

NORTH ZUMBRO SANITARY SEWER DISTRICT
Joint Powers Executive Committee Regular Meeting
September 3rd, 2025
11:00 A.M.
Zumbrota City Council Chambers
Zumbrota, MN

I. CALL TO ORDER

II. ROLL CALL

LR___ EH ___ MB___ BG _____

JM___ TR_____ SO_____ MO _____

BA___ CB_____ RS ___ GG ___ BT _____

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 - 8/6/2025**
- *B) Technical Committee Notes – 8/12/2025**
- *C) Bills-Accounts Payable 7/26/2025 – 8/22/2025**
 - 1. WHKS Invoice #55314 for \$230,143.27**
- *D) 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**
 - a. Senate Bonding Tour – September 17th at 7:50 AM in Zumbrota**
- B) Congressional Directed Spending**
- C) Wendt Watermain Easement**
- D) PSIG Applications – submitted 7/31/2025**
 - a. Follow-up email from Corey Hower**
- E) Regulatory Meetings**
 - a. MPCA EAW, Anti-deg, NPDES permit – 9/3/2025**
- F) MN PFA Payment Update**

VI. NEW BUSINESS

- a. City of Pine Island Invoices**
 - i. Abdo Fees - \$300 total (\$75 per community)**

VII. ADJOURN

Time: _____ Motion: _____ Second: _____

**NORTH ZUMBRO SANITARY DISTRICT
Joint Powers Executive Committee Meeting
Wednesday, August 6, 2025 11:00 A.M.
Zumbrota City Council Chambers
Zumbrota, MN**

CALL TO ORDER: Vice Chair Brian Grudem.

PRESENT: Executive Committee Directors: Elizabeth Howard – Pine Island, Brian Grudem – Zumbrota, Lisa Redepenning – Goodhue, and Michael Boulton – Wanamingo
Executive Committee Alternate Directors: Todd Robertson – Pine Island and substitute Jeff Meyers - Zumbrota

ABSENT: Executive Committee Directors: None
Executive Committee Alternate Directors: Jason Mandelkow – Goodhue & Stuart Ohr – Wanamingo

ALSO PRESENT: Glenn Gustafson – WHKS, Craig Britton – Widseth, Reese Sudtelgte – ISG, Brandon Theobald – WHKS

It was noted that Todd Robertson will be the voting member for the City of Pine Island as Elizabeth Howard is calling in remote.

ADOPT AGENDA: Boulton motioned to approve the agenda, seconded by Redepenning. Passed 4-0-0.

CONSENT AGENDA: Redepenning motioned to approve, Seconded by Robertson. Consent Agenda Items include: July 2, 2025 Executive Committee Meeting Minutes, WHKS Invoice #55011 for \$265,266.74, and PFA Disbursement Request Form. Howard noted that the MN PFA did not pay out the full July disbursement request. MN PFA stated that some of the costs were not eligible. Howard stated that there were coding issues. Howard said that she would work with WHKS to resolve the coding issues to resubmit. Howard stated that she would work with Drew from MN PFA on PFA's new guidelines for reimbursement eligibility and coding. Passed 4-0-0.

PUBLIC COMMENTS: None

OLD BUSINESS:

Bonding Bill Update – Grudem spoke with Senator Drazkowski and Representative Jacob regarding setting up meetings with area senators and representatives to strategize for the next legislative session. Grudem stated that Senator Drazkowski's office will coordinate the legislator's meeting in September.

Congressional Directed Spending – Howard stated that \$10.5 million is expected to receive notification in fall 2025 whether we receive funding. We are waiting until then with no updates.

Wendt Watermain Easement – Gustafson stated that the proposed treatment plant requires a water source. There are two options for water source, drilling a well or hooking up to Zumbrota City water. Drilling a well would have drawbacks of not having treated water and may lack sufficient flow. Hooking up to Zumbrota City water would require an easement from the Wendt's. Hooking up to Zumbrota City water would make the most sense at Lancaster. Lancaster has larger size piping. Grudem will need to have conversations with the Wendt's on an easement for the water line. Gustafson stated that the proposed water line would follow the conceptual drawing roadway easements. Scott Huneke or Jesse Preston, from WHKS, will draw up proposal outline to share with Wendt's. Boulton moved to authorize Grudem and Angerman to work with Wendt's to secure the proposed water line easement(s), seconded by Robertson. Passed 4-0-0.

PSIG (Point Source Implementation Grant Program) Applications – submitted 7/31/2025 – Gustafson stated that the PSIG Application for FY 2026 had come out July 1st and was due July 31st. Gustafson stated that the four Cities applications were submitted on time. Each of the cities are eligible due to either new phosphorus or nitrogen limits. The cities of Goodhue, Pine Island, and Wanamingo submitted applications for conveyance while Zumbrota submitted their application for both conveyance and the plant. The project is in design phase. The final plans and specifications need to be completed and submitted by June 30, 2026. If the legislature funds PSIG grants in 2026 the cities will be eligible for roughly \$25-\$30 million.

Regulatory Meetings – Gustafson stated that the monthly MPCA meetings continue. The MPCA EAW, Anti-deg, NPDES permit meeting is 8/6/2025. The MPCA EAW, Anti-deg, NPDES permit meeting was cancelled for the 7/2/2025 meeting. The EAW, Anti-deg, and NPDES permit applications have been submitted. The engineers are working on comments from each while providing additional details to the MPCA upon request.

City of Pine Island Invoices – Howard stated that each of the communities were invoiced \$500 for the remaining Abdo audit fees. Each of the communities were invoiced \$712.50 for MPCA air permit fees. Howard stated that each of the invoices had been paid. Howard stated that Goodhue and Wanamingo had only paid \$712. Howard asked that cities watch for full amount when issuing payments for reimbursement.

Sewer Televising for Service Locations – Gustafson stated that Empire Pipe Services has submitted a \$13,164 quote to televise and located service lines along the proposed sewer forcemain route within Wanamingo and Zumbrota city limits. Gustafson stated that the service line locations need exact locations for plan design and for construction. Gustafson stated that the pricing quote is reasonable for the amount of televising and locating involved. Gustafson stated that Empire Pipe Services is already in Zumbrota conducting other televising work for the City of Zumbrota. Gustafson stated that televising and locating of service lines is similar to soil boring work. Gustafson stated that Empire Pipe Services would be a subcontract to the engineering contract. Redepinning moved to approve the pricing quote of \$13,164 from Empire Pipe Services for televising and locating water service line pipes with Zumbrota and Wanamingo City limits, seconded by Robertson. Passed 4-0-0.

Gustafson stated that the plant design had reached 60% completion. Gustafson stated that he has not shared the roughly 150-page design report due to length and content details. The Technical Committee will be meeting on Tuesday August 12th from 10:00AM-12:00PM to review the project design, to date.

NEW BUSINESS:

*The next meeting will be September 3, 2025 at 11:00AM.

Adjourn: At 11:23AM a motion to adjourn was made by Grudem and seconded by Boulton. Passed 4-0-0.

Signed:

Attest:

Elizabeth Howard, Chair

Michael Boulton, Secretary

TECHNICAL COMMITTEE MEETING

North Zumbro Sanitary Sewer District

Goodhue, Pine Island, Wanamingo, Zumbrota

MEETING DATE: August 12, 2025
MEETING TIME: 10:00 AM
MEETING LOCATION: Zumbrota City Hall

AGENDA ITEMS:

1. Sign In

Technical committee members and engineering team.

2. Status Updates

a. Bonding Bill update

NZSSD funding was not included in the 2025 bonding bill. The plan is to submit a bonding bill request in 2026. Project design is progressing and the plan is to have permitting completed in the summer/fall of 2026. If NZSSD isn't in the next bonding cycle, the communities will need to make a decision on whether to move forward with the project. It is still more cost effective to move forward with the NZSSD than for communities to construct their own WWTF.

b. MPCA update

i. EAW

Responses were submitted to the MPCA on July 24th and the MPCA is reviewing the revised EAW. Air permitting and archeological survey for the forcemain alignments are in progress.

ii. Anti-deg

Has been submitted and the engineering team is currently working on addressing the MPCA's comments. Phosphorous limit of 0.40 mg/l is likely in the summer, winter limit is likely 1 mg/l.

iii. NPDES Permit

The permit application has been submitted and the engineering team is working on addressing the MPCA's comments. Meetings with the MPCA have been positive.

3. 60% Plans

The 60% plan set was reviewed. Bill added that the plans are preliminary and can/will change.

a. Site Layout

Reviewed the overall site layout for the facility. A summary of the process was provided. The hydraulic profile was reviewed. An overview of the liquids and solids process schematic was provided.

Could use alum (aluminum sulfate) or ferric for chemical phosphorus removal. Biological phosphorus to get less than 1.0 mg/l.

Grading plan was reviewed. The plan is to fence entire facility area, but due to the electrical line easement, the plan is to install a separate fence for the EQ Basin area in the northwest. Watermain is planned to extend from the subdivision to the west, at the end of Lancaster Blvd into the facility. A watermain utility easement from the Wendt's will be required.

Mechanical aerators are planned for the oxidation ditch.

b. Pretreatment

Blowers (with sound enclosures) are provided for the aerobic digesters. They're planned on the upper level of the pretreatment building. There's room to install additional blowers in the future. Either in the proposed building or in a separate addition to the pretreatment building.

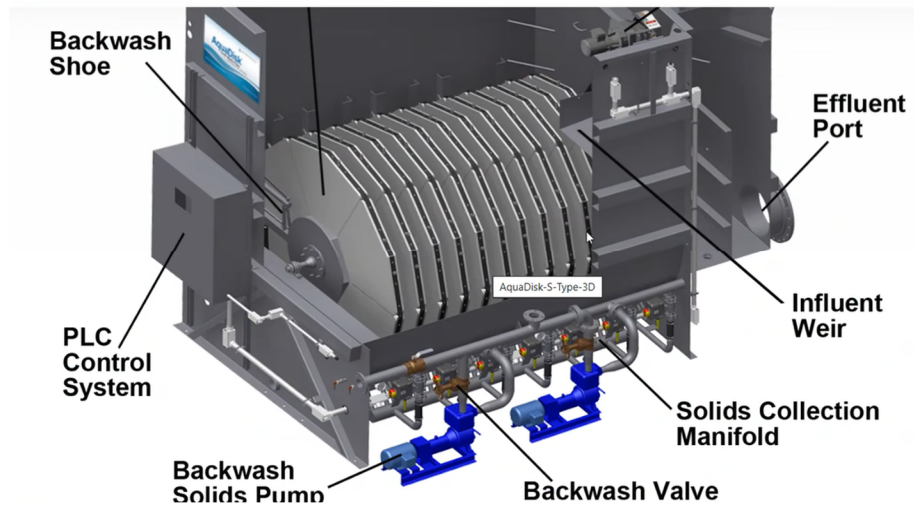
Micro-C chemical addition is planned in the pretreatment building. Add chemical at RAS Pump for Phosphorous removal.

c. Secondary Treatment

Was reviewed at the meeting.

d. Tertiary Treatment

It will be possible to add more discs in the future. Aqua-Aerobic, a cloth media filter is planned. It has a backwash system. A schematic is shown below.



A sand filter could be used, but they aren't as common anymore.

A slanted UV system is planned as opposed to a vertical system as the slanted UV systems are easier to maintain. The UV filters will have wipers.

Ferric can impact UV system, need to be careful if used.

e. Admin Building

The admin building floorplan was reviewed.

f. Items discussed at last meeting

i. Metering at plant vs. lift station

The current plan is to meter wastewater at the lift stations. Meters are more convenient in this location. Not planning to have a parshall flume at the pretreatment building.

ii. Sampling all four influent streams

Samplers are not planned at the lift stations and/or at the pretreatment building since it is not planned to charge the communities based on loads.

Can provide portable sampler to retrieve samples if desired.

iii. RAS/WAS line

Plan is to keep velocities up to avoid flooding.

iv. Truck wash

Could provide outdoor truck wash that would include concrete slab with concrete walls and drain in the middle.

v. Septage receiving

Reviewing the concept of receiving septage. Ultimately the engineering team and technical committee will bring a recommendation to the executive committee for a decision. Will need to review potential quantity to receive. There is a need in the area so that is a consideration. Will need specialized equipment to handle septage. Consensus of Technical Committee was to review potential of accepting septage. Charging for septage will also need to be reviewed.

4. Open Discussion

- a. *Aerobic Digestors are planned to have covers, however, could consider removing the covers if budget becomes an issue.*
- b. *There was a question about needing a sprinkler system for fire suppression in the chemical feed rooms. Will follow up with local building officials.*
- c. *Will review electrical controls at future meeting. Goal is to automate process as much as possible.*
- d. *Engineering team is continuing to work on forcemain alignments and design.*
- e. *Proceeding with televising sewer services and utility locates.*
- f. *Reviewing option of dual forcemains for Wanamingo.*
- g. *Discussion about constructing buildings at lift stations. Engineering team will bring back recommendation to the Technical Committee. There are some concerns with having controls outdoors, but the Committee didn't have a strong opinion on whether to construct the buildings or not.*
- h. *PFAS concerns, will it impact land application of biosolids?*

5. Next Meeting – TBD

- a. *Plan is to meet every other month.*



engineers + planners + land surveyors

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

August 29, 2025

Project No: 09870.00

Invoice No: 55314

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 July 26, 2025 through August 22, 2025

Phase 011 Project Management and Administration
Technical Services 12,925.92

Total this Phase \$12,925.92

Phase 013 Executive Committee Meetings
Technical Services 2,117.12

Total this Phase \$2,117.12

Phase 014 Technical Committee Meetings
Technical Services 976.64

Unit Billing

Co Vehicle Mileage
38.50

Total this Phase \$1,015.14

Phase 021 Prepare Anti-Degradation Report
Technical Services 5,694.08

Total this Phase \$5,694.08

Phase 071 Process Preliminary Design - WHKS Lead
Technical Services 89,557.60

Total this Phase \$89,557.60

Phase 073 Process Structural Preliminary Design
Technical Services 15,457.28

Total this Phase \$15,457.28

Phase 074 Proc. Elec. & Cntrl Instmt. Prim Design
Technical Services 555.52

Total this Phase \$555.52

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

Project	09870.00	North Zumbro Joint WWTF and Conveyance	Invoice	55314
Technical Services				4,431.36
			Total this Phase	\$4,431.36

Phase	082	Mechanical, electrical, plumbing		
Technical Services				833.28
			Total this Phase	\$833.28

Phase	083	Building Struct. Prelim Design - NPR		
Technical Services				884.80
			Total this Phase	\$884.80

Phase	093	Wanamingo Lift Station Prelim. Design		
Technical Services				4,726.72
			Total this Phase	\$4,726.72

Phase	102	Zumbrota Conveyance Preliminary Design		
Technical Services				555.52
			Total this Phase	\$555.52

Phase	103	Wanamingo Force Main Preliminary Design		
Technical Services				10,287.20
			Total this Phase	\$10,287.20

Phase	111	Additional EAW Services		
Services incurred by Stantec Consulting Services Inc. Per contract 2% administrative fee for subconsultant services.				
Consultants				
		Widseth Smith Nolting & Assoc., Inc.	812.00	
		Total Consultants	1.02 times	812.00
				828.24
			Total this Phase	\$828.24

Phase	200	Subconsultants		
Per contract 2% administrative fee for subconsultant services.				
Consultants				
		I & S Group, Inc.	51,775.00	
		Widseth Smith Nolting & Assoc., Inc.	26,924.50	
		Total Consultants	1.02 times	78,699.50
				80,273.49
			Total this Phase	\$80,273.49

Billing Limits		Current	Prior	To-Date
Total Billings		230,143.27	2,900,962.07	3,131,105.34
Limit				8,638,950.00
Remaining				5,507,844.66
			Total this Invoice	\$230,143.27

Billings to Date				
		Current	Prior	Total
Labor		149,003.04	1,995,595.02	2,144,598.06

Project	09870.00	North Zumbro Joint WWTF and Conveyance			Invoice	55314
Consultant		81,101.73	892,202.22	973,303.95		
Expense		0.00	10,937.27	10,937.27		
Expense - Unit		38.50	2,227.56	2,266.06		
Totals		230,143.27	2,900,962.07	3,131,105.34		

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: 239605
Date: July 31, 2025
Project Number: 2023-11919

North Zumbro Sanitary District

For Professional Services Rendered Through: July 11, 2025

Between June 14th, 2025 and July 11th, 2025

01 - Project Management and General Meetings

011 - Project Management and Administration	\$4,200.00
Labor	\$4,200.00

01 - Project Management and General Meetings Total: \$4,200.00

02 - MPCA Coordination/Permitting

026 - Prepare EAW List Tasks	\$812.00
Stantec Consulting Services Inc	\$812.00

02 - MPCA Coordination/Permitting Total: \$812.00

08 - WWTF Building Architecture, MEP, Structural

081 - Building Architectural	\$5,844.50
Labor	\$5,844.50

082 - Mechanical, Electrical, Plumbing	\$1,407.50
Labor	\$1,407.50

083 - Building Structural Design - Non Process Related	\$3,095.00
Labor	\$3,095.00

08 - WWTF Building Architecture, MEP, Structural Total: \$10,347.00

09 - Lift Station Design

091 - Pine Island Lift Station Design	\$1,232.00
Labor	\$1,232.00

09 - Lift Station Design Total: \$1,232.00

10 - Forcemain and Local Collection System Design

101 - Pine Island	\$11,145.50
Labor	\$11,145.50

10 - Forcemain and Local Collection System Design Total: \$11,145.50

Historical Billings to Date

	Previously Billed	Current Billing	Billed To Date
Labor	\$526,930.50	\$26,924.50	\$553,855.00
Outside Consultants	\$136,256.65	\$812.00	\$137,068.65
Reimbursable	\$4,153.00	\$0.00	\$4,153.00
	\$667,340.15	\$27,736.50	\$695,076.65

Invoice Total \$27,736.50

Invoice Number	2416740
Invoice Date	June 27, 2025
Purchase Order	227707080
Customer Number	223001
Project Number	227707080

Bill To	EFT/ACH Remit To (Preferred)	Alternative Remit To
Wideth Smith Nolting (WSN)	Stantec Consulting Services Inc. (SCSI)	Stantec Consulting Services
Accounts Payable	Bank of America	Inc. (SCSI)
610 Filmore Street	ABA No. : 111000012	13980 Collections Center Drive
Alexandria MN 56308	Account No: 3752096026	Chicago IL 60693
United States	Email Remittance: eft@stantec.com	United States

Project	Wideth Smith Nolting: Air Quality EAW Assistance for North Zumbro Sanitary District WWTP		
Project Manager	Taylor, Luke	For Period Ending	June 23, 2025
Current Invoice Total (USD)	812.00		

Top Task	500	Complete Air Dispersion Modeling		
<u>Professional Services</u>				
Category/Employee		Current Hours	Rate	Current Amount
	Cronister, Samantha Helal (Sam)	1.50	176.00	264.00
	Taylor, Lucas N (Luke)	2.00	274.00	548.00
	Subtotal Professional Services	<u>3.50</u>		<u>812.00</u>

Top Task Subtotal	Complete Air Dispersion Modeling	812.00
	Total Fees & Disbursements	<u>812.00</u>
	INVOICE TOTAL (USD)	812.00

Net Due in 30 Days or in accordance with terms of the contract
Stantec will not change our banking information. If you receive a request noting our banking information has changed, please contact your Stantec Project Manager



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 121521
 Date 07/31/2025

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

Progress billing for professional services provided through date of invoice

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

Description	Contract Amount	Prior Billed	Current Billed
Phase 1: Project Management & General Meetings			
1.1 Project Management & Administration	\$ 58,000.00	\$ 12,585.00	\$ 400.00
1.2 Project Kickoff Meeting	\$ 7,380.00	\$ 7,380.00	
1.3 Executive Committee Meetings	\$ 7,400.00	\$ 2,932.50	\$ 200.00
1.4 Technical Committee Meetings	\$ 27,000.00	\$ 7,169.50	
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		\$ 555.00
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	\$ 29,412.50	\$ 18,800.00
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	\$ 22,630.00	\$ 9,380.00
Phase 10: Forcemain & Local Collection System Design			
10.4 Forcemain and Local Collection System Design	\$ 386,450.00	\$ 48,098.40	\$ 22,440.00
Reimbursables			
	\$ 1,258,080.00	\$ 207,367.90	\$ 51,775.00

Invoice Amount \$51,775.00

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
119039	5/31/2025	\$0.00	\$0.00	\$23,765.00	\$0.00	\$23,765.00
120268	6/30/2025	\$0.00	\$48,941.30	\$0.00	\$0.00	\$48,941.30
121521	7/31/2025	\$51,775.00				\$51,775.00
Total Outstanding		\$51,775.00	\$48,941.30	\$23,765.00	\$0.00	\$124,481.30



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: 16 Amount: \$230,143.27

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] 09/03/25

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 #:** 15

Cost descriptions	Amounts																								
A. Non-Construction: Engineering Legal/Finance Administration Other Total Non-Construction	\$ 229,315.03 \$ - \$ - \$ 828.24 <hr/> \$ 230,143.27																								
B. Construction: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Clean Water...</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Drinking Water...</u></th> <th style="border: none;"></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 colspan="2" 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		\$ -	\$ - \$ - \$ - \$ - \$ - \$ - <hr/> \$ -
<u>Clean Water...</u>	<u>Drinking Water...</u>																								
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Lift Station	Storage / Water Tower	\$ -																							
Equipment	Other	\$ -																							
Other		\$ -																							
Total Construction		\$ -																							
C. Total disbursement request (A + B):	\$ 230,143.27																								
D. Total of previous requests submitted to PFA ** (see pg 2 for detail):	\$ 3,874,135.34																								
E. Total requested to date (C + D):	\$ 4,104,278.61																								
F. Original award total from above:	\$ 10,000,000.00																								
G. Remaining un-drawn balance (F – E):	\$ 5,895,721.39																								

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		\$ 201,612.18	\$ 201,612.18
11	04/01/25		\$ 127,879.70	\$ 127,879.70
12	05/06/25		\$ 202,153.06	\$ 202,153.06
13	06/04/25		\$ 183,347.99	\$ 183,347.99
14	07/02/25		\$ 162,117.49	\$ 147,140.89
15	08/05/25		\$ 265,266.74	\$ 280,207.84
16	09/03/25		\$ 230,143.27	
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36				
total requested / paid prior to this request:			<u>\$ 4,104,314.11</u>	<u>\$ 3,874,135.34</u>



Please remit payments to:
Abdo LLP
100 Warren St Ste 600
Mankato MN 56001

Billing Questions?
952.715.3030 or
507.625.2727 ext 3030
billing@abdosolutions.com

North Zumbro Sanitary Sewer District
250 S Main St
Pine Island, MN 55963

Date: 8/13/2025
Invoice Number: 510583
Client: 300904.GO

PROFESSIONAL SERVICE

AMOUNT

Review of transaction and preparation of the
Office of the State Auditor Financial Reporting Form

\$300.00

Invoice Total: \$300.00
Prior Balance: \$0.00
Current Amount Due: \$300.00

Balance due upon receipt of this invoice.
To pay online, go to www.abdosolutions.com.

A LATE FEE computed at 8.0% ANNUAL PERCENTAGE RATE
will be added to any balance remaining 30 days after invoice date.
300904.GO