment** – Motion for adjournment made by Jody Wynnemer and seconded by Matt Economy.  
Carried (4 yes, 0 no) 8:06 p.m.

Submitted by,

Heather Christensen  
Deputy Clerk/Interim Administrator

DRAFT

# Memo

**To:** City Council

**From:** Drew Weber, Engineer (Bolton & Menk)

**cc:** Heather Christensen

**Date:** 11/10/25

**Re:** Sanitary Sewer Resiliency Study – MPCA Resiliency Grant & LMC Grant Navigation Support

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## **PURPOSE**

Consider a motion authorizing staff to prepare and submit an application for the Minnesota Pollution Control Agency's (MPCA) planning grants for stormwater, wastewater, and community resilience

Consider a resolution authorizing application for grant navigation support through the League of Minnesota Cities (LMC).

## **SUMMARY**

### Wastewater Resilience Planning Grant

Staff have been experiencing extremely high flows at the wastewater treatment facility following rain events. This is due to inflow and infiltration throughout the sanitary sewer system. We have been strategizing how to locate and identify these flows and ultimately how to reduce them. Staff would like to prepare an application for the Minnesota Pollution Control Agency's (MPCA) Wastewater Resilience Planning Grant, part of a \$1.1 million initiative to support resiliency projects across Minnesota communities with populations of less than 10,000. This funding opportunity is designed to help communities assess vulnerabilities and begin planning for the effects of Minnesota's changing climate in three key areas:

1. Increasing resilience to stormwater and reducing localized flood risk
2. Improving the resilience of wastewater systems
3. Adapting community services, ordinances, and public spaces to climate impacts

As part of our application, staff proposes an Inflow & Infiltration (I&I) Reduction Study consisting of the following items:

1. Sanitary and Storm Sewer Data Collection: We will collect detailed information on the condition, location, and routing of sanitary and storm sewer structures. This data will support a more accurate assessment of system-wide issues and future planning needs.
2. Sanitary Sewer Flow Monitoring: Flow monitors will be installed at select locations within the sanitary sewer system to identify areas experiencing significant I&I. This data will help pinpoint sources of excess water entering the system, which can lead to bypassing and increased treatment costs.
3. Data Evaluation: Flow monitoring data will be combined with condition assessments and inspection footage collected through the City's ongoing sewer inspection program.
4. Targeted Improvement Recommendations: We will use the data to create a prioritized list of infrastructure repairs and/or upgrades that best utilize funding.

The estimated cost for the I & I Reduction Study is \$105,000. This planning grant requires a 10% match by the City (\$10,500).

Applications are due by Thursday, November 20<sup>th</sup>, 2025 and December 11<sup>th</sup>, 2025.

#### LMC Grant Navigation Support

Staff are proposing to utilize the League of Minnesota Cities (LMC) Navigator Grant to cover the costs associated with preparing and submitting the City's application for the MPCA's Wastewater Resilience Planning Grant.

The LMC Navigator Grant provides financial support (up to \$5,000) through reimbursement to cities seeking assistance with grant writing and project development.

Attachments:

- MPCA Grant Assistance Proposal
- Sewershed Map
- Resolution 25-39

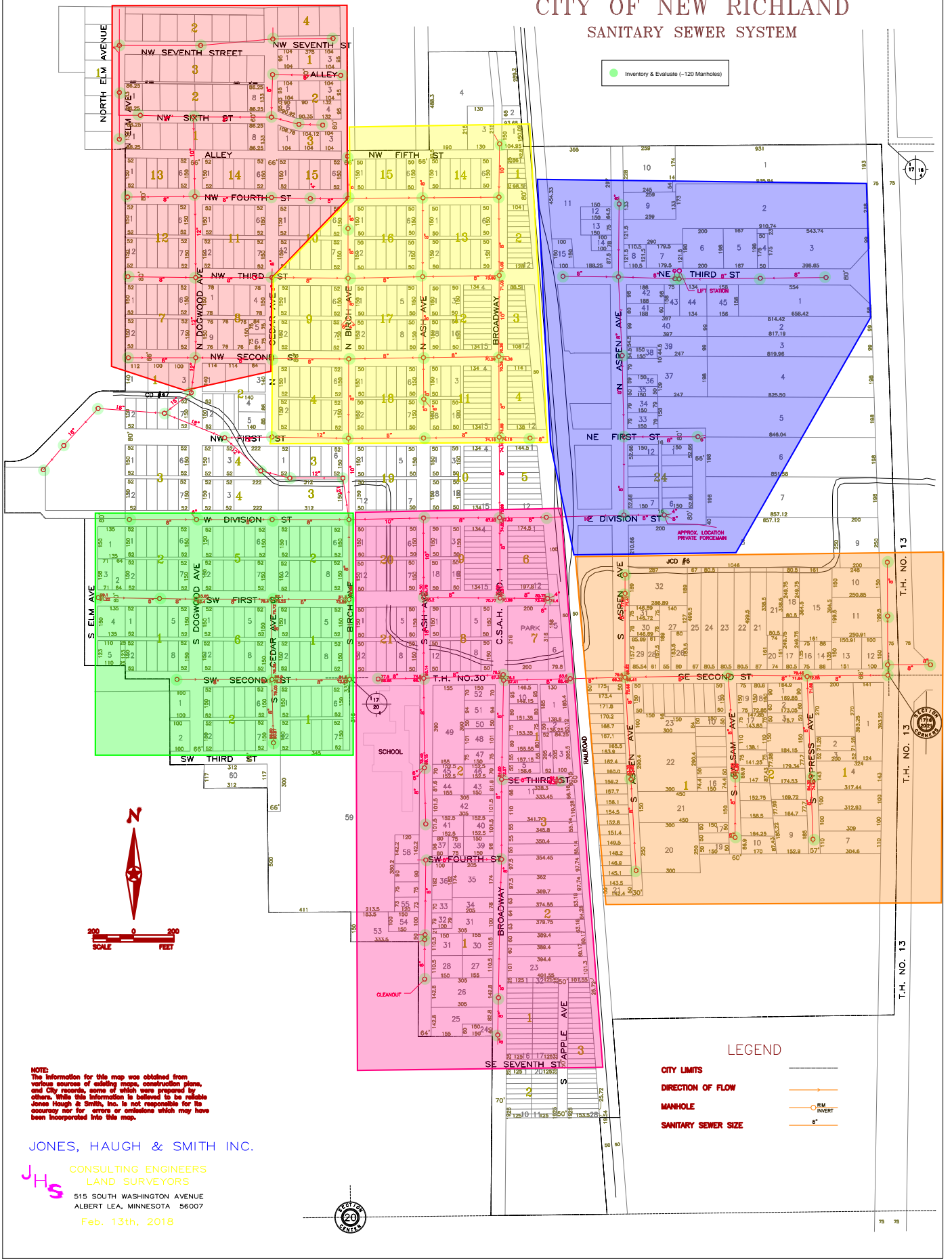
#### **ACTION REQUESTED**

Staff recommend that the City Council authorizes staff and Bolton & Menk staff to prepare and submit an application for the Minnesota Pollution Control Agency's planning grants for stormwater, wastewater, and community resilience.

Staff recommend that the City Council adopt the attached Resolution 25-39 authorizing application for grant navigation support through the League of Minnesota Cities.

# CITY OF NEW RICHLAND SANTARY SEWER SYSTEM

Inventory & Evaluate (~120 Manholes)



**NOTE:**  
The information for this map was obtained from various sources of existing maps, construction plans, and City records, some of which were prepared by others. While this information is believed to be reliable, Jones Haugh & Smith, Inc. is not responsible for its accuracy nor for errors or omissions which may have been incorporated into this map.

JONES, HAUGH & SMITH INC.

**JHS** CONSULTING ENGINEERS  
LAND SURVEYORS  
515 SOUTH WASHINGTON AVENUE  
ALBERT LEA, MINNESOTA 56007  
Feb. 13th, 2018



T.H. NO. 13

T.H. NO. 13

T.H. NO. 13



Real People. Real Solutions.

2900 43rd Street NW  
Suite 100  
Rochester, MN 55901

Phone: (507) 208-4332  
Bolton-Menk.com

November 4, 2025

Heather Christensen  
Deputy Clerk/Acting City Administrator

RE: MPCA Grant Assistance Proposal  
City of New Richland, MN  
Project No.: 25X.138871

Dear Ms. Christensen

We are pleased to present the following proposal to support the City of New Richland in its pursuit of funding for an Inflow & Infiltration (I&I) Reduction Study. In general, this work will include evaluating sanitary sewer and storm sewer structures, monitoring wastewater flows, and developing a prioritization list for I&I reduction. We anticipate funding efforts to include a Stormwater, Wastewater and Community Resiliency Grant application for both the Small Community and All Community categories.

### Stormwater, Wastewater and Community Resiliency Grant

The MN Pollution Control Agency (MPCA) has recently released their third (and potentially final) round of **Stormwater, Wastewater and Community Resiliency Grants** for both **Small Community** (population under 10,000) and **All Community** (open to any sized community). Grants are focused on planning efforts to increase stormwater, wastewater and community resilience to the effects of climate change.

This funding provides an opportunity for these communities to assess vulnerabilities and begin planning for the effects of Minnesota's changing climate in three areas:

- increased resilience to stormwater and reduce localized flood risk
- improved resilience of wastewater systems
- reduced human health effects and adapt community services, ordinances, and public spaces to the changing climate

The application deadline for the Small Community Grant is Thursday, Nov. 20, 2025.

The application deadline for the All-Community Grant is Dec. 11, 2025.

Awards will be announced in the Spring of 2026.

Name: MPCA Grant Assistance

Date:

Page: 2

## Estimate of Fees

Bolton & Menk, Inc. proposes completing the services above for an estimated fee of \$5,000. Thank you for allowing Bolton & Menk to present you with this proposal. We are excited to continue to help the City of New Richland work to secure funding for this important community need. If you have questions about anything outlined above, please do not hesitate to call me.

Sincerely,

**Bolton & Menk, Inc.**

A handwritten signature in blue ink, appearing to read "Drew Weber".

**Drew Weber, PE (MN, IA)**  
Municipal Project Manager



## RESOLUTION 25-39

### A RESOLUTION AUTHORIZING APPLICATION FOR GRANT NAVIGATION SUPPORT

**WHEREAS**, the League of Minnesota Cities (“LMC”) has created a pilot Grants Navigation Program (“Program”) in which LMC will provide grants up to \$5,000 per city to use with industry partners to ease the process of identifying matching funds to city projects and aid in the grant application projects.

**WHEREAS**, the Program is limited to providing services to help obtain grant funding for one project per city.

**WHEREAS**, the Program is limited to providing support in obtaining grant funding, and LMC does not provide funds to implement projects.

**WHEREAS**, the City of New Richland (“City”) wishes to apply to the Program to for support in finding grant funding for Sanitary Sewer Resiliency Study (“Project”).

**WHEREAS**, the City recognizes that the if approved, any funds received through the Program must be used in a manner consistent with the conditions above as well as all other conditions or limitations of the Program.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NEW RICHLAND, MINNESOTA AS FOLLOWS:

1. The City names Heather Christensen as its fiscal agent (“Fiscal Agent”) for the purposes of applying to the Program on behalf of the City.
2. The City authorizes the Fiscal Agent to act on its behalf when communicating with LMC in all matters related to the Program application for the Project.
3. If the City is awarded a grant under the Program, it agrees to use the funds to engage with industry partners who will aid in the grant matching and application process consistent with the terms and conditions of the Program.
4. If a state, federal, foundation, or nonprofit grant match is not found, or is applied to but not awarded, the City will seek feedback on why the project was not eligible and report back to the LMC with these findings consistent with the terms and conditions of the Program.
5. If a state, federal, foundation, or nonprofit grant is awarded, a project assessment will be submitted to LMC within six months of the application's approval and then periodically until after project completion consistent with the terms and conditions of the Program.

**Passed by the City Council of New Richland, Minnesota this 10<sup>th</sup> day of November 2025.**

\_\_\_\_\_  
Mayor

Attested:

\_\_\_\_\_  
Deputy Clerk/Acting City Administrator



# NEW RICHLAND FIRE DEPARTMENT

## MONTHLY COUNCIL REPORT

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MONTH: October YEAR: 2025

FIRE CALLS: 3

MEDICAL CALLS: 0

TOTAL CALLS: 3

TRAINING COMPLETED DURING THE MONTH:

ADDITIONAL INFORMATION:

*Radio's*

Respectfully Submitted: *Josh Moen*, Fire Chief



# New Richland Police Department

PO Box 57 203 North Broadway New Richland, MN 56072  
Phone: (507) 465-3240 Fax: (507) 463-3198 Email: nrpd@cityofnewrichlandmn.com

## Monthly Report

November 10<sup>th</sup>, 2025, Council Meeting

### Activity/Calls for Service

The New Richland Police Department responded to **113** calls for service for the month of October.

Total Calls through October 2025: 1,207

Total Calls through October 2024: 1,879

(10 traffic stops, 5 ordinance violations, 26 directed patrols/lock checks, 19 assist other agencies)

Most calls requiring additional follow up have been completed. As always, we remind people to get in touch with us if they have any information regarding any incidents that have occurred in the City of New Richland or surrounding areas.

### Items Completed in October

- Applied for a “Community Events” grant with MCPA to cover costs for movie nights, end of the year water balloon fight, and hide-n-seek events. Received \$600.00

### Information

- N/A

### Training & Education

- DeRaad attended/passed EVOC refresher (\$535.00 paid invoice)
- DeRaad is working on completing his EMR refresher (\$93.75)
- Chief Bruegger attended a School Safety Summit in Rochester (lost child, natural disasters, media attention, etc)
- Chief Bruegger completed annual DMT recertification online (\$75.00)



# New Richland Police Department

PO Box 57 203 North Broadway New Richland, MN 56072  
Phone: (507) 465-3240 Fax: (507) 463-3198 Email: [nrpd@cityofnewrichlandmn.com](mailto:nrpdc@cityofnewrichlandmn.com)

## Personnel

- N/A

## Purchases

- Bulletproof Vest for Johnson \$1,908.99 (potential for state to reimburse \$954.50)

## Squad Maintenance

- N/A

## Equipment

- Portable radios have been ordered

## Upcoming Events / Important Items

- The Grinch (2018), 12/18/2025 @ 8:00pm

Respectfully Submitted,

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Tanyce Bruegger, #261  
Chief of Police



# MINNESOTA CHIEFS OF POLICE FOUNDATION

Advancing high quality, effective policing and strengthening police-community relations in Minnesota through training, outreach, grants and scholarships

## COMMUNITY PARTNERSHIPS GRANT PROGRAM GRANT APPROVAL NOTIFICATION

Project Name: **Community Events**  
Grant Amount Requested: **\$750**  
Grant Amount Approved: **\$600**

Dear New Richland Police Department:

The Minnesota Chiefs of Police Foundation (MCPF) is pleased to offer this grant check in the amount of \$600.00 to support New Richland Police Department's Community Events project.

The **MCPF Community Partnerships Grant Program** supports MN police departments in their efforts to build trust and strong relationships with their community. We hope this grant will provide an opportunity for your department to make a difference and continue to cultivate a mutually respectful and strong working relationship with your constituents.

The Foundation is proud to be able to offer grants and make a difference. Together, we will advance high quality, effective policing and strengthen police community relations in our state.

Thank you for your dedication to keeping our communities safe.

Sincerely,

Handwritten signature of Chief Jay Henthorne in black ink.

Chief Jay Henthorne  
Board President  
Minnesota Chiefs of Police Foundation

Handwritten signature of Jeff Potts in blue ink.

Jeff Potts  
Executive Director  
Minnesota Chiefs of Police Association

Minnesota Chiefs of Police Foundation is a tax-exempt organization,  
as described in Section 501(c)(3) of the Internal Revenue Code.  
Federal Tax ID #27-0833763

[www.mnchiefsfoundation.org](http://www.mnchiefsfoundation.org)

## New Richland City Council

10 Nov 2025

### New Richland Care Center

#### Operations:

October Average Census = 37.55 (Annual Average = 36.19) Current census = 34

October was an excellent month for census. Throughout the month we averaged 5 private pay residents, 23 Medicaid, and 7.5 on Medicare/Managed Care. Several of the move ins were local people looking to rehab and return home. And we were serving 8 Hospice residents.

**Financial:** September Rev = \$404,726. Expenses = (\$636,058) - \$254,000 grant purchases.  
Income from Operations = <\$5,000

The census in September averaged 35 residents, some with lower rate skill levels which equates to fewer revenue dollars.

A 2% increase was given to staff in October.

#### Staffing:

Hired 15 staff members in Sept and Oct. 4 LPN's, 6 NAR's, 1 MDS Coord, and 4 staff in Housekeeping/Laundry, and Kitchen.

November, we will have Open Enrollment for Healthcare Benefits. Working with Intellicents to come up with plans that are more affordable to our staff.

#### Other

October began with Homecoming Festivities. We tried to mirror what was happening at the high school, residents and staff were able to dress up, voted for a King (Deangelo Smith) and Queen (Robin Larsen), ate pizza, ice cream, and Bruno's corn dogs as special treats for the week.

Residents and staff enjoyed some Halloween fun to include: Pumpkin Carving/Painting contest, Music with Paul Knutson, and handing out treats to the kids.

Please take note the kitchen will take reservations beginning next week for Thanksgiving meals, so families can come and enjoy the holiday meal with their loved ones.



Date: November 7, 2025

To: City of New Richland

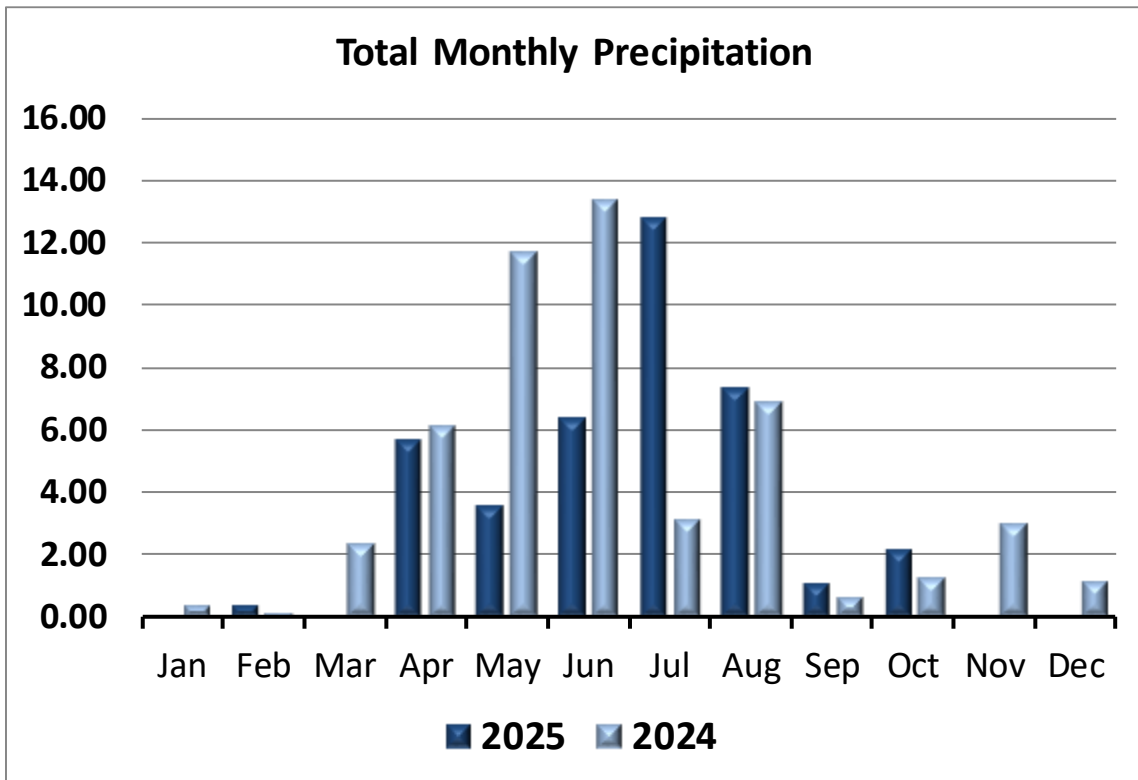
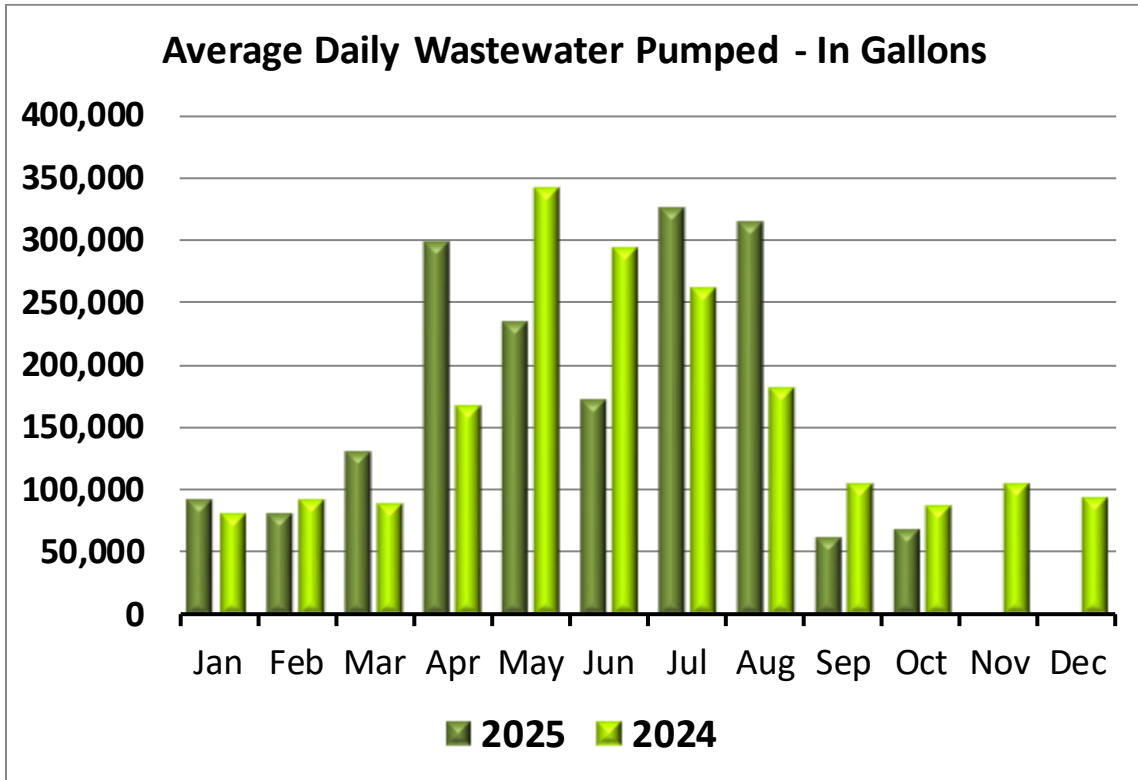
From: Shell Johnson, Operator

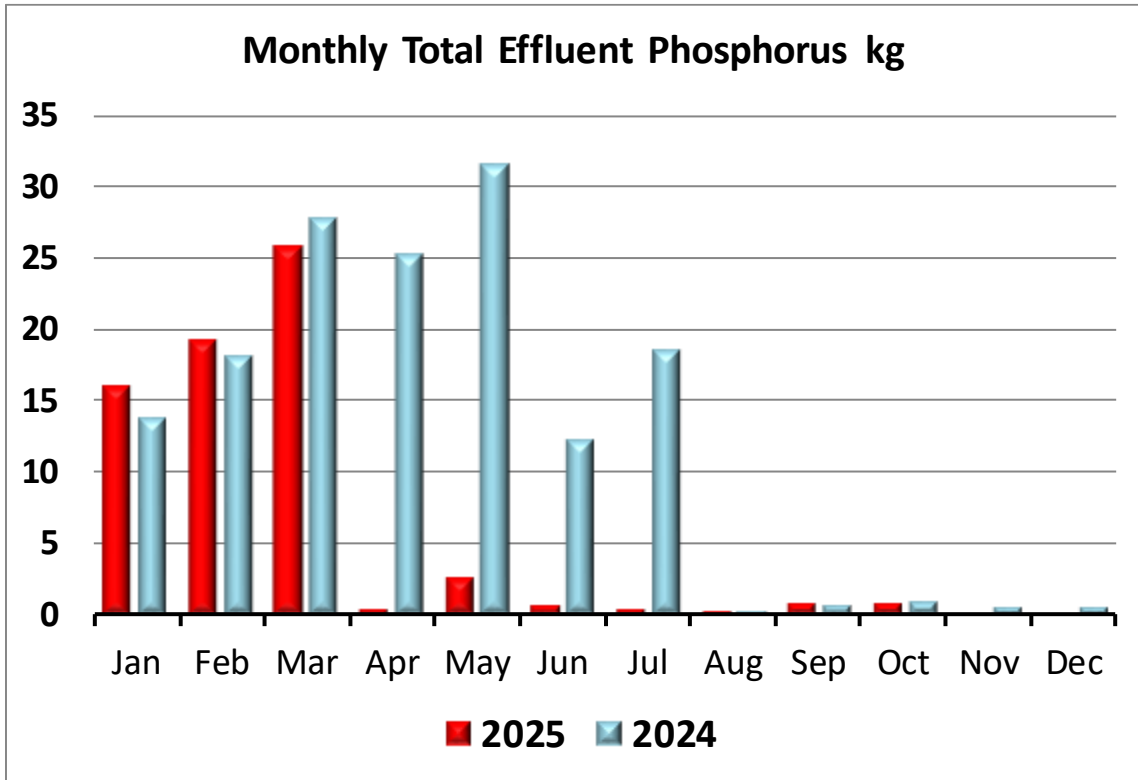
O & M Report: October 2025

## **Wastewater Operation & Maintenance**

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- Herb and I attended an MPCA Chloride Variance online meeting. This meeting was to go over the chloride in our wastewater and the items in the planning tree that have been done monthly, quarterly, and yearly. Paperwork, samples, and yearly reports were discussed. They are pleased with what has been done so far with this new variance.
- Fire Extinguishers at the plant were inspected and charged by Al Brooks. This is done yearly.
- Around 55,000 gallons of Bio-solids were land applied, by Taylor holland and me. There is a need for an elbow pipe and new hose to reach from sludge load to other side of the fence. I can get prices from BOS Supply in Janesville this winter.
- Heater in Preliminary building is on its last leg. The building needs the air intake on due to the Hydrogen Sulfide levels. I have had the electrician look at it many times.
- Motor in Trickling Filter Exhaust needs to be rebuilt. The environment is harsh on all equipment. It will not start until spring again, but I would like to get it repaired.





		October-25	September-25	October-24
<b>Water</b>	<b>Units</b>			
<b>Wastewater</b>				
<b>CBOD</b>				
CBOD Influent	mg/L	343	159	191
CBOD Influent Design	mg/L	338	338	338
CBOD Effluent	mg/L	2.5	4.4	7.4
CBOD Effluent Permit Limit	mg/L	15	15	15
CBOD kg/day	kg/day	0.8	2.0	2.8
CBOD kg/day Permit Limit	kg/day	34	34	34
CBOD % Removal	%	99%	96%	96%
CBOD % Removal Permit Limit	%	85%	85%	85%
<b>TSS</b>				
TSS Influent	mg/L	5,290	292	5,220
TSS Influent Design	mg/L	365	365	365
TSS Effluent	mg/L	<3	1	4
TSS Effluent Permit Limit	mg/L	30	30	30
TSS kg/day	kg/day	<.88	0.4	1.5
TSS kg/day Permit Limit	kg/day	68	68	68
TSS % Removal	%	100%	98%	100%
TSS % Removal Permit Limit	%	85%	85%	85%
<b>Phosphorus</b>				
Phos Influent	mg/L	4.49	2.89	3.71
Phos Effluent	mg/L	2.89	1.75	2.44
Phos Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Phos Effluent Monthly Total	kg	0.85	0.80	0.91
Phos Effluent kg Per Year	kg	210.84	212.56	228.43
Phos Effluent kg Per Year Total Limit	kg	829.00	829.00	829.00
<b>Fecal Coliform</b>				
Fecal Effluent	ml	111	9	209
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
<b>Dissolved Oxygen</b>				
DO Effluent	mg/L	5.22	4.76	4.81
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
<b>Effluent Flow</b>				
Average Daily	gallons	69,000	62,000	88,000
Maximum Daily	gallons	101,000	122,000	1,180,000
Total Monthly	gallons	2,154,000	3,666,000	2,736,000
Precipitation Monthly Total	inches	2.18	1.11	1.26
<b>Contract True-Ups - Current Contract Year</b>				
<b>Item</b>	<b>Budgeted Amount</b>	<b>Amount Spent</b>	<b>% of Budget</b>	<b>% of Time</b>
Maintenance Budget	\$7,736.00	\$5,529.00	71%	83%
<b>Total</b>	<b>\$7,736.00</b>	<b>\$5,529.00</b>	<b>71%</b>	<b>83%</b>



# City of New Richland Maintenance & Utilities Council Report

**Nov 2025**

## PROJECTS COMPLETED

- 8 Blue cards were issued to residents this month.
- 0 Shut offs, due to lack of payment of blue cards.
- Weekly maintenance of Legion Field, City Park, City Hall, City Shop, Library, Water Plant, and St. Olaf Lake.
- Road project in progress.
- Started with the water plant updates and controls 7/1, accepted to be on 9/15
- Bathrooms started at the City Hall
- Sent Bradean to Morristown for Continuing education with Rural water 10/28
- Dock in at the lake

## FUTURE PROJECTS

- Ulland overlay
- Sweep up leaves
- Bathrooms at the city hall.
- Start getting snow equipment ready

### ➤ Street Projects

Working on a tree project, out at the lake. I had got 1 bid from Sam Bartelt, LLC, it is \$7000 to take 20 to 25 trees down, get rid of everything and grind the stumps.

I have been in contact with Matt Harrington, and he agrees that they are unsafe with all the pedestrians.

Respectfully Submitted: *Eric Hendrickson*, Maintenance & Utility Supervisor



**City of New Richland**  
**Water System Monthly Report**  
 Month: April Year: 2024

**I. Water System / Monthly Pumpage / Performance**

**Well No. 1**

Total Monthly Pumpage	Gals/Month	0
Average Daily Pumpage	Gals/day	0
Maximum Daily Pumpage	Gals/day	0
Total monthly hours	Hrs./month	0
<b>Well Efficiency (GPM)</b>	Gals/min	0

**Well No. 2**

Total Monthly Pumpage	Gals/Month	0
Average Daily Pumpage	Gals/day	0
Maximum Daily Pumpage	Gals/day	0
Total monthly hours	Hrs./month	0
<b>Well Efficiency (GPM)</b>	Gals/min	0

**Well No. 3**

Total Monthly Pumpage	Gals/Month	
Average Daily Pumpage	Gals/day	87,000
Maximum Daily Pumpage	Gals/day	172,000
Total monthly hours	Hrs./month	213
<b>Well Efficiency (GPM)</b>	Gals/min	150

<b>Total Combined Monthly Pumpage</b>	<b>Gals/Month</b>	<b>2,523,000</b>
Average Combined Daily Pumpage	Gals/day	87,000
Total Combined Monthly Hours	Hrs./month	213
Booster Pump Monthly Hours	Hrs./month	95
Booster Pump daily Avg. Hours	Hrs./day	3.28
Booster Pump efficiency (GPM)	Gals/min.	155
Booster Pump 2 Monthly Hours	Hrs/month	0
Booster Pump 2 Daily Avg. Hours	Hrs/day	0
Booster Pump 2 efficiency (GPM)	Gals/min	0
Total Chlorine Consumption	Lbs./month	27
Average Chlorine daily Consumption	Lbs./day	.9
Total Fluoride Consumption	Gals/month	8.4
Average Fluoride daily Consumption	Gals/day	.29



CITY OF NEW RICHLAND

\*Check Summary Register©

OCTOBER 2025

Name	Check Date	Check Amt	
<b>10100 GENERAL CHECKING</b>			
5661e ISOLVED	10/8/2025	\$13,636.65	10-08-2025 PAYROLL
5662e PERA	10/8/2025	\$2,549.26	10082025-PAYROLL
5663e ISOLVED	10/10/2025	\$5,787.09	10-10-25 AMBULANCE PAYROLL
5664e NATIONWIDE	10/10/2025	\$100.00	10-10-25 AMBULANCE PAYROLL
5684e CAPSTICK COMPANIES LLC	10/2/2025	\$40.00	LEGION FIELD PARTS
5685e PERA	10/22/2025	\$2,570.94	10/22/2025 PAYROLL
5686e ISOLVED	10/22/2025	\$12,794.76	10/22/2025 PAYROLL
5687e MINNESOTA REVENUE	10/20/2025	\$941.00	
5688e HACH COMPANY	10/16/2025	\$179.60	CHEMICAL
5689e ALLIED MEDICAL TRAINING, LLC	10/15/2025	\$93.75	EMR REFRESHER-264
5690e U.S. BANK EQUIPMENT FINANC	10/25/2025	\$165.00	METRO PRINTER PAYMENT
5691e BCA TRAINING	10/2/2025	\$75.00	DMT-G RECERTIFICATION
5699e STEELE-WASECA COOP ELECT	10/6/2025	\$72.38	
5700e XCEL ENERGY	10/6/2025	\$4,213.77	
5701e HEALTH EQUITY	10/8/2025	\$2.00	
5702e HOME DEPOT	10/9/2025	\$10.71	
5703e AMAZON.COM	10/9/2025	\$94.36	
5704e HOME DEPOT	10/9/2025	\$246.96	MIRRORS FOR BATHROOMS
5705e POSTMASTER	10/10/2025	\$156.00	
5706e HOME DEPOT	10/10/2025	\$199.94	CABINETS FOR BATHROOMS
5707e Pro-Vision USA	10/14/2025	\$102.00	
5708e MIDCO	10/14/2025	\$182.88	
5709e AMPION	10/14/2025	\$1,066.96	302810968 - 220 ASPEN AVE S
5710e FASTSTONE	10/15/2025	\$21.42	
5711e POSTMASTER	10/16/2025	\$388.50	WATER BILLS
5712e MIDCO	10/17/2025	\$45.42	
5713e MIDCO	10/17/2025	\$461.88	
5714e MIDCO	10/17/2025	\$507.30	
5715e MANGO DISPLAY	10/20/2025	\$59.99	YEARLY SUBSCRIPTION
5716e TRIZETTO PROVIDER SOLUTIO	10/20/2025	\$46.00	
5717e Consolidated Communications	10/20/2025	\$61.33	
5718e HOME DEPOT	10/27/2025	\$34.70	BATHROOMS
5719e VERIZON WIRELESS	10/27/2025	\$367.10	
5720e PAYA SERVICES	10/31/2025	\$14.00	
5721e STATE BANK OF NEW RICHLAN	10/31/2025	\$1.00	
5722e STATE BANK OF NEW RICHLAN	10/10/2025	\$192.60	RETURNED PMT
5723e COMPANION LIFE INSURANCE	10/16/2025	\$429.38	
5724e STATE BANK OF NEW RICHLAN	10/17/2025	\$199.35	RETURNED PMT
30269 ABDO, LLP	10/9/2025	\$750.00	TAX INCREMENT DISTRICT REPORT
30270 ALEX MERRITT	10/9/2025	\$137.48	
30271 AMERICAN LEGAL PUBLISHING	10/9/2025	\$595.00	CODE CONVERSION TO ONLINE
30272 ARNOLDS OF ALDEN	10/9/2025	\$521.64	MOWER TIRE
30273 BOUND TREE MEDICAL , LLC	10/9/2025	\$348.92	
30274 EARL F. ANDERSON & ASSOC.	10/9/2025	\$419.00	CONES
30275 HULLOPETER, JOHN	10/9/2025	\$2,653.00	CONCRETE AT BIRCH -N SIDE OF DITCH
30276 L & D AG SERVICE	10/9/2025	\$28.95	
30277 MADISON ENERGY INFASTRUC	10/9/2025	\$9.00	SOLAR
30278 MIDCO	10/9/2025	\$508.18	
30279 MN VALLEY COUNCIL OF GOVE	10/9/2025	\$2,471.22	
30280 NEW RICHLAND AUTO REPAIR	10/9/2025	\$10.00	PLUG TIRE
30281 NRHEG STAR EAGLE	10/9/2025	\$953.00	ANNUAL TIF, ORDINANCE 25-02
30282 PEAK COMPUTER SERVICES	10/9/2025	\$249.99	FIX COMPUTER/CRASHED
30283 PRIME GARAGE DOOR & MORE	10/9/2025	\$465.00	GARAGE DOORS AT SHOP
30284 THOMAS PLENDL	10/9/2025	\$227.58	

CITY OF NEW RICHLAND

11/08/25 11:20 AM

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\*Check Summary Register©

OCTOBER 2025

Name	Check Date	Check Amt	
30285	THOMPSON SANITATION, INC	10/9/2025	\$11,033.75 Garbage
30286	UTILITY SERVICE CO INC	10/9/2025	\$1,698.68 PEDISPHERE CITY TANK-MONTHLY
30287	WAGNER FOODS	10/9/2025	\$182.14
30288	WASECA CNTY PROPERTY & EL	10/9/2025	\$16,859.37 15.576.0130
30289	XCEL ENERGY SOLUTION	10/9/2025	\$5,510.22 304156104
30290	ZARNOTH BRUSH WORKS, INC.	10/9/2025	\$600.65
30291	AIRGAS USA, LLC	10/13/2025	\$510.30 Cylinder Rentals
30292	BLUE CROSS/BLUE SHIELD	10/13/2025	\$1,341.56 HEATHER
30293	BUDACH IMPLEMENT	10/13/2025	\$455.21 JUMP STARTER
30294	CEDA	10/13/2025	\$3,192.00 4TH QUARTER
30295	DG Minnesota CS 2021, LLC	10/13/2025	\$55.64 302644135
30296	EMS MANAGEMENT & CONSULT	10/13/2025	\$236.50 RUNS
30297	GENERATOR SYSTEM SERVICE	10/13/2025	\$264.44
30298	HAWKINS WATER TREATMENT	10/13/2025	\$10.00
30299	HEIMAN INC.	10/13/2025	\$77,145.00 FORD CHASSIS
30300	JJD COMPANIES, LLC	10/13/2025	\$514,699.24 PAY #5
30301	JOBS PLUS INC	10/13/2025	\$204.27
30302	MIKES REPAIR LLC	10/13/2025	\$616.93 SWEEPER TIRE
30303	NEW RICHLAND GARDEN CLUB	10/13/2025	\$1,000.00 YEARLY CONTRACT FUNDS
30304	NR FARM &HOME SUPPLY	10/13/2025	\$187.91 BALL VALVE
30305	STATE CHEMICAL SOLUTIONS	10/13/2025	\$316.35 STRIPING PAINT
30306	FIRE RELIEF ASSOCIATION	10/16/2025	\$41,086.38 FIRE SUPPLEMENTAL
30307	BOLTON & MENK	10/24/2025	\$37,939.50
30308	GOPHER STATE ONE-CALL, INC.	10/24/2025	\$39.15
30309	Houston Engineering, Inc	10/24/2025	\$23,565.75
30310	HyVee	10/24/2025	\$28.62 MEET & GREET
30311	LAW ENFORCEMENT LABOR SE	10/24/2025	\$146.00 SEPTEMBER-DERAAD
30312	MHSC/ADVANCED DRIVING FAC	10/24/2025	\$535.00 EVOC REFRESHER-264
30313	MVTL LABORATORIES	10/24/2025	\$42.30
30314	NCPERS Group Life Insurance	10/24/2025	\$16.00 ERIC H
30315	PEOPLES SERVICE, INC.	10/24/2025	\$14,722.00 WASTEWATER
30316	QUILL CORPORATION	10/24/2025	\$108.77 FOAMING GLASS CLEANER
30317	STREICHER'S	10/24/2025	\$1,908.99
30318	USA BLUE BOOK	10/24/2025	\$134.80 FLOAT SWITCHES
<b>Total Checks</b>			<b>\$814,852.36</b>



Real People. Real Solutions.

2900 43rd Street NW  
Suite 100  
Rochester, MN 55901

Ph: (507) 208-4332  
Bolton-Menk.com

November 4, 2025

Dan Niles  
JJD Companies  
11822 CR 45 S  
Blooming Prairie, MN 55914

RE: 2025 Street & Utility Improvements  
City of New Richland, MN  
Project No.: 0M1.130627

Dan:

Enclosed is Contractor's Estimate No. 5 in the amount of \$182,164.45

Please review the quantities and amounts shown to be assured of complete satisfaction. If everything is in order, please process through DocuSign as soon as possible.

If you have any questions, please feel free to call.

Sincerely,

**Bolton & Menk, Inc.**

Signed by:  
  
E20FC0E14B85489  
**Drew Weber, PE**  
Project Engineer


**Contractor's Application for Payment**

<b>Owner:</b> <u>City of New Richland</u>	<b>Owner's Project No.:</b> _____
<b>Engineer:</b> <u>Bolton &amp; Menk, Inc.</u>	<b>Engineer's Project No.:</b> <u>OM1.130627</u>
<b>Contractor:</b> <u>JJD Companies, LLC</u>	<b>Agency's Project No.:</b> _____
<b>Project:</b> <u>2025 Street &amp; Utility Improvements</u>	
<b>Contract:</b> _____	
<b>Application No.:</b> <u>6</u>	<b>Application Date:</b> <u>11/4/2025</u>
<b>Application Period:</b> From <u>10/4/2025</u> to <u>10/31/2025</u>	

1. Original Contract Price			\$ 2,278,685.42
2. Net change by Change Orders			\$ 11,877.00
3. Current Contract Price (Line 1 + Line 2)			\$ 2,290,562.42
4. Total Work completed and materials stored to date (Sum of Column H Unit Price Total and Column M Stored Materials)			\$ 2,046,900.99
5. Retainage			
a. <u>5%</u> X <u>\$ 2,046,900.99</u> Work Completed			\$ 102,345.05
b. _____ X <u>\$ -</u> Stored Materials			\$ -
c. Total Retainage (Line 5.a + Line 5.b)			\$ 102,345.05
6. Amount eligible to date (Line 4 - Line 5.c)			\$ 1,944,555.94
7. Less previous payments			\$ 1,762,391.49
<b>8. Amount due this application</b>			<b>\$ 182,164.45</b>
9. Balance to finish, including retainage (Line 3 - Line 4)			\$ 243,661.43


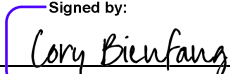
**Contractor's Certification**  
 The undersigned Contractor certifies, to the best of its knowledge, the following:  
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and  
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** JJD Companies, LLC, 11822 CR 45 S., Blooming Prairie, MN 55917


**Signature:**  \_\_\_\_\_ **Date:** November 7, 2025

**Name:** Dan Niles 6F15CF1CE3904E9... **Title:** Vice President

**Recommended by Engineer**

<p><b>By:</b>  _____</p> <p><b>Name:</b> <u>Drew Weber, PE</u> <small>F2CF09F84B85483...</small></p> <p><b>Title:</b> <u>Project Engineer</u></p> <p><b>Date:</b> <u>November 7, 2025</u></p>	<p><b>By:</b>  _____</p> <p><b>Name:</b> <u>Cory L. Bienfang, PE</u> <small>B0A2AFB96CE4F4...</small></p> <p><b>Title:</b> <u>City Engineer</u></p> <p><b>Date:</b> <u>November 8, 2025</u></p>
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**Approved by Owner**

**By:**  \_\_\_\_\_

**Name:** Heather Christensen 8DR96C5189204CA...

**Title:** Acting Administrator/Deputy Clerk

**Date:** November 8, 2025

**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

<b>Owner:</b>	City of New Richland	<b>Owner's Project No.:</b>	
<b>Engineer:</b>	Bolton & Menk, Inc.	<b>Engineer's Project No.:</b>	OM1.130627
<b>Contractor:</b>	JID Companies, LLC	<b>Contractor's Project No.:</b>	
<b>Project:</b>	2025 Street & Utility Improvements	<b>Agency's Project No.:</b>	
<b>Contract:</b>			

<b>Application No.:</b>	6	<b>Application Period:</b>	From 10/04/25	to 10/31/25	<b>Application Date:</b>	11/04/25
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A	B	C	D	E	F	F1	F2	G	H	K	L	
Bid Item No.	MnDOT Item No.	Description	Contract Information			Previous Estimate		Work Completed		% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)	
			Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work			Value of Work Completed to Date (E X G) (\$)
<b>Original Contract</b>												
1	2021.501	MOBILIZATION	1.00	LUMP SUM	92,200.00	92,200.00	0.90	82,980.00	0.90	82,980.00	90%	9,220.00
2	2101.502	CLEARING	13.00	EACH	815.00	10,595.00	16.00	13,040.00	16.00	13,040.00	123%	(2,445.00)
3	2101.502	GRUBBING	13.00	EACH	410.00	5,330.00	19.00	7,790.00	19.00	7,790.00	146%	(2,460.00)
4	2104.502	REMOVE SIGN	16.00	EACH	25.50	408.00	6.00	153.00	6.00	153.00	38%	255.00
5	2104.502	REMOVE PIPE APRON	1.00	EACH	400.00	400.00	1.00	400.00	1.00	400.00	100%	-
6	2104.502	REMOVE MANHOLE (SANITARY)	7.00	EACH	900.00	6,300.00	6.00	5,400.00	6.00	5,400.00	86%	900.00
7	2104.502	REMOVE MANHOLE (WATER)	1.00	EACH	1,000.00	1,000.00	1.00	1,000.00	1.00	1,000.00	100%	-
8	2104.502	REMOVE HYDRANT	4.00	EACH	600.00	2,400.00	4.00	2,400.00	4.00	2,400.00	100%	-
9	2104.502	REMOVE DRAINAGE STRUCTURE	20.00	EACH	400.00	8,000.00	19.00	7,600.00	19.00	7,600.00	95%	400.00
10	2104.502	SALVAGE CASTING	1.00	EACH	350.00	350.00	2.00	700.00	2.00	700.00	200%	(350.00)
11	2104.502	SALVAGE SIGN	9.00	EACH	25.50	229.50	3.00	76.50	3.00	76.50	33%	153.00
12	2104.502	SALVAGE MAIL BOX SUPPORT	22.00	EACH	25.50	561.00	22.00	561.00	22.00	561.00	100%	-
13	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	500.00	LIN FT	5.00	2,500.00	465.00	2,325.00	465.00	2,325.00	93%	175.00
14	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	200.00	LIN FT	3.00	600.00	-	-	142.00	426.00	71%	174.00
15	2104.503	REMOVE WATER MAIN	2,025.00	LIN FT	1.00	2,025.00	2,099.00	2,099.00	2,099.00	2,099.00	104%	(74.00)
16	2104.503	REMOVE SEWER PIPE (STORM)	2,358.00	LIN FT	5.00	11,790.00	2,082.00	10,410.00	2,082.00	10,410.00	88%	1,380.00
17	2104.503	REMOVE SEWER PIPE (SANITARY)	1,613.00	LIN FT	2.00	3,226.00	2,100.00	4,200.00	2,100.00	4,200.00	130%	(974.00)
18	2104.503	REMOVE CURB AND GUTTER	4,944.00	LIN FT	2.50	12,360.00	4,863.00	12,157.50	4,863.00	12,157.50	98%	202.50
19	2104.503	REMOVE RETAINING WALL	30.00	LIN FT	40.00	1,200.00	100.00	4,000.00	100.00	4,000.00	333%	(2,800.00)
20	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	535.00	SQ YD	5.00	2,675.00	549.00	2,745.00	549.00	2,745.00	103%	(70.00)
21	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	5.00	SQ YD	20.00	100.00	-	-	-	-	-	100.00
22	2104.504	REMOVE BITUMINOUS PAVEMENT	10,057.00	SQ YD	3.20	32,182.40	9,865.00	31,568.00	9,865.00	31,568.00	98%	614.40
23	2104.518	REMOVE CONCRETE WALK	15,918.00	SQ FT	0.35	5,571.30	15,723.00	5,503.05	15,723.00	5,503.05	99%	68.25
24	2104.518	REMOVE CONCRETE FLOOR	120.00	SQ FT	100.00	12,000.00	-	-	-	-	-	12,000.00
25	2104.603	PLUG FILL AND ABANDON WATER MAIN	340.00	LIN FT	4.60	1,564.00	-	-	345.00	1,587.00	101%	(23.00)
26	2106.507	EXCAVATION - COMMON (NOT INCLUDING BITUMINOUS)	8,461.00	CU YD	8.50	71,918.50	8,461.00	71,918.50	8,461.00	71,918.50	100%	-
27	2106.507	EXCAVATION - SUBGRADE	1,040.00	CU YD	5.00	5,200.00	2,949.00	14,745.00	2,949.00	14,745.00	284%	(9,545.00)
28	2106.507	SELECT GRANULAR EMBANKMENT (CV)	3,609.00	CU YD	20.00	72,180.00	3,609.00	72,180.00	3,609.00	72,180.00	100%	-
29	2106.507	STABILIZING AGGREGATE (CV)	1,040.00	CU YD	10.00	10,400.00	2,513.00	25,130.00	2,949.00	29,490.00	284%	(19,090.00)
30	2106.601	DEWATERING	1.00	LUMP SUM	2,000.00	2,000.00	1.00	2,000.00	1.00	2,000.00	100%	-
31	2108.504	GEOGRID TYPE 1	6,994.00	SQ YD	1.40	9,791.60	3,367.00	4,713.80	4,918.00	6,885.20	70%	2,906.40
32	2108.504	GEOTEXTILE FABRIC TYPE 7	11,017.00	SQ YD	2.20	24,237.40	11,017.00	24,237.40	12,584.00	27,684.80	114%	(3,447.40)
33	2118.509	AGGREGATE SURFACING CLASS 2	100.00	TON	35.00	3,500.00	41.00	1,435.00	61.70	2,159.50	62%	1,340.50
34	2123.61	EXPLORATORY EXCAVATION	25.00	HOURL	250.00	6,250.00	41.50	10,375.00	41.50	10,375.00	166%	(4,125.00)
35	2123.61	COMMON LABORERS SPECIAL	20.00	HOURL	120.00	2,400.00	-	-	-	-	-	2,400.00
36	2211.507	AGGREGATE BASE (CV) CLASS 5	2,862.00	CU YD	16.00	45,792.00	2,490.00	39,840.00	2,915.00	46,640.00	102%	(848.00)
37	2232.504	MILL BITUMINOUS SURFACE	120.00	SQ YD	3.60	432.00	-	-	-	-	-	432.00
38	2301.604	CONCRETE PAVEMENT (SPECIAL)	12.00	SQ YD	350.00	4,200.00	-	-	-	-	-	4,200.00
39	2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (3;C) 3.0" THICK	5.00	SQ YD	15.30	76.50	-	-	5.00	76.50	100%	-
40	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3;C)	1,729.00	TON	82.60	142,815.40	-	-	-	-	-	142,815.40
41	2360.509	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3;C)	1,200.00	TON	76.50	91,800.00	828.00	63,342.00	1,904.00	145,656.00	159%	(53,856.00)
42	2411.607	CONCRETE STEPS	10.00	EACH	305.00	3,050.00	-	-	17.00	5,185.00	170%	(2,135.00)
43	2451.607	TRENCH STABILIZATION MATERIAL (CV)	350.00	CU YD	10.00	3,500.00	369.00	3,690.00	369.00	3,690.00	105%	(190.00)
44	2475.503	PIPE RAILING	48.00	LIN FT	302.00	14,496.00	-	-	-	-	-	14,496.00
45	2502.503	4" TP PIPE DRAIN	473.00	LIN FT	20.00	9,460.00	327.00	6,540.00	360.00	7,200.00	76%	2,260.00
46	2502.503	6" PERF TP PIPE DRAIN	4,975.00	LIN FT	14.70	73,132.50	4,187.00	61,548.90	4,313.00	63,401.10	87%	9,731.40
47	2502.602	DRAIN OUTLET DESIGN SPECIAL	32.00	EACH	1,500.00	48,000.00	28.00	42,000.00	32.00	48,000.00	100%	-
48	2502.602	CONNECT TO EXISTING PIPE DRAIN	15.00	EACH	250.00	3,750.00	4.00	1,000.00	5.00	1,250.00	33%	2,500.00
49	2502.602	ROOF DRAIN DESIGN SPECIAL 1	8.00	EACH	1,610.00	12,880.00	8.00	12,880.00	8.00	12,880.00	100%	-

**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

Owner: City of New Richland  
 Engineer: Bolton & Menk, Inc.  
 Contractor: JID Companies, LLC  
 Project: 2025 Street & Utility Improvements  
 Contract: \_\_\_\_\_

Owner's Project No.: \_\_\_\_\_  
 Engineer's Project No.: OM1.130627  
 Contractor's Project No.: \_\_\_\_\_  
 Agency's Project No.: \_\_\_\_\_

Application No.: 6 Application Period: From 10/04/25 to 10/31/25 Application Date: 11/04/25

A	B	C	D	E	F	Previous Estimate		Work Completed		K	L	
						F1	F2	G	H			
Bid Item No.	MnDOT Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
50	2502.602	6" TP PIPE DRAIN CLEANOUT	11.00	EACH	804.00	8,844.00	11.00	8,844.00	12.00	9,648.00	109%	(804.00)
51	2502.602	CONNECT DRAIN TILE TO EXISTING DRAINAGE STRUCTURE	1.00	EACH	1,200.00	1,200.00	-	-	-	-	-	1,200.00
52	2503.503	4" TP PIPE SEWER	6.00	LIN FT	65.00	390.00	8.00	520.00	8.00	520.00	133%	(130.00)
53	2503.503	6" TP PIPE SEWER	25.00	LIN FT	41.20	1,030.00	39.00	1,606.80	39.00	1,606.80	156%	(576.80)
54	2503.503	8" TP PIPE SEWER	38.00	LIN FT	70.00	2,660.00	19.00	1,330.00	19.00	1,330.00	50%	1,330.00
55	2503.503	10" TP PIPE SEWER	170.00	LIN FT	67.50	11,475.00	186.00	12,555.00	186.00	12,555.00	109%	(1,080.00)
56	2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS V	601.00	LIN FT	52.00	31,252.00	608.00	31,616.00	608.00	31,616.00	101%	(364.00)
57	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V	1,097.00	LIN FT	63.50	69,659.50	1,087.00	69,024.50	1,087.00	69,024.50	99%	635.00
58	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS III	794.00	LIN FT	62.20	49,386.80	797.00	49,573.40	797.00	49,573.40	100%	(186.60)
59	2503.503	21" RC PIPE SEWER DESIGN 3006 CLASS III	362.00	LIN FT	67.80	24,543.60	362.00	24,543.60	362.00	24,543.60	100%	-
60	2503.602	CONNECT TO EXISTING SANITARY SEWER	5.00	EACH	1,250.00	6,250.00	6.00	7,500.00	6.00	7,500.00	120%	(1,250.00)
61	2503.602	CONNECT TO EXISTING STORM SEWER	8.00	EACH	1,000.00	8,000.00	14.00	14,000.00	14.00	14,000.00	175%	(6,000.00)
62	2503.602	8"X6" PVC WYE	32.00	EACH	575.00	18,400.00	31.00	17,825.00	31.00	17,825.00	97%	575.00
63	2503.603	TRENCH EXCAVATION (SPECIAL)	300.00	LIN FT	85.00	25,500.00	-	-	-	-	-	25,500.00
64	2503.603	8" PVC PIPE SEWER (SDR 35)	2,301.00	LIN FT	46.65	107,341.65	2,279.00	106,315.35	2,279.00	106,315.35	99%	1,026.30
65	2503.603	PLUG FILL AND ABANDON PIPE SEWER	682.00	LIN FT	4.00	2,728.00	-	-	202.00	808.00	30%	1,920.00
66	2503.603	4" PVC SANITARY SERVICE PIPE (SPECIAL)	200.00	LIN FT	49.50	9,900.00	-	-	-	-	-	9,900.00
67	2503.603	6" PVC SANITARY SERVICE PIPE	1,200.00	LIN FT	42.00	50,400.00	1,036.50	43,533.00	1,036.50	43,533.00	86%	6,867.00
68	2504.601	TRACER WIRE SYSTEM	1.00	LUMP SUM	19,500.00	19,500.00	0.50	9,750.00	0.50	9,750.00	50%	9,750.00
69	2504.601	TEMPORARY WATER SERVICE	1.00	LUMP SUM	20,000.00	20,000.00	1.00	20,000.00	1.00	20,000.00	100%	-
70	2504.602	CONNECT TO EXISTING WATER MAIN	6.00	EACH	1,000.00	6,000.00	6.00	6,000.00	6.00	6,000.00	100%	-
71	2504.602	HYDRANT (8.5' BURY)	5.00	EACH	6,950.00	34,750.00	5.00	34,750.00	5.00	34,750.00	100%	-
72	2504.602	ADJUST VALVE BOX	1.00	EACH	400.00	400.00	-	-	-	-	-	400.00
73	2504.602	1" CORPORATION STOP	30.00	EACH	420.00	12,600.00	31.00	13,020.00	31.00	13,020.00	103%	(420.00)
74	2504.602	4" GATE VALVE AND BOX	3.00	EACH	2,490.00	7,470.00	3.00	7,470.00	3.00	7,470.00	100%	-
75	2504.602	6" GATE VALVE AND BOX	6.00	EACH	2,830.00	16,980.00	6.00	16,980.00	6.00	16,980.00	100%	-
76	2504.602	8" GATE VALVE AND BOX	11.00	EACH	3,670.00	40,370.00	11.00	40,370.00	11.00	40,370.00	100%	-
77	2504.602	1" CURB STOP AND BOX	30.00	EACH	540.00	16,200.00	31.00	16,740.00	31.00	16,740.00	103%	(540.00)
78	2504.603	1" TYPE PE PIPE	1,175.00	LIN FT	37.00	43,475.00	1,238.00	45,806.00	1,238.00	45,806.00	105%	(2,331.00)
79	2504.603	1" TYPE PE PIPE (SPECIAL)	200.00	LIN FT	46.00	9,200.00	-	-	-	-	-	9,200.00
80	2504.603	4" PVC WATERMAIN	23.00	LIN FT	50.00	1,150.00	37.00	1,850.00	37.00	1,850.00	161%	(700.00)
81	2504.603	6" PVC WATERMAIN	137.00	LIN FT	57.00	7,809.00	129.00	7,353.00	129.00	7,353.00	94%	456.00
82	2504.603	8" PVC WATERMAIN	2,529.00	LIN FT	49.00	123,921.00	2,527.00	123,823.00	2,527.00	123,823.00	100%	98.00
83	2504.604	4" POLYSTYRENE INSULATION	50.00	SQ YD	50.00	2,500.00	38.00	1,900.00	38.00	1,900.00	76%	600.00
84	2504.608	WATERMAIN FITTINGS	1,048.00	POUND	15.50	16,244.00	1,240.00	19,220.00	1,240.00	19,220.00	118%	(2,976.00)
85	2506.502	CASTING ASSEMBLY	37.00	EACH	1,400.00	51,800.00	23.00	32,200.00	23.00	32,200.00	62%	19,600.00
86	2506.502	INSTALL CASTING	1.00	EACH	800.00	800.00	2.00	1,600.00	2.00	1,600.00	200%	(800.00)
87	2506.502	ADJUST FRAME AND RING CASTING	1.00	EACH	800.00	800.00	-	-	-	-	-	800.00
88	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	8.80	LIN FT	425.50	3,744.40	3.10	1,319.05	3.10	1,319.05	35%	2,425.35
89	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	56.80	LIN FT	477.00	27,093.60	36.80	17,553.60	36.80	17,553.60	65%	9,540.00
90	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	71.30	LIN FT	546.00	38,929.80	77.50	42,315.00	77.50	42,315.00	109%	(3,385.20)
91	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	86.10	LIN FT	411.92	35,466.31	71.10	29,287.51	71.10	29,287.51	83%	6,178.80
92	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	4.90	LIN FT	1,102.00	5,399.80	8.70	9,587.40	8.70	9,587.40	178%	(4,187.60)
93	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	3.00	EACH	1,000.00	3,000.00	4.00	4,000.00	4.00	4,000.00	133%	(1,000.00)
94	2506.602	CASTING ASSEMBLY SPECIAL 1	1.00	EACH	285.00	285.00	3.00	855.00	3.00	855.00	300%	(570.00)
95	2506.602	CASTING ASSEMBLY SPECIAL 2	1.00	EACH	375.00	375.00	1.00	375.00	1.00	375.00	100%	-
96	2506.603	CONSTRUCT 8" INSIDE DROP	9.40	LIN FT	72.45	681.03	9.40	681.03	9.40	681.03	100%	-
97	2521.518	4" CONCRETE WALK	12,382.00	SQ FT	4.90	60,671.80	10,366.00	50,793.40	11,968.00	58,643.20	97%	2,028.60
98	2521.518	6" CONCRETE WALK	10,562.00	SQ FT	8.45	89,248.90	10,348.00	87,440.60	10,575.00	89,358.75	100%	(109.85)
99	2521.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	300.00	EACH	15.30	4,590.00	295.00	4,513.50	370.00	5,661.00	123%	(1,071.00)

**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

<b>Owner:</b>	City of New Richland	<b>Owner's Project No.:</b>	
<b>Engineer:</b>	Bolton & Menk, Inc.	<b>Engineer's Project No.:</b>	OM1.130627
<b>Contractor:</b>	JJD Companies, LLC	<b>Contractor's Project No.:</b>	
<b>Project:</b>	2025 Street & Utility Improvements	<b>Agency's Project No.:</b>	
<b>Contract:</b>			

**Application No.:** 6      **Application Period:** From 10/04/25 to 10/31/25      **Application Date:** 11/04/25

A		B					C		D		E		F		F1		F2		G		H		K		L			
Bid Item No.	MnDOT Item No.	Description	Contract Information		Previous Estimate		Work Completed		Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)														
			Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity	Value							Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value
100	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	4,891.00	LIN FT	18.00	88,038.00	4,198.00	75,564.00	4,198.00	75,564.00	4,198.00	75,564.00	101%	(990.00)														
101	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	580.00	SQ YD	68.85	39,933.00	486.00	33,461.10	486.00	33,461.10	486.00	33,461.10	104%	(1,514.70)														
102	2531.504	8" CONCRETE DRIVEWAY PAVEMENT	33.00	SQ YD	91.80	3,029.40	33.00	3,029.40	33.00	3,029.40	33.00	3,029.40	100%	-														
103	2531.603	CONCRETE SILL	776.00	LIN FT	4.60	3,569.60	813.00	3,739.80	813.00	3,739.80	813.00	3,739.80	105%	(170.20)														
104	2531.603	CONCRETE CURB DESIGN V	75.00	LIN FT	51.00	3,825.00	39.00	1,989.00	39.00	1,989.00	39.00	1,989.00	52%	1,836.00														
105	2531.604	8" CONCRETE VALLEY GUTTER	33.00	SQ YD	97.00	3,201.00	33.00	3,201.00	33.00	3,201.00	33.00	3,201.00	100%	-														
106	2531.618	TRUNCATED DOMES	214.00	SQ FT	51.00	10,914.00	165.00	8,415.00	214.00	10,914.00	214.00	10,914.00	100%	-														
107	2540.602	INSTALL MAIL BOX SUPPORT	22.00	EACH	500.00	11,000.00	-	-	-	-	22.00	11,000.00	100%	-														
108	2563.601	TRAFFIC CONTROL	1.00	LUMP SUM	4,100.00	4,100.00	0.90	3,690.00	0.90	3,690.00	0.90	3,690.00	90%	410.00														
109	2564.518	SIGN PANELS TYPE C	146.50	SQ FT	89.25	13,075.13	148.33	13,238.45	148.33	13,238.45	148.33	13,238.45	101%	(163.32)														
110	2564.602	INSTALL SIGN	9.00	EACH	230.00	2,070.00	-	-	-	-	-	-	-	2,070.00														
111	2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	1.00	SYSTEM	8,415.00	8,415.00	-	-	-	-	-	-	-	8,415.00														
112	2571.502	DECIDUOUS TREE 3" CAL B&B	14.00	EACH	635.00	8,890.00	-	-	8.00	5,080.00	8.00	5,080.00	57%	3,810.00														
113	2572.503	CLEAN ROOT CUTTING	5.00	HOUR	155.00	775.00	-	-	-	-	-	-	-	775.00														
114	2572.503	TREE TRIMMING	5.00	HOUR	306.00	1,530.00	-	-	1.00	306.00	1.00	306.00	20%	1,224.00														
115	2573.501	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	1,200.00	1,200.00	0.80	960.00	1.00	1,200.00	1.00	1,200.00	100%	-														
116	2573.501	EROSION CONTROL SUPERVISOR	1.00	LUMP SUM	5,000.00	5,000.00	-	-	0.80	4,000.00	0.80	4,000.00	80%	1,000.00														
117	2573.502	STORM DRAIN INLET PROTECTION	43.00	EACH	155.00	6,665.00	15.00	2,325.00	15.00	2,325.00	15.00	2,325.00	35%	4,340.00														
118	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	600.00	LIN FT	2.90	1,740.00	-	-	-	-	-	-	-	1,740.00														
119	2574.507	ORGANIC TOPSOIL BORROW	896.00	CU YD	35.00	31,360.00	312.30	10,930.50	783.30	27,415.50	783.30	27,415.50	87%	3,944.50														
120	2574.508	FERTILIZER TYPE 3	222.00	POUND	1.30	288.60	88.00	114.40	88.00	114.40	88.00	114.40	40%	174.20														
121	2575.505	SEEDING	2.30	ACRE	3,570.00	8,211.00	0.44	1,570.80	0.44	1,570.80	0.44	1,570.80	19%	6,640.20														
122	2575.508	HYDRAULIC MULCH MATRIX	7,875.00	POUND	1.00	7,875.00	1,535.00	1,535.00	1,535.00	1,535.00	1,535.00	1,535.00	19%	6,340.00														
123	2575.608	SEED TWO-YEAR COVER CROP	29.00	POUND	10.00	290.00	-	-	-	-	-	-	-	290.00														
124	2575.608	SEED SOUTHERN BOULEVARD	184.00	POUND	5.10	938.40	71.00	362.10	71.00	362.10	71.00	362.10	39%	576.30														
125	2582.518	CROSSWALK MULTI-COMPONENT GROUND IN	360.00	SQ FT	15.30	5,508.00	-	-	-	-	-	-	-	5,508.00														
<b>Original Contract Totals</b>														<b>\$</b>	<b>2,278,685.42</b>		<b>\$</b>	<b>1,855,148.94</b>		<b>\$</b>	<b>2,044,590.99</b>	<b>90%</b>	<b>\$</b>	<b>234,094.43</b>				
<b>Change Orders</b>																												
126		FLASHER SYSTEM UPDATE	1.00	LUMP SUM	9,567.00	9,567.00	-	-	-	-	-	-	-	9,567.00														
127		TEMPORARY SIGNAGE TO FACILIATE TRAFFIC	1.00	LUMP SUM	2,310.00	2,310.00	-	-	1.00	2,310.00	-	-	-	2,310.00														
<b>Change Order Totals</b>														<b>\$</b>	<b>11,877.00</b>		<b>\$</b>	<b>-</b>		<b>\$</b>	<b>2,310.00</b>		<b>\$</b>	<b>9,567.00</b>				
<b>Original Contract and Change Orders</b>																												
<b>Project Totals</b>														<b>\$</b>	<b>2,290,562.42</b>		<b>\$</b>	<b>1,855,148.94</b>		<b>\$</b>	<b>2,046,900.99</b>		<b>\$</b>	<b>243,661.43</b>				

**Project Cost Estimate Breakdown**

Owner: City of New Richland  
 Engineer: Bolton & Menk, Inc.  
 Contractor: JJD Companies, LLC  
 Project: 2025 Street & Utility Improvements  
 Contract:

Owner's Project No.:  
 Engineer's Project No.: OM1.130627  
 Contractor's Project No.:  
 Agency's Project No.:  
 Date: 11/4/2025

Total Contract Amount: \$2,290,562.42

Item No.	MnDOT Number	Description	As Bid				Street Improvements		Santary Sewer Improvements		Watermain Improvements		Storm Sewer Improvements		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Cost
1	2021.501	MOBILIZATION	1.00	LUMP SUM	\$92,200.00	\$92,200.00	0.45	\$41,490.00	0.12	\$10,787.40	0.15	\$14,106.60	0.18	\$16,596.00	0.90	\$82,980.00
2	2101.502	CLEARING	13.00	EACH	\$815.00	\$10,595.00	16.00	\$13,040.00							16.00	\$13,040.00
3	2101.502	GRUBBING	13.00	EACH	\$410.00	\$5,330.00	19.00	\$7,790.00							19.00	\$7,790.00
4	2104.502	REMOVE SIGN	16.00	EACH	\$25.50	\$408.00	6.00	\$153.00							6.00	\$153.00
5	2104.502	REMOVE PIPE APRON	1.00	EACH	\$400.00	\$400.00							1.00	\$400.00	1.00	\$400.00
6	2104.502	REMOVE MANHOLE (SANITARY)	7.00	EACH	\$900.00	\$6,300.00			6.00	\$5,400.00					6.00	\$5,400.00
7	2104.502	REMOVE MANHOLE (WATER)	1.00	EACH	\$1,000.00	\$1,000.00					1.00	\$1,000.00			1.00	\$1,000.00
8	2104.502	REMOVE HYDRANT	4.00	EACH	\$600.00	\$2,400.00					4.00	\$2,400.00			4.00	\$2,400.00
9	2104.502	REMOVE DRAINAGE STRUCTURE	20.00	EACH	\$400.00	\$8,000.00							19.00	\$7,600.00	19.00	\$7,600.00
10	2104.502	SALVAGE CASTING	1.00	EACH	\$350.00	\$350.00	2.00	\$700.00							2.00	\$700.00
11	2104.502	SALVAGE SIGN	9.00	EACH	\$25.50	\$229.50	3.00	\$76.50							3.00	\$76.50
12	2104.502	SALVAGE MAIL BOX SUPPORT	22.00	EACH	\$25.50	\$561.00	22.00	\$561.00							22.00	\$561.00
13	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	500.00	LIN FT	\$5.00	\$2,500.00	465.00	\$2,325.00							465.00	\$2,325.00
14	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	200.00	LIN FT	\$3.00	\$600.00	142.00	\$426.00							142.00	\$426.00
15	2104.503	REMOVE WATER MAIN	2025.00	LIN FT	\$1.00	\$2,025.00					2,099.00	\$2,099.00			2,099.00	\$2,099.00
16	2104.503	REMOVE SEWER PIPE (STORM)	2358.00	LIN FT	\$5.00	\$11,790.00							2,082.00	\$10,410.00	2,082.00	\$10,410.00
17	2104.503	REMOVE SEWER PIPE (SANITARY)	1613.00	LIN FT	\$2.00	\$3,226.00			2,100.00	\$4,200.00					2,100.00	\$4,200.00
18	2104.503	REMOVE CURB AND GUTTER	4944.00	LIN FT	\$2.50	\$12,360.00	4,863.00	\$12,157.50							4,863.00	\$12,157.50
19	2104.503	REMOVE RETAINING WALL	30.00	LIN FT	\$40.00	\$1,200.00	100.00	\$4,000.00							100.00	\$4,000.00
20	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	535.00	SQ YD	\$5.00	\$2,675.00	549.00	\$2,745.00							549.00	\$2,745.00
21	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	5.00	SQ YD	\$20.00	\$100.00										
22	2104.504	REMOVE BITUMINOUS PAVEMENT	10057.00	SQ YD	\$3.20	\$32,182.40	9,865.00	\$31,568.00							9,865.00	\$31,568.00
23	2104.518	REMOVE CONCRETE WALK	15918.00	SQ FT	\$0.35	\$5,571.30	15,723.00	\$5,503.05							15,723.00	\$5,503.05
24	2104.518	REMOVE CONCRETE FLOOR	120.00	SQ FT	\$100.00	\$12,000.00										
25	2104.603	PLUG FILL AND ABANDON WATER MAIN	340.00	LIN FT	\$4.60	\$1,564.00					345.00	\$1,587.00			345.00	\$1,587.00
26	2106.507	EXCAVATION - COMMON (NOT INCLUDING BITUMINOUS)	8461.00	CU YD	\$8.50	\$71,918.50	8,461.00	\$71,918.50							8,461.00	\$71,918.50
27	2106.507	EXCAVATION - SUBGRADE	1040.00	CU YD	\$5.00	\$5,200.00	2,949.00	\$14,745.00							2,949.00	\$14,745.00
28	2106.507	SELECT GRANULAR EMBANKMENT (CV)	3609.00	CU YD	\$20.00	\$72,180.00	3,609.00	\$72,180.00							3,609.00	\$72,180.00
29	2106.507	STABILIZING AGGREGATE (CV)	1040.00	CU YD	\$10.00	\$10,400.00	2,949.00	\$29,490.00							2,949.00	\$29,490.00
30	2106.601	DEWATERING	1.00	LUMP SUM	\$2,000.00	\$2,000.00			0.75	\$1,500.00	0.25	\$500.00			1.00	\$2,000.00
31	2108.504	GEOGRID TYPE 1	6994.00	SQ YD	\$1.40	\$9,791.60	4,918.00	\$6,885.20							4,918.00	\$6,885.20
32	2108.504	GEOTEXTILE FABRIC TYPE 7	11017.00	SQ YD	\$2.20	\$24,237.40	12,584.00	\$27,684.80							12,584.00	\$27,684.80
33	2118.509	AGGREGATE SURFACING CLASS 2	100.00	TON	\$35.00	\$3,500.00	61.70	\$2,159.50							61.70	\$2,159.50
34	2123.61	EXPLORATORY EXCAVATION	25.00	HOUR	\$250.00	\$6,250.00			6.00	\$1,500.00	3.50	\$875.00	32.00	\$8,000.00	41.50	\$10,375.00
35	2123.61	COMMON LABORERS SPECIAL	20.00	HOUR	\$120.00	\$2,400.00										
36	2211.507	AGGREGATE BASE (CV) CLASS 5	2862.00	CU YD	\$16.00	\$45,792.00	2,915.00	\$46,640.00							2,915.00	\$46,640.00
37	2232.504	MILL BITUMINOUS SURFACE	120.00	SQ YD	\$3.60	\$432.00										
38	2301.604	CONCRETE PAVEMENT (SPECIAL)	12.00	SQ YD	\$350.00	\$4,200.00										
39	2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (3:C) 3.0" THICK	5.00	SQ YD	\$15.30	\$76.50	5.00	\$76.50							5.00	\$76.50
40	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3:C)	1729.00	TON	\$82.60	\$142,815.40										
41	2360.509	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3:C)	1200.00	TON	\$76.50	\$91,800.00	1,904.00	\$145,656.00							1,904.00	\$145,656.00
42	2411.607	CONCRETE STEPS	10.00	EACH	\$305.00	\$3,050.00	17.00	\$5,185.00							17.00	\$5,185.00
43	2451.607	TRENCH STABILIZATION MATERIAL (CV)	350.00	CU YD	\$10.00	\$3,500.00			369.00	\$3,690.00					369.00	\$3,690.00
44	2475.503	PIPE RAILING	48.00	LIN FT	\$302.00	\$14,496.00										
45	2502.503	4" TP PIPE DRAIN	473.00	LIN FT	\$20.00	\$9,460.00							360.00	\$7,200.00	360.00	\$7,200.00
46	2502.503	6" PERF TP PIPE DRAIN	4975.00	LIN FT	\$14.70	\$73,132.50							4,313.00	\$63,401.10	4,313.00	\$63,401.10
47	2502.602	DRAIN OUTLET DESIGN SPECIAL	32.00	EACH	\$1,500.00	\$48,000.00							32.00	\$48,000.00	32.00	\$48,000.00
48	2502.602	CONNECT TO EXISTING PIPE DRAIN	15.00	EACH	\$250.00	\$3,750.00							5.00	\$1,250.00	5.00	\$1,250.00
49	2502.602	ROOF DRAIN DESIGN SPECIAL 1	8.00	EACH	\$1,610.00	\$12,880.00							8.00	\$12,880.00	8.00	\$12,880.00
50	2502.602	6" TP PIPE DRAIN CLEANOUT	11.00	EACH	\$804.00	\$8,844.00							12.00	\$9,648.00	12.00	\$9,648.00
51	2502.602	CONNECT DRAIN TILE TO EXISTING DRAINAGE STRUCTURE	1.00	EACH	\$1,200.00	\$1,200.00										
52	2503.503	4" TP PIPE SEWER	6.00	LIN FT	\$65.00	\$390.00							8.00	\$520.00	8.00	\$520.00
53	2503.503	6" TP PIPE SEWER	25.00	LIN FT	\$41.20	\$1,030.00							39.00	\$1,606.80	39.00	\$1,606.80
54	2503.503	8" TP PIPE SEWER	38.00	LIN FT	\$70.00	\$2,660.00							19.00	\$1,330.00	19.00	\$1,330.00
55	2503.503	10" TP PIPE SEWER	170.00	LIN FT	\$67.50	\$11,475.00							186.00	\$12,555.00	186.00	\$12,555.00
56	2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS V	601.00	LIN FT	\$52.00	\$31,252.00							608.00	\$31,616.00	608.00	\$31,616.00
57	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V	1097.00	LIN FT	\$63.50	\$69,659.50							1,087.00	\$69,024.50	1,087.00	\$69,024.50
58	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS III	794.00	LIN FT	\$62.20	\$49,386.80							797.00	\$49,573.40	797.00	\$49,573.40
59	2503.503	21" RC PIPE SEWER DESIGN 3006 CLASS III	362.00	LIN FT	\$67.80	\$24,543.60							362.00	\$24,543.60	362.00	\$24,543.60
60	2503.602	CONNECT TO EXISTING SANITARY SEWER	5.00	EACH	\$1,250.00	\$6,250.00			6.00	\$7,500.00					6.00	\$7,500.00
61	2503.602	CONNECT TO EXISTING STORM SEWER	8.00	EACH	\$1,000.00	\$8,000.00							14.00	\$14,000.00	14.00	\$14,000.00
62	2503.602	8"X6" PVC WYE	32.00	EACH	\$575.00	\$18,400.00			31.00	\$17,825.00					31.00	\$17,825.00
63	2503.603	TRENCH EXCAVATION (SPECIAL)	300.00	LIN FT	\$85.00	\$25,500.00										
64	2503.603	8" PVC PIPE SEWER (SDR 35)	2301.00	LIN FT	\$46.65	\$107,341.65			2,279.00	\$106,315.35					2,279.00	\$106,315.35
65	2503.603	PLUG FILL AND ABANDON PIPE SEWER	682.00	LIN FT	\$4.00	\$2,728.00			202.00	\$808.00					202.00	\$808.00

**Project Cost Estimate Breakdown**

Owner: City of New Richland  
 Engineer: Bolton & Menk, Inc.  
 Contractor: JJD Companies, LLC  
 Project: 2025 Street & Utility Improvements  
 Contract:

Owner's Project No.:  
 Engineer's Project No.: OM1.130627  
 Contractor's Project No.:  
 Agency's Project No.:  
 Date: 11/4/2025

Total Contract Amount: \$2,290,562.42

Item No.	MnDOT Number	Description	As Bid				Street Improvements		Santuary Sewer Improvements		Watermain Improvements		Storm Sewer Improvements		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Cost
66	2503.603	4" PVC SANITARY SERVICE PIPE (SPECIAL)	200.00	LIN FT	\$49.50	\$9,900.00										
67	2503.603	6" PVC SANITARY SERVICE PIPE	1200.00	LIN FT	\$42.00	\$50,400.00			1,036.50	\$43,533.00				1,036.50	\$43,533.00	
68	2504.601	TRACER WIRE SYSTEM	1.00	LUMP SUM	\$19,500.00	\$19,500.00			0.25	\$4,875.00	0.25	\$4,875.00		0.50	\$9,750.00	
69	2504.601	TEMPORARY WATER SERVICE	1.00	LUMP SUM	\$20,000.00	\$20,000.00					1.00	\$20,000.00		1.00	\$20,000.00	
70	2504.602	CONNECT TO EXISTING WATER MAIN	6.00	EACH	\$1,000.00	\$6,000.00					6.00	\$6,000.00		6.00	\$6,000.00	
71	2504.602	HYDRANT (8.5' BURY)	5.00	EACH	\$6,950.00	\$34,750.00					5.00	\$34,750.00		5.00	\$34,750.00	
72	2504.602	ADJUST VALVE BOX	1.00	EACH	\$400.00	\$400.00										
73	2504.602	1" CORPORATION STOP	30.00	EACH	\$420.00	\$12,600.00					31.00	\$13,020.00		31.00	\$13,020.00	
74	2504.602	4" GATE VALVE AND BOX	3.00	EACH	\$2,490.00	\$7,470.00					3.00	\$7,470.00		3.00	\$7,470.00	
75	2504.602	6" GATE VALVE AND BOX	6.00	EACH	\$2,830.00	\$16,980.00					6.00	\$16,980.00		6.00	\$16,980.00	
76	2504.602	8" GATE VALVE AND BOX	11.00	EACH	\$3,670.00	\$40,370.00					11.00	\$40,370.00		11.00	\$40,370.00	
77	2504.602	1" CURB STOP AND BOX	30.00	EACH	\$540.00	\$16,200.00					31.00	\$16,740.00		31.00	\$16,740.00	
78	2504.603	1" TYPE PE PIPE	1175.00	LIN FT	\$37.00	\$43,475.00					1,238.00	\$45,806.00		1,238.00	\$45,806.00	
79	2504.603	1" TYPE PE PIPE (SPECIAL)	200.00	LIN FT	\$46.00	\$9,200.00										
80	2504.603	4" PVC WATERMAIN	23.00	LIN FT	\$50.00	\$1,150.00					37.00	\$1,850.00		37.00	\$1,850.00	
81	2504.603	6" PVC WATERMAIN	137.00	LIN FT	\$57.00	\$7,809.00					129.00	\$7,353.00		129.00	\$7,353.00	
82	2504.603	8" PVC WATERMAIN	2529.00	LIN FT	\$49.00	\$123,921.00					2,527.00	\$123,823.00		2,527.00	\$123,823.00	
83	2504.604	4" POLYSTYRENE INSULATION	50.00	SQ YD	\$50.00	\$2,500.00					38.00	\$1,900.00		38.00	\$1,900.00	
84	2504.608	WATERMAIN FITTINGS	1048.00	POUND	\$15.50	\$16,244.00					1,240.00	\$19,220.00		1,240.00	\$19,220.00	
85	2506.502	CASTING ASSEMBLY	37.00	EACH	\$1,400.00	\$51,800.00							23.00	\$32,200.00	23.00	\$32,200.00
86	2506.502	INSTALL CASTING	1.00	EACH	\$800.00	\$800.00	2.00	\$1,600.00						2.00	\$1,600.00	
87	2506.502	ADJUST FRAME AND RING CASTING	1.00	EACH	\$800.00	\$800.00										
88	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	8.80	LIN FT	\$425.50	\$3,744.40							3.10	\$1,319.05	3.10	\$1,319.05
89	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	56.80	LIN FT	\$477.00	\$27,093.60							36.80	\$17,553.60	36.80	\$17,553.60
90	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	71.30	LIN FT	\$546.00	\$38,929.80			77.50	\$42,315.00				77.50	\$42,315.00	
91	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	86.10	LIN FT	\$411.92	\$35,466.31							71.10	\$29,287.51	71.10	\$29,287.51
92	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	4.90	LIN FT	\$1,102.00	\$5,399.80							8.70	\$9,587.40	8.70	\$9,587.40
93	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	3.00	EACH	\$1,000.00	\$3,000.00							4.00	\$4,000.00	4.00	\$4,000.00
94	2506.602	CASTING ASSEMBLY SPECIAL 1	1.00	EACH	\$285.00	\$285.00			1.00	\$285.00	2.00	\$570.00		3.00	\$855.00	
95	2506.602	CASTING ASSEMBLY SPECIAL 2	1.00	EACH	\$375.00	\$375.00							1.00	\$375.00	1.00	\$375.00
96	2506.603	CONSTRUCT 8" INSIDE DROP	9.40	LIN FT	\$72.45	\$681.03			9.40	\$681.03				9.40	\$681.03	
97	2521.518	4" CONCRETE WALK	12382.00	SQ FT	\$4.90	\$60,671.80	11,968.00	\$58,643.20						11,968.00	\$58,643.20	
98	2521.518	6" CONCRETE WALK	10562.00	SQ FT	\$8.45	\$89,248.90	10,575.00	\$89,358.75						10,575.00	\$89,358.75	
99	2521.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	300.00	EACH	\$15.30	\$4,590.00	370.00	\$5,661.00						370.00	\$5,661.00	
100	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	4891.00	LIN FT	\$18.00	\$88,038.00	4,946.00	\$89,028.00						4,946.00	\$89,028.00	
101	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	580.00	SQ YD	\$68.85	\$39,933.00	602.00	\$41,447.70						602.00	\$41,447.70	
102	2531.504	8" CONCRETE DRIVEWAY PAVEMENT	33.00	SQ YD	\$91.80	\$3,029.40	33.00	\$3,029.40						33.00	\$3,029.40	
103	2531.603	CONCRETE SILL	776.00	LIN FT	\$4.60	\$3,569.60	813.00	\$3,739.80						813.00	\$3,739.80	
104	2531.603	CONCRETE CURB DESIGN V	75.00	LIN FT	\$51.00	\$3,825.00	39.00	\$1,989.00						39.00	\$1,989.00	
105	2531.604	8" CONCRETE VALLEY GUTTER	33.00	SQ YD	\$97.00	\$3,201.00	33.00	\$3,201.00						33.00	\$3,201.00	
106	2531.618	TRUNCATED DOMES	214.00	SQ FT	\$51.00	\$10,914.00	214.00	\$10,914.00						214.00	\$10,914.00	
107	2540.602	INSTALL MAIL BOX SUPPORT	22.00	EACH	\$500.00	\$11,000.00	22.00	\$11,000.00						22.00	\$11,000.00	
108	2563.601	TRAFFIC CONTROL	1.00	LUMP SUM	\$4,100.00	\$4,100.00	0.45	\$1,845.00	0.12	\$479.70	0.15	\$627.30	0.18	\$738.00	0.90	\$3,690.00
109	2564.518	SIGN PANELS TYPE C	146.50	SQ FT	\$89.25	\$13,075.13	148.33	\$13,238.45						148.33	\$13,238.45	
110	2564.602	INSTALL SIGN	9.00	EACH	\$230.00	\$2,070.00										
111	2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	1.00	SYSTEM	\$8,415.00	\$8,415.00										
112	2571.502	DECIDUOUS TREE 3" CAL B&B	14.00	EACH	\$635.00	\$8,890.00	8.00	\$5,080.00						8.00	\$5,080.00	
113	2572.503	CLEAN ROOT CUTTING	5.00	HOUR	\$155.00	\$775.00										
114	2572.503	TREE TRIMMING	5.00	HOUR	\$306.00	\$1,530.00	1.00	\$306.00						1.00	\$306.00	
115	2573.501	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	\$1,200.00	\$1,200.00	1.00	\$1,200.00						1.00	\$1,200.00	
116	2573.501	EROSION CONTROL SUPERVISOR	1.00	LUMP SUM	\$5,000.00	\$5,000.00	0.80	\$4,000.00						0.80	\$4,000.00	
117	2573.502	STORM DRAIN INLET PROTECTION	43.00	EACH	\$155.00	\$6,665.00	15.00	\$2,325.00						15.00	\$2,325.00	
118	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	600.00	LIN FT	\$2.90	\$1,740.00										
119	2574.507	ORGANIC TOPSOIL BORROW	896.00	CU YD	\$35.00	\$31,360.00	783.30	\$27,415.50						783.30	\$27,415.50	
120	2574.508	FERTILIZER TYPE 3	222.00	POUND	\$1.30	\$288.60	88.00	\$114.40						88.00	\$114.40	
121	2575.505	SEEDING	2.30	ACRE	\$3,570.00	\$8,211.00	0.44	\$1,570.80						0.44	\$1,570.80	
122	2575.508	HYDRAULIC MULCH MATRIX	7875.00	POUND	\$1.00	\$7,875.00	1,535.00	\$1,535.00						1,535.00	\$1,535.00	
123	2575.608	SEED TWO-YEAR COVER CROP	29.00	POUND	\$10.00	\$290.00										
124	2575.608	SEED SOUTHERN BOULEVARD	184.00	POUND	\$5.10	\$938.40	71.00	\$362.10						71.00	\$362.10	
125	2582.518	CROSSWALK MULTI-COMPONENT GROUND IN	360.00	SQ FT	\$15.30	\$5,508.00										
126		FLASHER SYSTEM UPDATE	1.00	LUMP SUM	\$9,567.00	\$9,567.00										
127		TEMPORARY SIGNAGE TO FACILITATE TRAFFIC	1.00	LUMP SUM	\$2,310.00	\$2,310.00	1.00	\$2,310.00						1.00	\$2,310.00	
128																

**Project Cost Estimate Breakdown**

<b>Owner:</b>	City of New Richland	<b>Owner's Project No.:</b>		<b>Total Contract Amount:</b>	\$2,290,562.42
<b>Engineer:</b>	Bolton & Menk, Inc.	<b>Engineer's Project No.:</b>	OM1.130627		
<b>Contractor:</b>	JJD Companies, LLC	<b>Contractor's Project No.:</b>			
<b>Project:</b>	2025 Street & Utility Improvements	<b>Agency's Project No.:</b>			
<b>Contract:</b>		<b>Date:</b>	11/4/2025		

Item No.	MnDOT Number	Description	As Bid				Street Improvements		Saniary Sewer Improvements		Watermain Improvements		Storm Sewer Improvements		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Cost
													\$926,069.65		\$251,694.48	
							Street Improvements	Saniary Sewer Improvements	Watermain Improvements	Storm Sewer Improvements						

## Certificate Of Completion

Envelope Id: 299CCD18-02BC-43AF-89A3-D9C3936CD0C5  
 Subject: Docusign: New Richland - 2025 Street & Utility Imp - 130627 Pay Request No. 6  
 Source Envelope:  
 Document Pages: 8  
 Certificate Pages: 5  
 AutoNav: Enabled  
 Envelopeld Stamping: Enabled  
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Completed  
 Envelope Originator:  
 Heather Hanson  
 1960 Premier Drive  
 MANKATO, MN 56001  
 Heather.hanson@bolton-menk.com  
 IP Address: 68.232.228.18

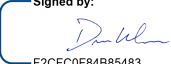
## Record Tracking

Status: Original  
 11/7/2025 1:42:14 PM  
 Holder: Heather Hanson  
 Heather.hanson@bolton-menk.com  
 Location: DocuSign

## Signer Events

Drew Weber  
 drew.weber@bolton-menk.com  
 Project Manager  
 Security Level: Email, Account Authentication  
 (None)

## Signature

Signed by:  
  
 F2CFC0F84B85483...  
 Signature Adoption: Uploaded Signature Image  
 Using IP Address: 65.141.17.74


## Timestamp

Sent: 11/7/2025 1:43:38 PM  
 Viewed: 11/7/2025 1:57:31 PM  
 Signed: 11/7/2025 1:57:44 PM

### Electronic Record and Signature Disclosure:

Accepted: 11/7/2025 1:57:31 PM  
 ID: 3abb8c95-fef5-4b8c-b0a6-d74256f3b272

Dan Niles  
 dan.niles@jldcompanies.com  
 VP  
 JJD Companies LLC  
 Security Level: Email, Account Authentication  
 (None)

DocuSigned by:  
  
 6F15CF1CE3904E9...  
 Signature Adoption: Pre-selected Style  
 Using IP Address:  
 2600:6c46:4500:e4b:dcb2:e3c8:f069:ebd1  
 Signed using mobile

Sent: 11/7/2025 1:57:46 PM  
 Viewed: 11/7/2025 2:01:55 PM  
 Signed: 11/7/2025 2:02:11 PM

### Electronic Record and Signature Disclosure:

Accepted: 6/4/2025 1:29:20 PM  
 ID: 347215f8-649a-4433-87ab-08b060688e21

Cory Bienfang  
 cory.bienfang@bolton-menk.com  
 Security Level: Email, Account Authentication  
 (None)

Signed by:  
  
 B0A2AFBA96CE4F4...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 216.70.43.142

Sent: 11/7/2025 2:02:12 PM  
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 Signed: 11/8/2025 8:43:42 AM

### Electronic Record and Signature Disclosure:

Accepted: 11/8/2025 8:41:09 AM  
 ID: 47ef9e88-2b0b-4024-89da-df5b9999752f

Heather Christensen  
 hchristensen@newrichlandmn.gov  
 Acting Administrator/Deputy Clerk  
 Security Level: Email, Account Authentication  
 (None)

Signed by:  
  
 8DB96C5138204CA...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 208.107.201.100

Sent: 11/8/2025 8:43:44 AM  
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 Signed: 11/8/2025 10:13:47 AM

### Electronic Record and Signature Disclosure:

Accepted: 11/8/2025 10:13:21 AM  
 ID: c3ddcf67-f556-4a42-894c-b976e75b40da

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
Sawyer Hander sawyer.hander@bolton-menk.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 11/7/2025 1:43:38 PM
Rena Miller renae.miller@bolton-menk.com Administrative Coordinator Bolton & Menk - Mankato Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 11/8/2025 10:13:48 AM
<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	11/7/2025 1:43:39 PM
Certified Delivered	Security Checked	11/8/2025 10:13:21 AM
Signing Complete	Security Checked	11/8/2025 10:13:47 AM
Completed	Security Checked	11/8/2025 10:13:48 AM
<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
<b>Electronic Record and Signature Disclosure</b>		

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Bolton & Menk (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact Bolton & Menk:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [docusign@bolton-menk.com](mailto:docusign@bolton-menk.com)

### **To advise Bolton & Menk of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [docusign@bolton-menk.com](mailto:docusign@bolton-menk.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [docusign@bolton-menk.com](mailto:docusign@bolton-menk.com) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions will take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Bolton & Menk as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Bolton & Menk during the course of your relationship with Bolton & Menk.



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# Medical Plan Benefit and Cost Comparison Summary

Plan 690 | City of New Richland | 01/01/2026

Benefit items	Current plan		Renewal plan		Alternate plans							
	In-network	Out-of-network	In-network	Out-of-network	In-network	Out-of-network	In-network	Out-of-network	In-network	Out-of-network	In-network	Out-of-network
Individual Deductible	\$3,750	\$10,000	\$4,200	\$10,000	\$4,200	\$10,000	\$3,400	\$10,000	\$4,000	\$10,000	\$5,500	\$10,000
Family Deductible	\$7,500	\$20,000	\$8,400	\$20,000	\$8,400	\$20,000	\$6,800	\$20,000	\$8,000	\$20,000	\$11,000	\$20,000
Individual Out-of-Pocket Max	\$3,750	\$30,000	\$4,200	\$30,000	\$4,200	\$30,000	\$3,400	\$30,000	\$4,000	\$20,000	\$5,500	Not Covered
Family Out-of-Pocket Max	\$7,500	\$60,000	\$8,400	\$60,000	\$8,400	\$60,000	\$6,800	\$60,000	\$8,000	\$40,000	\$11,000	Not Covered
Coinsurance (Policy Holder Portion)	0%	50%	0%	50%	0%	50%	0%	50%	0%	50%	0%	50%
Primary Care/Office	0% After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.	0% After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.
Specialist Care	0% After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.	0% After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.
Emergency Room	0% After Ded.	0% After Ded.	No Charge After Ded.	No Charge After Ded.	No Charge After Ded.	No Charge After Ded.	No Charge After Ded.	No Charge After Ded.	0% After Ded.	0% After Ded.	No Charge After Ded.	No Charge After Ded.
Urgent Care	0% After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.	No Charge After Ded.	50% After Ded.	0% After Ded.	50% After Ded.	No Charge After Ded.	No Charge After Ded.
Rx Retail Tier(s)	0% After Ded. / 0% After Ded. / 0% After Ded. / 0% After Ded.	Not Covered / Not Covered / Not Covered / Not Covered	No Charge After Ded. / No Charge After Ded. / No Charge After Ded. / No Charge After Ded.	Not Covered / Not Covered / Not Covered / Not Covered	No Charge After Ded. / No Charge After Ded. / No Charge After Ded. / No Charge After Ded.	Not Covered / Not Covered / Not Covered / Not Covered	No Charge After Ded. / No Charge After Ded. / No Charge After Ded. / No Charge After Ded.	Not Covered / Not Covered / Not Covered / Not Covered	No Copay / No Copay / No Copay / None	\$0 / \$0 / \$0 / None	No Charge After Ded. / No Charge After Ded. / No Charge After Ded. / No Charge After Ded.	50% After Ded. / 50% After Ded. / Not Covered / Not Covered
<b>Annual cost</b>	\$22,497.24		\$26,207.76		\$20,857.56		\$27,518.28		\$28,024.20		\$24,267.60	
<b>Total monthly premium</b>	\$1,874.77	— N/A	\$2,183.98	▲ 16.49%	\$1,738.13	▼ -7.29%	\$2,293.19	▲ 23.32%	\$2,335.35	▲ 24.57%	\$2,022.30	▲ 7.87%



# Age-Rated Rates Comparison

Plan 690 | City of New Richland | 01/01/2026

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Current plan	Renewal plan	Alternate plans			
Blue Cross and Blue Shield of Minnesota BlueAccess HSA Gold \$3750 Plan 690   49316MN1070032-00	Blue Cross and Blue Shield of Minnesota BlueAccess HSA Gold \$4200 Plan 690   49316MN1070032-00	Blue Cross and Blue Shield of Minnesota High Value HSA Gold \$4200 Plan 692   57129MN0220018-00	Blue Cross and Blue Shield of Minnesota BlueAccess HSA Gold \$3400 Plan 563   49316MN1070037-00	UnitedHealthcare Insurance Company EN9R 4000/100% UHC Choice Plus HSA Gold 4000-3 D57S  Plan Packages: MN011	Medica Insurance Company Medica Choice Passport MN 5500-0% HSA Silver   31616MN0290119-00

Name	Age at renewal	Relationship	Current	Renewal	Alternate 1	Alternate 2	Alternate 3	Alternate 4
Eric Hendeickson	42	Employee	\$694.24	\$814.92	\$648.56	\$855.67	\$871.40	\$754.59
Heather Christensen Braeden	35	Employee	\$647.32	\$751.57	\$598.14	\$789.15	\$803.66	\$695.93
Thompson	25	Employee	\$533.21	\$617.49	\$491.43	\$648.37	\$660.29	\$571.78
<b>Annual cost</b>			\$22,497.24	\$26,207.76	\$20,857.56	\$27,518.28	\$28,024.20	\$24,267.60
<b>Total monthly premium</b>			\$1,874.77 — N/A	\$2,183.98 ▲ 16.49%	\$1,738.13 ▼ -7.29%	\$2,293.19 ▲ 22.32%	\$2,335.35 ▲ 24.57%	\$2,022.30 ▲ 7.87%

## **OPERATION AND MAINTENANCE AGREEMENT**

This Operation and Maintenance Agreement (the "Agreement") dated as of \_\_\_\_\_, 2025, is between the City of New Richland, Minnesota, a municipal corporation (the "Owner"), whose address is City Hall, P.O. Box 57, New Richland, Minnesota 56072, and PEOPLESERVICE, INC., and its successors and assigns ("PeopleService"), whose address is 209 South 19<sup>th</sup> Street, Suite 555, Omaha, Nebraska 68102.

### **RECITALS:**

WHEREAS, Owner is the owner of a municipal wastewater treatment plant as described in Exhibit A to this Agreement (the "Facilities"); and

WHEREAS, Owner desires to engage PeopleService to operate and maintain the Facilities on behalf of Owner and PeopleService desires to accept such engagement, all upon the terms and conditions hereafter set forth; and

WHEREAS, Owner is authorized by law to enter into this Agreement.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, the parties agree as follows:

### **ARTICLE I - SCOPE OF SERVICES**

1.1 Commencing on January 1, 2026, or such other date mutually acceptable in writing to PeopleService and Owner (the "Effective Date"), PeopleService will provide all routine operation and maintenance of Owner's Facilities on a 7 day per week basis within the design capacity of the Facilities as described in Exhibit A to this Agreement ("Description of Facilities"). The routine operation and maintenance services to be provided by PeopleService are further described in Exhibit B of this Agreement. Notwithstanding anything in this

Agreement to the contrary, routine operation and maintenance services shall not encompass any services that may be necessary with respect to the Facilities as the direct result of any disaster, emergency, or other event that severely and adversely impacts the normal operations of the Facilities, including but not limited to (i) extreme weather conditions and events; (ii) other force majeure events; (iii) any disaster which is determined by an applicable Federal, state, or local authority to warrant assistance to Owner from the Federal, state, or local government or any agency or instrumentality thereof, and (iii) any disaster, emergency, or other event that results in damage to the Facilities for which Owner seeks and obtains reimbursement through insurance (referred to herein as “Disaster Response Services”).

1.2 PeopleService will be responsible for expenses incurred in the routine operation and maintenance of the Facilities, including personnel services, communication services (at the treatment plant, Elm Avenue lift station, and Third Street lift station) chemicals (chlorine used the wastewater treatment plant, sulfur dioxide, and ferric chloride), materials, supplies, contracted services laboratory services), insurance, and equipment repair (subject to the limitations contained in Sections 1.3, 2.1.b, and 4.4 of this Agreement).

1.3 PeopleService shall provide all required maintenance to preserve the existing life of all assigned equipment and vehicles of the Facilities. Except as otherwise provided herein, PeopleService will bear the expense of maintenance and repair of all equipment, physical facilities, and vehicles assigned for PeopleService's use, except for major maintenance/repair and capital replacement expenditures as defined in section 2.1 (b), provided that such expense does not exceed a maximum annual maintenance/repair (noncapital) expenditure of \$7,968 for the twelve months ended December 31, 2026. For subsequent contract years, the maximum annual maintenance/repair expenditure will be increased by the C.P.I. adjustment contained in section 4.2 of this Agreement. In performing maintenance and repairs, PeopleService will perform in an economical manner and make all reasonable efforts to remain below the annual maintenance/repair expenditure amount while remaining in compliance with all applicable regulations. PeopleService will refund to Owner any unused monies less than the maintenance/repair expenditure amount. In the event that such expenses approach or exceed this maximum annual amount, PeopleService shall promptly notify Owner. Any repair expenses in excess of the maximum amount set forth in this provision shall be approved by

Owner. PeopleService shall invoice Owner the amount of maintenance/repair expenses in excess of the maximum annual maintenance/repair limit set forth in this provision at the end of the 12-month period. Owner shall reimburse PeopleService for such excess expenditures.

1.4 PeopleService will provide properly certified employees for the staffing of Facilities. Backup services will be provided by PeopleService corporate personnel. In addition, PeopleService will be on call 24 hours per day, 7 days per week, for emergency situations.

1.5 PeopleService shall advise Owner and serve as Owner's liaison to regulatory agencies and industrial users in matters related to the operation of the Facilities. However, PeopleService will not act as, or provide, legal counsel in this capacity.

1.6 PeopleService will supervise all regulatory compliance and financial transactions pertaining to the day-to-day operation of the Facilities. Subject to the limitations of this Section 1.6, PeopleService shall operate the Facilities in compliance with state and federal regulatory requirements. PeopleService will pay all fines imposed for process upsets and violation of discharge limits unless the process upsets or violations are attributable to:

- (a) Flows or pollutants which are not within the Design Capabilities of the Facilities; pollutants include, but are not limited to soluble oil, heavy metals, excessive suspended solids and excessive organic loadings;
- (b) The malfunction or failure of equipment which is not solely due to the negligent acts, errors, or omissions of PeopleService;
- (c) Construction activities which are undertaken to improve the wastewater treatment process but which are beyond the operating scope of services of PeopleService as delineated in this Article I; or
- (d) Discharges from industrial facilities in violation of any pretreatment standards applicable to those discharges.

In no event shall PeopleService be responsible for the payment of state or federal fines imposed or damages, attorney fees, and court costs awarded as a result of actions, inactions, process upsets or violations which occurred prior to or existed on the Effective Date of this Agreement, and which are not due solely to the negligence of PeopleService, nor shall PeopleService be responsible for payment of any fines, penalties, damages or attorney's fees resulting from requirements not expressly assumed by PeopleService herein, including any reporting requirements.

1.8 PeopleService shall exercise the due care in performing its obligations and duties under this Agreement which is normally and reasonably provided with respect to similar contract services.

1.9 PeopleService will provide and maintain at all times during the term of this Agreement the following minimum insurance coverage:

- (a) Statutory Workers' Compensation Insurance in compliance with the laws of the state of Minnesota which has jurisdiction of PeopleService employees engaged in the performance of services hereunder; together with Employers Liability coverage in the amount of \$500,000 for each incident;
- (b) General liability coverage of at least \$1,000,000 combined single limit, each occurrence, for bodily injury and property damage with Owner named as additional insured;
- (c) Comprehensive auto liability insurance which shall include \$500,000 combined single limit coverage for bodily injury and property damage; and
- (d) Umbrella liability insurance which shall provide for \$4,000,000 of coverage in addition to the above coverage.

PeopleService will furnish Owner with Certificates of Insurance as evidence that policies providing the required coverage and limits are in full force and effect. Such policies shall provide that no less than thirty (30) days' advance notice of cancellation, termination or alteration shall be sent directly to PeopleService and Owner.

## **ARTICLE II - RESPONSIBILITIES OF OWNER**

2.1 As part of this Agreement Owner agrees to assume the following responsibilities:

(a) Owner shall maintain in full force and effect, in accordance with their respective terms, all guarantees, warranties, easements, permits, licenses and other similar approvals and consents received or granted to Owner as owner of all Facilities and component parts thereof;

(b) Owner shall be responsible for all capital replacement and major maintenance/repair expenditures which are defined as nonrecurring expenditures greater than \$1,000, that Owner determines necessary and required, provided that PeopleService will first be consulted for justification and need;

(c) Owner shall be responsible for filing, obtaining, maintaining and paying for the NPDES permit for discharge of wastewater; and for filing all required reports under the Emergency Planning and Community Right-To-Know Act or any other statute or authority; provided, however, PeopleService shall assist Owner with preparing these filings and shall provide ongoing assistance regarding the maintenance of these permits;

(d) Owner shall at all times provide access to the Facilities for PeopleService, its agents and employees;

(e) Owner shall provide PeopleService the use of all existing equipment owned by Owner, necessary for the operation and maintenance of the Facilities and warrants that such operating equipment is in good condition;

(f) Owner shall be responsible for all damage to the Facilities, components thereof, PeopleService equipment on site, and all resulting liability to any and all third parties, when such damage and/or liability are caused by flood, fire, acts of God or other force majeure events, (including but not limited to events that may warrant Disaster Response Services), civil disturbance, extreme cold temperatures, excessive subsoil moisture, or misuse of property to the extent Owner was negligent regarding the misuse of such property;

(g) Owner shall be responsible for all fines imposed for process upsets and violations of discharge limits attributable to the operation and maintenance of the Facilities to the extent set forth in Section 1.6 as well as fines imposed for failure to report as required by Section 2.1(c).

(h) Owner shall designate an individual to act as liaison with PeopleService in connection with the performance of services by PeopleService under this Agreement;

(i) Owner shall be responsible for all property, excise and other taxes assessed on the Facilities; and

(j) Owner shall bear all costs incurred as a result of regulatory requirements not in effect on the Effective Date of this Agreement.

2.2 Owner shall maintain in full force and effect all existing policies of property and general liability insurance pertaining to the Facilities. Owner shall furnish PeopleService with Certificates of Insurance as evidence that such policies are in full force and effect under such policies. Such policies shall provide that no less than thirty (30) days' advance notice of cancellation, termination or alteration shall be sent directly to PeopleService and Owner.

2.3 Owner shall indemnify and hold PeopleService, its officers, employees and agents, harmless under this Agreement for any and all claims, damages, costs or expenses caused by malfunction or failure of the Facilities or any components thereof or other liability or loss including injury, death, or damages to any person or property related in any way to the performance of this Agreement to the extent such claims, damages, costs, expenses, liability or loss are caused by the negligent acts, errors or omissions of Owner. Additionally, Owner shall indemnify PeopleService, its officers, employees and agents harmless for any and all fines, penalties, attorney's fees and damages resulting from Owner's failure to comply with permitting, reporting or other statutory or regulatory requirements which are the responsibility of the Owner. This provision shall survive the termination of this Agreement.

### **ARTICLE III - RESPONSIBILITIES OF PEOPLESERVICE**

3.1 PeopleService shall indemnify and hold Owner, its employees and agents, harmless under this Agreement for all claims, damages, costs or expenses caused by malfunction or failure of the Facilities or any components thereof or other liability or loss including injury, death, or damages to any person or property related in any way to the performance of this Agreement to the extent such claims, damages, costs, expenses, liability or loss are caused by the negligent acts, errors or omissions of PeopleService. This provision shall survive the termination of this Agreement.

### **ARTICLE IV - COMPENSATION**

4.1 As compensation for services rendered by PeopleService pursuant to this Agreement, Owner shall pay to PeopleService the sum of \$14,597 per month during the first twelve (12) months of this Agreement, commencing with the Effective Date; provided, notwithstanding anything herein to the contrary, such base monthly compensation shall not include compensation for Disaster Response Services.. The monthly payment shall be due and payable on the first day of the month in which services are to be rendered. All other compensation to PeopleService (including but not limited to compensation for Disaster

Response Services) is due upon receipt of PeopleService's invoice and payable within thirty (30) days of the date of the invoice.

4.2 The monthly compensation provided in Section 4.1 shall be adjusted on January 1<sup>st</sup> of each year, beginning on January 1, 2027. The basis for the annual adjustment for January 1, 2027 shall be the change in the Consumer Price Index for All Urban Consumers (CPI-U) as regularly reported by the U.S. Bureau of Labor Statistics, between September 2025 and September 2026, plus one percent (1%). For each year thereafter, the adjustment shall be the change in the CPI-U as reported between September of the year two years preceding the year of adjustment and September of the year immediately preceding the year of adjustment, plus one percent (1%). This annual adjustment shall be done by letter acknowledging the change and will not require official action or contract amendment.

4.3 If for any ninety (90) day consecutive day period during the term of this Agreement the average quality and/or quantity of wastewater influent should significantly change (i.e. 20 percent in flow or loadings) compared to the average experienced during the twelve months immediately preceding the Effective Date of this Agreement, resulting in increased operating costs, both parties will mutually agree to negotiate an adjustment to reflect the incremental costs. If the parties cannot agree on an adjustment within ninety (90) days following PeopleService's request for an adjustment, either party may terminate this Agreement by giving thirty (30) days written notice to the other party.

4.4 In the event that Disaster Response Services become necessary to restore the Facilities to normal operating conditions, then PeopleService will separately charge Owner, in addition to the monthly compensation contemplated by Section 4.1 hereof, for its expenses in connection therewith including personnel services, communication services, chemicals, materials, supplies, contracted services, insurance, and equipment maintenance and repair. If practical, PeopleService will endeavor to notify Owner prior to the performance of Disaster Response Services, unless an emergency precludes such advance notification.

#### **ARTICLE V - TERM OF AGREEMENT**

5.1 This Agreement shall remain in full force and effect for five (5) years from the Effective Date. The Agreement shall be automatically renewed for successive terms of five (5)

year each unless written notice of cancellation is given by either party to the other no less than ninety (90) days prior to the date of expiration.

## **ARTICLE VI - TERMINATION**

6.1 This Agreement may be terminated by either party in the event of the other party's breach of a material term of the Agreement, by the first party's giving written notice of such breach and the second party's failure to correct within thirty (30) days of receipt of such notice.

6.2 PeopleService shall not be in breach under this Agreement for its failure to perform its obligations under this Agreement, to the extent that the performance of such obligations is prevented or delayed by any event which is beyond the reasonable control of PeopleService, including but not limited to Acts of God, strikes, labor disputes, and unavailability of parts. In the event PeopleService claims that its performance is prevented or delayed by any such event, PeopleService will promptly notify Owner of that fact and the circumstances preventing or delaying its performance.

## **ARTICLE VII - MISCELLANEOUS**

7.1 Any temporary or portable equipment which is provided by PeopleService during the term of this Agreement and which is not deemed part of the Facilities shall remain the property of PeopleService upon termination of this Agreement. PeopleService shall not make any expenditures for capital replacements of the Facilities or any component thereof without the prior approval of Owner unless there is an emergency. An emergency exists when such expenditures are necessary to continue operation of Owner's Facilities or to provide for public health, safety, or environmental protection. If there is an emergency, PeopleService shall provide Owner with verbal notice of the need for the capital replacement expenditure as soon as possible. Owner shall reimburse PeopleService for such emergency capital replacement expenditures in accordance with Section 4.1 of this Agreement.

7.2 This Agreement represents the entire agreement of the parties and may only be modified or amended in a writing signed by both parties.

7.3 Written notices required to be given under this Agreement shall be deemed given when mailed by first class mail to PeopleService, Attention: President, and to Owner, Attention: City Clerk, at the addresses set forth for each in the opening paragraph of this Agreement.

7.4 This Agreement shall be governed by, and construed in accordance with, the laws of the state of Minnesota.

7.5 Neither party shall assign, in whole or in part, any of the rights, obligations or benefits of this Agreement except to a parent, affiliate, or wholly-owned subsidiary, without the prior written consent of the other party, which consent shall not be unreasonably withheld. For purposes of this Section 7.5, an affiliate is defined as a company, the controlling interest in which is owned by the parent of the party.

7.6 PeopleService shall register with and utilize an electronic verification system or program for all of its new hire employees. This electronic verification system or program now known as the "E-Verify Program", but also may include an equivalent federal program designated by the Department of Homeland Security or another federal agency authorized to verify the work eligibility status of employees. PeopleService shall contractually require all subcontractors performing work under this contract to also register and utilize such electronic verification system for employees hired on or after the Effective Date of this Agreement. PeopleService and all of its subcontractors shall use such electronic verification system to determine the work eligibility status of each new employee physically performing any services under this contract. Any person whom the electronic verification system determines is ineligible or not authorized to work in the United States shall not be permitted by PeopleService or a subcontractor to perform services under this contract.

7.7 As a government contractor, PeopleService must comply with the provisions of Executive Order 11246, as amended, and other existing laws related to Equal Employment Opportunity (EEO). Part of our commitment to EEO is to take affirmative action to ensure that job seekers are recruited; job applicants are considered for employment opportunities; and employees are treated without regard to their race, gender, color, religion, national origin, age,

sexual orientation, gender identity or expression, genetic information, disability or veteran status or any other status protected by law. In addition, the Equal Pay Act of 1963, as amended, prohibits sex discrimination in the payment of wages to women and men performing substantially equal work, in jobs that require equal skill, effort and responsibility, under similar working conditions, in the same establishment.

7.8 Owner agrees that the services in this agreement are not to be replaced by misappropriating PeopleService confidential business knowhow and trade secrets in any manner including acquiring such knowledge from PeopleService existing or former employees. Owner agrees to compensate PeopleService for training and education of any PeopleService employees, (including training for safety, certification, classes and CEU"s) who Owner hires at any time withing twelve (12) months since the employee's termination from PeopleService by making payment to PeopleService for any hire in the amount of Ten Thousand Dollars (\$10,000.00) per employee hired. This restriction shall not pertain to employees who worked for the Owner prior to their employment with PeopleService.

7.9 Upon the Effective Date of this Agreement, that certain Operation and Maintenance Agreement dated October 26, 2020 between the Owner and PeopleService shall automatically be terminated and shall be superseded by this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date first above written.

PEOPLESERVICE, INC.

CITY OF NEW RICHLAND, MINNESOTA

\_\_\_\_\_  
President

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
Secretary

Attest: \_\_\_\_\_  
City Clerk

## OPERATION AND MAINTENANCE AGREEMENT

### EXHIBIT A

#### Description of Facilities

For purposes of this Agreement, the following water/wastewater utility components are included:

- **WASTEWATER SYSTEM:** Wastewater collection system consisting of three lift stations (Elm Avenue, Third Street and main lift station at treatment plant) and various sewer lines and interceptors of varying sizes from 6 inches to 12 inches. Wastewater Treatment Plant consisting of bar screen, grit chamber, Parshall flume, lift station, primary settling tank, trickling filter, aeration basin, two final clarifiers, chlorine contact chamber, anaerobic digester, sludge storage tank, administrative office with laboratory. Design capacity is 600,000 gallons per day as designated on Owner's NPDES permit.

## OPERATION AND MAINTENANCE AGREEMENT

### EXHIBIT B

#### Services to be Provided by PeopleService

Except as otherwise provided in the Operation and Maintenance Agreement, and subject to the limitations set forth therein, PeopleService shall provide the following services to Owner in connection with the Facilities:

1. Provide the professional management, operations, and maintenance of the wastewater collection and wastewater treatment systems, including certified, competent operators to perform daily O&M activities.
2. Procure communication services (for the treatment plant, Elm Avenue lift station, and Third Street lift station), consumable supplies, chemicals (chlorine, sulfur dioxide, and ferric chloride), fuels, materials and services necessary for the safe and efficient operation, as well as payment for items in the day-to-day operations.
3. Monitor, sample, analyze, and report as required by the Minnesota Pollution Control Agency (MPCA) with respect to the NPDES permit for wastewater treatment. Influent testing consisting of CBOD, TSS, total phosphorus, and total mercury testing required by the NPDES permit. Effluent testing consisting of CBOD, TSS, total phosphorus (weekly), total mercury, dissolved mercury (February & July), salty discharge (monthly), as well as the Coli form bacteria (May through October) and annual bio-solids, PeopleService will collect the samples, have them analyzed at a certified laboratory and PeopleService will be responsible for the cost of the laboratory analysis of the samples. For any additional testing required by regulatory agencies but not part of the current NPDES permit, PeopleService shall collect the samples, prepare them for delivery to the outside laboratory and ship them. The Owner will be responsible for the cost of the analysis completed by the laboratory.

4. Provide monthly written report to Mayor/Council summarizing plant performance, production, flows, major projects or accomplishments, and preventive and corrective maintenance activities for the month.
5. Provide assistance to the Owner, Owner's consulting engineer and/or accountant in evaluation of rate structure, capital improvements, major replacement schedules, financial management audit, budgeting, and pretreatment requirements.
6. Act as liaison for the Owner to the MPCA and to the federal E.P.A. in matters relating to compliance with water quality and discharge requirements, and other liaison activities, as required.
7. Provide technical training to the wastewater operator on treatment process, preventive maintenance techniques, and safety awareness.
8. Implement a comprehensive preventative maintenance program in an attempt to ensure the projected life expectancy of plant equipment.
9. Be responsible for effluent quality, including liability for fines and civil penalties should permit conditions be violated, while plant loadings and flows are within the design capability of the wastewater treatment plant, but only in those situations where the permit conditions could have been met using existing in-place plant equipment (subject to the limitations in section 1.7 of this Agreement).
10. Implement and conduct a solids disposal management program that satisfies all MPCA regulatory requirements. This shall include attempts to make arrangements for and secure approved land application sites. Any cost of securing the land application sites, or additional equipment/facilities to maintain compliance with applicable regulations, shall be the responsibility of the Owner.

11. Maintain cleanliness of process equipment and buildings, and general appearance of all buildings and grounds. Conduct operations such that nuisances of sight, sound, and odor are eliminated or minimized to the extent reasonably possible.
  12. Properly secure and protect utility facilities within the limits of available security devices.
  13. Use a professional manner in dealing with community groups concerned with any facet of the operation, including tours and other public relations programs.
  14. Comply with all applicable city, state, and federal laws, regulation, and administrative rules.
  15. Provide assistance to the Owner for following Value Added Services:
    - \* Five-Year Wastewater Capital Improvements Assessment and O&M Budgeting Assistance
    - \* Inflow/Infiltration (I/I) Analysis of Wastewater Collection System
    - \* Wastewater Operations Process Evaluation
    - \* Wastewater Rates Study
    - \* Industrial Pre-Treatment Investigation
    - \* Laboratory Quality Assurance and Quality Control (QA/QC) Program
    - \* Customer Service/Public Relations Program
- Financial responsibility for specific items are noted as PS for PeopleService and Owner for Owner.

Wastewater Collection System

Responsibility

- |   |   |       |
|---|---|-------|
| * | Repair and/or replacement of manhole covers     | Owner |
| * | Repair and/or replacement of manhole structures | Owner |
| * | Repair of sewer line                            | Owner |

- \* Televising of sewer system Owner
- \* Flushing of sewer lines PS  
(at least 1/4 of the total system per year)
- \* Contract Sewer Line Cleaning Owner

Wastewater Treatment Plant

Responsibility

- \* Replacement or repair of any item with a cost of under \$1,000 PS
- \* Replacement or repair of items with a cost of over \$1,000 [Capital outlay improvement] Owner
- \* Replacement of any and all consumable items PS
- \* Providing of a comprehensive maintenance program PS

Miscellaneous

A - PeopleService will provide the necessary information to complete all forms required through the administration of the wastewater treatment systems. PeopleService will not be required to pay any fees associated with the licenses or permits required by the state agencies. PeopleService will pay all expenses associated with the individual operator certification.

B - PeopleService will not be responsible for any additional costs associated with any construction project or upgrades involving the wastewater systems.

C - For services requested by the Owner and provided by PeopleService that are beyond the Scope of Services contained in this Exhibit B, PeopleService shall charge the Owner at the rate of \$80 per hour between the hours of 8:00 a.m and 5:00 p.m Monday through Friday (except for holidays). At all other times and during holidays, the billing rate shall be \$120 per hour. Hours billed shall include any required travel time. Owner agrees to pay invoices for said charges in compliance with the terms contained in the paragraph 4.1 of this Agreement.



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PO Box 57, 203 N Broadway, New Richland, MN 56072

TEL: (507)465-3514 FAX: (507)465-3375

Web: [www.cityofnewrichlandmn.com](http://www.cityofnewrichlandmn.com)

## City Administrator's Report

*November 10<sup>th</sup>, 2025*

Continued work on 2025 street improvement project items w / Bolton & Menk

Met with Jamie at Intellicents for Employee Insurance

Working on MN Paid leave forms

Meeting with Bolton & Menk on MPCA grant

Working with CEDA on additional grant opportunities

Working with multiple people on "Refresh & Renew New Richland Parks"

Setting up additional accounts for the New Administrator

Continued with Deputy Clerk responsibilities

### **EMPLOYEE RECOGNITION**

**EMPLOYEE BIRTHDAYS**

**EMPLOYEE ANNIVERSARIES**