



New Richland City Council Regular Meeting Agenda December 8th, 2025

Agenda:

6:30 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 the November 10th, 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. Truth in Taxation Presentation

Public Hearings

1. 2026 Budget Public Hearing

Ordinances and Resolutions

1. Resolution 25-40: A Resolution Adopting The 2026 Budget and Tax Levy Collectable In 2026
2. Resolution 25-41: A Resolution Removing the Former City Administrator From Banking Authorization and Adding the Newly Appointed City Administrator.
3. Resolution 25-42: A Resolution For A Limited Municipal Services Day on December 26th, 2025.

Department Reports

1. Ambulance Report – Sarah Sundve, Ambulance Director
2. Fire Department Report – In Writing, 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

1. Employee Insurance

New Business

1. November 2025 Check Register
2. 2025 Street & Utility Project
 - a. Pay Estimate # 7
3. Metro Sales
 - a. Docuware Contract 1-Year Renewal
4. Budach
 - a. Street Signs
5. Monday Council Meetings
 - a. Switch to 3rd or 4th Monday

Miscellaneous**Administrators Report****Mayor/Council Comments****Adjournment**

The next Regular City Council meeting will be held on Monday January 12th, 2026, at 6:30 pm



New Richland City Council Regular Meeting Minutes

November 10th, 2025

Members Present

Matt Economy
Josh Warke
Jason Casey
Jody Wynnemer

Staff Present

Heather Christensen-City Administrator
Bob Johannsen- Care Center Administrator
Shell Johnson-People Service
Eric Hendrickson-Maintenance &
Utility Supervisor

Others Present

Pam Goehring
Robert Swenson
Brenda Routh
Larry Goehring
Chad Neitzel
Larry Muff

Members Absent

Janda Ferguson

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

Consent Agenda

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

Public Comments

- Larry Muff –314 S Broadway
 - i) Street Construction concerns
- Brandy Jacobson
 - i) Refresh & Renew New Richland Parks
- Brenda Routh-
 - i) Assesment

Requests and Presentations

1. Bolton & Menk-Drew Weber
 - a. MCPA Grant
 - Motion made by Jason Casey and seconded by Josh Warke to approve the application for MCPA Grant; Carried (4 yes, 0 no)

Public Hearings

- None

Ordinances and Resolutions

- Motion made by Matt Economy and seconded by Josh Warke to adopt Resolution 25-39: A Resolution Authorizing Application for Grant Navigation Support; Carried (4 yes, 0 no)



New Richland City Council Regular Meeting Minutes

November 10th, 2025

Reports

1. Ambulance Department- Sarah Sundve
 - Ambulance report was presented in writing by Ambulance Director Sundve.
 - Motion made by Matt Economy and seconded by Jason Casey to approve of moving forward with background checks for staff; Carried (4 yes, 0 no)
 - Motion made by Josh Warke and seconded by Jason Casey to approve of the Ambulance report; Carried (4 yes, 0 no)
2. Fire Department – Chad Neitzel
 - Fire Department report presented by Chad Neitzel
 - Motion made by Jason Casey and seconded by Matt Economy to purchase 10 radios up to \$60,000. Carried (4 yes, 0 no)
 - Motion was made by Jason Casey and seconded by Josh Warke to approve the Fire Department Report. Carried (4 yes, 0 no)
3. Police Department Report- Tanyce Bruegger, Chief of police
 - Police report was presented by Tanyce Bruegger
 - Motion made by Jason Casey and seconded by Matt Economy to approve the Police report. Carried (4 yes, 0 no)
4. Care Center Report – Bob Johannsen, Care Center Administrator
 - Care Center Report was presented by Bob Johannsen, Care Center Administrator.
 - Motion made by Josh Warke and seconded by Matt Economy to approve the Care Center report. Carried (4 yes, 0 no)
5. People Service Report-Shell Johnson, Operator
 - Motion made by Matt Economy and seconded by Josh Warke to approve the People Services Report; Carried (4 yes, 0 no)
6. Maintenance & Utility Report- Eric Hendrickson, Maintenance & Utility Supervisor
 - Motion made by Josh Warke and seconded by Matt Economy for the tree removal at St. Olaf Lake; Carried (4 yes, 0 no)
 - Motion made by Josh Warke and seconded by Matt Economy to approve the Maintenance Report; Carried (4 yes, 0 no)

Unfinished Business

New Business

1. October 2025 Check Register
 - a) Motion made by Matt Economy and seconded by Jason Casey to approve October 2025 check register. Carried (4 yes, 0 no)
2. 2025 Street & Utility Project Estimate #6
 - a) Motion made by Matt Warke and seconded by Jason Casey to approve Pay Estimate #6. Carried (4 yes, 0 no)
3. Approve Training for the Chief of Police
 - a) Motion made by Matt Economy and seconded by Josh Warke to approve \$825 for the Chief of Police to attend the CLEO & Command Academy Training. Carried (4 yes, 0 no)

New Business Continued...

4. Employee insurance
 - a) Brought to council's attention numbers of what insurance would cost.



New Richland City Council Regular Meeting Minutes

November 10th, 2025

5. People Services Contract
 - a) Motion made by Josh Warke and seconded by Matt Economy to approve of the new People Services Contract. Carried (4 yes, 0 no)
6. **Work Budget Session**
 - a) **Work Budget Session scheduled for November 19th at 6:00pm**

Miscellaneous

Administrators Report

- Acting Administrator Heather Christensen provided a report in writing to the council on tasks completed since last meeting.
- Motion made by Matt Economy and seconded by Jason Casey to approve the City Administrators report. Carried (4 yes, 0 no)

Mayor/Council Comments

- None

Adjournment – Motion for adjournment made by Jason Casey and seconded by Matt Economy.
Carried (4 yes, 0 no) 8:09 p.m.

Submitted by,

Heather Christensen
Acting City Administrator

DRAFT



203 N. Broadway Ave - PO Box 57
New Richland, Minnesota 56072
Tel (507) 465-3514 - Fax (507) 465-3375
www.newrichlandmn.gov

MEMORANDUM

Date: December 3, 2025

To: New Richland City Council

From: Tyler T Lendt, City Administrator

Subject: Braeden Thomspson Completing "D" Licensing for Water Treatment

Dear City Council,

Braeden Thompson has successfully completed the training and testing to satisfy the requirements of earning his "D" licensure for water treatment. Many cities offer their employees with this licensure an additional \$0.50/hr. I recommend that Braeden Thompson be granted this raise to recognize his hard work and dedication.

Thank you,

Tyler T Lendt

Tyler T Lendt
City Administrator

Janda Ferguson
Mayor

Heather Christensen
Deputy Clerk



CITY OF NEW RICHLAND

RESOLUTION 25-40

**RESOLUTION ADOPTING THE 2026 BUDGET AND
TAX LEVY COLLECTABLE IN 2026**

BE IT RESOLVED, by the city council of the City of New Richland, County of Waseca, Minnesota, that the following sums of money be levied for the current year, collectible in 2026 upon the taxable property in the City of New Richland, and for the following purposes;

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Waseca County, Minnesota.

Signed this 8th Day of December, 2025

(Mayor)

Attest:

City Administrator



CITY OF NEW RICHLAND

RESOLUTION 25-41

A Resolution of the City Council of New Richland, Minnesota, Removing the Former City Administrator from Banking Authorization and Adding the Newly Appointed City Administrator.

WHEREAS

- The City of New Richland maintains accounts with designated financial institutions for the deposit, safekeeping, and disbursement of municipal funds; and
- The City Council previously authorized Anthony Brian Martens to act on behalf of the City in matters relating to said accounts; and
- Anthony Brian Martens is no longer serving as City Administrator effective August 15th, 2025; and
- The City Council has duly appointed Tyler Thomas Lendt as the new City Administrator of New Richland effective November 17th, 2025; and
- It is necessary to update the banking authorization to reflect this change in administration.

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

1. Removal of Authorization
 - Anthony Brian Martens is hereby removed from all banking authorizations and shall no longer have authority to access, manage, or transact on behalf of the City's accounts.
2. Addition of Authorization
 - Tyler Thomas Lendt, City Administrator, is hereby authorized to access, manage, and transact on behalf of the City's accounts with designated financial institutions, including but not limited to:
 - Signing checks and drafts
 - Authorizing electronic transfers
 - Accessing account information
 - Executing other necessary banking transactions
3. Certification



- The Deputy City Clerk is directed to provide certified copies of this Resolution to all financial institutions with which the City maintains accounts, and to retain a copy in the official records of the City.

Adopted by the City Council of New Richland, Minnesota, this 8th of December, 2025.

(Mayor)

Attest:

City Administrator



CITY OF NEW RICHLAND

RESOLUTION 25-42

RESOLUTION FOR A LIMITED MUNICIPAL SERVICES DAY ON DECEMBER 26TH, 2025

WHEREAS, The City of New Richland does not treat the day after Christmas as a holiday, but in 2025 it does fall between two days the city treats as holidays and the weekend; and

WHEREAS, The City of New Richland will not compel an employee to use paid time off to close offices; and

WHEREAS, It has been made optional to the employees to decide in advance if they are using paid time off on an individual basis; and

WHEREAS, All staff have been made aware that in the case of an emergency, their paid time off may be cancelled, should their department be needed; and

WHEREAS, The following employees have elected to use paid time off:

City Administrator - Tyler Lent

Deputy Clerk – Heather Christensen

Maintenance Supervisor – Eric Hendrickson

Maintenance Staff – Braeden Thompson

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

1. The City of New Richland Clerk/Administration office will be closed on December 26th, 2025.
2. The City of New Richland Maintenance Department will be closed on December 26th, 2025.

Adopted by the City Council of New Richland, Minnesota, this 8th of December, 2025.

(Mayor)

Attest:

City Administrator

Ambulance Report Dec 2025

Crew: Nothing new to report with crew.

Maintenance: We were able to get the fuel filter replaced. All seems to be good with the ambulance at this point. Next year we will need to look into tires for the ambulance.

Runs: We are currently at 130 calls for the year and that is up from last year.

Community involvement: We will have our Santa Bingo Dec 6th. Hoping for a good turnout. We will be working to plan next years bingos and community events.

Training: We had our yearly variance training and every besides 2 attended and those two will have to complete there training before the end of the year. We received our monitor, and I am waiting on the training material to arrive so that we can have the training for the new monitor before I get it put in the ambulance.

Director: Looking at ways to recruit new people and ways to get day time coverage. This will always be a struggle with volunteer services as everyone has to have a fulltime job to make ends meet. If you have any ideas please reach out and let me know.

Thank you

Sarah Sundve
New Richland Ambulance Director



NEW RICHLAND FIRE DEPARTMENT MONTHLY COUNCIL REPORT

MONTH: November YEAR: 2025

FIRE CALLS: 0

MEDICAL CALLS: 0

TOTAL CALLS: 0

TRAINING COMPLETED DURING THE MONTH:

ADDITIONAL INFORMATION:

Nothing to Report

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

December 8th, 2025 Council Meeting

Activity/Calls for Service

The New Richland Police Department responded to **85** calls for service for the month of November.

Total Calls through November 2025: 1,290

Total Calls through November 2024: 2,005

(15 traffic stops, 5 ordinance violations, 40 directed patrols/lock checks, 10 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 November

- N/A

Information

- No parking on streets after 2+ inches of snow

Training & Education

- Annual “low light/inclement weather” Firearms qualification
- Fall Leadership Summit in Brainerd (AI, ERPO laws, OIS statistics)
- Behavioral Threat Evaluation and Reporting (free through BCA)



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

Personnel

- Johnson is beginning the last phase of training and should be on his own by end of December

Purchases

- N/A

Squad Maintenance

- 270- Check engine light, headlight, windshield fluid line

Equipment

- N/A

Upcoming Events / Important Items

- Community Movie Night- The Grinch (2018) December 18th @ 8pm

Respectfully Submitted,

A handwritten signature in blue ink that reads "Tanyce Bruegger". The signature is written in a cursive, flowing style.

Tanyce Bruegger, #261
Chief of Police

WASECA COUNTY ATTORNEY'S OFFICE

Waseca County Courthouse
307 North State Street
Waseca, Minnesota 56093
Telephone 507-835-0520
Fax 507-835-0533

County Attorney

Rachel V. Cornelius

Assistant County Attorneys

Russell E. Hardeman
Trent Gahm
Mariah J. Nickel

Victim-Witness Coord./Paralegal

Stephanie Hayes

Paralegal

Lori Anderson

INVOICE

December 3, 2025

Chief Tanyce Bruegger
New Richland Police Department
P.O. Box 57
New Richland, MN 56072

RE: Invoice for City Attorney Services - second half of 2025

Total Due upon receipt: \$4,005.00

Thank you!



SOFTWARE AS A SERVICE AND HOSTING SUBSCRIPTION AGREEMENT

This **SOFTWARE AS A SERVICE AND HOSTING SUBSCRIPTION AGREEMENT** (“Agreement”) is effective as of January 1, 2026 (“Effective Date”) and is made and entered into by and between the New Richland Police Department, a municipal corporation located at 203 Broadway Ave. N., New Richland, MN 56072 (“Subscriber”), and LETAC, a division of Eckberg Lammers, P.C., a Minnesota corporation, located at 1809 Northwestern Avenue, Stillwater, MN 55082 (“Licensor”). Subscriber and Licensor are referred to individually as a “Party” and collectively as “Parties”.

RECITALS

- A. Licensor has developed, owns and provides online, subscription-based law enforcement policies as described in Exhibit A (“Policies360”); and
- B. Subscriber desires to license, access and utilize Policies360 as a benefit to its organization; and
- C. The Parties mutually agree Policies360 be made available to Subscriber and its employees under the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the foregoing express promises and the mutual covenants hereinafter set forth, Subscriber and Licensor hereby agree as follows:

1. **AGREEMENT; TERM**
 - 1.1. Subject to early termination of this Agreement by Subscriber as provided herein, Licensor shall provide the Services for the term of sixty (60) months commencing on the Commencement Date.
 - 1.2. Subscriber shall have the option, exercisable at its sole discretion, to extend the term for up to twenty-four (24) months by giving Licensor notice in writing at least ninety (90) days before the date on which this Agreement would otherwise expire.
 - 1.3. If Subscriber exercises the option provided in Article 1.2 to extend the term, Subscriber shall have further options, exercised at its sole discretion, to extend the term for up to an additional twenty-four (24) months by giving Licensor notice in writing at least ninety (90) days before the date on which this Agreement, as extended pursuant to Article 1.2, would otherwise expire.

- 1.4. Licensor shall notify Subscriber, at least sixty (60) days prior to the end of the current term, of any proposed increase in the fee for the extension of the term. If such notice is not provided by Licensor at least sixty (60) days prior to the end of the current term, the fees for the extension period cannot be increased.

2. DEFINITIONS

The following terms, when used in this Agreement, shall have the meanings provided below:

“Authorized Users” shall mean employees, representatives, consultants, contractors, or agents of Subscriber whom Subscriber has authorized to use the Services and to whom Licensor has supplied user identifications and passwords.

“Claims” shall mean any of the following, including any combination thereof: causes of action (*in rem* or *in personam*), assertions, demands, allegations, proceedings, suits, losses, liabilities, fines, penalties, costs, damages, judgments, awards, and expenses, including court costs and attorneys’ fees, and sums paid by way of settlement and compromise.

“Commencement Date” means the date Subscriber first accesses the Systems and begins using the Services.

“Indemnify” shall mean defend, indemnify, and hold harmless; and terms such as “Indemnified”, “Indemnifying”, “Indemnification”, “Indemnity”, “Indemnitor”, and “Indemnitee” shall have appropriately correlative meanings and be construed accordingly.

“Licensor Technology” means all of Licensor’s proprietary technology (including software, hardware, products, processes, algorithms, user interfaces, know-how, techniques, designs, documentation, and other tangible or intangible technical material or information) made available to Subscriber by Licensor in providing the Services.

“Personal Data” means any first or last name, physical address, email address telephone number, other information that allows physical or online contacting of an individual, or other identity employment information, employee identification number, biometric identification data, or other individually identifiable information that may be accessible to Licensor because of Subscriber using the Services.

“Services” means the specific edition of Licensor’s Policies360, its online policies, manuals and software application identified in Exhibit A, developed, operated, maintained and hosted by Licensor and made accessible designated website or IP address, and ancillary online or offline products and services provided to Subscriber by Licensor, to which Subscriber is being granted access under this Agreement, including the Licensor Technology and Systems.

“Subscriber Data” means any technology, intellectual property, data, information, or material provided or submitted by Subscriber to the Systems in the course of using the

Services. Subscriber Data shall include Personal Data.

“Systems” means the application software, network servers, hardware, software, and data operations utilized by Licensor for the provision of Services.

3. LICENSE GRANT

- 3.1. In consideration of the fees Subscriber shall pay to Licensor as set forth in Exhibit B of this Agreement and the remaining obligations of Subscriber as set forth herein, Licensor grants to Subscriber and Subscriber accepts a nonexclusive non-transferable worldwide license for Subscriber and Authorized Users to access and use the Services set forth in Exhibit A. Subscriber agrees that only Authorized Users shall access and use the Services.

4. OWNERSHIP

- 4.1. Licensor transfers no right, title, or interest in and to Licensor Technology or the Systems except as expressly stated in this Agreement, and the same shall remain the sole and exclusive property of the Licensor.
- 4.2. All right, title, and interest in and to the Subscriber Data and results from processing Subscriber Data are and shall remain the property of Subscriber and no right, title, or interest in and to Subscriber Data or the results from processing Subscriber Data shall vest in Licensor.

5. HOSTING, SECURITY, PRIVACY, BACKUP, AND SUPPORT

- 5.1. Licensor shall provide a dedicated and secure hosting environment for the Services, which shall include, but not be limited to, all hardware, servers, operating software, network components, database storage, security, technical support, maintenance, backup, and disaster recovery required for Subscriber to use the Services, or otherwise required by this Agreement.

6. AVAILABILITY AND MAINTENANCE

- 6.1. The Services shall be accessible to Authorized Users twenty-four (24) hours a day, seven (7) days a week, except for (i) scheduled maintenance and required repairs; and (ii) any interruption due to causes beyond the control of Licensor or which are not reasonably foreseeable by Licensor.
- 6.2. Licensor shall perform maintenance services, updates, or upgrades to ensure continuous availability and operation of the Systems. Licensor shall use commercially reasonable efforts to inform Subscriber of any known or foreseeable disruptions to the availability of the Services.

7. USE AND ACCESS

- 7.1. Subscriber shall be responsible for obtaining access to the internet to access and use the Services and complete the implementation and set-up process as set forth in Exhibit A to access the Services.
- 7.2. Subscriber is entirely responsible for maintaining the confidentiality of any passwords and account information required for access to the Services, and for all acts by Subscriber or anyone authorized by Subscriber to access Subscriber's account that occur in connection with Subscriber's account
- 7.3. Subscriber shall not use the Services or the Licensor Technology for any purpose that is (i) unlawful; or (ii) not specifically agreed to by this Agreement.
- 7.4. Subscribers shall not without the express written consent of Licensor, copy, sell, sublicense, rent, or lease any portion of the Service, including all, updates, training and or revisions to said Services that may be periodically provided to Subscriber.
- 7.5. Except for a violation of Sections 7.3, 7.4 and 7.6 hereof, or Subscriber's failure to timely pay invoices as set forth in Section 8 hereof, Subscriber shall continue to have unrestricted use of the Services in accordance with the terms and conditions of this Agreement during any dispute between Subscriber and Licensor, provided Subscriber is proceeding in good faith to resolve such dispute.
- 7.6. Licensor acknowledges that nothing in this Agreement restricts Subscriber from copying, or reproducing, physical copies of the Services, policies, and manuals identified in Exhibit A, if complying with authorized public data request as required by Minnesota law.
- 7.7. Subscribers may designate Authorized Users, such persons being able to use the Services for the exclusive benefit of Subscriber. Except as set forth hereinabove, Subscriber shall not assign, convey or transfer any interest in and to the Services without the written consent of the Licensor.

8. INVOICING, PAYMENT, AND TAXES:

- 8.1. Subscribers pay the fees set forth in Exhibit B. Within thirty (30) days of Subscriber's receipt of an invoice from Licensor, together with all required supporting documentation, Subscriber shall pay, or cause to be paid, the amount of such invoice. Any sum due that is not paid within thirty (30) days of the invoice receipt date shall bear interest from the due date thereof to the date of payment at a rate of interest equal to one- and one-half percent (1 ½ %) per month or the maximum rate permitted by law, whichever is less. Subscriber shall pay all costs of collection, including legal expenses, court costs and attorney fees at any time incurred by Licensor in the collection of any amounts owing by Subscriber to Licensor.

- 8.2. Licensor may invoice, and Subscriber shall pay to Licensor, such applicable sales, use, excise, or other similar taxes (federal, state, or local) that Licensor is required by law to apply to the fees set forth in Exhibit B. Any such tax amounts shall be clearly and separately stated on Contractor's invoices.

9. WARRANTIES

- 9.1. Performance. Licensor warrants and represents that the Services will perform the functions described in the documentation and specifications provided by Licensor.
- 9.2. Non-Infringement Warranty. Licensor warrants and represents that when used in accordance with this Agreement, the Services, Systems, and Licensor Technology shall not infringe upon or violate any copyright, patent, trademark, trade secret, or any other proprietary right of any third party.
- 9.3. Limitations on Warranties. IN CONSIDERATION OF THE WARRANTIES EXPRESSLY PROVIDED IN THIS ARTICLE 9 AND THE ACCESSIBILITY COMMITMENT IN ARTICLE 6, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY DISCLAIMED.
- 9.4. Internet Delays. THE SERVICES MAY BE SUBJECT TO LIMITATIONS, DELAYS, AND OTHER PROBLEMS INHERENT IN THE USE OF THE INTERNET AND ELECTRONIC COMMUNICATIONS. LICENSOR IS NOT RESPONSIBLE FOR ANY DELAYS, DELIVERY FAILURES, OR OTHER DAMAGE RESULTING FROM SUCH PROBLEMS.
- 9.5. Exclusive Remedies. Subscriber's exclusive remedies and Licensor's entire liability for any breach of the warranties specified in this Article 9, except as expressly provided otherwise in this Agreement, shall be the correction of the breach of warranty and the remedies provided in Article 6. However, if Licensor is unable to effect the correction without undue delay for the circumstances, Subscriber shall be entitled to terminate this Agreement, and the remedies defined in Article 14 shall apply.

10. INTELLECTUAL PROPERTY INDEMNITY

- 10.1. If a Claim of violation of copyright, trade secret, or other intellectual property rights relating to the Services, Systems, or Licensor Technology provided under this Agreement is made against Subscriber, Subscriber shall: (i) promptly notify Licensor; (ii) allow Licensor to control the litigation or settlement of such Claim; and (iii) cooperate with Licensor in the investigation, defense, and/or settlement thereof. Subscribers retain the right to participate at their own cost in any action in which Subscriber is named as a defendant.

- 10.2. Should any portion of the Services or intended use thereof become, or in Licensor's reasonable opinion be likely to become, the subject of a Claim for infringement of a copyright, or other proprietary right, Licensor shall at its option either (i) promptly and diligently modify or replace such portion to make it non-infringing, without degradation to functionality; or (ii) terminate this Agreement and refund fees pursuant to Article 14.3.

11. DISCLAIMER

- 11.1 Nothing in this Agreement shall be construed to create an attorney-client relationship between Licensor and Subscriber. Any consultations, discussions, or support provided by Licensor under this Agreement are strictly limited to assisting with the use and implementation of the licensed materials and shall not constitute legal advice. Subscriber is solely responsible for obtaining independent legal counsel regarding compliance with applicable laws, regulations, or legal obligations. Licensor expressly disclaims any responsibility or liability arising from Subscriber's legal, regulatory, or compliance decisions.

12. LOSS

- 12.1. LICENSOR SHALL NOT BE LIABLE TO SUBSCRIBER FOR AND SUBSCRIBER SHALL RELEASE AND INDEMNIFY LICENSOR FROM AND AGAINST ANY LOSS SUFFERED BY SUBSCRIBER OR ANY THIRD-PARTY CLAIM OF LOSS RESULTING FROM OR ARISING OUT OF OR OCCURRING IN CONNECTION WITH SERVICES, SYSTEMS, POLICIES, OR LICENSOR TECHNOLOGY, OR THIS AGREEMENT. ALL SYSTEMS AND POLICIES SUBJECT TO THIS AGREEMENT WERE PROVIDED FOR SUBSCRIBER'S EXCLUSIVE USE AND ADOPTED AT THE SOLE DISCRETION OF THE SUBSCRIBER.
- 12.2. SUBSCRIBER AGREES TO AND UNDERSTANDS THAT LICENSOR HAS MADE REASONABLE EFFORTS TO COMPLY WITH AND ADHERE TO ALL APPLICABLE STATUTES, OPINIONS, LAWS, AND INDUSTRY STANDARDS IN EFFECT AT THE TIME OF CREATION. SUBSCRIBER SHALL RELEASE AND INDEMNIFY LICENSOR FROM AND AGAINST ANY LOSS SUFFERED BY SUBSCRIBER RESULTING FROM OR ARISING OUT OF OR OCCURRING IN CONNECTION WITH THIS AGREEMENT.

14. TERMINATION AND REMEDY

- 14.1. Termination of Agreement for Cause. Each of Licensor and Subscriber has the right to terminate this Agreement and pursue injunctive relief if the other Party breaches or is in default of any material obligation under this Agreement, when such a breach or default (i) is incapable of cure; or (ii), being capable of cure, has not been cured within thirty (30) days after receipt of written notice of breach or default.

- 14.2. Termination for Convenience. This Agreement may be terminated by either Party at the annual anniversary date of each year of the Subscription Term by written notice to the other Party at least thirty (30) days prior to the anniversary date of the Subscription Term.
- 14.3. Remedy. In the event Subscriber terminates this Agreement pursuant to Article 14.1 or Article 14.2 Licensor shall return to Subscriber any prepaid payments it received for the terminated portion of the Agreement.
- 14.4. Subscriber Data. Upon termination or expiration of this Agreement, Licensor shall remove from its servers and return to Subscriber all Subscriber Data or provide Subscriber access for a reasonable period (but, in any event, no more than 180 days) after termination or expiration in order to gather and facilitate a transfer of all Subscriber Data. Notwithstanding the foregoing, Licensor shall be permitted to retain one archival copy of the Subscriber Data, and Licensor shall represent to Subscriber that the same is retained for archival purposes only and any possible litigation arising thereunder, and for no other purpose.

15. GOVERNING LAW

- 15.1. THE INTERPRETATION AND PERFORMANCE OF THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF MINNESOTA, EXCEPT FOR ANY RULE OF LAW OF THE STATE OF MINNESOTA, WHICH WOULD MAKE THE LAW OF ANY OTHER JURISDICTION APPLICABLE.
- 15.2. The Parties specifically agree that, if any provision of this Agreement is determined to be unenforceable or in contravention of any applicable law, such provision shall be deemed modified to the minimum extent required to bring such provision into compliance with said statute or case law. NOTHING CONTAINED HEREIN SHOULD BE CONSTRUED AS CONTRAVENING THE EXPRESS INTENTION OF THE PARTIES THAT THE LAWS OF THE STATE OF MINNESOTA SHALL APPLY IN ALL RESPECTS, UNLESS AND EXCEPT TO THE EXTENT THAT THE PARTIES MAY REFERENCE AND REQUEST APPLICATION OF A LAW, STATUTE, OR RULE OF ANOTHER JURISDICTION OR GOVERNMENTAL BODY IN A SPECIFIC PROVISION OF THIS AGREEMENT.

16. DISPUTE RESOLUTION

- 16.1. All actions and proceedings arising out of or related, in whole or in part, to this Agreement shall lie exclusively in the state courts of Washington County, Minnesota. Both Parties hereby irrevocably submit to the exclusive jurisdiction of such courts (and, in the case of appeals, appropriate appellate courts therefrom) in any such action or proceeding and irrevocably waive the defenses of lack of personal jurisdiction or any inconvenient forum to the maintenance of any such action or proceeding.

17. DATA AND CONFIDENTIAL INFORMATION

- 17.1. During the term of this Agreement, the Parties may provide information to each other or come into possession of information which is considered confidential (“Confidential Information”). Confidential Information shall include Subscriber Data, Licensor Technology, and information which is marked as “confidential” or “proprietary” or would reasonably be assumed to be confidential based on its content or the context surrounding its disclosure.
- 17.2. Licensor specifically agrees that all Subscriber Data (including Personal Data) is and shall always remain the exclusive property of Subscriber, and Licensor shall not access, download, or make use of the Subscriber Data for any reason other than for the purposes of providing the Services or as otherwise required by applicable law.
- 17.3. Upon expiration or termination of this Agreement, and as directed by the disclosing Party, each Party will promptly (i) return to the other Party all the Confidential Information of the other Party; or (ii) erase and destroy all copies of the Confidential Information of the other Party in its possession and certify destruction of the same.

18. ACCESS TO SUBSCRIBER’S SYSTEMS AND NETWORKS

- 18.1. Subscribers shall determine the portions of Subscriber’s System and/or Network to which the Accessing Parties will have access and will designate such portions of the System and Network in writing. No Accessing Party shall access or attempt to access any portion of Subscriber’s System or Network except as expressly permitted hereunder.
- 18.2. SUBSCRIBER MAKES NO WARRANTIES, EXPRESS OR IMPLIED, AND EXPRESSLY DISCLAIMS THE WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE AND MERCHANTABILITY WITH RESPECT TO SUBSCRIBER’S SYSTEM AND NETWORK.

19. ASSIGNMENT

- 19.1 Licensor may freely assign, transfer, and novate this Agreement without any obligation to obtain the prior written consent of Subscriber. Subscriber shall not assign, transfer, or novate this Agreement, in whole or in part, without the prior written consent of Licensor. Any assignment in violation of this Article 19.1 shall be null and void.

20. GENERAL

- 20.1 Headings. The captions and headings used in this Agreement are for convenience only and shall not be used for purposes of construction or interpretation.

- 20.2 Non-Waiver. No waiver by either Party of any one or more defaults by the other Party in performance of this Agreement shall operate or be construed as a waiver of any future default or defaults by the same Party, whether of a like or a different character.
- 20.3 Amendment. No change to any term or provision hereof shall be effective unless stated in writing and signed by the duly authorized representatives of both Parties.
- 20.4 Right to Defend. Each Party shall notify the other immediately upon the commencement of any action brought and the outcome of which may affect the rights of the other Party herein granted, and such other Party shall have the right at its own expense to appear in and defend such actions.
- 20.5 Severability. It is intended that if any provision of this Agreement is determined to be unenforceable or void for any reason, such provision shall be adjusted, if possible, to achieve the intent of the Parties. In any event, all other provisions of this Agreement shall be deemed valid, binding, and enforceable.
- 20.6 Legal Representation and Language Construction. Each Party has had the opportunity to be represented by counsel in connection with the drafting and negotiation of this Agreement, and the Parties agree that this Agreement and the terms hereof shall not be construed more severely against one of the Parties than the other. Specifically, but not by limitation, the Parties agree that no term of this Agreement shall be construed more severely against the Party deemed to be the drafter of such term than against the other Party.
- 20.7 Entire Agreement. This Agreement reflects the entire agreement between the Parties with respect to its subject matter. All other oral or written agreements, contracts, understandings, conditions, warranties, or representations with respect to the subject matter of this Agreement are superseded by this Agreement.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized representatives, effective as of the Effective Date.

CITY OF NEW RICHLAND

**LETAC
A DIVISION OF ECKBERG LAMMERS, P.C.**

By: _____

By: _____

Print: _____

Print: Imran S. Ali

Title: _____

Title: Executive Director, LETAC

Date: _____

Date: _____

EXHIBIT A SCOPE OF SERVICES

1. GENERAL

Licensors will provide Policies360 Law Enforcement Policies and a hosted platform for Policies360 Law Enforcement Policies Software. The platform provides Subscriber the ability to receive law enforcement policies and provides a platform to deliver, access, manage, audit and report on Policies360 Law Enforcement Policies

2. SUMMARY OF SERVICES:

Policies360 is a web-based Law Enforcement Policy management system created to increase understanding, access, retention, proficiency, and efficiency in locating and understanding Law Enforcement Policies by eliminating unnecessary processes and providing enhanced targeted knowledge management systems. All policy storage, retrieval, updating, auditing, reporting and proprietary knowledge management systems are performed online.

Policies360 is used by law enforcement agencies to protect the public, officers and municipalities from unnecessary risk and harm by providing comprehensive policies and intuitive knowledge management systems to promote public safety.

With Policies360 you can:

- Receive, sort and manage policies
- Automatically route or complete tickets
- Search for current policies
- Access to policies
- Manage policy updates
- Eliminate unnecessary procedures from policies

Policies360 include the following:

- Complete and comprehensive Law Enforcement Policy Manual
- Online access to Policies 24/7
- Integrated intuitive Knowledge Management System
- Policy Update notifications
- Compliance and reporting
- Support for locations and users
- Web-based application access
- Setup, credentialing and configuration
- Telephone support, upgrades and maintenance
- Current auditing and reporting
- Fully redundant and secure data center

3. IMPLEMENTATION AND SET-UP PROCESS

Outlined in Policies360 Implementation & Security Forms

4. DETAILS OF SERVICES

Policies360 include:

LETAC Law Enforcement Policy Manual
Automated MN Law Enforcement Policy Manual
Periodic policy updates
Policy Monitoring
Automated Notifications of Compliance
Employee recognition Auditing
Auditing and Reporting
Completion Detail and Summary Reports
Export Reports to Multiple Formats
Seven Years of Archived Data
Custom Reporting Tool

Intuitive Knowledge Management Systems
Interactive Learning
Support
Online support
Data Security
Data Integrity
Data Center Redundancy
Network Redundancy
Data Redundancy

**EXHIBIT B
FEES**

SUMMARY OF FEES

Based on 4 FTE/PTE Officers

Policies360	
2026 Policies360 Onboarding, Included Customization and Annual Management	\$4,200
2027 Policies360 Annual Management	\$3,000
2028 Policies360 Annual Management	\$3,150

New Richland City Council

08 Dec 2025

New Richland Care Center

Operations:

November Average Census = 33.27 (Annual Average = 35.93) Current census = 34

A low swing in admissions partly due to the holiday.

Many of the persons reviewed for move in, for various reasons, had needs that could not be met in our community.

Financial: October Rev = \$471,239. Expenses = (\$467,797). Income from Operations = \$3442

Increased census in October 37.55 ave. yields great revenue.

Expenses were reduced by \$23,000 by reducing the use of agency staff.

Sept/Oct we hired 15 staff members. And the 2% increase was given on Oct 1.

Staffing:

Early November, Intellicents came in for healthcare insurance open enrollment. Enrollment numbers did increase slightly with people making use of our insurance. We increased the employer portion paid from 65% to 80%. There is also a plan with a higher deductible (lower premium) allowing the use of the HelpCare Clinic starting in Albert Lea in 2026.

Other

Thanksgiving was a success! We had more than 30 guests join our Thanksgiving dinner. Thank you all for dining with us.

Christmas preparation is in full swing, decorations are everywhere, Christmas music in the air, we are grateful for everyone that comes in to visit during the holiday season.

Date: December 3, 2025

To: City of New Richland

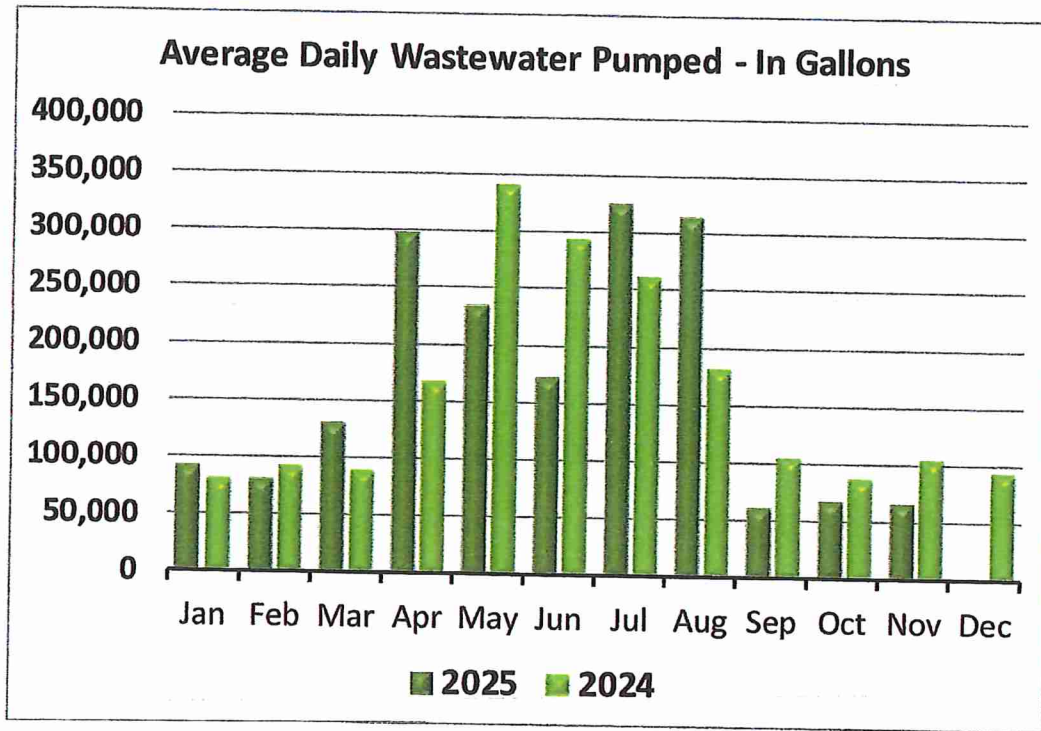
From: Shell Johnson, Operator

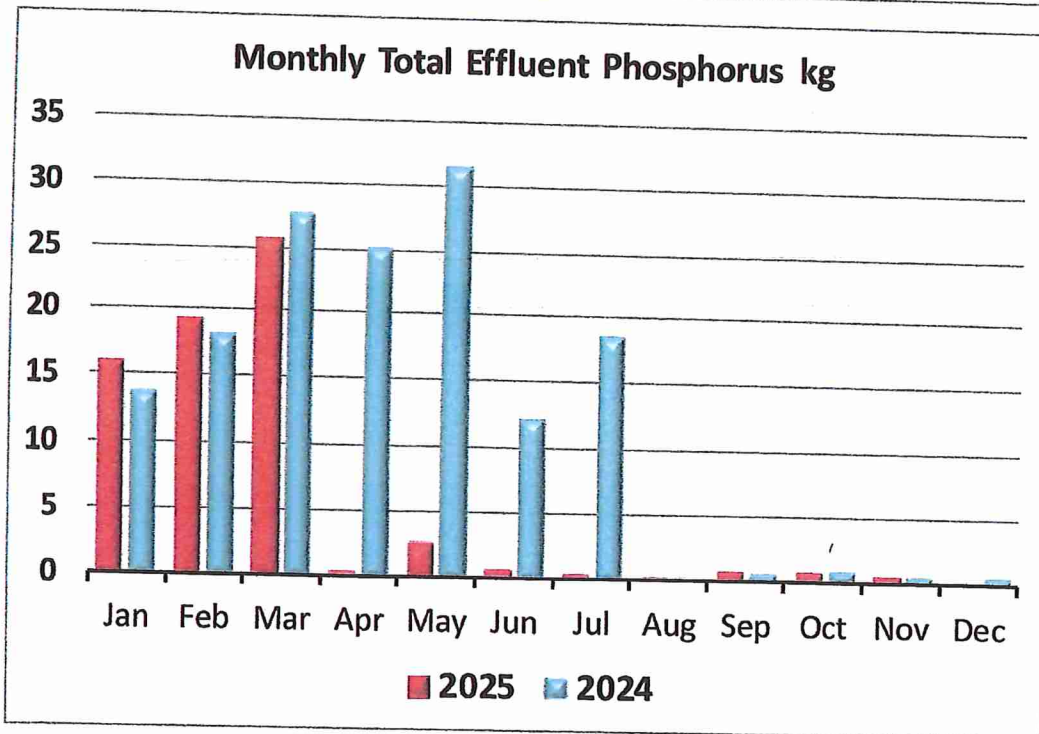
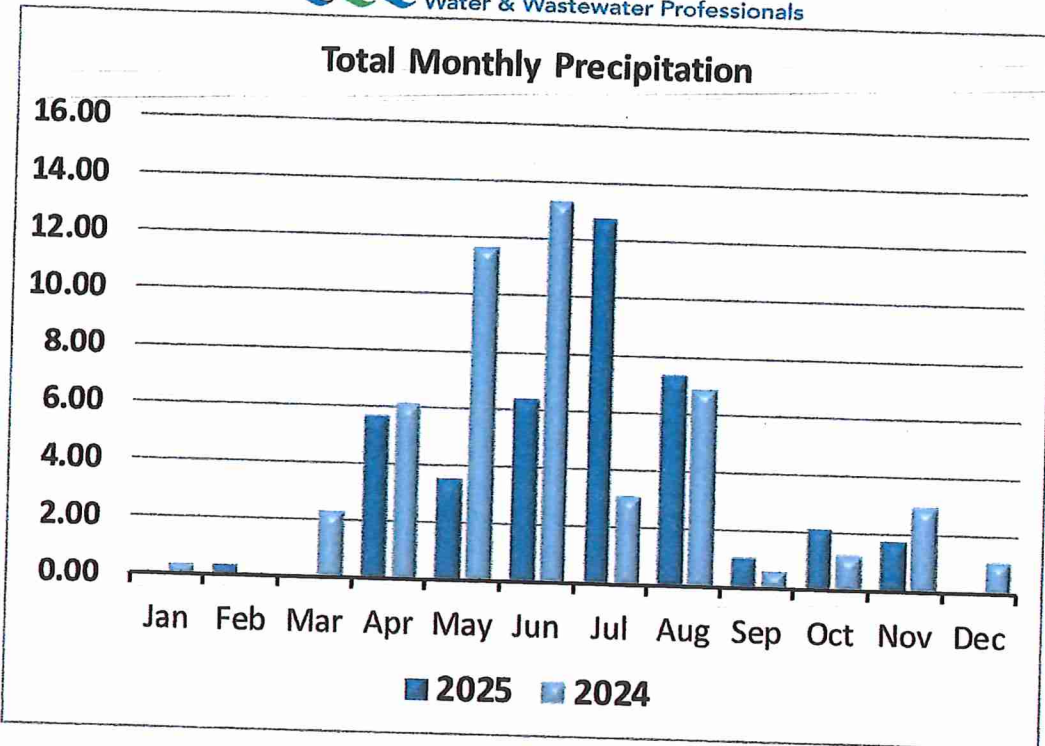
O & M Report: November 2025

Wastewater Operation & Maintenance

- Chlorine and Sulphur Dioxide shut down for winter, will restart next may
- I did the winter Smart salting Certification, 5 hr. class and test. This is part of the Chloride Variance that the city of new Richland has. I have almost completed the smart salting tool and Braeden finished their portion for road/sidewalk/salt storage. When they get a minute, it would be beneficial for them to take the road/sidewalk application of salt class and test. There is one for city admin/council to look at, which would be helpful. This all goes with the chloride Variance, which is a 15-yr process. Each year there are things that we need to do.
- I have asked for an estimate on the mixer for the lift station mixer but have not heard back yet.
- I ordered the part for the air compressor/diaphragm pump. It has taken months to find this part
- I filled out a report and sent to Administration, for the Empire Televising/cleaning of Broadway/Ash/3rd/4th
- 2. Million gallons of wastewater were treated at the plant
-

Thank you, shell Johnson, Peopleservice





PeopleService INC.

Water & Wastewater Professionals

Water	Units	October-25	September-25	October-24
Wastewater				
CBOD				
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%
TSS				
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%
Phosphorus				
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
Fecal Coliform				
Fecal Effluent	ml	111	9	209
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
Dissolved Oxygen				
DO Effluent	mg/L	5.22	4.76	4.81
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
Effluent Flow				
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
Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
Maintenance Budget	\$7,736.00	\$5,529.00	71%	83%
Total	\$7,736.00	\$5,529.00	71%	83%



**City of New Richland
Maintenance & Utilities
Council Report**

Dec 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 is completed for this year.
- Started with the water plant updates and controls 7/1, accepted to be on 9/15
- Bathrooms are done at the City Hall
- swept up leaves (53 loads)
- first snow falls 11/29
- Ulland overlay 11/11/25

FUTURE PROJECTS

- Tree removal on the St. Olaf Lake
- Christmas Lights

➤ **Street Projects**

Alden Pool, GLD 30 battery GHLORINE GAS ALRM \$1600 And Scaleton 1000-2 & 2-20 ma 2350
\$3196 (TOTAL \$47960)

Loken, salt sand \$98 per yd delivered 15.7 yard \$1538.60

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



Protecting, maintaining and improving the health of all Minnesotans

October 29, 2025

New Richland City Council
c/o , Admin.
203 North Broadway Avenue
P.O. Box 57
New Richland, Minnesota 56072-0057

Dear Council Members:

SUBJECT: Sanitary Survey Report for New Richland Public Water System (PWS), Waseca County, PWSID 1810002

Enclosed is a copy of the sanitary survey report summarizing an on-site inspection of your Community Public Water System. This report includes a review of the system's water source, facilities, equipment, operation, maintenance, and monitoring compliance for the purpose of evaluating the adequacy of the facilities for producing and distributing safe drinking water. Technical and management information regarding the operation of the system may also be provided. Conducting sanitary surveys on a regular basis is an important element in preventing contamination of drinking water supplies and in maintaining compliance with the National Primary Drinking Water Standards. Eric Hendrickson was present during this inspection.

Please take appropriate action to address any deficiencies or recommendations identified within this report. A deficiency may lead to a contamination of the water supply or failure of the system to be in compliance with the Safe Drinking Water Act. The enclosed report must be kept on file and made available for public review for not less than ten (10) years.

The Minnesota Department of Health (MDH) continues to monitor your PWS for contaminants identified by state and federal drinking water regulations. The results of such monitoring are not part of this report. They are sent to you under separate cover as they become available.

If you have questions concerning the information contained in the report, please contact me at 507/344-2713.

Sincerely,

Amy Lynch Digitally signed by Amy Lynch
Date: 2025.10.29 15:39:54 -05'00'

Amy L. Lynch
MDH-Drinking Water Protection
Environmental Health Division
12 Civic Center Plaza, Suite 2105
Mankato, Minnesota 56001

ALL
Enclosures
cc: Water Superintendent



MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report



System Name: New Richland	Survey Date: 09/15/2025
PWSID: 1810002	Surveyor: Amy L. Lynch
System Contact: Eric Hendrickson	PWS Type: Community

Deficiencies

Deficiencies are observed or identified issues that may indicate noncompliance with regulations, codes, or drinking water standards, result in contamination of drinking water delivered to consumers, or compromise to public health. Deficiencies must be corrected in a timely manner.

Treatment

The following deficiency was observed
the scales to weigh chlorine cylinders appear to have reached the end of useful life and must be replaced. It is required that scales be provided to weigh cylinders at all facilities using chlorine gas. [Minn. Rules 4720.3957]

The chlorine room is also lacking an alarm to alert personnel of chlorine leaks. It is required that a chlorine alarm be installed in the chemical storage room.

Water Storage

The following deficiency was observed
cables for antennae, etc. are attached to and running up the access ladder for the storage facility. These cables must be removed from the ladder to ensure the ladder can be used safely as intended.

Requirements and Recommendations

Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

Water Source

As a reminder, it is required that a well for a community public water supply be located according to distances specified in Minn.Rules 4725.4450, including not less than 50 feet from a source of contamination including buried sewers (except as specified in Minn. Rules 4725.5850).

The wells are alternated on a monthly basis.

No deficiencies observed.

Sample taps are not provided at each water source. [Minn. Rules 4720.0350] The wells are operated individually to facilitate collection of individual source samples; however, it is recommended separate taps be provided to meet this requirement.

Well #1 was physically disconnected from the PWS in the fall of 2024 and is used for bulk fill. The PWS must consult with DNR to meet maintenance requirements for Well #1.



MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report



System Name: New Richland	Survey Date: 09/15/2025
PWSID: 1810002	Surveyor: Amy L. Lynch
System Contact: Eric Hendrickson	PWS Type: Community

Requirements and Recommendations

Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

Pumps/Pump Facilities and Controls

It is required that each pump discharge line be equipped with a standard pressure gauge. [Recommended Standards for Water Works 3.2.7.3.4]

It is recommended that the discharge piping be scraped clean and repainted.

No deficiencies observed.

Treatment

Chlorine gas storage rooms are required to have:

- a. A louvered air intake located near the ceiling and as far away from the exhaust vent as possible.
- b. A power exhaust system whose suction is 6-12 inches above the floor, point of discharge is to the atmosphere at least 6 feet above the ground and that provides one complete air exchange per minute.
- c. All cylinders chained whether empty or full.
- d. An inspection window through which a viewer can see the entire room.
- e. Switches for the exhaust fan and lights located outside the chlorine room, preferably near the inspection window.
- f. A bottle of ammonium hydroxide for chlorine leak detection.
- g. Sealed walls between the pumphouse and the chlorine room.
- h. A relief line from the chlorinator discharging to the outside atmosphere as far above the ground as possible.
- i. The exit door opening outward and provided with panic hardware.
- j. An additional set of switches for the exhaust fan and lights outside the room, preferably near the door and protected from vandalism. [Recommended Standards for Water Works 5.4.1]

It is recommended that all chemical barrels and feed lines be labeled as to their contents to prevent accidental cross filling.

It is recommended that the water treatment plant be supplied with dehumidification equipment to prevent corrosion of the components and shortening the useful life of the facility.

It is recommended that chemical feed tanks be replaced. When replacing the liquid storage tanks a secondary containment must be provided to prevent the accidental discharge of chemical in the event of an equipment failure or spill. [Recommended Standards for Water Works 5.1.9]



MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report



System Name: **New Richland**
PWSID: **1810002**
System Contact: **Eric Hendrickson**

Survey Date: **09/15/2025**
Surveyor: **Amy L. Lynch**
PWS Type: **Community**

Requirements and Recommendations

Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

Treatment

Chemical feed pumps are not flow paced. It is recommended that the system replace the existing chemical feed pumps with flow paced feed pumps. The system must also verify chemical dosing and feed rates on a regular basis.

Due to the difference in pumping rates between wells, the chlorine feed is manually adjusted each time wells are alternated. It is recommended the PWS consider a means to adjust chemical feed rates based on well flow rates rather than manually.

Fluoride addition was discontinued in the spring of 2024 due to raw fluoride levels measuring 0.8-0.9mg/L.

Media was added to the filters in the fall of 2024.

It is recommended that the system develop, maintain, and follow a written standard operating procedure (SOP) for filter operation and maintenance.

Water Storage

It is recommended that all water storage structures be inspected externally on a seasonal basis to assess and repair environmental damage and verify integrity of vents and screens. A written maintenance program should include periodic internal inspection and cleaning. Operating procedures addressing minimum and maximum water levels and target turnover rates should be in place. [AWWA Standards Distribution Systems Operation and Management, Sec. 4.3]

Distribution

It is recommended that a written policy with procedures be developed on dealing with watermain and service line breaks. The procedures should include but are not limited to the following:

- After a break has been located, determine which valves must be closed to isolate the break. A good policy would be to notify the affected customers before shutting off the valves, also it should be determined before shutting off the valves if a negative pressure may develop in the water mains and take appropriate precautions to prevent any backsiphonage.
- After the break has been repaired, the affected area should be thoroughly flushed, disinfected, and water samples collected for bacteriological analysis. It is recommended that records be maintained showing the chlorine residual, bacteriological results, and any other information pertinent to the break.



MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report



System Name: **New Richland**
PWSID: **1810002**
System Contact: **Eric Hendrickson**

Survey Date: **09/15/2025**
Surveyor: **Amy L. Lynch**
PWS Type: **Community**

Requirements and Recommendations

Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

Distribution

It is recommended that a free chlorine residual of at least 0.2 to 0.5 milligrams per liter or a total chlorine residual of at least 1.0 milligrams per liter be maintained on all points of the distribution system.

It is recommended that a valve exercising and replacement program be initiated to ensure valves are in working condition. This will minimize sanitary hazards and inconvenience to the customer when working on the distribution system. [AWWA Standards Distribution Systems Operation and Management, Section 4]

No deficiencies observed.

Monitoring/Reporting Data Verification

The following applicable records are required to be maintained by the water supply system:

- a. Coliform bacteria results - 5 years
 - b. Chlorine residual results - 5 years
 - c. Chemical results - 10 years
 - d. Sanitary survey reports - 10 years
 - e. All lead and copper materials - 12 years
 - f. Consumer confidence reports - 3 years
 - g. Public Notices - 3 years
 - h. Fluoride quarterly results and monthly reports - 1 year
 - i. Turbidity results - 3 years
- [Minn. Rules 4720.0350]

It is recommended that the static and drawdown water levels be taken at least monthly and permanently recorded.

It is recommended that the following records be maintained by the water supply system:

- a. Daily pumping per well
- b. Fluoride added per well
- c. Chlorine added per well
- d. Daily chlorine residuals on the distribution system
- e. Maintenance and repairs

No deficiencies observed.



MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report



System Name: **New Richland**
PWSID: **1810002**
System Contact: **Eric Hendrickson**

Survey Date: **09/15/2025**
Surveyor: **Amy L. Lynch**
PWS Type: **Community**

Requirements and Recommendations

Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

Monitoring/Reporting Data Verification

It is recommended that iron and manganese are tested on a regular basis to monitor filter performance.

Water System Management/Operation

Public water supplies are required to maintain effective security measures to protect physical infrastructure and operational practices. This includes security of the physical infrastructure and related operational practices and institutional controls. Listed below are the security concerns that must be identified and addressed:

- a. Intrusion deterrents such as physical barriers, lighting, camera, alarms, and sturdy locking hardware with hardened protective covers for all facilities and components.
- b. Computer based control technologies such as SCADA must be secured from unauthorized physical access and potential cyber attacks.
- c. Safe delivery, handling and storage of chemicals.
- d. Redundancy and enhanced security features to eliminate single point of failure.

[ANSI/AWWA G430-14(R20) and Recommended Standards for Water Works 2.19]

Prior to the construction or alteration of a public water supply system, it is required that complete plans and specifications be submitted to the Minnesota Department of Health Drinking Water Protection Section for approval. This includes plans for treatment, pumping, storage, and related facilities. [Minn. Rules, 4720.0010]

Engineering plans for new, modifications to, or additions to the water supply system, including watermains, are required to be properly submitted to the Minnesota Department of Health for review. All plans must be approved prior to the start of construction. [Minn. Rules 4720.0010]

It is recommended that a comprehensive program of cross-connection surveillance be instituted to protect the water supply. This includes:

- a. The detection and correction of cross-connections to unsafe water supplies.
- b. The education of the public on the dangers of cross-connections.
- c. The installation of vacuum breakers on all threaded hose bibbs in new and old buildings.
- d. The replacement of defective plumbing in older buildings.
- e. Periodic cross-connection inspections of potentially hazardous industries and commercial establishments.
- f. The education of the employees on the dangers of cross-connections.



MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report



System Name: New Richland	Survey Date: 09/15/2025
PWSID: 1810002	Surveyor: Amy L. Lynch
System Contact: Eric Hendrickson	PWS Type: Community

Requirements and Recommendations

Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

Water System Management/Operation

It is recommended that adequate exterior lighting be provided for all critical water system components in order to detect or deter trespassers.

It is recommended that all community drinking water systems develop an asset management plan. This plan is an important part of capacity development and the operation and management of the water system.

It is recommended that materials which are not essential to water works operation not be stored in the water facility.

Equipment was observed to be nearing the end of useful life. It is recommended that equipment within the treatment facility be evaluated to determine whether repair (including scraping and repainting) or replacement is needed.

It is recommended that signage stating "Warning Tampering with this Facility is a Federal Offense" be posted on all water facilities.

To ensure security, it is recommended that a daily check of critical system components be conducted, including confirmation that all doors and access hatches are locked.

No deficiencies observed.

It is recommended that the system utilize the source water protection grants available to implement measures identified in the wellhead protection plan.

Operator Compliance with State Requirements

The certified operators are required to qualify themselves by attending waterworks operators training seminars offered throughout the state. Continuing education is valuable experience for anyone engaged in this field. The required contact hours in the previous 3 years for certification renewal are:

- Class A 32 contact hours
 - Class B 24 contact hours
 - Class C 16 contact hours
 - Class D 8 contact hours
 - Class E 4 contact hours
- [Minn. Rules 9400.1200]



MINNESOTA DEPARTMENT OF HEALTH
Section of Drinking Water Protection
Sanitary Survey Report



System Name: New Richland	Survey Date: 09/15/2025
PWSID: 1810002	Surveyor: Amy L. Lynch
System Contact: Eric Hendrickson	PWS Type: Community

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Requirements are based on regulation, code, and standard operating procedures across the water industry to be followed to maintain the public water supply and are listed here as informational guidance. Requirements not followed may be elevated to deficiencies. Recommendations are best practices for a public water supply to maintain the safe delivery of drinking water to consumers.

Operator Compliance with State Requirements

No deficiencies observed.



MINNESOTA DEPARTMENT OF HEALTH
 Section of Drinking Water Protection
 Sanitary Survey Report



System Name: New Richland	Survey Date: 09/15/2025
PWSID: 1810002	Surveyor: Amy L. Lynch
System Contact: Eric Hendrickson	PWS Type: Community

Bacteriological Results and Chlorine Residuals

<u>Date</u>	<u>Sampling Location</u>	<u>Chlorine Residual</u> <u>Free / Total</u>	<u>Coliform</u> <u>Bacteria</u>	<u>E.Coli</u>
09/15/2025	Well #3	/	Absent	
09/15/2025	Well #2	/	Absent	



MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report



System Name: **New Richland**
 PWSID: **1810002**
 System Contact: **Eric Hendrickson**

Survey Date: **09/15/2025**
 Surveyor: **Amy L. Lynch**
 PWS Type: **Community**

Contact Information

Name	Address	Phone/Email
Contact		
Eric Hendrickson		Business Phone 1 507/317-1336, Ext. cell Email ehendrickson@cityofnewrichlandmn.com
Owner/Responsible Party		
New Richland City Council	c/o , Admin. 203 North Broadway Avenue P.O. Box 57 New Richland, MN 56072-0057	Business Fax 507/465-3375 Business Phone 1 507/465-3514 Cell Phone 507/380-1224 Email ehendrickson@cityofnewrichlandmn.com
Financial		
New Richland City Council	c/o , Admin. 203 North Broadway Avenue P.O. Box 57 New Richland, MN 56072-0057	Business Phone 1 507/465-3514 Email ehendrickson@cityofnewrichlandmn.com

Sample Bottles/General Correspondence

New Richland Water Superintendent	c/o Eric Hendrickson 203 North Broadway Avenue PO Box 57 New Richland, MN 56072-0057	Business Phone 1 507/465-8304 Email ehendrickson@cityofnewrichlandmn.com
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Emergency Workday

Eric Hendrickson	Business Phone 1 507/317-1336, Ext. cell
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Emergency After-Hours

Eric Hendrickson	Business Phone 1 507/317-1336, Ext. cell
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Consumer Confidence Report

Eric Hendrickson	Business Phone 1 507/317-1336 Email ehendrickson@cityofnewrichlandmn.com
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Classification Information

Owner Type: Municipal	Population: 1201
System Class: C	Service Connections: 527
Service Area Characteristics: Municipal	Class Points: 39

Certified Operators

Name	Class	Expiration Date	Name	Class	Expiration Date
Johnson, Alice M.	B	08/31/2028	Hendrickson, Eric R.	C	02/28/2027
Thompson, Braeden M.	D	02/29/2028			



MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report



System Name: **New Richland**
 PWSID: **1810002**
 System Contact: **Eric Hendrickson**

Survey Date: **09/15/2025**
 Surveyor: **Amy L. Lynch**
 PWS Type: **Community**

Production Totals

Design Capacity:	300 Gallons per Minute	Emergency Capacity:	300 Gallons per Minute
Average Daily:	72,300 Gallons	Storage Capacity:	250,000 Gallons
Highest Daily:	176,000 Gallons		

Source Information

Well #2

Unique Well No.: 00224275	Source Type: Groundwater
Type: Well	Pump Capacity (gpm): 110
Status: Active	Pumping Rate (gpm): 110
Availability: Primary	Emergency Capacity: 110 Gallons per Minute
Year Constructed: 1965	Static Depth (ft):
Well Depth (ft): 461	Drawdown (ft):
Casing Depth (ft): 340	Pump Type: Submersible
Casing Diameter (in): 10	Vulnerable: No
Screen Length (ft):	
Aquifer: St. Peter	

Well #3

Unique Well No.: 00179805	Source Type: Groundwater
Type: Well	Pump Capacity (gpm): 260
Status: Active	Pumping Rate (gpm): 260
Availability: Primary	Emergency Capacity: 260 Gallons per Minute
Year Constructed: 1982	Static Depth (ft):
Well Depth (ft): 435	Drawdown (ft):
Casing Depth (ft): 372	Pump Type: Submersible VFD
Casing Diameter (in): 18	Vulnerable: No
Screen Length (ft):	
Aquifer: St. Peter	



MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report



System Name: **New Richland**
 PWSID: **1810002**
 System Contact: **Eric Hendrickson**

Survey Date: **09/15/2025**
 Surveyor: **Amy L. Lynch**
 PWS Type: **Community**

Treatment Information

Treatment Plant

Type: Treatment Plant
 Status: Active
 Availability: Primary

Source Water: Groundwater
 Design Capacity: 300 Gallons per Minute
 Emergency Capacity: 300 Gallons per Minute
 Operating Rate: 250 Gallons per Minute

Treatment Objective

Arsenic Removal

 Disinfection
 Iron/Manganese Removal

 Radionuclides Removal

Treatment Process Mechanism

Aeration/Spray
 Filtration (Gravity)/Anthracite/Sand
 Chlorine/Gas
 Aeration/Spray
 Filtration (Gravity)/Anthracite/Sand
 Filtration (Gravity)/Anthracite/Sand
 Oxidation - chemical/Manganese sulfate
 Oxidation - chemical/Potassium permanganate

Specific Treatment Notes: Fe removal at TP reduces As in finished water. Well 1 has an elevated level but <MCL. Wells 2 & 3 are now very low.

Storage Information

Elevated Storage Tank

Type: Storage-Elevated
 Status: Active

Capacity: 250,000 Gallons
 Availability: Primary
 Chlorination:



MINNESOTA DEPARTMENT OF HEALTH
SECTION OF DRINKING WATER PROTECTION
Public Water Supply Inventory Report



System Name: **New Richland**

PWSID: **1810002**

System Contact: **Eric Hendrickson**

Survey Date: **09/15/2025**

Surveyor: **Amy L. Lynch**

PWS Type: **Community**

Bacteriological Sample Site Plan

Distribution

<u>Sample Site ID</u>	<u>Sample Location</u>	<u>Status</u>	<u>Notes</u>
001	City Hall	Active	
002	Post Office	Active	
003	City Shop	Active	
004	Caseys	Active	
007	Library	Active	
008	Legion Field	Active	
009	Neighbors Meats	Active	
010	Health Care Center	Active	
011	Country Neighbors	Active	
012	H.U.D. Office	Active	
013	Ferry Apartments	Active	
014	Budach Implement	Active	



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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		UnitedHealthcare Insurance Company		Medica Insurance Company	
	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	\$3,400	\$10,000	\$4,000	\$10,000	\$5,500	\$10,000
Family Deductible	\$7,500	\$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	\$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	\$6,800	\$60,000	\$8,000	\$40,000	\$11,000	Not Covered
Coinsurance (Policy Holder Portion)	0%	50% After Ded.	0%	50% After Ded.	0%	50% After Ded.	0%	50% After Ded.	0%	50% After Ded.
Primary Care/Office	0% After Ded.	Ded.	0% After Ded.	Ded.	0% After Ded.	Ded.	0% After Ded.	Ded.	0% After Ded.	Ded.
Specialist Care	0% After Ded.	Ded.	0% After Ded.	Ded.	0% After Ded.	Ded.	0% After Ded.	Ded.	0% After Ded.	Ded.
Emergency Room	0% After Ded.	0% After Ded.	0% After Ded.	0% After Ded.	0% After Ded.	0% After Ded.	0% After Ded.	0% After Ded.	0% After Ded.	0% After Ded.
Urgent Care	0% After Ded.	50% After Ded.	0% After Ded.	50% After Ded.	0% After Ded.	50% After Ded.	0% After Ded.	50% After Ded.	0% After Ded.	50% After Ded.
Rx Retail Tier(s)	0% After Ded. / 0% After Ded.	Not Covered / Not Covered	0% After Ded. / Not Covered	Not Covered / Not Covered	0% After Ded. / Not Covered	Not Covered / Not Covered	0% After Ded. / Not Covered	Not Covered / Not Covered	0% After Ded. / Not Covered	50% After Ded. / 50% After Ded.
Annual cost	\$16,098.72	\$18,797.88	\$14,960.40	\$19,737.84	\$1,644.82	\$19,737.84	\$20,100.72	\$17,406.24	\$1,450.52	\$17,406.24
Total monthly premium	\$1,341.56	\$1,566.49	\$1,246.70	\$1,644.82	\$1,675.06	\$1,644.82	\$1,675.06	\$1,450.52	\$1,450.52	\$1,450.52
			-7.07%	22.61%	24.86%					8.12%



Age-Rated Rates Comparison

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

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Current plan	Renewal plan	Alternate plans	UnitedHealthcare Insurance Company	Medica Insurance Company
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	EN9R 4000/100% UHC Choice Plus HSA Gold 4000-3 D57S Plan Packages: MN011	Medica Choice Passport MN 5500-0% HSA Silver 31616MN0290119-00

Age at renewal

Name	Age at renewal	Relationship	Current plan	Renewal plan	Alternate plans	UnitedHealthcare Insurance Company	Medica Insurance Company
Eric Hendrickson	42	Employee	\$694.24	\$814.92	\$648.56	\$855.67	\$754.59
Heather Christensen Braeden	35	Employee	\$647.32	\$751.57	\$598.14	\$789.15	\$695.93
Thompson	25	Employee	\$533.21	\$617.49	\$491.43	\$648.37	\$571.78
Annual cost			\$22,497.24	\$26,207.76	\$20,857.56	\$27,518.28	\$24,267.60
Total monthly premium			\$1,874.77	\$2,183.98 ▲ 16.49%	\$1,738.13 ▼ -7.29%	\$2,293.19 ▲ 22.32%	\$2,022.30 ▲ 7.87%

CITY OF NEW RICHLAND

*Check Summary Register©

NOVEMBER 2025

Nam	Check Date	Check Amt	
10100 GENERAL CHECKING			
5692e ISOLVED	11/5/2025	\$12,911.92	11-5-2025 PAYROLL
5693e PERA	11/5/2025	\$2,697.68	11-5-2025 PAYROLL
5694e CENTRAL FARM SERVICE	10/31/2025	\$1,099.59	FUEL
5695e CENTRAL FARM SERVICE	10/31/2025	\$1,008.69	FUEL
5696e CENTRAL FARM SERVICE	10/31/2025	\$295.38	CHEMICAL SPRAY
5697e ISOLVED	11/10/2025	\$5,939.42	11-10-25 AMBULANCE PAYROLL
5698e NATIONWIDE	11/10/2025	\$100.00	11-10-25 AMBULANCE PAYROLL
5725e MN ENERGY RESOURCES CORP	11/10/2025	\$318.93	SOLAR
5726e PERA	11/19/2025	\$2,697.91	11-19-2025 PAYROLL
5727e ISOLVED	11/19/2025	\$13,089.87	11-19-2025 PAYROLL
5731e HEALTH EQUITY	11/3/2025	\$266.68	INSURANCE
5732e XCEL ENERGY	11/3/2025	\$1,406.04	ELECTIC
5733e COMPANION LIFE INSURANCE	11/4/2025	\$429.38	SUPPLEMENTAL INSURANCE
5734e STEELE-WASECA COOP	11/5/2025	\$68.38	ST. OLAF
5735e DEPARTMENT OF NATURAL	11/6/2025	\$35.00	WATER TESTING
5736e HEALTH EQUITY	11/10/2025	\$2.00	INSURANCE
5737e POSTMASTER	11/12/2025	\$10.48	AMBULANCE
5738e MIDCO	11/12/2025	\$183.53	PHONE/INTERNET
5739e NAMETAGCOUNTRY	11/13/2025	\$39.60	TYLER
5741e QUILL CORPORATION	11/13/2025	\$39.99	OFFICE SUPPLIES
5742e Pro-Vision USA	11/14/2025	\$102.00	BODY CAMERAS
5743e AMAZON.COM	11/17/2025	\$235.49	BATHROOM REMODEL
5744e HEALTH EQUITY	11/18/2025	\$266.68	INSURANCE
5745e POSTMASTER	11/19/2025	\$388.50	WATER BILLS
5746e Consolidated Communications	11/19/2025	\$61.59	PHONE
5747e ASSURITY	11/19/2025	\$1,363.20	LIFE INSURANCE
5748e AMAZON.COM	11/20/2025	\$37.15	BATHROOM REMODEL
5749e TRIZETTO PROVIDER SOLUTIONS	11/20/2025	\$46.00	AMBULANCE BILLING
5750e HOME DEPOT	11/21/2025	\$18.20	BATHROOM SUPPLIES
5751e POSTMASTER	11/21/2025	\$22.55	POLICE/SAMPLE
5752e LOCAL 218	11/24/2025	\$38.00	POLICE TRAINING
5753e U.S. BANK EQUIPMENT FINANCE	11/25/2025	\$165.00	METRO PRINTER PAYMENT
5754e PAYA SERVICES	11/28/2025	\$7.00	WATER
5755e STATE BANK OF NEW RICHLAND	11/30/2025	\$1.00	INTEREST
5756e VERIZON WIRELESS	11/25/2025	\$377.10	CELL PHONES/INTERNET
5757e STATE BANK OF NEW RICHLAND	11/17/2025	\$965.09	RETURNED PMT
5758e MN ENERGY RESOURCES CORP	11/10/2025	\$0.01	LIBRARY
5759e AMPION	11/12/2025	\$1,040.94	302810968 - 220 ASPEN AVE S
30319 BOUND TREE MEDICAL , LLC	11/10/2025	\$409.16	MEDICAL SUPPLIES
30320 DEPT. OF HUMAN SERVICES	11/10/2025	\$5,094.08	ECPN PAYMENT CARE CENTER
30321 DG Minnesota CS 2021, LLC	11/10/2025	\$51.07	302644135
30322 FLAGSHIP RECREATION	11/10/2025	\$9,480.97	PARK EQUIP DISPOSAL
30323 GENERAL REPAIR SERVICE	11/10/2025	\$4,522.44	GENERATOR
30324 JJD COMPANIES, LLC	11/10/2025	\$182,164.45	PAY #6
30325 LANDSCAPE STRUCTURES	11/10/2025	\$21,467.60	PARK EQUIPMENT
30326 LAW ENFORCEMENT LABOR	11/10/2025	\$73.00	DERAAD
30327 LMCIT	11/10/2025	\$25,500.00	INSURANCE
30328 MACQUEEN EQUIPMENT, INC	11/10/2025	\$97.79	FIRE
30329 MADISON ENERGY	11/10/2025	\$8.43	SOLAR
30330 NORTHLAND TRUST SERVICES,	11/10/2025	\$124,982.50	INTEREST
30331 PEAK COMPUTER SERVICES	11/10/2025	\$187.50	TROUBLESHOOTING
30332 QUILL CORPORATION	11/10/2025	\$39.22	KEENEX, STICKY NOTES
30333 THEIN WELL COMPANY	11/10/2025	\$11,729.37	PLANT
30334 USABLE LIFE	11/10/2025	\$15.50	TANYCE

CITY OF NEW RICHLAND

12/05/25 2:28 PM

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*Check Summary Register©

NOVEMBER 2025

	Nam	Check Date	Check Amt	
30335	WASECA GLASS LLC	11/10/2025	\$4.66	GLASS DISPOSAL FROM BATHROOMS
30336	AIRGAS USA, LLC	11/23/2025	\$418.81	Cylinder Rentals
30337	ARNOLDS OF MANKATO	11/23/2025	\$7.60	DUMP TRUCK
30338	BUDACH IMPLEMENT	11/23/2025	\$85.10	SUPPLIES
30339	GOPHER STATE ONE-CALL, INC.	11/23/2025	\$18.90	LOCATES
30340	HAWKINS WATER TREATMENT	11/23/2025	\$821.73	TESTING/TREATMENT
30341	JIM & DUDES PLMG AND HTG	11/23/2025	\$390.00	BOILER AT WWTP
30342	MVTL LABORATORIES	11/23/2025	\$42.30	TESTING
30343	RENT N SAVE PORTABLE	11/23/2025	\$615.00	FARM AND CITY DAYS COMMITTEE
30344	USABLE LIFE	11/23/2025	\$15.50	INSURANCE
30345	XCEL ENERGY SOLUTION	11/23/2025	\$5,042.73	304156104
	Total Checks		\$441,061.38	



Real People. Real Solutions.

2900 43rd Street NW
Suite 100
Rochester, MN 55901

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

December 2, 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. 7 in the amount of \$134,396.47.

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.

Drew Weber, PE
Project Engineer

Contractor's Application for Payment

Owner: <u>City of New Richland</u>	Owner's Project No.: _____
Engineer: <u>Bolton & Menk, Inc.</u>	Engineer's Project No.: <u>OM1.130627</u>
Contractor: <u>JJD Companies, LLC</u>	Agency's Project No.: _____
Project: <u>2025 Street & Utility Improvements</u>	
Contract: _____	
Application No.: <u>7</u>	Application Date: <u>12/1/2025</u>
Application Period: From <u>11/1/2025</u> to <u>11/28/2025</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)	\$	2,113,335.77
5. Retainage		
a. 1% of Work Completed to Date	\$	21,133.36
b. 250% of Value of Remaining Punch List Items	\$	13,250.00
c. <u>5%</u> X \$ <u>-</u> Stored Materials	\$	-
d. Total Retainage (Line 5.a + Line 5.b + 5.c)	\$	34,383.36
6. Amount eligible to date (Line 4 - Line 5.c)	\$	2,078,952.41
7. Less previous payments	\$	1,944,555.94
8. Amount due this application	\$	134,396.47
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	177,226.65

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:** _____
Name: Dan Niles **Title:** Vice President

Recommended by Engineer

By: _____	By: _____
Name: <u>Drew Weber, PE</u>	Name: <u>Cory L. Bienfang, PE</u>
Title: <u>Project Engineer</u>	Title: <u>City Engineer</u>
Date: _____	Date: _____

Approved by Owner

By: _____
Name: _____
Title: _____
Date: _____

Progress Estimate - Unit Price Work

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

Contractor's Application for Payment

Owner's Project No.:
 Engineer's Project No.: OM11.130627
 Contractor's Project No.:
 Agency's Project No.:

Bid Item No.	MnDOT Item No.	Description	Contract Information		Application Period: From 11/01/25 to 11/28/25		Application Date: 12/01/25		G	H	K	L
			C	D	E	F	F1	F2				
			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) (\$)
Original Contract												
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	2104.502	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	16.00	408.00	100%	-
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	9.00	229.50	100%	-
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	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)	1,613.00	LIN FT	2.00	3,226.00	2,082.00	4,200.00	2,100.00	4,200.00	130%	(974.00)
17	2104.503	REMOVE SEWER PIPE (SANITARY)	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
18	2104.503	REMOVE CURB AND GUTTER	30.00	LIN FT	40.00	1,200.00	100.00	4,000.00	100.00	4,000.00	333%	(2,800.00)
19	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	595.00	SQ YD	5.00	2,975.00	549.00	2,745.00	549.00	2,745.00	103%	(220.00)
20	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	5.00	SQ YD	20.00	100.00	-	-	-	-	-	100.00
21	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
22	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
23	2104.518	REMOVE CONCRETE FLOOR	120.00	SQ FT	100.00	12,000.00	-	-	-	-	-	12,000.00
24	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	101%	(23.00)
25	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%	-
26	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)
27	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%	-
28	2106.507	STABILIZING AGGREGATE (CV)	1,040.00	CU YD	10.00	10,400.00	2,949.00	29,490.00	2,949.00	29,490.00	284%	(19,090.00)
29	2106.601	DEWATERING	1.00	LUMP SUM	2,000.00	2,000.00	1.00	2,000.00	1.00	2,000.00	100%	-
30	2108.504	GEOGRID TYPE 1	6,994.00	SQ YD	1.40	9,791.60	4,918.00	6,885.20	4,918.00	6,885.20	70%	2,906.40
31	2108.504	GEOTEXTILE FABRIC TYPE 7	11,017.00	SQ YD	2.20	24,237.40	12,584.00	27,684.80	12,584.00	27,684.80	114%	(3,447.40)
32	2118.509	AGGREGATE SURFACING CLASS 2	100.00	TON	35.00	3,500.00	61.70	2,159.50	114.10	3,993.50	114%	(493.50)
33	2123.61	EXPLORATORY EXCAVATION	25.00	TON	250.00	6,250.00	41.50	10,375.00	41.50	10,375.00	166%	(4,125.00)
34	2123.61	COMMON LABORERS SPECIAL	20.00	TON	120.00	2,400.00	2,915.00	46,640.00	2,915.00	46,640.00	102%	(48,000.00)
35	2123.61	COMMON LABORERS SPECIAL	2,862.00	CU YD	16.00	45,792.00	2,915.00	46,640.00	2,915.00	46,640.00	102%	(48,000.00)
36	2211.507	AGGREGATE BASE (CV) CLASS 5	120.00	SQ YD	3.60	432.00	-	-	-	-	-	432.00
37	2301.604	CONCRETE PAVEMENT (SPECIAL)	12.00	SQ YD	350.00	4,200.00	-	-	-	-	-	4,200.00
38	2360.504	TYPE SP 9.5 WEARING COURSE MIXTURE (3C) 3.0" THICK	5.00	SQ YD	15.30	76.50	5.00	76.50	5.00	76.50	100%	-
39	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3C)	1,729.00	TON	82.60	142,815.40	-	-	-	-	-	142,815.40
40	2360.509	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (3C)	1,200.00	TON	76.50	91,800.00	1,904.00	145,656.00	1,904.00	145,656.00	159%	(53,856.00)
41	2411.607	CONCRETE STEPS	10.00	EACH	305.00	3,050.00	17.00	5,185.00	17.00	5,185.00	170%	(2,135.00)
42	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)
43	2475.503	PIPE RAILING	48.00	LIN FT	302.00	14,496.00	-	-	-	-	-	14,496.00
44	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	76%	2,260.00
45	2502.503	6" PERF TP PIPE DRAIN	4,975.00	LIN FT	14.70	73,132.50	4,313.00	63,401.10	4,313.00	63,401.10	87%	9,731.40
46	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	100%	-
47	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	33%	2,500.00
48	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%	-

EICDC C-620 Contractor's Application for Payment

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Progress Estimate - Unit Price Work

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

Contractor's Application for Payment

Owner's Project No.:
 Engineer's Project No.: DM11.130627
 Contractor's Project No.:
 Agency's Project No.:

Bid Item No.	MnDOT Item No.	Description	Contract Information			Application Period: 11/01/25 to 11/28/25		Application Date: 12/01/25				
			C	D	E	F	F1	F2	G	H	K	L
			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	12.00	9,648.00	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 (SPECIAL)	682.00	LIN FT	4.00	2,728.00	202.00	808.00	202.00	808.00	30%	1,920.00
66	2503.603	4" PVC SANITARY SERVICE PIPE	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	2,480.00	7,440.00	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	37.00	51,800.00	100%	-
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	49.80	23,754.60	88%	3,339.00
90	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	71.30	LIN FT	546.00	38,929.80	77.50	42,315.00	84.00	45,864.00	118%	(6,934.20)
91	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	86.10	LIN FT	411.92	35,466.31	71.10	29,287.51	85.10	35,054.39	99%	411.92
92	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	4.90	LIN FT	1,102.00	5,399.80	8.70	9,587.40	10.70	11,791.40	218%	(6,391.60)
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	11,968.00	58,643.20	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	10,575.00	89,358.75	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	370.00	5,661.00	370.00	5,661.00	123%	(1,071.00)

Progress Estimate - Unit Price Work

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

Contractor's Application for Payment

Owner's Project No.:
 Engineer's Project No.: DM1.130627
 Contractor's Project No.:
 Agency's Project No.:

Application No.:		7		Application Period:		From 11/01/25 to 11/28/25		Application Date:		12/01/25	
Bid Item No.	MnDOT Item No.	Description	Contract Information		Value of Bid Item (C X E)	Previous Estimate		Work Completed		% of Value of Item (I / F)	Balance to Finish (F - J)
			Item Quantity	Units		Unit Price (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work		
100	2531.503	CONCRETE CURB AND GUTTER DESIGN B618	4,891.00	LIN FT	18.00	88,038.00	4,946.00	89,028.00	4,946.00	101%	(990.00)
101	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	580.00	SQ YD	68.85	39,933.00	602.00	41,447.70	602.00	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	100%	-
103	2531.603	CONCRETE SILL	776.00	LIN FT	4.60	3,569.60	813.00	3,739.80	813.00	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	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	100%	-
106	2531.618	TRUNCATED DOMES	214.00	SQ FT	51.00	10,914.00	214.00	10,914.00	214.00	100%	-
107	2540.602	INSTALL MAIL BOX SUPPORT	22.00	EACH	500.00	11,000.00	22.00	11,000.00	22.00	100%	-
108	2563.601	TRAFFIC CONTROL	1.00	LUMP SUM	4,100.00	4,100.00	0.90	3,690.00	0.90	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	101%	(163.32)
110	2564.602	INSTALL SIGN	9.00	EACH	230.00	2,070.00	-	2,070.00	9.00	100%	-
111	2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	1.00	SYSTEM	8,415.00	8,415.00	-	8,415.00	1.00	100%	-
112	2571.502	DECIDUOUS TREE 3" CAL B&B	14.00	EACH	635.00	8,890.00	8.00	5,080.00	8.00	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	20%	1,224.00
115	2573.501	STABILIZED CONSTRUCTION EXIT	1.00	LUMP SUM	1,200.00	1,200.00	1.00	1,200.00	1.00	100%	-
116	2573.501	EROSION CONTROL SUPERVISOR	1.00	LUMP SUM	5,000.00	5,000.00	0.80	4,000.00	0.80	80%	1,000.00
117	2573.502	STORM DRAIN INLET PROTECTION	43.00	EACH	155.00	6,665.00	15.00	2,325.00	18.00	42%	3,875.00
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	783.30	27,415.50	783.30	87%	3,944.50
120	2574.508	FERTILIZER TYPE 3	222.00	POUND	1.30	288.60	88.00	114.40	244.00	110%	(28.60)
121	2575.505	SEEDING	2.30	ACRE	3,570.00	8,211.00	0.44	1,570.80	1.22	53%	3,855.60
122	2575.508	HYDRAULIC MULCH MATRIX	7,875.00	POUND	1.00	7,875.00	1,535.00	1,535.00	4,265.00	54%	3,610.00
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	196.00	107%	(61.20)
125	2582.518	CROSSWALK MULTI-COMPONENT GROUND IN	360.00	SQ FT	15.30	5,508.00	-	-	-	-	5,508.00
Original Contract Totals						\$ 2,278,685.42		\$ 2,044,590.99	\$ 2,101,458.77	92%	\$ 177,226.65
Change Orders											
126		FLASHER SYSTEM UPDATE	1.00	LUMP SUM		9,567.00	-	-	1.00	100%	-
127		TEMPORARY SIGNAGE TO FACILITATE TRAFFIC	1.00	LUMP SUM		2,310.00	1.00	2,310.00	1.00	100%	-
Change Order Totals						\$ 11,877.00		\$ 2,310.00	\$ 11,877.00		\$ -
Original Contract and Change Orders								\$ 2,046,900.99	\$ 2,113,335.77		\$ 177,226.65

Project Cost Estimate Breakdown

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

Owner's Project No.:
 Engineer's Project No.: DM1.130627
 Contractor's Project No.:
 Agency's Project No.:
 Date: 12/1/2025
 Total Contract Amount: \$2,290,562.42

Item No.	MnDOT Number	Description	As Bid			AMOUNT		Street Improvements		Sanitary Sewer Improvements		Watermain Improvements		Storm Sewer Improvements		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	Quantity	Value	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	\$915.00	\$11,895.00	16.00	\$13,040.00	19.00	\$7,790.00					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	16.00	\$408.00							16.00	\$408.00	
5	2104-502	REMOVE PIPE APRON	1.00	EACH	\$400.00	\$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	\$225.00	\$2,025.00	9.00	\$2,025.00							9.00	\$2,025.00	
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	SAVING 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	SAVING 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)	17.00	LIN FT	\$5.00	\$85.00			2,100.00	\$4,200.00					2,100.00	\$4,200.00	
17	2104-503	REMOVE SEWER PIPE (SANITARY)	1613.00	LIN FT	\$2.00	\$3,226.00									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	\$400.00	\$12,000.00	100.00	\$40,000.00							100.00	\$40,000.00	
20	2104-504	REMOVE CONCRETE DRIVEWAY PAVEMENT	935.00	SQ YD	\$5.00	\$4,675.00	549.00	\$2,745.00							549.00	\$2,745.00	
21	2104-504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	5.00	SQ YD	\$200.00	\$1,000.00											
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	2,849.00	\$14,745.00							2,849.00	\$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	2,849.00	\$28,490.00							2,849.00	\$28,490.00	
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	GEOTEXTILE 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											
34	2123-61	EXPLORATORY EXCAVATION	25.00	HOUR	\$250.00	\$6,250.00											
35	2123-61	COMMON LABORERS SPECIAL	2862.00	CU YD	\$16.00	\$45,792.00	2,915.00	\$46,640.00							2,915.00	\$46,640.00	
36	2211-507	AGGREGATE BASE (CV) CLASS 5	120.00	CU YD	\$16.00	\$1,920.00											
37	2332-504	MILL BITUMINOUS SURFACE	120.00	SQ YD	\$3.60	\$432.00											
38	2360-504	CONCRETE PAVEMENT (SPECIAL)	12.00	SQ YD	\$350.00	\$4,200.00											
39	2360-504	TYPE SP 9.5 WEARING COURSE MIXTURE (B/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 (B/C)	1729.00	TON	\$82.60	\$142,815.40											
41	2360-509	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (B/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	\$95.00	\$950.00	17.00	\$1,615.00							17.00	\$1,615.00	
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	\$95.00	\$570.00											
53	2503-503	6" TP PIPE SEWER	25.00	LIN FT	\$41.20	\$1,030.00											
54	2503-503	8" TP PIPE SEWER	38.00	LIN FT	\$70.00	\$2,660.00											
55	2503-503	10" TP PIPE SEWER	170.00	LIN FT	\$67.50	\$11,475.00											
56	2503-503	12" RC PIPE SEWER DESIGN 3006 CLASS V	601.00	LIN FT	\$52.00	\$31,252.00											
57	2503-503	15" RC PIPE SEWER DESIGN 3006 CLASS V	1097.00	LIN FT	\$63.50	\$69,659.50											
58	2503-503	18" RC PIPE SEWER DESIGN 3006 CLASS III	794.00	LIN FT	\$67.20	\$53,260.80											
59	2503-503	21" RC PIPE SEWER DESIGN 3006 CLASS III	362.00	LIN FT	\$67.80	\$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											
62	2503-602	8" PVC WYE	300.00	LIN FT	\$85.00	\$25,500.00											
63	2503-603	TRENCH EXCAVATION (SPECIAL)	3.00	LIN FT	\$85.00	\$255.00											
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: JTD Companies, LLC
 Project: 2025 Street & Utility Improvements
 Contract:

Owner's Project No.:
 Engineer's Project No.: DM1.130627
 Contractor's Project No.:
 Agency's Project No.:
 Date: 12/11/2025

Total Contract Amount: \$2,290,562.42

Item No.	MnDOT Number	Description	As Bid		Street Improvements		Sanitary Sewer Improvements		Watermain Improvements		Storm Sewer Improvements		TOTAL PROJECT	
			Approximate Quantity	Units	Unit Price	Amount	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	\$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			37.00	\$1,850.00			37.00	\$1,850.00
80	2504.603	4" PVC WATERMAIN	33.00	LIN FT	\$50.00	\$1,650.00								
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	2929.00	LIN FT	\$49.00	\$143,921.00			2,927.00	\$143,823.00			2,927.00	\$143,823.00
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	6.00	\$8,400.00					6.00	\$8,400.00
86	2506.502	INSTALL CASTING	1.00	EACH	\$800.00	\$800.00	2.00	\$1,600.00					2.00	\$1,600.00
87	2506.503	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					49.80	\$23,754.60	49.80	\$23,754.60
90	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	71.30	LIN FT	\$546.00	\$38,929.80								
91	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	86.10	LIN FT	\$411.92	\$35,466.31	84.00	\$45,864.00					84.00	\$45,864.00
92	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 60-4020	4.90	LIN FT	\$1,102.00	\$5,399.80								
93	2506.602	CONNECT INTO EXISTING DRAINAGE STRUCTURE	3.00	EACH	\$1,000.00	\$3,000.00								
94	2506.602	CASTING ASSEMBLY SPECIAL 1	1.00	EACH	\$285.00	\$285.00								
95	2506.602	CASTING ASSEMBLY SPECIAL 2	1.00	EACH	\$375.00	\$375.00								
96	2506.603	CONSTRUCT 8" INSIDE DROP	9.40	LIN FT	\$72.45	\$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	\$89,348.90	10,575.00	\$89,348.75					10,575.00	\$89,348.75
99	2521.602	DRILL AND GROUT REIN 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	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 CURB DESIGN V	776.00	LIN FT	\$4.60	\$3,569.60	813.00	\$3,739.80					813.00	\$3,739.80
104	2531.604	CONCRETE VALLEY GUTTER	75.00	LIN FT	\$51.00	\$3,825.00	39.00	\$1,989.00					39.00	\$1,989.00
105	2531.604	TRUNCATED DOMES	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	2546.602	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					0.45	\$1,845.00
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	9.00	\$2,070.00					9.00	\$2,070.00
111	2565.616	PEDESTRIAN CROSSWALK FLASHER SYSTEM	1.00	SYSTEM	\$8,415.00	\$8,415.00	1.00	\$8,415.00					1.00	\$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	HOURLY	\$155.00	\$775.00								
114	2572.503	TREE TRIMMING	5.00	HOURLY	\$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	18.00	\$2,790.00					18.00	\$2,790.00
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	CYD	\$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	244.00	\$317.20					244.00	\$317.20
121	2575.505	SEEDING	2.30	ACRE	\$8,370.00	\$19,241.10	1.22	\$4,355.40					1.22	\$4,355.40
122	2575.508	HYDRAULIC MULCH MATRIX	7875.00	POUND	\$1.00	\$7,875.00	4,265.00	\$4,265.00					4,265.00	\$4,265.00
123	2575.608	SEED TWO-YEAR COVER CROP	29.00	POUND	\$10.00	\$290.00								
124	2575.608	SEED SOUTHERN BOLLWORM	184.00	POUND	\$5.10	\$938.40	186.00	\$959.60					186.00	\$959.60
125	2582.518	CROSSWALK MULTI-COMPONENT GROUND IN	360.00	SQ FT	\$15.30	\$5,508.00								
126	2582.518	FLASHER SYSTEM UPDATE	1.00	LUMP SUM	\$9,567.00	\$9,567.00	1.00	\$9,567.00					1.00	\$9,567.00
127	2582.518	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

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.: DM1.130627
 Contractor's Project No.: _____
 Agency's Project No.: _____
 Date: 12/1/2025

Total Contract Amount: \$2,290,562.42

Item No.	MNDOT Number	Description	Approximate Quantity	As Bid		Street Improvements		Sanitary Sewer Improvements		Watermain Improvements		Storm Sewer Improvements		TOTAL PROJECT	
				Units	Unit Price	AMOUNT	Quantity	Value	Quantity	Value	Quantity	Value	Quantity	Value	Quantity
		Street Improvements				\$955,183.55									
		Sanitary Sewer Improvements						\$263,643.48							
		Watermain Improvements								\$383,921.90					
		Storm Sewer Improvements										\$510,586.84			
		Street Improvements													
		Sanitary Sewer Improvements													
		Watermain Improvements													
		Storm Sewer Improvements													

MSI

METRO SALES INC

SALES ORDER AND SECURITY AGREEMENT

CUST NO.
130908

PO #

SALES REP
Monte Shives

MAIN PHONE
(507) 465-3514

SHIP TO
City Of New Richland 203 N Broadway New Richland, MN 56072

BILL TO
City Of New Richland 203 N Broadway New Richland, MN 56072

ITEM/SERVICE DESCRIPTION	PRICE	QTY	SUBTOTAL
DocuWare Cloud 4 - 1 year renewal wih support	\$ 4,242.00	1	\$ 4,242.00
		SUBTOTAL	\$ 4,242.00
		TAX	0.000% \$ -
		TOTAL	\$ 4,242.00

SPECIAL INSTRUCTIONS
DocuWare renewal 1/1/2026-12/31/2026

CREDIT TERMS: SERVICE CHARGE OF 1% PER MONTH (13% PER ANNUM) OR HIGHEST LEGAL RATE, WILL BE CHARGED ON ALL PAST DUE ACCOUNTS

X	NAME OF CUSTOMER - PRINT
X	CUSTOMER'S AUTHORIZED SIGNATURE & TITLE

This Sales Order and Security Agreement is Customer's legal agreement to purchase all items specified above, and includes all terms contained on this page, and in any schedules and addenda referenced herein (collectively, "Agreement"). Customer accepts this Agreement without modification. Any modification by Customer is deemed rejected by MSI. A fax signature by Customer shall be as binding as an original. IF Customer faxes or returns only part of the Agreement to MSI, Customer agrees that it is bound by the entire Agreement



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

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

Web: www.newrichlandmn.gov

City Administrator's Report

December 8th, 2025

Attended a luncheon with administrators and lawmakers at Waseca County building

Sat in on meeting with Refresh and Renew New Richland Parks about a plan to expand and improve playground facilities, to potentially include Legion Field

Met with Waseca County Sheriff, Jay Dulas, to discuss rates his department would charge for services

Obtained information from other cities Police Department's about the FTO program. I do not believe that the situation with our program is unusual given that information.

Introduced myself to people around town and began building relationships

Identified the need for improvements to IT infrastructure to ensure compliance and reliability. Contacted Pantheon and CTS to request quotes for services. Am anticipating the quotes to come in soon, both companies would like to pitch their services at next regular council meeting

Met with key stakeholders in the ditch reroute plan to get up to speed on that situation. I have begun communicating with local individuals about their experiences with the flood to help build a narrative to strengthen the grant application

Met with concerned residents about ordinances

The 2025 Street and Utility Project Assessment Certification has been sent to the Waseca County Property Tax Department

Began communicating with ABDO about upcoming audit

Heather worked with Bolton & Menk for the MPCA Resiliency Grant. It has been submitted

Heather and I assisted NRHEG with mock interviews

Progress on the bathrooms continues, we hope to have them completed shortly

Instructed Chief of Police to be proactive on sidewalk snow removal violations, and Maintenance Supervisor to stand by to remove snow, especially on Broadway, as we have a heavy snowfall winter predicted

Getting situated and integrated into the team. I am still excited to be here!

EMPLOYEE RECOGNITION

EMPLOYEE BIRTHDAYS

EMPLOYEE ANNIVERSARIES