

NORTH ZUMBRO SANITARY SEWER DISTRICT
Joint Powers Executive Committee Regular Meeting
March 11th, 2025
9:00 A.M.
Zumbrota City Council Chambers
Zumbrota, MN

I. CALL TO ORDER

II. ROLL CALL

TB___ EH___ MB___ BG___

JM___ TR___ SO___ MO___

BA___ CB___ RS___

III. ADOPT AGENDA _____

***CONSENT AGENDA _____**

ALL ITEMS LISTED WITH AN ASTERISK (*) ARE CONSIDERED ROUTINE OR NON-CONTROVERSIAL BY THE EXECUTIVE COMMITTEE AND WILL BE APPROVED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS UNLESS A DIRECTOR OR ENGINEER SO REQUESTS, IN WHICH CASE THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND BE CONSIDERED IN ITS NORMAL SEQUENCE ON THE AGENDA.

- *A) **Executive Committee Minutes = 2/5/2025**
- *B) **Bills-Accounts Payable 1/25/25 – 2/28/25**
 - 1. WHKS Invoice #53621 for \$201,162.18**
- *C) **PFA Disbursement Request Form**

IV. PUBLIC COMMENTS

INDIVIDUALS MAY ADDRESS THE EXECUTIVE BOARD ABOUT ANY ITEM OF CONCERN. SPEAKERS MUST STATE THEIR NAME AND LIMIT THEIR REMARKS TO FIVE MINUTES. GENERALLY, THE EXECUTIVE BOARD WILL NOT TAKE OFFICIAL ACTION ON THESE ITEMS BUT MAY REFER THE MATTER TO STAFF FOR A FUTURE REPORT OR DIRECT THAT THE MATTER BE SCHEDULED FOR A FUTURE MEETING AGENDA.

V. OLD BUSINESS

- A) Bonding Bill Update**
- B) Website Update**
- C) Land Ownership (rent, maintenance, etc.)**
- D) JPA Insurance**

VI. NEW BUSINESS

- A) Technical Committee Update – 2/11/2025**
- B) Congressional Directed Spending**
- C) Reimbursement Request**

VII. ADJOURN

Time: _____ Motion: _____ Second: _____

**NORTH ZUMBRO SANITARY DISTRICT
Joint Powers Executive Committee Meeting
Wednesday, February 5, 2025 11:00 A.M.
Zumbrota City Council Chambers
Zumbrota, MN**

CALL TO ORDER: Vice-Chair Brian Grudem.

PRESENT: Executive Committee Directors: Brian Grudem – Zumbrota, Elizabeth Howard – Pine Island, Lisa Redepening – Goodhue, and Michael Boulton – Wanamingo
Executive Committee Alternate Directors: Todd Robertson – Pine Island, Jason Mandelkow – Goodhue, Michael Olson – Zumbrota, and Stuart Ohr – Wanamingo

ABSENT: None

It was noted that Todd Roberts would be the voting member as Elizabeth Howard was joining the meeting remotely and may not be available for the entire meeting.

ALSO PRESENT: Bill Angerman – WHKS, Glenn Gustafson – WHKS, Craig Britton – Widseth, Reese Sudtelgte – ISG, Brandon Theobald – WHKS, Drew Faust – Widseth, and Blake Johnson – Prairie Island Indian Community

ADOPT AGENDA: Boulton motioned to approve, seconded by Redepening. Passed 4-0-0.

CONSENT AGENDA: Boulton motioned to approve, Seconded by Roberts. Consent Agenda Items include: January 8, 2025 Executive Committee Meeting Minutes, WHKS Invoice #53446 for \$152,346.73, and PFA Disbursement Request Form. Passed 4-0-0.

PUBLIC COMMENTS: None

OLD BUSINESS:

Bonding Bill Update – Grudem stated that meetings are starting to be scheduled with senators. The house and senate bills have been drafted, bills jacketed, bill have file numbers, and are obtaining legislator sponsor/cosponsor signatures. Senator Drazkowski is the chief author in the Senate and Representative Jacob is the chief author in the House. Boulton stated that he would modify the support resolutions template and send it onto the Cities for approval in February/March. Boulton stated that the area legislators meeting has not been able to be rescheduled. Johnson stated that the group needed to get the capital request out there to legislators, staff, and the public. We need to be made known that we are asking for the funds again to move the project forward. We need to have our area legislators/authors be known that they support the bill and are willing to vote for the bonding bill if the project is included. Prairie Island Indian Community fully supports this project and will actively be supporting the project this session.

Website and Logo Update – Britton presented the website, www.northzumbro.com. The site is live but not public to searches. The draft shows executive committee agenda packets/minutes, documents, FAQs, contact information, issues with current plants, needs, project milestones. Boulton moved to approve going live with the site, seconded by Grudem. Passed 4-0-0. Faust stated that it would take a week to go live. It was asked if the site could be live by February 13th, the first legislator meeting. Britton stated that he would add the website to the one-pager handout. Faust asked if any of the cities had a privacy policy, terms, or conditions. Howard stated that the website hosts had the privacy, terms, and conditions. Faust said that she would draft and send out the privacy, terms, and conditions.

Land Ownership (rent, maintenance, insurance, etc.) – Grudem modified the draft farmland rental agreement. Grudem had sent the modified farmland rental and maintenance agreement onto Howard, Angerman, and Gustafson. There were no comments on needed changes. Howard stated that the proposed

farmland rental and maintenance agreement was in the packets for consideration. Boulton moved to approve the farmland rental and maintenance agreement between the North Zumbro Sanitary Sewer District and Jim/Connie Wentz, seconded by Redepening. Passed 4-0-0. Grudem stated that he would present the agreement to the Wentz's for review and signatures.

JPA Insurance – Howard stated that she had spoke with League of Minnesota Cities Insurance Trust. The insurance application is in the agenda packet. Boulton moved to approve the property/casualty coverage application with the League of Minnesota Cites, seconded by Grudem. Passed 4-0-0.

NEW BUSINESS:

Cost Request for Stand-Alone WWTP's – Senator Drazkowski has requested a cost comparison between one regional wastewater treatment plant and four separate wastewater treatment plants. Angerman shared a graph that the engineering staff put together. The graph showed cost comparison of \$101,300,000 for a regional wastewater treatment plant while four separate wastewater treatment plants would cost \$113,762,000 (savings of \$12,462,000). It was estimated that there would be a \$21,642,000 operation and maintenance cost savings over twenty years operating a regional wastewater treatment plant compared to four separate wastewater treatments plants. Total capital and operation & maintenance savings between twenty and forty years would be \$9,180,000 from having one compared to four separate wastewater treatment plants. The combined capital and operations & maintenance savings for forty years would be \$39,961,000. Angerman stated that a good talking point would be \$1 million savings per year. Angerman asked if anything else should be included in the graph. Boulton stated that a brief written summary on the capital savings and total savings would help. Angerman stated that he would send out the one-pager for comments. If no changes are to be made Boulton would send one-pager to Senator Drazkowski's legislative aid, Margaret Martin.

PFA Annual Reporting – Howard stated that the Annual Compliance Packet for 2024 had been emailed. No actions items would be needed by the Executive Committee. The threshold is close to being met on the amount spent on the grant. Pine Island auditors will run through the expenses. Howard stated that there were only eight transactions, making it simple. Howard did not believe that the minimal extra time and effort should cost the City Pine Island any more than the regular audit. If there are extra costs, Howard would bring them to the executive committee.

Angerman stated that the Technical Committee will need to go over the Intended Use Plan and the PSIG applications as the deadlines were coming up in the coming months. Angerman stated that the PPL information had been recently submitted on behalf of the four Cities for the project.

*The next meeting will be March 11, 2025 at 9:00AM. A discussion on changing the meeting date took place due to an administrators' scheduling conflict on the regular meeting date, March 5th.

Adjourn: At 11:38AM a motion to adjourn was made by Boulton and seconded by Redepening. Passed 4-0-0.

Signed:

Elizabeth Howard, Chair

Attest:

Michael Boulton, Secretary



engineers + planners + land surveyors

2905 South Broadway
Rochester, MN 55904-5515
Phone: 507.288.3923
Federal ID: 42-0943938

March 07, 2025

Project No: 09870.00

Invoice No: 53621

Elizabeth Howard
Executive Committee Chair
North Zumbro Joint Powers Sanitary Sewer District
250 South Main Street
Pine Island, MN 55963

Project 09870.00 North Zumbro Joint WWTF and Conveyance

Professional Engineering Services from January 25, 2025 through February 28, 2025

Phase 011 Project Management and Administration
Technical Services 5,557.76

Total this Phase \$5,557.76

Phase 013 Executive Committee Meetings
Technical Services 2,152.80

Unit Billing

Co Vehicle Mileage
38.50

Total this Phase \$2,191.30

Phase 014 Technical Committee Meetings
Technical Services 2,223.00

Total this Phase \$2,223.00

Phase 021 Prepare Anti-Degradation Report
Technical Services 13,115.20

Total this Phase \$13,115.20

Phase 026 Prepare EAW
Technical Services 277.76

Total this Phase \$277.76

Phase 041 Main Site Topo Survey
Technical Services 1,360.82

Unit Billing

Co Vehicle Mileage
35.00

Total this Phase \$1,395.82

Phase 042 Lift Stations and Forcemains Topo Survey
Technical Services 3,333.16

Unit Billing

Co Vehicle Mileage

80.50

Total this Phase \$3,413.66

Phase 051 Main Facility Land Acquisition Assistanc

Technical Services

106.28

Total this Phase \$106.28

Phase 071 Process Preliminary Design - WHKS Lead

Technical Services

90,699.20

Total this Phase \$90,699.20

Phase 072 Geotechnical Analysis

Technical Services

1,111.04

Total this Phase \$1,111.04

Phase 073 Process Structural Preliminary Design

Technical Services

7,347.84

Total this Phase \$7,347.84

Phase 075 Site Pipg & Grdg Plan Main Fac. Pre Des

Technical Services

6,476.80

Total this Phase \$6,476.80

Phase 081 Building Architectural PreliminaryDesign

Technical Services

833.28

Total this Phase \$833.28

Phase 083 Building Struct. Prelim Design - NPR

Technical Services

796.32

Total this Phase \$796.32

Phase 102 Zumbrota Conveyance Preliminary Design

Technical Services

1,388.80

Total this Phase \$1,388.80

Phase 103 Wanamingo Force Main Preliminary Design

Technical Services

22,472.48

Total this Phase \$22,472.48

Phase 111 Additional EAW Services

Services incurred by Stantec Consulting Services Inc.
Per contract 2% administrative fee for subsconsultant services.

Consultants

Widseth Smith Nolting & Assoc., Inc.			225.00	
Total Consultants	1.02 times		225.00	229.50
	Total this Phase			\$229.50

Phase 200 Subconsultants
 Per contract 2% administrative fee for subconsultant services.

Consultants

I & S Group, Inc.			400.00	
Widseth Smith Nolting & Assoc., Inc.			40,311.90	
Total Consultants	1.02 times		40,711.90	41,526.14
	Total this Phase			\$41,526.14

Billing Limits

	Current	Prior	To-Date	
Total Billings	201,162.18	1,759,034.91	1,960,197.09	
Limit			8,638,950.00	
Remaining			6,678,752.91	
			Total this Invoice	\$201,162.18

Billings to Date

	Current	Prior	Total
Labor	159,252.54	1,122,621.64	1,281,874.18
Consultant	41,755.64	625,638.94	667,394.58
Expense	0.00	9,054.27	9,054.27
Expense - Unit	154.00	1,720.06	1,874.06
Totals	201,162.18	1,759,034.91	1,960,197.09



I & S Group, Inc.
 115 E. Hickory St.
 Suite 300
 Mankato, MN 56001
 507-387-6651
 www.ISGInc.com

WHKS
 1412 6th St SW
 PO Box 1467
 Mason City, IA 50402-1467

Invoice Number 114578
 Date 01/31/2025

**Project 23-30164 North Zumbro
 Sanitary Sewer District WWTF -
 Goodhue, MN**

Progress billing for professional services provided through date of invoice

Invoice Dates: January 1, 2025 - January 31, 2025

Description	Contract Amount	Prior Billed	Current Billed
Phase 1: Project Management & General Meetings			
1.1 Project Management & Administration	\$ 58,000.00	\$ 10,195.00	\$ 300.00
1.2 Project Kickoff Meeting	\$ 7,380.00	\$ 7,380.00	
1.3 Executive Committee Meetings	\$ 7,400.00	\$ 1,832.50	\$ 100.00
1.4 Technical Committee Meetings	\$ 27,000.00	\$ 6,063.20	
1.5 City Council Meetings	\$ 7,700.00		
1.6 Agency Stakeholder Meetings	\$ 3,950.00		
1.7 Public Outreach	\$ 6,120.00		
1.8 Sanitary District Formation	\$ 10,390.00		
Phase 2: MPCA Coordination/Permitting			
2.2.d Goodhue	\$ 76,325.00	\$ 76,325.00	
Phase 3: Funding Assistance			
3.2 PPL, IUP + PSIG Application	\$ 4,740.00	\$ 585.00	
Phase 5: Land Acquisition Assistance			
5.2 Lift Stations & Force mains Land Acquisition & Easement Assistance			
5.2.D Goodhue Lift Stations & Force mains Land Acquisition & Easement Assistance	\$ 14,800.00		
Phase 6: Demolition & Abandon Existing Sites			
6.4 Goodhue Demolition & Abandon Existing Sites	\$ 27,850.00		
Phase 7: Preliminary & Final Plant Design WHKS lead			
7.1 Process Design	\$ 4,560.00	\$ 250.00	



I & S Group, Inc.
 115 E. Hickory St.
 Suite 300
 Mankato, MN 56001
 507-387-6651
 www.ISGinc.com

Description	Contract Amount	Prior Billed	Current Billed
7.4 Process Electrical & Control Instrumentation	\$ 408,400.00	\$ 392.50	
7.6 Site Landscaping Plan - Main Facility	\$ 28,375.00		
Phase 9: Lift Station Design			
9.1 Pine Island Lift Station Design	\$ 22,625.00		
9.2 Zumbrota Siphon Preliminary Design	\$ 24,525.00		
9.3 Wanamingo	\$ 22,625.00		
9.4 Goodhue	\$ 108,865.00	\$ 115.00	
Phase 10: Forcemain & Local Collection System Design			
10.4 Forcemain and Local Collection System Design	\$ 386,450.00		
Reimbursables			
	\$ 1,258,080.00	\$ 103,138.20	\$ 400.00

Invoice Amount \$400.00

Payment Terms: Net 30 days from invoice date. Past due balances are subject to late fees in the amount of 1.5% per month.
 If you have a question regarding your invoice or are interested in receiving invoices electronically, please e-mail AR@ISGinc.com

Automated Clearing House (ACH) Instructions

Account Name: I&S Group, Inc.
ABA/Routing Number: 073000642
Account Number: 2348642289
Send Remittance to: AR@ISGinc.com

Aging Summary

Invoice Number	Invoice Date	0 - 30	31 - 60	61-90	Over 90	Balance
113425	12/31/2024	\$0.00	\$775.00	\$0.00	\$0.00	\$775.00
114578	1/31/2025	\$400.00				\$400.00
Total Outstanding		\$400.00	\$775.00	\$0.00	\$0.00	\$1,175.00

WIDSETH SMITH NOLTING & ASSOC., INC.
216 S MAIN ST
CROOKSTON, MN 56716
T. 218-281-6522



INVOICE

WHKS & Co

ggustafson@whks.com
2905 Broadway Avenue S
Rochester, MN 55904

Invoice Number: 236186
Date: January 27, 2025
Project Number: 2023-11919

North Zumbro Sanitary District

For Professional Services Rendered Through: January 10, 2025

Between December 14th, 2024 and January 10th, 2025

-	
-	\$36.85
Company Vehicle Mileage	\$36.85
- Total:	\$36.85

01 - Project Management and General Meetings

011 - Project Management and Administration \$3,241.25

Labor \$3,241.25

013 - Executive Committee Meetings \$400.00

Labor \$400.00

017 - Public Outreach \$399.75

Labor \$399.75

01 - Project Management and General Meetings Total: \$4,041.00

02 - MPCA Coordination/Permitting

026 - Prepare EAW List Tasks \$96.00

Labor \$96.00

02 - MPCA Coordination/Permitting Total: \$96.00

04 - Topographical Survey

042 - Lift Stations and Forcemains Topo Survey	\$2,360.00
Labor	\$2,360.00

04 - Topographical Survey Total: \$2,360.00

08 - WWTF Building Architecture, MEP, Structural

081 - Building Architectural	\$1,042.50
Labor	\$1,042.50
082 - Mechanical, Electrical, Plumbing	\$200.00
Labor	\$200.00
083 - Building Structural Design - Non Process Related	\$157.50
Labor	\$157.50

08 - WWTF Building Architecture, MEP, Structural Total: \$1,400.00

09 - Lift Station Design

091 - Pine Island Lift Station Design	\$105.00
Labor	\$105.00

09 - Lift Station Design Total: \$105.00

10 - Forcemain and Local Collection System Design

101 - Pine Island	\$976.00
Labor	\$976.00
104 - Goodhue	\$560.00
Labor	\$560.00

10 - Forcemain and Local Collection System Design Total: \$1,536.00

Invoice Total	\$9,574.85
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WIDSETH SMITH NOLTING & ASSOC., INC.
216 S MAIN ST
CROOKSTON, MN 56716
T. 218-281-6522



INVOICE

WHKS & Co
ggustafson@whks.com
2905 Broadway Avenue S
Rochester, MN 55904

Invoice Number: 236724
Date: February 28, 2025
Project Number: 2023-11919

North Zumbro Sanitary District

For Professional Services Rendered Through: February 14, 2025

Between January 11th, 2025 and February 14th, 2025

01 - Project Management and General Meetings

011 - Project Management and Administration	\$4,340.00
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Labor	\$4,340.00
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013 - Executive Committee Meetings	\$358.80
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Labor	\$300.00
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Company Vehicle Mileage	\$58.80
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014 - Technical Committee Meetings	\$300.00
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Labor	\$300.00
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017 - Public Outreach	\$4,737.25
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Labor	\$4,737.25
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01 - Project Management and General Meetings Total:	\$9,736.05
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02 - MPCA Coordination/Permitting

026 - Prepare EAW List Tasks	\$10,852.50
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Labor	\$10,627.50
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Stantec Consulting Services Inc	\$225.00
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02 - MPCA Coordination/Permitting Total:	\$10,852.50
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04 - Topographical Survey

041 - Main Site Topo Survey	\$1,260.00
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Labor	\$1,260.00
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04 - Topographical Survey Total: \$1,260.00

05 - Land Acquisition Assistance

052 - Pine Island Lift Stations and Forcemains Land Acquisition and Easement Assistance	\$200.00
<hr/>	
Labor	\$200.00

05 - Land Acquisition Assistance Total: \$200.00

08 - WWTF Building Architecture, MEP, Structural

081 - Building Architectural	\$4,506.50
<hr/>	
Labor	\$4,506.50
083 - Building Structural Design - Non Process Related	\$502.50
<hr/>	
Labor	\$502.50

08 - WWTF Building Architecture, MEP, Structural Total: \$5,009.00

09 - Lift Station Design

091 - Pine Island Lift Station Design	\$1,303.50
<hr/>	
Labor	\$1,303.50

09 - Lift Station Design Total: \$1,303.50

10 - Forcemain and Local Collection System Design

101 - Pine Island	\$2,601.00
<hr/>	
Labor	\$2,601.00

10 - Forcemain and Local Collection System Design Total: \$2,601.00

Invoice Total \$30,962.05

Invoice Number	2348660
Invoice Date	February 6, 2025
Purchase Order	227707080
Customer Number	223001
Project Number	227707080

Bill To

Widseth Smith Nolting
(WSN)
Accounts Payable
610 Filmore Street
Alexandria MN 56308
United States

Please Remit To

Stantec Consulting Services
Inc. (SCSI)
13980 Collections Center
Drive
Chicago IL 60693
United States

Project	Widseth Smith Nolting: Air Quality EAW Assistance for North Zumbro Sanitary District WWTP		
Project Manager	Taylor, Luke	For Period Ending	January 31, 2025
Current Invoice Total (USD)	225.00		

Top Task	100	Air Quality EAW Assistance			
<u>Professional Services</u>					
Category/Employee			Current Hours	Rate	Current Amount
		Cronister, Samantha Helal (Sam)	0.50	176.00	88.00
		Subtotal Professional Services	<u>0.50</u>		<u>88.00</u>
Top Task Subtotal	Air Quality EAW Assistance				88.00

Top Task	300	Evaluate Air Permit Applicability			
<u>Professional Services</u>					
Category/Employee			Current Hours	Rate	Current Amount
		Taylor, Lucas N (Luke)	0.50	274.00	137.00
		Subtotal Professional Services	<u>0.50</u>		<u>137.00</u>
Top Task Subtotal	Evaluate Air Permit Applicability				137.00

Total Fees & Disbursements	<u>225.00</u>
INVOICE TOTAL (USD)	225.00

Net Due in 30 Days or in accordance with terms of the contract



MINNESOTA

PUBLIC FACILITIES AUTHORITY

Water Infrastructure Project Disbursement Request Form

Recipient - Contract ID: North Zumbro SSD_SPAP_01

Project Title: North Zumbro Sanitary District Project

Disbursement request details: Request Number: 10 Amount: \$201,162.18

notes:

Prepared by: Elizabeth R. Howard

Authorized by: Name (print) Elizabeth R. Howard

Title/phone City Administrator - 507-356-4591 ext. 9

Sign/date [Signature] 03/07/25

I hereby certify that this request for disbursement is, to the best of my knowledge and belief, true and accurate and made in accordance with the conditions of the project agreement, and that I am authorized to request disbursements on behalf of the recipient.

MPFA approvals:

Table with 4 columns: MPFA Loan Officer, date, MPFA Executive Director, date. Content: #N/A

The remainder of this form is reserved for MPFA Disbursement Coding.

The Note for this project is: N/A-grant only

Loan Officer - please check this box IFF this is the final request on this project: []

MN Public Facilities Authority - Water Infrastructure Project Disbursement Request Form

Instructions

Disbursement requests must be received by PFA no later than the 15th of each month in order to be paid during that month. Generally, disbursements will be processed on the Wed following the 4th Tue. Recipients are advised to include a provision in their contracts specifying contractor deadlines for invoice submittal, so that local approval can be coordinated with the PFA disbursement schedule.

To request funds, an authorized official of the recipient entity must sign a completed Project Disbursement Request Form, to be submitted by mail, e-mail or fax (**ONLY ONE**) to your MPFA loan officer. Copies of invoices and supporting documents must be submitted with the request. Retain a copy of the request and all documentation for your files.

The request form contains a certification. Each certification relates to the request and related back-up for expenditures, as to accuracy and compliance with agreement conditions.

In addition, if the PFA project funding includes or may include federal monies, the certification also includes language regarding labor standards compliance. U. S. Department of Labor Davis Bacon regulations at 29CFR 5.5(a)(1) require that covered employees are properly paid the full amount of required wages and fringes, that workers are compensated for the type of work being performed according to the classification, and additional classifications, if needed, were sought and employees paid the approved rate. For full text of 29 CFR 5.5(a)(1) see hyperlink below:

[29 CFR 5.5\(a\)\(1\)](#)

<-- this is the hyperlink; below is the full web url:

<http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&rgn=div5&view=text&node=29:1.1.1.1.6&idno=29#29:1.1.1.1.6.1.27.4>

If the Recipient has hired a consulting engineer or other consultant for labor standards compliance, obtain a signed and dated certification from that entity that states "To the best of our knowledge, the certified payroll records received in connection with invoice number (identify number) from (identify contractor(s)) are in compliance with the U.S. Department of Labor prevailing wage requirements of 29 CFR 5.5(a)(1)." Keep the signed certifications on file with the disbursement request.

The *Summary of Project Costs* form may be useful to track project costs through the disbursement phase. Please submit this form with the Disbursement Request Form and supporting documents.

Submit completed and signed the Project Disbursement Request Form and all supporting invoices and other documentation, by **ONLY ONE** of the following methods:

mail: Minnesota Public Facilities Authority
#N/A
332 Minnesota Street, W820
1st National Bank Building
Saint Paul, MN 55101-1378

OR e-mail: [#N/A](#)

OR fax: 651-296-8833

MN Public Facilities Authority
Project Disbursement Request - Summary of Project Costs

Recipient - Contract ID: **North Zumbro SSD_SPAP_01**

SPAP:	MPFA-SPAP-G-061-FY24	\$ 10,000,000
		\$ 10,000,000

note to recipient: complete the yellow-highlighted boxes below for each request:

The costs detailed below relate to **Project Disbursement Request #:** 10

Cost descriptions		Amounts																								
A. Non-Construction:	Engineering	\$ 200,932.68																								
	Legal/Finance																									
	Administration	\$ -																								
	Other	\$ 229.50																								
	Total Non-Construction	\$ 201,162.18																								
B. Construction:	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%; text-align: left;"><u>Clean Water...</u></th> <th style="width: 40%; text-align: left;"><u>Drinking Water...</u></th> <th style="width: 20%;"></th> </tr> </thead> <tbody> <tr> <td>Treatment Facilities</td> <td>Treatment</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Collector Systems</td> <td>Transmission & Distribution</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Interceptor</td> <td>Source (Wells/surface water intakes)</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Lift Station</td> <td>Storage / Water Tower</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Equipment</td> <td>Other</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td>Other</td> <td></td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td></td> <td style="text-align: right;">Total Construction</td> <td style="text-align: right;">\$ -</td> </tr> </tbody> </table>	<u>Clean Water...</u>	<u>Drinking Water...</u>		Treatment Facilities	Treatment	\$ -	Collector Systems	Transmission & Distribution	\$ -	Interceptor	Source (Wells/surface water intakes)	\$ -	Lift Station	Storage / Water Tower	\$ -	Equipment	Other	\$ -	Other		\$ -		Total Construction	\$ -	
<u>Clean Water...</u>	<u>Drinking Water...</u>																									
Treatment Facilities	Treatment	\$ -																								
Collector Systems	Transmission & Distribution	\$ -																								
Interceptor	Source (Wells/surface water intakes)	\$ -																								
Lift Station	Storage / Water Tower	\$ -																								
Equipment	Other	\$ -																								
Other		\$ -																								
	Total Construction	\$ -																								
C.	Total disbursement request (A + B):	\$ 201,162.18																								
D.	Total of previous requests submitted to PFA ** (see pg 2 for detail):	\$ 2,731,793.68																								
E.	Total requested to date (C + D):	\$ 2,932,955.86																								
F.	Original award total from above:	\$ 10,000,000.00																								
G.	Remaining un-drawn balance (F – E):	\$ 7,067,044.14																								

Notes:

page 2 may be used by the recipient for tracking past disbursement requests on this project

** History of payment requests submitted to PFA:

Req #	Dated	Notes	\$ amount Requested	\$ amount Paid by PFA
1	05/16/24		\$ 894,082.89	\$ 894,082.89
2	06/11/24		\$ 97,365.45	\$ 97,365.45
3	08/14/24		\$ 145,397.77	\$ 145,397.77
4	09/16/24		\$ 60,053.89	\$ 60,053.89
5	10/15/24		\$ 1,029,827.54	\$ 1,029,827.54
6	11/14/24		\$ 124,868.17	\$ 124,868.17
7	12/12/24		\$ 117,642.42	\$ 117,642.42
8	01/16/25		\$ 110,208.82	\$ 110,208.82
9	02/05/25		\$ 152,346.73	\$ 152,346.73
10	03/07/25		\$ 201,162.18	
11				
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36				
<i>total requested / paid prior to this request:</i>			<u>\$ 2,932,955.86</u>	<u>\$ 2,731,793.68</u>



COVERAGE PROPOSAL

FOR
North Zumbro Sanitary Sewer Regional Facility
PO Box 280
Pine Island, MN 55963-0280

Prepared by:
LEAGUE OF MINNESOTA CITIES INSURANCE TRUST
145 University Ave. West
St. Paul, MN 55103
(651) 281-1200

This proposal is based on
information given to us by:

Stevenson Insurance Inc
16 N Mantorville Ave
Kasson, MN 55947-1468
Molly Stevenson

Designated Agent of Record

COVERAGES AVAILABLE FROM:

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST

Property
Crime
Bond
Petrofund
Equipment Breakdown
Municipal First Party Cyber
Municipal Liability
Medical & Related Expense
Automobile Liability
Automobile Physical Damage
Defense Cost Reimbursement
Excess Liability
Liquor Liability

CLAIMS SERVICES: League of Minnesota Cities Insurance Trust

This is a proposal only. Coverage is not bound unless the covered party has requested that coverage be bound and LMCIT has sent a written confirmation. This quote is valid for 30 days after the date of this letter.

It is important to note also that we are not necessarily providing all the coverages requested or our proposal may not comply with your specifications. Please review closely.

CRIME

Theft, disappearance, and destruction-inside and outside the premises and forgery or alteration.

LIMIT OF COVERAGE PER OCCURRENCE	\$	250,000	
FRAUDULENT INSTRUCTION LOSS SUBLIMIT	\$	50,000	
DEDUCTIBLE:	\$	500	Per Occurrence

BOND(Faithful Performance Coverage)

BOND			
LIMIT OF COVERAGE PER OCCURRENCE:	\$	Not Covered	
DEDUCTIBLE:	\$		Per Occurrence

MUNICIPAL FIRST PARTY CYBER COVERAGE

FIRST-PARTY CYBER COVENANT LIMIT	\$	250,000	Annual Aggregate
COMMON CAUSE PRO RATA SHARED LIMIT	\$	10,000,000	
12-MONTH PRO RATA SHARED LIMIT	\$	25,000,000	
DEDUCTIBLE:	\$	500	Per Occurrence

COMPREHENSIVE MUNICIPAL LIABILITY COVERAGES CLAIMS MADE BASIS

LIMITS:			
Per OCCURRENCE LIMIT	*\$ 2,000,000		
PRODUCTS LIMIT	\$ 3,000,000	Annual Aggregate	
FAILURE TO SUPPLY CLAIM LIMIT	\$ 3,000,000	Annual Aggregate	
EMF CLAIM LIMIT	\$ 3,000,000	Annual Aggregate	
MEDICAL AND RELATED EXPENSE LIMIT	\$2,500/\$10,000	Any One Person/Occurrence	
LIMITED CONTAMINATION LIABILITY CLAIM LIMIT	** \$ 3,000,000	Annual Aggregate	

<i>OUTSIDE ORGANIZATION CLAIM LIMIT</i>	** \$ <u>100,000</u>	Annual Aggregate
<i>SYSTEM SECURITY BREACH CLAIM LIMIT</i>	\$ <u>3,000,000</u>	Annual Aggregate
<i>LAND USE AND SPECIAL RISK LITIGATION LIMIT</i>	*** \$ <u>1,000,000</u>	Annual Aggregate
<i>SEXUAL ABUSE CLAIM LIMIT</i>	\$ <u>3,000,000</u>	Annual Aggregate
<i>WILDFIRE CLAIM LIMIT</i>	\$ <u>3,000,000</u>	Annual Aggregate
<i>LIMITED LAW ENFORCEMENT SERVICE CONTRACT CLAIM LIMIT</i>	***\$ <u>200,000</u>	Annual Aggregate

* **LMCIT's** maximum limit of liability for COVERAGES A and C combined.

** **LIMIT includes** damages, loss adjustment expense, defense costs, and *supplementary payments*.

*****LIMIT includes** *litigation costs*.

MUNICIPAL LIABILITY DEDUCTIBLE: (Subject to General Annual Aggregate Deductible, if any, shown on Common Coverage Declarations) \$ 500 Per Occurrence

Premises - Operations.

Independent Contractors

Products

Watercraft - Less than 26 feet in length.

Malpractice Coverage for City Employees-excluding Architects, Doctors of Medicine, Dentists, Nurses and Pharmacists.

Personal Injury Liability-false arrest, advertising, wrongful entry and assault or battery.

Law Enforcement.

Employees, Officials and Volunteers are covered.

Fellow Employee Coverage.

Extended Reporting Period Guaranteed as to availability and cost.

No aggregate limit except for Products - *Failure To Supply Claim Limit, EMF Claim Limit, Mold Claim Limit, Limited Pollution Liability Claim Limit, Outside Organization Claim Limit, Data Security Breach Claim Limit, Land Use and Special Risk Litigation Limit and Sexual Abuse Claim Limit.*

Coverage for negligent acts, errors, omissions and civil rights violations.

Broadened definitions of damages.

PARTIAL LIST OF EXCLUSIONS

Airport and Aircraft Liability

Hospital and Nursing Home Liability

Liquor Legal Liability

Absolute Pollution

Fireworks

Licensed child care programs

Bursting or Failure of Dams or Dikes

Amusement Rides

Rodeos

Racing

Stunting Activities

Unless Named: Joint Powers, Housing Authorities and Gas or Electric Utilities

AUTOMOBILE

COVERAGE:

LIMIT:

AUTOMOBILE LIABILITY

*\$2,000,000 Per Occurrence

BASIC ECONOMIC LOSS BENEFITS

Basic Minnesota Statutory Coverage

UNINSURED AND UNDERINSURED MOTORISTS

\$ 200,000 Per Occurrence

AUTOMOBILE PHYSICAL DAMAGE

Actual Cash Value, Unless Endorsed

* *LMCIT's* maximum limit of liability for COVERAGES A and C combined.

DEDUCTIBLE: (Subject to General Annual Aggregate Deductible, is any, shown on Common Coverage Declarations.)

\$ 500 Per Occurrence

PREMIUM SUMMARY

Common Coverages

Coverage	Deductible	Premium
❖ Property	NA	Not Covered
❖ Mobile Property	NA	Not Covered
❖ First Party Cyber	\$500	\$893
❖ Municipal Liability	\$500	\$1,399
❖ Automobile Liability	\$500	\$90
❖ UM/UIM \$200,000 all covered autos	NA	Included
❖ Basic Economic Loss Benefits (PIP) all covered autos	NA	Included
❖ Automobile Physical Damage	NA	Included
❖ Crime	\$500	Included.
❖ Petrofund	NA	Included.
❖ Defense Cost Reimbursement	NA	Included.

Municipal Liability Experience Rating Modifier:

Automobile Experience Rating Modifier:

(Applied to Municipal Liability, Auto Liability, Auto Physical Damage and UM/UIM) These modifiers are calculated with a formula which compares the city's actual loss history with the amount of losses that would be expected for a city of that size if the city were a perfectly average LMCIT member. If the city's losses and expenses are better than average the city receives a premium credit. If the city's losses and expenses are worse than average, the city receives a premium debit.

Optional Coverages

Coverage	Deductible	Premium
❖ Bond	NA	Not Covered
❖ Equipment Breakdown	NA	Not Covered
❖ Excess Liability Limit: \$	NA	Not Covered
❖ Liquor Liability Limit: \$	NA	Not Covered
❖ Fireworks	NA	Not Covered
❖ No Fault Sewer Back Up Limit: \$	NA	Not Covered
❖ Airport Liability	NA	Not Covered
TOTAL		\$ 2,382

DO NOT PAY UNTIL YOU RECEIVE INVOICES

TORT LIMIT \$500,000. /\$1,500,000.

Comments:

Sincerely,
Shawna

Underwriter

smt

TECHNICAL COMMITTEE MEETING NOTES

North Zumbro Sanitary Sewer District

Goodhue, Pine Island, Wanamingo, Zumbrota

MEETING DATE: February 11, 2025
MEETING TIME: 10:00 AM
MEETING LOCATION: Zumbrota City Hall

AGENDA ITEMS:

1. Sign In

See Attached

2. Status Updates

a. Land acquisition update

- i. *The closing took place in November and the land for the future NZSSD is owned by the District. Negotiations for leasing the property to a farmer are ongoing.*

b. Bonding Committee update

- i. *There was no bonding bill last year. The Executive Committee is working to have the project included in a 2025 bill. The goal is to have plans and specifications completed for construction to take place in late 2026.*

c. Website

- i. *The North Zumbro website is scheduled to go live this week. The web address is northzumbro.com. The format of the website was reviewed at the meeting.*

b. Cost Comparison

- i. *One of the local legislators asked the Executive Committee to review the estimated costs of the proposed regional wastewater facility vs. each community constructing their own facility. A cost summary was presented outlining the following costs.*
 1. *Savings of constructing a Regional Facility is estimated to be ~\$12.46M. Total savings including O&M costs is ~\$39.39M over 40 years.*
 2. *A Regional Facility is estimated to provide savings of ~\$1M per year. The immediate capital cost savings is estimated to be \$12M.*

3. Preliminary Plans

Preliminary plans were shared and reviewed.

- a. Site Layout
- b. Pretreatment
- c. Secondary Treatment
- d. Tertiary Treatment
- e. Admin Building

The following design elements were reviewed.

Treatment

- a. *Pretreatment - Grit removal and screening. Plant is designed for 5 MGD anything over that will be bypassed to the flow retention tank. Planning to pump from the EQ basin to the oxidation ditches. Chemical feed with Micro C.*
- b. *Oxidation Ditches*
- c. *Effluent Filter Building*
 - i. *UV treatment*
- d. *Final Clarifiers*
- e. *Will have odor control*
- f. *RAS/WAS Building with Chemical Feed*
 - i. *Alum and/or Ferric for phosphorus removal*
 - ii. *WAS to digester complex, aerobic digesters*
- g. *Plan is to have 2 Digesters and solids handling to Biosolids Storage Tank. Considering having 2 tanks, but 1 of those tanks may be phased in over time.*
 - i. *Intent is to purchase equipment for hauling Biosolids, but still in design.*
- h. *Administration Building planned to be located at the facility entrance.*

Glenn reviewed the preliminary hydraulic profile.

Preliminary Plans – Glenn reviewed the preliminary plans.

- a. *Pretreatment - Combined flow meter, will have flow meters at each lift station as well.*
- b. *Oxidation Ditches – anerobic zone will be covered for odor control.*
 - i. *As of now, there is no nitrogen limit, but that's likely coming. Will likely accept a nitrogen limit because meeting a limit of 10 mg/L won't be difficult.*
- c. *Clarifiers - there will be 2 final clarifiers*
- d. *Filter Building and UV – As of right now the UV is inside. Having the UV inside can be an issue with moisture. However, Rick doesn't seem to have issues with the moisture, but flies are a problem.*
- e. *RAS / WAS – Chemical feed, tankers will be able to enter building to fill tanks.*
- f. *Digester & Solids Handling – Blowers and compressors are planned to be in a closed room due to noise. Aeration grids are planned to be in the digester tanks.*

2. *Administration Building*

- a. *3 16 ft (12'-14' high) bays in the garage areas*
- b. *There was a comment that the overhead doors should be at least 14 feet high.*
- c. *Widseth to review the bay dimensions.*
- d. *There was discussion about the exterior finishes on the building. Several options were discussed. Precast seems to offer the best value.*
- e. *The location of the drive thru bay may be moved.*

4. **Open Discussion**

5. **Next Meeting – April 8, 2025 10:00 am Zumbrota City Hall**

TECH COMMITTEE MTLG
2/11/25

On-Line
Larry Van Hout
Reese Sudtelgte

BILL ANGERMAN
GLENN GUSTAFSON

Paul L. Zelsdorf

Jeff Meyers

Craig Britton

BRANDON THEO BALD

Brad Kennedy

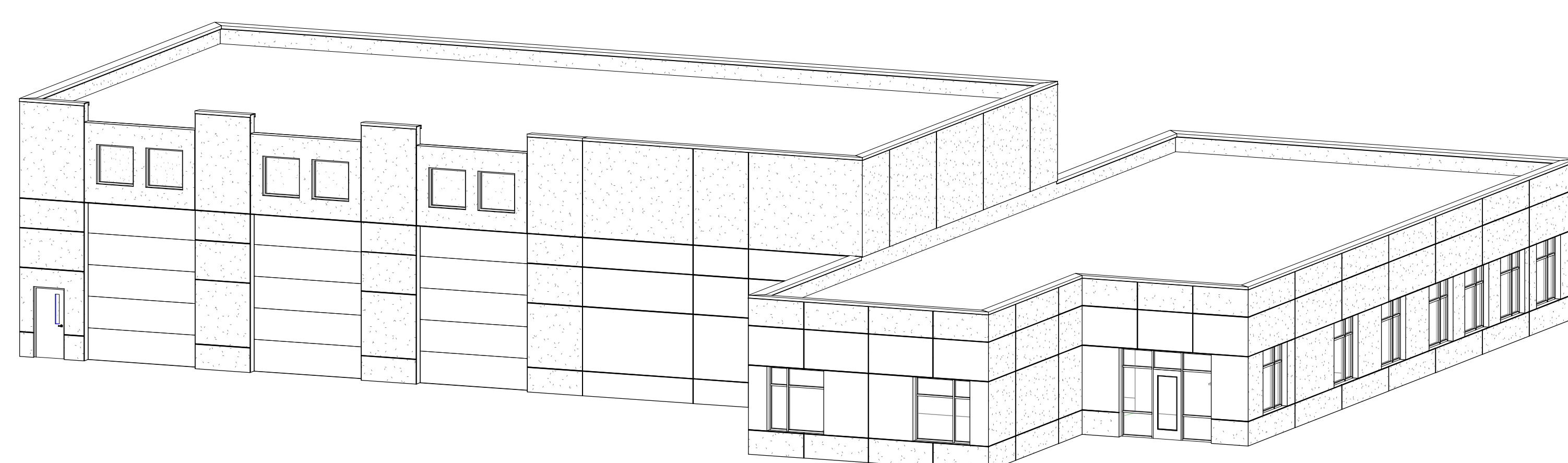
Rich Turri

James L. Hitchcock

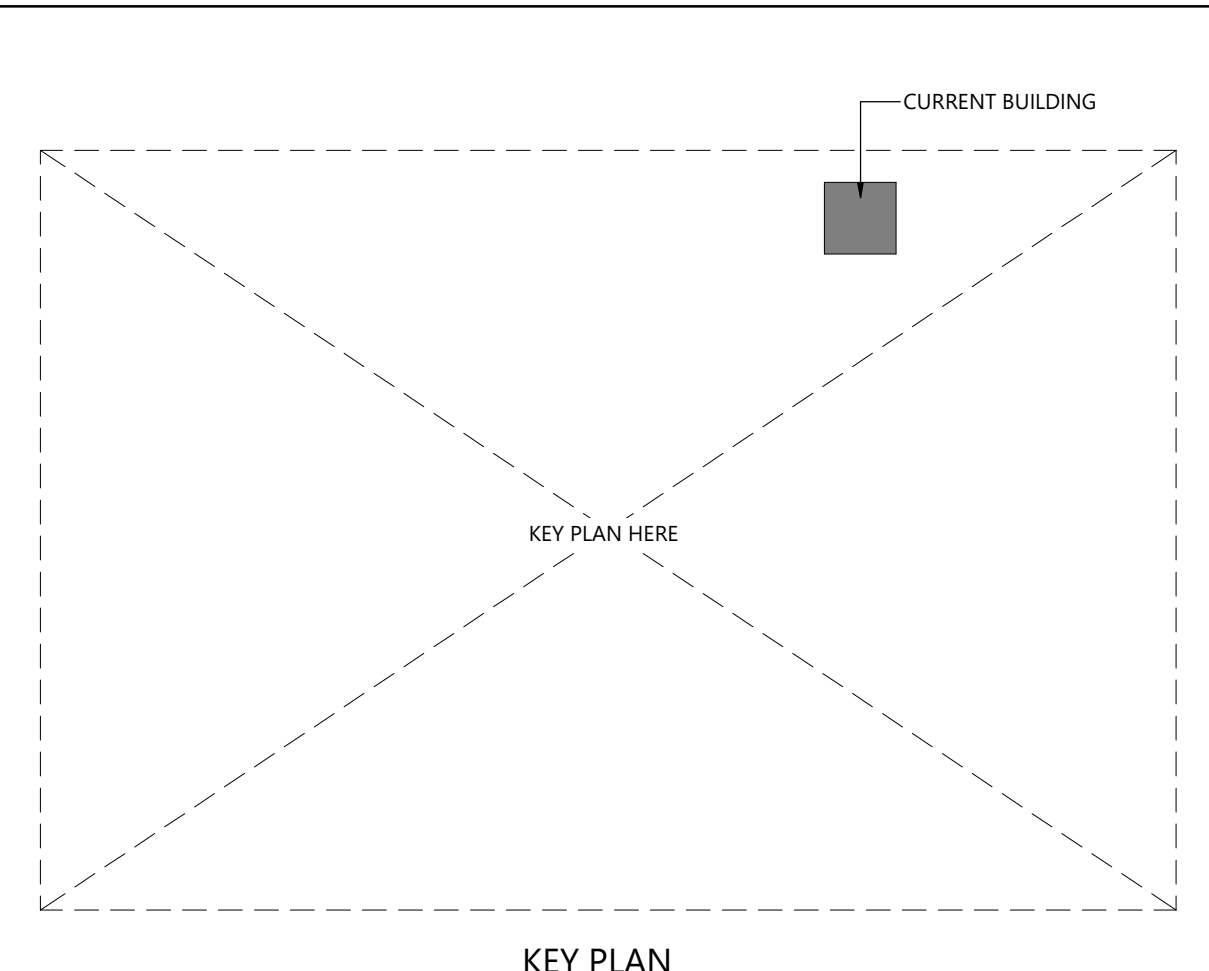
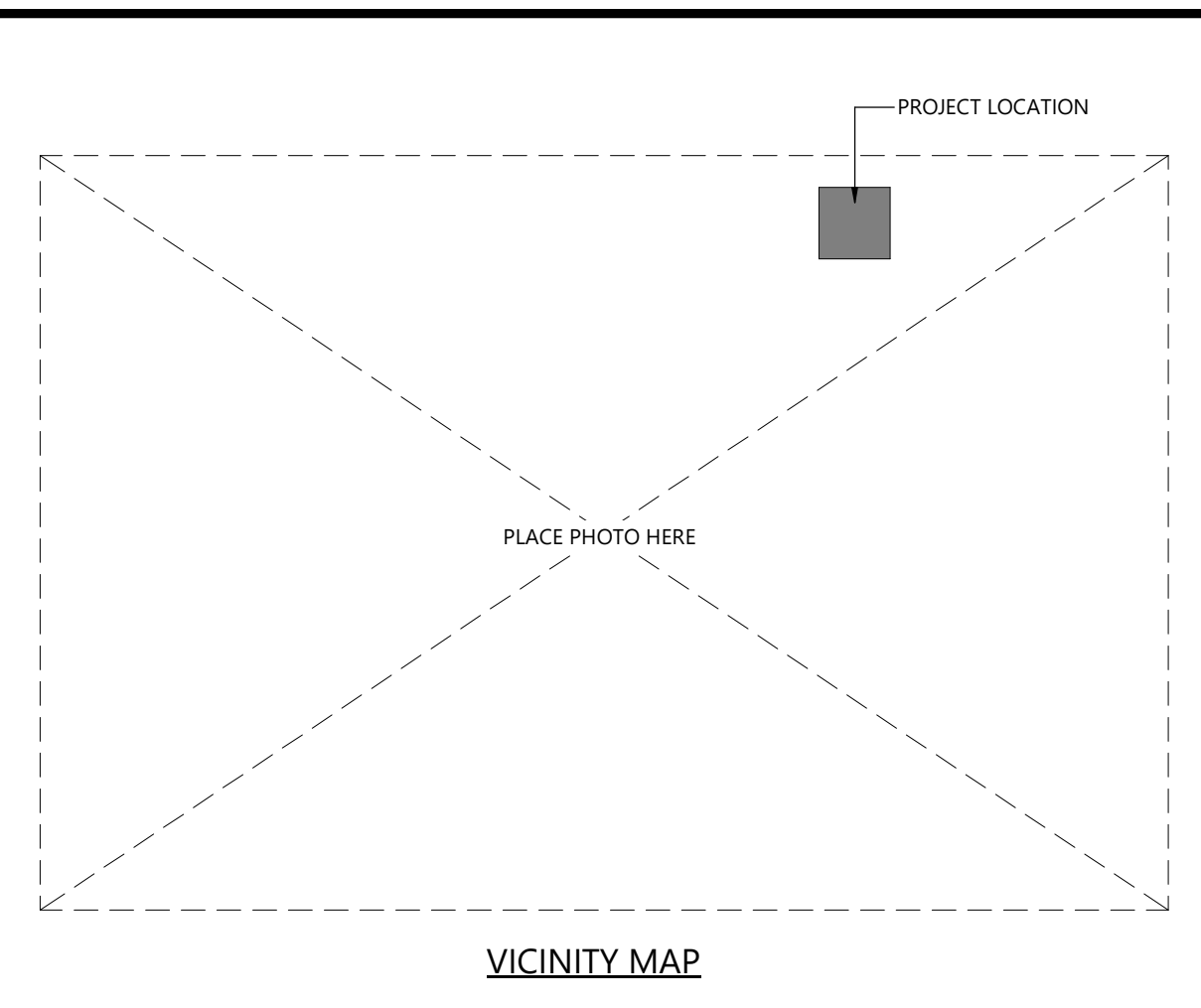
Todd Robertson

Jason M. Anderson

Todd Meyers



SHEET INDEX	
SHEET #	SHEET NAME
000	STARTING VIEW
00.T00	TITLE
00.T001	TABLE OF CONTENTS
00.T002	SYMBOLS
00.T010	PROCESS EQUIPMENT SCHEDULES
GENERAL	
80G000	TITLE SHEET
80G001	CODE INFO - DOOR CLEARANCE, ACCESS, ROUTES
80G002	CODE INFO - TOILET ROOMS, MISC
80G003	CODE INFO - STAIRS, RAMPS, ELEVATORS, SITE LIFE SAFETY
80G004	CODE REVIEW DATA
80G005	FIRST LEVEL LIFE SAFETY FLOOR PLAN
80G006	SECOND LEVEL LIFE SAFETY FLOOR PLAN
CIVIL	
C1.10	ENTER NAME HERE
ARCHITECTURAL	
80A100	FIRST LEVEL FLOOR PLAN
80A101	SECOND LEVEL FLOOR PLAN
80A102	FIRST LEVEL REFLECTED CEILING PLAN
80A103	SECOND LEVEL REFLECTED CEILING PLAN
80A104	ROOF PLAN
80A105	ENLARGED FLOOR PLANS
80A106	ENLARGED FLOOR PLANS
80A200	BUILDING ELEVATIONS
80A201	BUILDING ELEVATIONS
80A202	INTERIOR ELEVATIONS
80A203	INTERIOR ELEVATIONS
80A300	BUILDING SECTIONS
80A301	WALL SECTIONS
80A302	STAIR & ELEVATOR PLANS AND SECTIONS
80A303	CASEWORK SECTIONS
80A500	DETAILS
80A501	DETAILS
80A502	DETAILS
80A600	DOOR AND FRAME TYPES AND SCHEDULES
80A601	ROOM FINISH SCHEDULE
80A602	WALL TYPES AND SCHEDULES
80A603	ROOF AND FLOOR TYPES
# OF SHEETS: 35	



whks
ENGINEERING ARCHITECTURE

ISG

WIDSETH

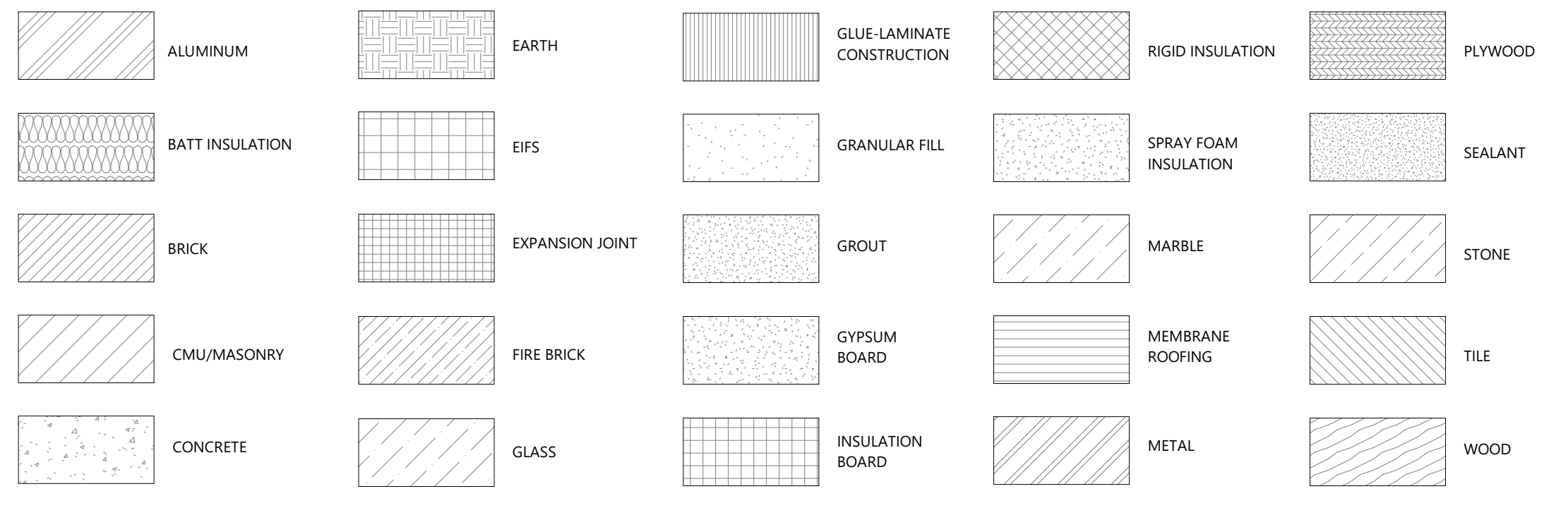
I hereby certify that this plan, specification, or report was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Engineers name _____ License No. _____
Date _____

ABBREVIATIONS

@	AT	EWC	ELECTRIC WATER COOLER	LB	LAG BOLT	PT	POINT	UG	UNDERGROUND
AFF	ABOVE FINISHED FLOOR	EL	ELEVATION	LAM	LAMINATE (ED)	LBS	POUNDS	UNF	UNFINISHED
AP	ACCESS PANEL	ELEV	ELEVATOR	LAV	LAVATORY	PSI	POUNDS PER SQUARE INCH	UNO	UNLESS NOTED OTHERWISE
ACT	ACOUSTIC CEILING TILE	EQ	EQUAL	LH	LEFT HAND	PC	PRECAST	UR	URINAL
A/C	AIR CONDITIONING	EQP	EQUIPMENT	L	LENGTH	PFN	PREFINISHED		
AB	ANCHOR BOLT	EXIST	EXISTING	LT	LIGHT	QT	QUARRY TILE	VB	VAPOR BARRIER
ALT	ALTERNATE	EXP	EXPANSION	LL	LIVE LOAD	VNR	VENER	VNR	VENER
AL	ALUMINUM	EB	EXPANSION BOLT	LLH	LONG LEG HORIZONTAL	VERT	VERTICAL	VEST	VESTIBULE
∠	ANGLE	EIT	EXPANSION JOINT	LLV	LONG LEG VERTICAL	VIN	VINYL	VCT	VINYL COMPOSITE TILE
APX	APPROXIMATE	EXT	EXTERIOR	LVR	LOUVER	REFR	REFRIGERATOR	WH	WALL HUNG
ARCH	ARCHITECTURAL					RE	REINFORCE (D), (ING), (MENT)	WC	WATER CLOSET
		FB	FACE BRICK	MFR	MANUFACTURER	REF	REFERENCE	WP	WATERPROOFING
BSMT	BASEMENT	FOC	FACE OF CONCRETE	MAS	MASONRY	REQ'D	REQUIRED	WNF	WELDED WIRE FABRIC
BM	BEAM or BENCHMARK	FOM	FACE OF MASONRY	MO	MASONRY OPENING	RA	RETURN AIR	W	WEST OR WIDTH, WIDE
BRG	BEARING	FOS	FACE OF STUDS	MAT	MATERIAL (S)	RA	REVERSE	WDW	WINDOW
BPL	BEARING PLATE	FIN	FINISH	MAX	MAXIMUM	REV	REVISION	WG	WIRE GLASS
BIT	BITUMINOUS	FFE	FINISHED FLOOR ELEVATION	MECH	MECHANICAL	RH	RIGHT HAND	WM	WIRE MESH
BLK	BLOCK	FRBK	FIRE BRICK	MC	MEDICINE CABINET	ROW	RIGHT OF WAY	W	WITH
BLKG	BLOCKING	FE	FIRE EXTINGUISHER	MED	MEDIUM	R	RISER	W.O	WITHOUT
BRK	BRICK	FEC	FIRE EXTINGUISHER CABINET	MBR	MEMBER	RD	ROOF DRAIN	WD	WOOD
BLDG	BUILDING	FP	FIRE PROOF	MMB	MEMBRANE	RM	ROOM	WI	WROUGHT IRON
BO	BOTTOM OF	FLG	FLASHING	MTL	METAL	RO	ROUGH OPENING		
		FLR	FLOOR (ING)			SC	SOLID CORE		
CAB	CABINET	FD	FLOOR DRAIN	N=L	MICROLAM	SN	SANITARY NAPKIN DISPENSER		
CPT	CARPET (ED)	FT	FOOT	MIN	MINIMUM	SNR	SANITARY NAPKIN RECEPTOR		
CSMT	CASEMENT	FTG	FOOTING	MIR	MIRROR	SCH	SCHEDULE		
CI	CAST IRON	FND	FOUNDATION	MISC	MISCELLANEOUS	SEC	SECTION		
CB	CATCH BASIN	FRA	FRESH AIR	MLD	MOLDING	SHT	SHEET		
CLG	CEILING	FBO	FURNISHED BY OTHERS	MRC	MOISTURE RESISTANT CEILING TILE	SHTH	SHEATHING		
CL	CENTERLINE	FUR	FURRED(ING)	MT	MOUNT (ED), (ING)	SIM	SIMILAR		
CHL	CHANNEL	FUT	FUTURE	MULL	MULLION	SC	SOLID CORE		
CHBD	CHALKBOARD					SABI	SOUND ATTENUATING BATT INSULATION		
CLEANOUT	CLEANOUT	GAL	GALVANIZED	NOM	NOMINAL	SP	SOUNDPROOF		
CLR	CLEAR	GI	GALVANIZED IRON	N	NORTH	S	SOUTH		
CL	CLOSET	GA	GAUGE	NIC	NOT IN CONTRACT	SPK	SPEAKER		
COL	COLUMN	GC	GENERAL CONTRACTOR	NTS	NOT TO SCALE	SPEC	SPECIFICATION (S)		
CONC	CONCRETE	GL	GLASS	NO or #	NUMBER	SQ	SQUARE		
CMU	CONCRETE MASONRY UNIT	GB	GRAB BAR			SSTL	STAINLESS STEEL		
CONST	CONSTRUCTION	GD	GRADE(ING)	OC	ON CENTER	STD	STANDARD		
CONT	CONTINUOUS	OPP	OPPOSITE	OSB	ORIENTED STRAND BOARD	STL	STEEL		
CONTR	CONTRACTOR	OSB	ORIENTED STRAND BOARD	OD	OUTSIDE DIAMETER	SJ	STEEL JOIST		
CJT	CONTROL JOINT	HDW	HARDWARE	OA	OVERALL	STO	STORAGE		
		HDR	HEADER	OH	OVERHEAD	STR	STRUCTURAL		
DL	DEAD LOAD	HTG	HEATING			SUS	SUSPENDED		
DEGREE(S)	DEGREE(S)	HVAC	HEATING/VENTILATION/AIR CONDITIONING			SYM	SYMMETRICAL		
DEPT	DEPARTMENT	HD	HEAVY DUTY	PT	PAINT	SYS	SYSTEM		
DETAIL	DETAIL	HT	HEIGHT	PR	PAIR				
DIAM	DIAMETER	HC	HOLLOW CORE	PNL	PANEL	TKBD	TACK BOARD		
DIM	DIMENSION	HM	HOLLOW METAL	PB	PANIC BAR	TKS	TACK STRIP		
DPR	DISPENSER	HOR	HORIZONTAL	PTD	PAPER TOWEL DISPENSER	TEL	TELEPHONE		
DR	DOOR	PTR	PAPER TOWEL RECEPTOR	PAR	PAPER TOWEL DISPENSER	TV	TELEVISION		
DH	DOUBLE HUNG	PAR	PARALLEL	PBD	PARTICLE BOARD	TZ	TERRAZZO		
DN	DOWN	PTN	PARTITION	HR	HOUR	THK	THICK (NESS)		
DS	DOWNSPOUT	PTM	PARTITION			THR	THRESHOLD		
DWG	DRAWING	PVMT	PAVEMENT			TPTN	TOILET PARTITION		
DF	DRINKING FOUNTAIN	PERF	PERFORATE (ED)			TPD	TOILET PAPER DISPENSER		
		INS	INSULATE (D),(ION),(ING)			TB	TONGUE AND GROOVE		
E	EAST	INT	INTERIOR			TG	TOP OF		
EA	EACH					TO	TOP OF		
EAF	EACH FACE					TOB	TOP OF BLOCK		
EW	EACH WAY					TOD	TOP OF DECK		
ELECT	ELECTRICAL (AL)					TOS	TOP OF STEEL		
						T	TREAD		
						TP	TYPICAL		

TYPICAL MATERIAL HATCH PATTERNS



TYPICAL SYMBOLS & TAGS

TYP. SYMBOLS	VIEW REFERENCE LEGEND	STANDARD TAGS
CENTERLINE SYMBOL	BUILDING ELEVATION MARK	CASEWORK TAG
EXIT SYMBOL	VIEW REFERENCES	CEILING TAG
GLASS SYMBOL	INTERIOR ELEVATION MARK	KEYED PLAN NOTES NEW & DEMO
TEMPERED GLASS	PHASING LEGEND	DOOR TAGS
DRINKING FOUNTAIN	GRID	MATERIAL ID TAG
FIRE EXTINGUISHER CABINET	GRAPHIC SCALE	REVISION TAG
FIRE EXTINGUISHER		ROOM TAGS EXISTING, NEW
TRUE NORTH ARROW		WALL TAGS
		RATED WALL TAG
		WINDOW TAGS

DESIGN TEAM:

ARCHITECTURAL: Widseth
3777 40th St NW, Suite 200
Rochester, MN 55901
Office Phone: (507) 292-8743
Contact: Dana Hlebichuk
Phone: 507-358-9976

CIVIL: Widseth
3777 40th St NW, Suite 200
Rochester, MN 55901
Office Phone: (507) 292-8743
Contact: Craig Britton

STRUCTURAL: Widseth
610 Fillmore St
Alexandria, MN 56308
Office Phone: (320) 762-8149
Contact: Kent Rohr

MECHANICAL: Widseth
7804 Industrial Park Rd S
Baxter, MN 56425
Office Phone: (218) 829-5117
Contact: <xxx>
Phone: <xxx>

ELECTRICAL: Widseth
2825 24th Avenue South
Suite 201
Grand Forks, ND 58208
Office Phone: (701) 795-1975
Contact: <xxx>
Phone: <xxx>

DRAWING LOG

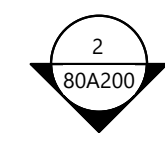
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TITLE SHEET

NORTH ZUMBRO SANITARY DISTRICT

PROJECT NO. 2023-11919
DATE 02-06-2025
DRAWN <xxx>
DESIGNED Designer
CHECKED <xxx>

80G000



- GENERAL FLOOR PLAN NOTES:**
- ALL INTERIOR PARTITION WALLS ARE METAL STUDS @ 16" O.C. WITH 5/8" GWB EACH SIDE (U.N.O.)
 - DISCREPANCIES SHALL BE BROUGHT TO THE ARCHITECTS ATTENTION IMMEDIATELY
 - ALL PIPING, CONDUITS, AND RELATED MECHANICAL AND ELECTRICAL ITEMS SHALL BE CONCEALED WITHIN DRYWALL FURRING AS REQUIRED IN FINISHED AREAS WHETHER SHOWN ON DRAWINGS OR NOT, U.N.O.
 - PROVIDE METAL PLATE BACKING AND/OR TREATED WOOD BLOCKING IN WALLS WHERE WALL-MOUNTED EQUIPMENT IS SHOWN ON PLANS OR ELEVATIONS. VERIFY HEIGHT AND LENGTH WITH ACTUAL EQUIPMENT.
 - ALL MECHANICAL EQUIPMENT PADS TO BE 4" HIGH U.N.O. LENGTH AND WIDTH OF PADS TO BE VERIFIED BY CONTRACTOR.
 - ALL DIMENSIONS ARE CLEAR FROM THE CENTER OF STUD, TO CENTER OF STUD. SEE PARTITION TYPES FOR ACTUAL THICKNESS OF PARTITIONS. MASONRY WALLS ARE DIMENSIONED TO THE NOMINAL FACE.
 - ALL EXTERIOR DIMENSIONS ARE TO THE FACE OF STUD. ALL INTERIOR DIMENSION ARE TO THE CENTER OF THE WALL (U.N.O.)
 - PATCH ALL HOLES IN SURFACES WHERE EQUIPMENT HAS BEEN REMOVED OR DEMOLITION HAS OCCURRED. PREPARED SURFACES AS REQUIRED FOR NEW FINISHES. PATCH TO MATCH ADJACENT SURFACE IF NOT SCHEDULED.
 - ALL FLOOR OPENINGS AND DEPRESSIONS IN THE WORK SHALL BE FILLED OR CLOSED U.N.O. WITH MATERIALS TO MATCH ADJACENT SURFACES. FINISHES ARE FIRE RATED.
 - PROVIDE CONTROL JOINTS FOR GYPSUM BOARD WALLS. MAXIMUM SPACING PER ASTM C 840 AND GA-216.

FINISH PLAN LEGEND	
	FLOOR FINISH CHANGE SYMBOL
	DENOTES DIRECTION OF FLOORING INSTALLATION PATTERN
	DENOTES LOCATION OF CORNER GUARDS

KEYED PLAN NOTES	
#	DESCRIPTION



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

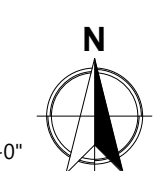
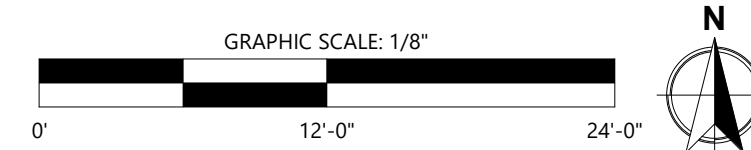
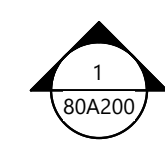
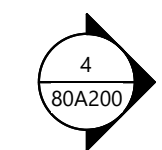
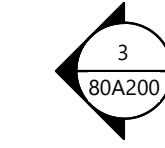
Engineers name _____ License No. _____
Date _____

DRAWING LOG	
NO.	DESCRIPTION
1	
2	
3	
4	

FIRST LEVEL FLOOR PLAN
NORTH ZUMBRO SANITARY DISTRICT

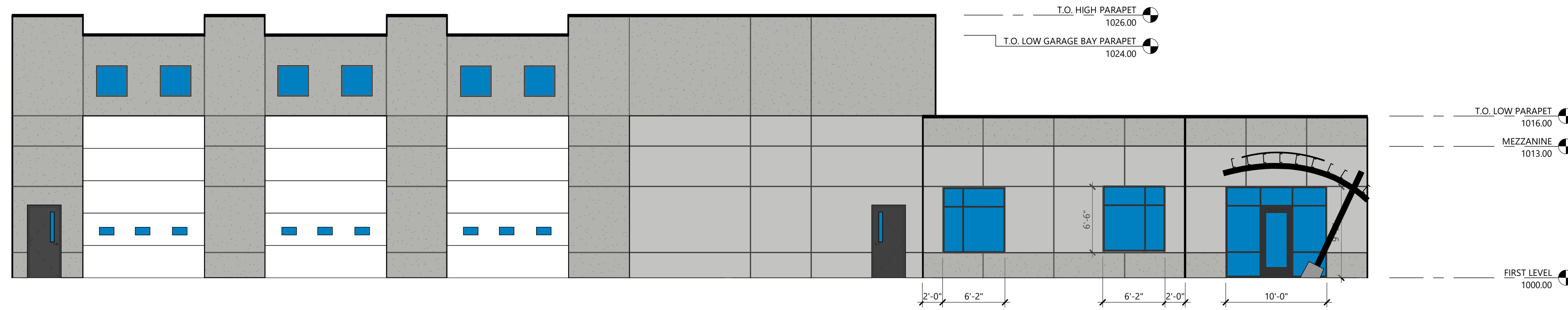
PROJECT NO.	2023-11919
DATE	02-07-2025
DRAWN	KMR
DESIGNED	DJH
CHECKED	PJC

80A100

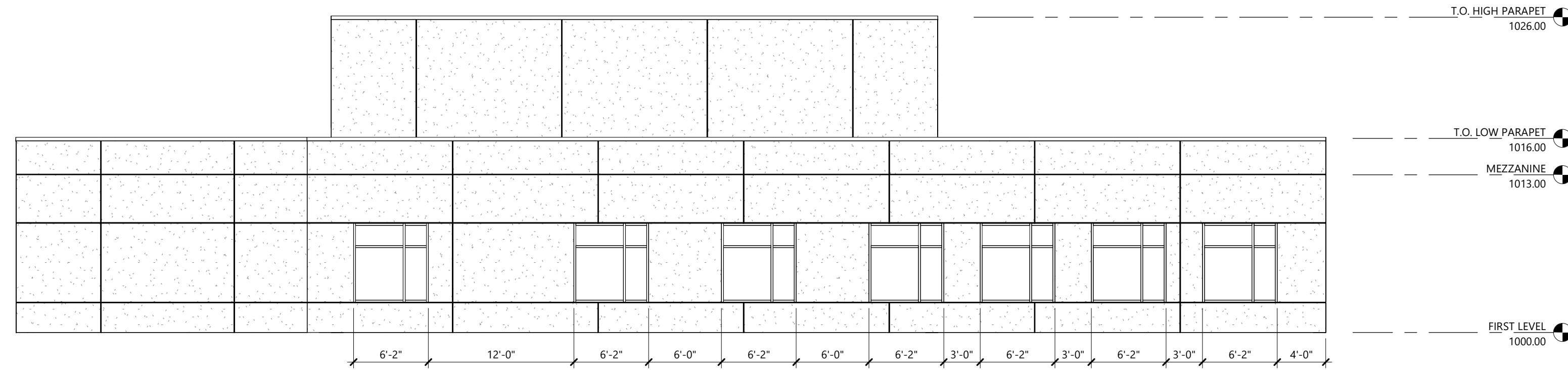


2 SECOND LEVEL FLOOR PLAN
1/8" = 1'-0"

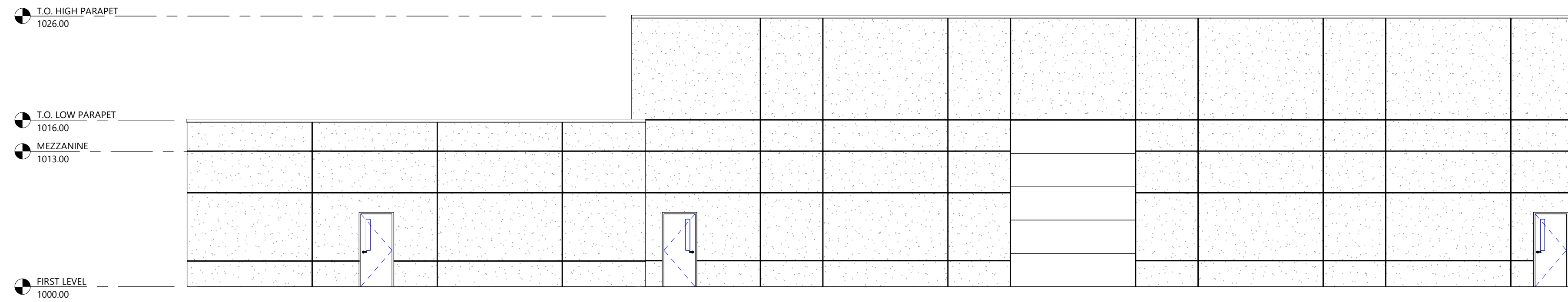
1 FIRST LEVEL FLOOR PLAN
1/8" = 1'-0"



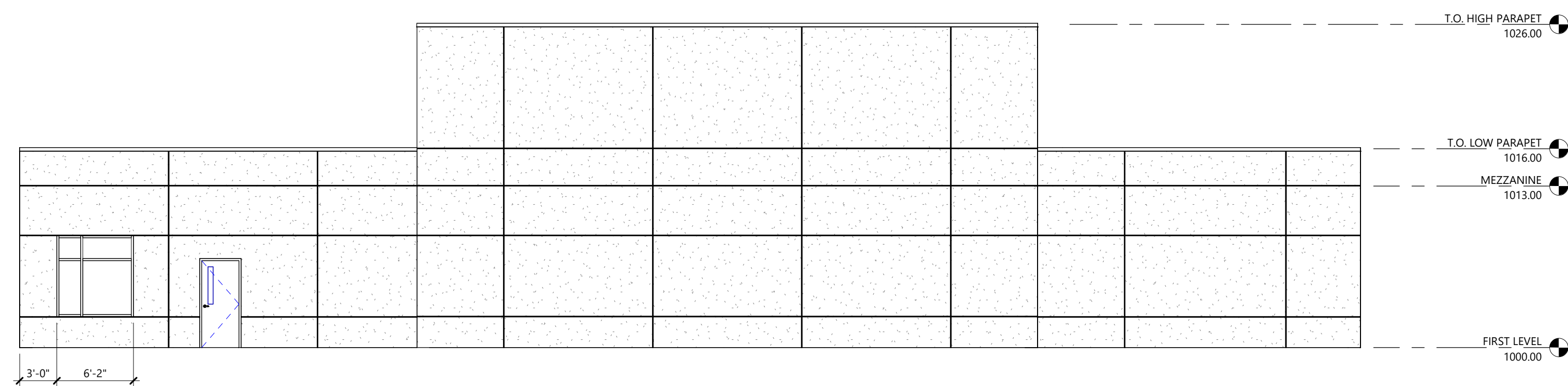
1 FRONT ELEVATION
1/8" = 1'-0"



3 SIDE ELEVATION
1/8" = 1'-0"



2 BACK ELEVATION
1/8" = 1'-0"



4 SIDE ELEVATION
1/8" = 1'-0"

EXTERIOR MATERIAL ID LIST		
XXX-##	DESCRIPTION	COMMENTS
APC-1	ARCHITECTURAL PRECAST CONCRETE - COLOR 1	SEE SPECS FOR MORE INFORMATION
APC-2	ARCHITECTURAL PRECAST CONCRETE - COLOR 2	SEE SPECS FOR MORE INFORMATION

KEYED PLAN NOTES	
#	DESCRIPTION



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

Engineers name _____ License No. _____
Date _____

DRAWING LOG	
NO.	DATE
1	
2	
3	
4	

BUILDING ELEVATIONS
NORTH ZUMBRO SANITARY DISTRICT

PROJECT NO.	2023-11919
DATE	02-06-2025
DRAWN	<XXX>
DESIGNED	Designer
CHECKED	<XXX>

80A200

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300

41-1225694

December 10, 2024

Statement No. 185310

North Zumbro Sanitary Sewer District

c/o City of Pine Island
P.O. Box 280
Pine Island, MN 55963

Through November 30, 2024

NZ105-00002

Site Acquisition

142.50

Total Current Billing:

142.50

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.

Signature of Claimant

CITY OF PINE ISLAND
Approved for payment by:

EGA
Account Code

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

North Zumbro Sanitary Sewer

November 30, 2024

NZ105-00002 Site Acquisition

Through November 30, 2024
For All Legal Services As Follows:

			Hours	Amount
11/8/2024	RJV	Review closing docs and issues.	0.75	142.50
			Total Services:	\$ 142.50
			Total Services and Disbursements:	\$ 142.50

COPY

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300
41-1225694

November 18, 2024
Statement No. 184811

North Zumbro Sanitary Sewer District

c/o City of Pine Island
P.O. Box 280
Pine Island, MN 55963

Through October 31, 2024

NZ105-00002 Site Acquisition

307.50

Total Current Billing: 307.50

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.

DocuSigned by:

1st Robert J.V. Vose

7F637A5E78BC492...
Signature of Claimant

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

North Zumbro Sanitary Sewer

October 31, 2024

NZ105-00002 Site Acquisition

Through October 31, 2024

For All Legal Services As Follows:

			Hours	Amount
10/10/2024	PAT	Receive/ review updated commitment and compare with prior version; forward to Elizabeth Howard and Steven Scheevel with findings	0.40	40.00
10/10/2024	RJV	Review commitment; review files for example letter of no conflict; e-mail proposed letter to Elizabeth and Craig	1.25	237.50
10/11/2024	PAT	Email exchanges with Jon Edstrom/ Land Title to request/ receive annexation order, forward to Elizabeth Howard and Steven Scheevel; phone conference with Craig Britton to discuss order, new legal description, and next steps.	0.30	30.00

Total Services: \$ 307.50

Total Services and Disbursements: \$ 307.50

CITY OF PINE ISLAND
Approved for payment by:

ERH

Account Code

LED 2-11610

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300

41-1225694

June 15, 2023

Statement No. 174948

North Zumbro Sanitary Sewer District

c/o City of Pine Island
P.O. Box 280
Pine Island, MN 55963

Through May 31, 2023

NZ105-00001 Sanitary Sewer District

560.50

CITY OF PINE ISLAND
Approved for payment by:

ERT

Account Code

- track for Sanitary district

Total Current Billing: 560.50

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.

DocuSigned by:

/s/ Robert J.V. Vose

Signature of Claimant

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

North Zumbro Sanitary Sewer

May 31, 2023

NZ105-00001 Sanitary Sewer District

Through May 31, 2023

For All Legal Services As Follows:

			Hours	Amount
5/24/2023	RJV	Review new legislation regarding water district; review JPA issue; e-mail Elizabeth regarding same.	0.75	142.50
5/26/2023	JAE	E-mail correspondence with Bob Vose regarding North Zumbro Sanitary Sewer District and legislation	0.20	38.00
5/26/2023	RJV	Review state law regarding sanitary districts; call with 4 city reps; prepared summary memo for finance attorney, Julie; e-mail Julie.	2.00	380.00

Total Services: \$ 560.50

Total Services and Disbursements: \$ 560.50

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300

41-1225694

July 14, 2023

Statement No. 175511

North Zumbro Sanitary Sewer District

c/o City of Pine Island
P.O. Box 280
Pine Island, MN 55963

Through June 30, 2023

NZ105-00001 Sanitary Sewer District

1,405.90

Total Current Billing: 1,405.90

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.

DocuSigned by:

/s/ Robert J.V. Vose

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Signature of Claimant

CITY OF PINE ISLAND
Approved for payment by:

SS

Account Code

101-11610 ✓

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

North Zumbro Sanitary Sewer

June 30, 2023

NZ105-00001 Sanitary Sewer District

Through June 30, 2023

For All Legal Services As Follows:

			Hours	Amount
6/1/2023	RJV	Review file and all relevant info; draft JPA; with explanatory memo to client reps	5.00	950.00
6/2/2023	RJV	Further work on JPA.	0.50	95.00
6/5/2023	RJV	Revise	0.35	66.50
6/7/2023	IPS	Drafted an overview that summarized all the bills that were passed during this current legislative session that significantly impact cities	0.22	19.80
6/8/2023	IPS	Drafted an overview that summarized all the bills that were passed during this current legislative session that significantly impact cities	0.31	27.90
6/9/2023	IPS	Drafted an overview that summarized all the bills that were passed during this current legislative session that significantly impact cities	0.63	56.70
6/20/2023	RJV	Respond to city attorney questions and comments; e-mail group.	0.65	123.50
6/29/2023	RJV	Discussions with member city reps regarding JPA and land acquisition issues.	0.35	66.50
Total Services:			\$	1,405.90
Total Services and Disbursements:			\$	1,405.90

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300
41-1225694

August 15, 2023
Statement No. 176086

North Zumbro Sanitary Sewer District

c/o City of Pine Island
P.O. Box 280
Pine Island, MN 55963

Through July 31, 2023

NZ105-00001 Sanitary Sewer District 228.00

11610

Total Current Billing: 228.00

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.

DocuSigned by:

1st Robert J.V. Vose

7F634A9B78BD49Z...
Signature of Claimant

CITY OF PINE ISLAND
Approved for payment by:

SS
Account Code

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

North Zumbro Sanitary Sewer

July 31, 2023

NZ105-00001 Sanitary Sewer District

Through July 31, 2023

For All Legal Services As Follows:

			Hours	Amount
6/4/2023	JAE	E-mail correspondence with Bob Vose and Mike Boulton; Review and comment on JPA	1.20	228.00
			Total Services:	\$ 228.00

Total Services and Disbursements: \$ 228.00

99747
\$7038.71

Kennedy & Graven, Chartered

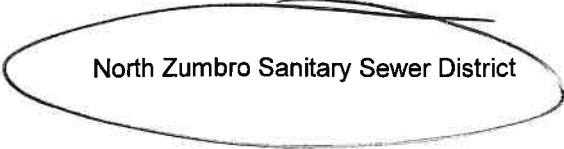
150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300

41-1225694

October 19, 2023

Statement No. 177403



North Zumbro Sanitary Sewer District

c/o City of Pine Island
P.O. Box 280
Pine Island, MN 55963

CITY OF PINE ISLAND
Approved for payment by:

ERH

Account Code

Through September 30, 2023

NZ105-00001 Sanitary Sewer District

427.50

Total Current Billing: 427.50

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.

DocuSigned by:

/s/ Robert J.V. Vose

7F634A3B788D492...
Signature of Claimant

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

North Zumbro Sanitary Sewer

September 30, 2023

NZ105-00001 Sanitary Sewer District

Through September 30, 2023

For All Legal Services As Follows:

			Hours	Amount
9/1/2023	RJV	Review and revise resolution for appropriation; review JPA; e-mail Elizabeth.	1.00	190.00
9/13/2023	RJV	Review proposed retainers with each member.	0.75	142.50
9/18/2023	RJV	Special meeting with JPA board.	0.50	95.00
Total Services:			\$	427.50

Total Services and Disbursements: \$ 427.50

\$ 6932.⁰⁰ E 99691

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300
41-1225694

November 17, 2023
Statement No. 178100

North Zumbro Sanitary Sewer District

c/o City of Pine Island
P.O. Box 280
Pine Island, MN 55963

Through October 31, 2023

NZ105-00001 Sanitary Sewer District

95.00

Total Current Billing: 95.00

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.

DocuSigned by:

1st Robert J.V. Vose

7FB34A5B788D492...
Signature of Claimant

CITY OF PINE ISLAND
Approved for payment by:



Account Code

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

North Zumbro Sanitary Sewer

October 31, 2023

NZ105-00001 Sanitary Sewer District

Through October 31, 2023

For All Legal Services As Follows:

			Hours	Amount
10/24/2023	RJV	Respond regarding formation issues	0.50	95.00
Total Services:			\$	95.00

Total Services and Disbursements: \$ 95.00

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
Minneapolis, MN 55402

(612) 337-9300
41-1225694

December 11, 2023
Statement No. 178617

North Zumbro Sanitary Sewer District

c/o City of Pine Island
P.O. Box 280
Pine Island, MN 55963

Through November 30, 2023

NZ105-00002	Site Acquisition	1,548.50
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Total Current Billing: 1,548.50

I declare, under penalty of law, that this account, claim or demand is just and correct and that no part of it has been paid.

DocuSigned by:

/s/ Robert J.V. Vose

Signature of Claimant

CITY OF PINE ISLAND
Approved for payment by:

ERA

Account Code

Sewer district

Kennedy & Graven, Chartered

150 South Fifth Street, Suite 700
 Minneapolis, MN 55402

North Zumbro Sanitary Sewer

November 30, 2023

NZ105-00002 Site Acquisition

Through November 30, 2023

For All Legal Services As Follows:

			Hours	Amount
11/1/2023	RJV	Review and comment on contractual documents for engineering services; e-mail Elizabeth.	1.50	285.00
11/1/2023	RJV	Call with chair, Zumbro reps and lead engineer regarding land acquisition issues.	1.00	190.00
11/2/2023	RJV	Work on PA and site acquisition matters; seek rules of acquisition; e-mail Sam; e-mail Craig	1.50	285.00
11/13/2023	SCZ	Review client email regarding PFA Act and Relocation Act with respect to purchase agreement	0.10	19.00
11/14/2023	SCZ	Review, analyze B Vose email regarding terms of purchase agreement, JPA, property annexation; review federal Section 106 requirements relevant to JPA acquisition; r review, analyze county property and tax records for ownership, parcel information; drafting purchase agreement	2.80	532.00
11/27/2023	RJV	Review and revise PA	1.25	237.50

Total Services: \$ 1,548.50

Total Services and Disbursements: \$ 1,548.50