



**AGENDA FOR  
REGULAR CITY COUNCIL MEETING  
TUESDAY, OCTOBER 3, 2023 – 5:00 P.M.**

1. **Pledge of Allegiance**
2. **Call to Order**
  - Roll Call and Establishment of Quorum
3. **Approval of Agenda**
  - Council Changes
  - Staff Changes
4. **Approval of Minutes**
  - A. September 19, 2023
5. **Audience Participation** (10-minute time limit for items not on the agenda)
6. **Consent Agenda**
  - A. Proclamation Recognizing October 15 as National Pregnancy and Infant Loss Remembrance Day
7. **Scheduled Public Hearings**
  - A. Assessments for Delinquent Utility Accounts, Maintenance Costs, and Surcharges – Resolutions #52/#53/#54
8. **Old Business**
  - A. Ordinance Prohibiting the Use of Cannabis in Public Places – Ordinance #86
9. **Regular Agenda**
  - A. MN Safety Grant Program Application – Resolution #55
  - B. Land Rental Bids – Resolution #56
  - C. Voting Operations, Technology, and Elections Resources (VOTER) Program Authorization of Expenditures - Resolutions #57
  - D. Street Foreman Position
10. **Other Items and Communications**
  - A. Council Items
  - B. Staff Items
11. **Paid Bills and Claims – For Informational Purposes**
  - A. City of Redwood Falls Accounts Payable Summary
12. **Adjournment**

**MINUTES  
REGULAR COUNCIL MEETING  
CITY OF REDWOOD FALLS, MINNESOTA  
TUESDAY, SEPTEMBER 19, 2023**

Pursuant to due call and notice thereof, a regular meeting of the Redwood Falls City Council was called to order in the Municipal Chambers on Tuesday, September 19, 2023, at 5:00 p.m.

Roll call indicated Mayor Tom Quackenbush and Council Members Matt Smith, Denise Kerkhoff, Jim Sandgren, and Larry Arentson were present, constituting a quorum. Council Member John T. Buckley was absent.

Also present were City Administrator Keith Muetzel, Finance Director Kari Klages, City Attorney Trenton Dammann, Public Works Project Coordinator Jim Doering, and Deputy City Clerk Caitlin Kodet.

A motion was made by Council Member Sandgren and seconded by Council Member Smith to approve the agenda. Motion passed by unanimous vote.

A motion was made by Council Member Arentson and seconded by Council Member Kerkhoff to approve the September 5, 2023, minutes as presented. Motion passed by unanimous vote.

A motion was made by Council Member Smith and seconded by Council Member Arentson to approve the following item on the Consent Agenda.

1. City Assistance with Redwood Area Chamber & Tourism Fall Festival

Motion passed by unanimous vote.

City Attorney Dammann introduced Ordinance No. 86, Fourth Series – An Ordinance Amending Redwood Falls Code of Ordinances §10.20 - Prohibiting the Use of Cannabis in Public Places.

Mr. Dammann stated on May 30, 2023, Governor Tim Walz signed into law House File 100 relating to the possession, sale, and adult use of cannabis. House File 100 authorizes local units of government to adopt ordinances establishing a petty misdemeanor offense for a person who unlawfully uses cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in certain public places.

Mr. Dammann stated the topic of regulating public use of cannabis within the City of Redwood Falls was previously discussed at a regularly scheduled work session of the City Council on August 29, 2023. After discussion of the topic, Council requested that the City Attorney draft a proposed ordinance prohibiting the use of cannabis in public places within the City of Redwood Falls.

A motion was made by Council Member Kerkhoff and seconded by Council Member Smith to waive the reading of Ordinance No. 86, Fourth Series – An Ordinance Amending Redwood Falls Code of Ordinances §10.20 - Prohibiting the Use of Cannabis in Public Places. Motion passed by unanimous vote.

Finance Director Klages introduced Resolution No. 45 of 2023 – Resolution Setting Fee Schedule for 2024.

Ms. Klages stated City Staff reviewed the proposed fee schedule. Proposed changes to the 2024 Fee Schedule are indicated in red, fees in purple are set by City Resolution or City Ordinance, and the fees in blue are set or limited by State Statute. Staff is recommending approval of the proposed 2024 Fee Schedule.

A motion was made by Council Member Arentson and seconded by Council Member Sandgren to waive the reading of Resolution No. 45 of 2023 – Resolution Setting Fee Schedule for 2024. Motion passed by unanimous vote.

A motion was made by Council Member Smith and seconded by Council Member Kerkhoff to approve Resolution No. 45 of 2023 – Resolution Setting Fee Schedule for 2024. Motion passed by unanimous vote.

Finance Director Klages gave an overview of the preliminary levy and budgets for 2024 as addressed in Resolution No. 46 of 2023 – Setting Proposed Certified Levy Ad Valorem Taxes for the Year 2024 and Resolution No. 47 of 2023 – Approving 2024 Preliminary Budgets.

Ms. Klages stated state law requires local units of government to establish the preliminary levy for the coming tax year and certify the levy to the County Auditor by September 30<sup>th</sup> of each year as well as set the dates for the discussion and adoption of the final levy and budgets. The proposed budget includes a tax levy increase of 7.5%. Based on preliminary tax capacity calculations provided by the County Assessor, the City's tax capacity increased by 10.5% resulting in an estimated decrease in the City's overall tax rate of 2%.

Ms. Klages stated additional budget development will occur until December to enable the Budget Committee to make a recommendation to the City Council for the final levy and budgets. The date when the final levy and budget will be discussed and approved and at which the public will be allowed to speak will be set for December 19, 2023, at 6:00 p.m. in the City Council Chambers.

A motion was made by Council Member Smith and seconded by Council Member Sandgren to waive the reading of Resolution No. 46 of 2023 – Resolution Setting Proposed Certified Levy Ad Valorem Taxes for the Year 2024. Motion passed by unanimous vote.

A motion was made by Council Member Kerkhoff and seconded by Council Member Smith to approve Resolution No. 46 of 2023 – Resolution Setting Proposed Certified Levy Ad Valorem Taxes for the Year 2024. Motion passed by unanimous vote.

A motion was made by Council Member Arentson and seconded by Council Member Kerkhoff to waive the reading of Resolution No. 47 of 2023 – Resolution Approving 2024 Preliminary Budgets. Motion passed by unanimous vote.

A motion was made by Council Member Arentson and seconded by Council Member Sandgren to approve Resolution No. 47 of 2023 – Resolution Approving 2024 Preliminary Budgets. Motion passed by unanimous vote.

Finance Director Klages introduced Resolution No. 48 of 2023 – A Resolution Accepting a Donation to the City.

Ms. Klages stated Minnesota Statute §465.03 gives the City authority to receive donations and requires them to be formally accepted by resolution, adopted by a two-thirds vote of the Council. Resolution No. 48 is a resolution accepting a financial donation in the amount of \$12,500 from LeSage Reynolds Welter CPA Firm of Redwood Falls. The donation is to be used towards the purchase of a drinking fountain, benches, and play features at the Redwood Falls Dog Park.

A motion was made by Council Member Sandgren and seconded by Council Member Smith to waive the reading of Resolution No. 48 of 2023 – A Resolution Accepting a Donation to the City. Motion passed by unanimous vote.

A motion was made by Council Member Smith and seconded by Council Member Kerkhoff to approve Resolution No. 48 of 2023 – Resolution Accepting a Donation to the City. Motion passed by unanimous vote.

City Attorney Dammann introduced Resolution No. 49 of 2023 – Authorization of Release of Declaration of Municipal Use Easement.

Mr. Dammann stated in August of 2023, City Staff were contacted by Rinke Noonan, Attorneys at Law, on behalf of their client, Country Village Apartments of Redwood Falls Limited Partnership, owner of a parcel of real property located in Redwood Falls at 600 620 East Broadway Street, which was purchased in 2007. On August 25, 2011, the City recorded a Declaration of Municipal Use Easement, dated June 7, 2011. Rinke Noonan explained that they believed the Declaration of Municipal Use Easement incorrectly included the property owned by County Village Apartments and that the affected parcel should be released from the easement. Rinke Noonan has provided a draft Release of Declaration of Municipal Use Easement for such purposes and has agreed to have their title company record the document once signed. After examination of the issue, City Staff believes that the mistake noted by Rinke Noonan is in need of corrective action and recommends that the Council pass a resolution approving the release.

Mr. Dammann stated pursuant to Minn. Stat. § 462.356, subd. 2, because the City has a comprehensive municipal plan and a planning commission, the statute requires that no publicly owned interest in real property within the municipality be disposed of until after the planning commission has reviewed the proposed disposal and reported in writing to the City Council its findings as to compliance of the proposed disposal with the comprehensive municipal plan. However, City Council may, by resolution adopted by two-thirds vote dispense with the requirements of that subdivision when in its judgment it finds that the proposed disposal of real property has no relationship to the comprehensive municipal plan. Given the need to correct the inadvertent recording in a timely manner and the fact that the City does not own the affected parcel, Staff is recommending that Council adopt the proposed resolution to approve the release/disposal and dispense with the requirements found in Minn. Stat. § 462.356, subd. 2.

A motion was made by Council Member Sandgren and seconded by Council Member Kerkhoff to waive the reading of Resolution No. 49 of 2023 – Authorization of Release of Declaration of Municipal Use Easement. Motion passed by unanimous vote.

A motion was made by Council Member Smith and seconded by Council Member Arentson to approve Resolution No. 49 of 2023 – Authorization of Release of Declaration of Municipal Use Easement. Motion passed by unanimous vote.

City Administrator Muetzel introduced Resolution No. 50 of 2023 – A Resolution Authorizing Application for Grant Navigation Support for the City.

Mr. Muetzel stated representatives of the City of Redwood Falls, CentraCare Health, Redwood Area Public Schools, and St. John Lutheran School have had preliminary discussions about the development of a hike/bike trail that would connect the hospital and the two schools to the new Reflection Prairie housing development. Beginning in October, MnDOT will begin soliciting applications to fund eligible bicycle and pedestrian trail projects. Bolton & Menk has provided the attached proposal to prepare and submit two MnDOT program applications for a fee of \$8,000.

Mr. Muetzel stated the League of MN Cities (LMC) has a program that provides up to \$5,000 in grant funding to assist cities with the preparation of grant applications. Staff is requesting authorization to submit a \$5,000 grant request to the League of MN Cities to offset a portion of Bolton & Menk's fee to prepare the MnDOT grant applications. If the LMC grant is approved, the hospital has agreed to split the remaining \$3,000 grant preparation fee with the city.

A motion was made by Council Member Sandgren and seconded by Council Member Smith to waive the reading of Resolution No. 50 of 2023 – A Resolution Authorizing Application for Grant Navigation Support for the City. Motion passed by unanimous vote.

A motion was made by Council Member Kerkhoff and seconded by Council Member Arentson to approve Resolution No. 50 of 2023 – A Resolution Authorizing Application for Grant Navigation Support for the City. Motion passed by unanimous vote.

City Administrator Muetzel introduced the Approval of the Electric Utility Line Foreman Position.

Public Utilities Superintendent Jason Halvorson was present.

Mr. Muetzel stated the recent promotion of Jason Halvorson to Electric Utility Superintendent created a vacancy for the Electric Utility Line Foreman position. The vacancy was posted internally, two applications were received and both candidates were interviewed. Upon conclusion of the hiring process, the hiring committee's recommendation is to promote Erik Wieneke to the Electric Utility Line Foreman position.

A motion was made by Council Member Smith and seconded by Council Member Arentson to approve the Electric Utility Line Foreman Position to Erik Wieneke. Motion passed by unanimous vote.

City Administrator Muetzel introduced Resolution No. 51 of 2023 – Authorization to Execute DGR Engineering Task Order #15 Amendment to the Master Agreement for 2024 Distribution Improvements.

Mr. Muetzel stated planning work has begun for next year's underground electric line conversion project. The area to be converted from overhead to underground electric distribution is in the vicinity of Minnesota Street and portions of 4th Street, 5th Street, Chestnut Street, and Lincoln Street. DGR Engineering has provided Task Order #15 which outlines their scope of work to provide engineering services for the project. The engineer's cost estimate for the project is \$2,010,000 and the proposed engineering fee is \$181,200. Staff requests approval of the engineering proposal.

Public Utilities Superintendent Halvorson stated the service area was chosen due to upcoming needs by Redwood County for Electric Vehicle Charging Stations at the Redwood County Government Center.

A motion was made by Council Member Sandgren and seconded by Council Member Kerkhoff to waive the reading of Resolution No. 51 of 2023 – Authorization to Execute DGR Engineering Task Order #15 Amendment to the Master Agreement for 2024 Distribution Improvements. Motion passed by unanimous vote.

A motion was made by Council Member Arentson and seconded by Council Member Smith to approve Resolution No. 51 of 2023 – Authorization to Execute DGR Engineering Task Order #15 Amendment to the Master Agreement for 2024 Distribution Improvements. Motion passed by unanimous vote.

Mayor Quackenbush stated there is a Workforce Shortage Workshop at the Redwood Area Community Center on October 4, 2023.

Public Works Project Coordinator Jim Doering stated the Senate Bonding Committee will be visiting the Library and the Airport on October 3<sup>rd</sup>, 2023 at 6:00 p.m. and 6:30 p.m. to discuss the current bonding requests.

Bills and Claims were presented to the Council for informational purposes. No questions, comments or concerns were raised.

There being no further business, a motion was made by Council Member Sandgren and seconded by Council Member Smith to adjourn the meeting at 5:44 p.m. Motion passed by unanimous vote.

ATTEST:

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Keith Muetzel  
City Administrator

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Tom Quackenbush  
Mayor



## **Proclamation**

### **Recognizing National Pregnancy and Infant Loss Remembrance Day**

**Whereas**, Infants Remembered In Silence, Inc. (IRIS) and many other nonprofit organizations work with thousands of parents all over Minnesota and across the United States who have experienced the death of a child during pregnancy through early childhood; and

**Whereas**, Many of these parents live in, deliver in, have a child die in, or a bury a child in our community; and

**Whereas**, Infants Remembered In Silence (IRIS) a 501(c)(3) nonprofit organization was founded 1987 to offer support for parents whose child/children died from miscarriage, ectopic pregnancy, molar pregnancy, stillbirth, neo-natal death, birth defects, sudden unexplained death of a child (SUDC), sudden infant death syndrome (SIDS), illness, accidents, and all other types of infant and early childhood death; and

**Whereas**, Bereaved parents around the world remember their children annually, in their homes or with small gatherings, on October 15 with candle lighting at 7 pm. Families Remember their child/children around the state and across the nation. This would unify these parents in tribute to their children; and

**Whereas**, In 1988, President Ronald Reagan proclaimed October as National Pregnancy and Infant Loss Awareness month; and

**Whereas**, In honor of the thousands of children that die each year in Minnesota, Infants Remembered In Silence, Inc. (IRIS) respectfully requests that October 15th, 2023 be recognized as Pregnancy and Infant Loss Remembrance Day.

**Now, Therefore, be it Resolved by the City Council of the City of Redwood Falls.**

Dated: October 3, 2023



## AGENDA RECOMMENDATION

**Meeting Date:** October 3, 2023

**Agenda Item:** Resolution No. 52 of 2023 – Resolution Adopting Assessments for Delinquent Utility Accounts  
Resolution No. 53 of 2023 – Resolution Adopting Assessments for Unpaid Maintenance Costs  
Resolution No. 54 of 2023 – Resolution Adopting Assessments for Unpaid Surcharges

**Recommendation/Action Requested:** Open public hearing to discuss proposed resolutions. After discussions are held, close the public hearing. Read the resolutions or make a motion to waive the reading of the resolutions. If there are no concerns, adopt proposed resolutions by motion in accordance with Chapter 4 of the City Charter.

**Summary/Overview:** Attached for your consideration are three resolutions handling delinquent utility, maintenance cost charges and surcharges that are 30 days past due. Similar resolutions are brought to the Council on a quarterly basis in order to improve the time between the delinquent utility bill and our ability to disclose the information to new owners. The delinquent account resolutions will be presented at the first meeting in January, April, July, and October. Staff recommends approval of the resolutions as mentioned above.

**Delinquent Process:**

- Delinquent letters are mailed to the utility account holders.
- Delinquent letters are then mailed to the property owners if not collected from account holders.
- Pending assessments are published two weeks prior to the Public Hearing.
- Any unpaid balance is then brought to the Council to be approved by resolution.
- Pending assessments passed by resolution and still outstanding as of November 1 will be charged a \$50 fee and then transferred to Redwood County to be assessed on the tax rolls.

**Attachments:** Resolution No. 52 of 2023  
Resolution No. 53 of 2023  
Resolution No. 54 of 2023

**RESOLUTION NO. 52 OF 2023  
RESOLUTION ADOPTING ASSESSMENTS FOR DELINQUENT UTILITY ACCOUNTS**

**WHEREAS**, Section 9.02 of the Home Rule Charter of the City of Redwood Falls provides that the City Council may provide by Ordinance that the costs of any utility services provided to a property located within the City of Redwood Falls may be assessed against the property benefited and collected in a like manner as are special assessments; and

**WHEREAS**, Section 3.04, Subd. 8(D) of the Redwood Falls City Code of Ordinances provides that each utility account which is more than thirty (30) days delinquent may, when authorized by Resolution of the City Council, be certified by the City Administrator of the City of Redwood Falls to the County Auditor for payment in a single installment; and

**WHEREAS**, certain accounts, as listed on this resolution, have been established with the Redwood Falls Public Utilities Department for the purpose of providing utility services to the premises specified for each account listed therein, said premises being located in the City of Redwood Falls, Redwood County, Minnesota; and

**WHEREAS**, there is an outstanding balance that is more than thirty (30) days delinquent on the customer accounts listed below in the amount as set forth therein; and

**WHEREAS**, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment of delinquent utility accounts listed below.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF REDWOOD FALLS, MINNESOTA:**

1. The properties listed below are hereby specially assessed in the amount specified for each parcel. The amounts certified may include a \$50.00 assessment fee.
2. Such assessments shall be payable in a single installment.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property to the City Treasurer.
4. Before certification of the assessment to the County Auditor, the City Administrator or other authorized official, is authorized and directed to accept partial prepayment of the assessment, but not less than 50% of the total amount of any assessment, and reduce the amount certified to the County Auditor accordingly. Partial prepayment may be accepted only during the 30-day period following approval of the assessment.
5. The Accounts Receivable Coordinator shall forthwith transmit certified duplicates of the assessments to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

ACCOUNT	LEGAL DESCRIPTION	PARCEL	AMOUNT
01-03400	ORIGINAL, SOUTH 50' OF WEST 55' LOT 5 & SOUTH 50' LOT 6	88-200-1800	\$368.42
01-03420	ORIGINAL, LOT 1, BLOCK 12	88-200-2080	\$174.28
01-03760	HITCHCOCK SECOND, LOT 9 & WEST ½ LOT 12	88-423-2420	\$536.69
01-03920	ORIGINAL SECOND, N 24' LOTS 11 & 12, BLOCK 15	88-200-2620	\$137.45
01-03990	ORIGINAL, CENTER 24' LOTS 11 & 12, BLOCK 15	88-200-2600	\$273.85
01-04170	ORIGINAL, SOUTH 48' OF EAST 40' LOT 11 & SOUTH 48' LOT 12, BLOCK 15	88-200-2580	\$179.23
01-05510	HITCHCOCK SECOND, NORTH ½ LOT 1 & EAST ½ LOT 2, BLOCK 4	88-423-0620	\$130.23
02-03780	HITCHCOCK, LOT 4, BLOCK 8	88-422-1560	\$1,036.62
02-04630	LAMBERTON, LOT 5, BLOCK 1	88-533-0100	\$126.28
02-07130	EASTERN, LOT 5, BLOCK 6	88-323-1100	\$126.28
02-07670	EASTERN, LOT 13, BLOCK 6	88-323-1000	\$209.81
03-00760	WATSON FIRST, NORTH ½ LOTS 1 & 2, BLOCK 1	88-865-0060	\$126.28
03-04320	WATSON THIRD, LOTS 5 & 6 EX COM 17' EAST OF SW COR; THENCE WEST 17' NORTH TO NW COR, EAST 50', SWLY TO POB OF LOT 6, BLOCK 10	88-867-1740	\$126.28
04-00080	NORTHWOOD TERRACE FOURTH, LOT 1, BLOCK 3	88-613-0640	\$133.14
04-00140	AUDITOR SUBDIVISION ONE, 29-113-35, TRACT 112 1/2' X 100' COMMENCE AT SOUTHWEST CORNER LOT 1, BLOCK 5, PART OF AUDITOR LOT 1, ALSO TRACT 79' X 200' COMMENCE AT NORTHEAST CORNER LOT 4, BLOCK 5 EXCEPT SOUTH 12 1/2 X 100' VACATED ALLEY	88-029-2090	\$126.26
06-02140	AUDITOR SUBDIVISION ONE, 01-112-36, COM NW LOT 21, THENCE EAST 40', SOUTH 240', WEST 40', NORTH 240' TO POB	88-001-2031	\$126.28

**PASSED AND ADOPTED** by the City Council of the City of Redwood Falls, Minnesota, this 3<sup>rd</sup> day of October 2023.

ATTEST:

\_\_\_\_\_  
Keith T. Muetzel  
City Administrator

\_\_\_\_\_  
Tom Quackenbush  
Mayor

(City Seal)

\_\_\_\_\_  
Subscribed and sworn to before me  
This 3<sup>rd</sup> day of October 2023.



**RESOLUTION NO. 53 OF 2023**  
**RESOLUTION ADOPTING ASSESSMENTS FOR UNPAID MAINTENANCE COSTS**

**WHEREAS**, Sections 7.05 and 11.15 of the Redwood Falls City Code of Ordinances imposes certain maintenance obligations upon every property owner; and

**WHEREAS**, said sections provide that in the event the property owner fails to do so, the City may go upon the property and perform the necessary maintenance; and

**WHEREAS**, said sections further provide that the costs associated therewith may be certified as special assessments against such property; and

**WHEREAS**, on or about the date as hereinafter set forth, the City found it necessary to perform the necessary maintenance on the following described properties, all of which are located in the City of Redwood Falls, Redwood County, Minnesota; and

**WHEREAS**, the City incurred costs as specified herein in maintaining the said properties; and

**WHEREAS**, the owner(s) of said properties has failed or refused to pay the said amount; and

**WHEREAS**, pursuant to proper notice duly given as required by law, the council has met and heard and passed upon all objections to the proposed assessment of unpaid maintenance costs listed below.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF REDWOOD FALLS, MINNESOTA:**

1. The properties listed below are hereby specially assessed in the amount specified for each parcel. The amounts certified may include a \$50.00 assessment fee.
2. Such assessments shall be payable in a single installment.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property to the City Treasurer.
4. The Accounts Receivable Coordinator shall forthwith transmit certified duplicates of the assessments to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

ACCOUNT #	LEGAL DESCRIPTION	PARCEL #	AMOUNT
01-03420	ORIGINAL, LOT 1, BLOCK 12	88-200-2080	\$162.01
02-06250	LOHRENZ, LOT 5 & LOT 6, BLOCK 6	88-550-0420	\$115.04

**PASSED AND ADOPTED** by the City Council of the City of Redwood Falls, Minnesota, this 3<sup>RD</sup> day of October 2023.

ATTEST:

\_\_\_\_\_  
Keith T. Muetzel  
City Administrator

(City Seal)

\_\_\_\_\_  
Tom Quackenbush  
Mayor

Subscribed and sworn to before me  
This 3<sup>RD</sup> day of October 2023.

\_\_\_\_\_  
Notary Public

**RESOLUTION NO. 54 OF 2023**  
**RESOLUTION ADOPTING ASSESSMENTS FOR UNPAID SURCHARGES**

**WHEREAS**, Sections 3.40 and 3.50 of the Redwood Falls City Code of Ordinances prohibit clear water drainage into the public sanitary sewer and require an inspection of each building within the City to confirm that there is no discharge of prohibited clear water drainage; and

**WHEREAS**, said sections provide that in the event a property owner fails to schedule an inspection and/or provide the required affidavit proving inspection and compliance, the City may impose a monthly surcharge in an amount duly adopted by the City Council and set forth in the City's fee schedule; and

**WHEREAS**, Section 3.50, Subd. 9 further provides that if said surcharge is not received by the City, the City may assess the unpaid balance against the property and collect in a like manner, as are special assessments.; and

**WHEREAS**, on or about the date as hereinafter set forth, surcharges remain unpaid to the City for the following described properties, all of which are located in the City of Redwood Falls, Redwood County, Minnesota; and

**WHEREAS**, the owner(s) of said properties has failed or refused to pay the said amount(s); and

**WHEREAS**, pursuant to proper notice duly given as required by law, the Council has met and heard and passed upon all objections to the proposed assessment of unpaid surcharges listed below.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF REDWOOD FALLS, MINNESOTA:**

1. The properties listed below are hereby specially assessed in the amount specified for each parcel. The amounts certified may include a \$50.00 assessment fee.
2. Such assessments shall be payable in a single installment.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property to the City Treasurer.
4. The Accounts Receivable Coordinator shall forthwith transmit certified duplicates of the assessments to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

ACCOUNT #	LEGAL DESCRIPTION	PARCEL #	AMOUNT
02-11800	HITCHCOCK SECOND, LOT 2, BLOCK 10	88-423-1860	\$500.00
02-80200	EASTERN, LOT 5, BLOCK 6	88-423-1160	\$300.00

**PASSED AND ADOPTED** by the City Council of the City of Redwood Falls, Minnesota, this 3<sup>rd</sup> day of October 2023.

ATTEST:

\_\_\_\_\_  
Keith T. Muetzel  
City Administrator

(City Seal)

\_\_\_\_\_  
Tom Quackenbush  
Mayor

Subscribed and sworn to before me  
This 3<sup>rd</sup> day of October 2023.

\_\_\_\_\_  
Notary Public

## AGENDA MEMO

**Meeting Date:** October 3, 2023

**Agenda Item:** Ordinance No. 86 – An Ordinance Amending Redwood Falls Code of Ordinances §10.20 – Prohibiting the Use of Cannabis in Public Places

**Recommendation/Action Requested:** The proposed ordinance was introduced at the September 19, 2023, City Council Meeting. At tonight’s meeting, staff is requesting Council approve the ordinance by motion and roll call vote in accordance with Chapter 4 of the City Charter.

**Summary/Overview:** On May 30, 2023, Governor Tim Walz signed into law House File 100 relating to the possession, sale, and adult use of cannabis. House File 100 authorizes local units of government to adopt ordinances establishing a petty misdemeanor offense for a person who unlawfully uses cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in certain public places.

The topic of regulating public use of cannabis within the City of Redwood Falls was previously discussed at a regularly scheduled work session of the City Council on August 29, 2023. After discussion of the topic, Council requested that the City Attorney draft a proposed ordinance prohibiting the use of cannabis in public places within the City of Redwood Falls. The League of Minnesota Cities does not currently offer a model ordinance addressing this issue; however, Proposed Ordinance No. 86 was drafted after reviewing and using examples of similar ordinances already approved by other Minnesota cities.

The term “lawn,” was added to the definition of “Public Place,” since the first reading of the Ordinance.

A separate resolution and summary for approval to publish will not be required as the Ordinance is rather short and can be published as-is.

**Attachment:** Ordinance No. 86

**ORDINANCE NO. 86, FOURTH SERIES**

**AN ORDINANCE AMENDING REDWOOD FALLS CODE OF ORDINANCES §10.20 - PROHIBITING THE USE OF CANNABIS IN PUBLIC PLACES**

**WHEREAS**, on May 30, 2023, Governor Tim Walz signed into law House File 100 relating to the possession, sale, and adult use of cannabis; and

**WHEREAS**, House File 100 authorizes local units of government to adopt ordinances establishing a petty misdemeanor offense for a person who unlawfully uses cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in certain public places; and

**WHEREAS**, the City of Redwood Falls, Minnesota, is a local unit of government that is committed to providing safe and healthy environments; and

**WHEREAS**, as part of that commitment, the City has recognized that, based on the most reliable and up-to-date scientific evidence, the rapid introduction of newly legalized adult-use cannabis products presents a significant potential threat to the public health, safety, and welfare of the residents of Redwood Falls, and particularly to youth; and

**WHEREAS**, the City has been given the opportunity to make decisions that will mitigate this threat and reduce exposure of young people to cannabis and related products and to the marketing of these products and improve compliance among cannabis users with laws prohibiting the use of such products in public places; and

**WHEREAS**, the City Council for the City of Redwood Falls, Minnesota has determined that the use of cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products is detrimental to the health and safety of its community and that prohibiting such use in public places is consistent with the City’s commitment to providing safe and healthy environments.

**NOW THEREFORE, THE CITY OF REDWOOD FALLS DOES ORDAIN:**

SECTION 1. That Redwood Falls City Code of Ordinances §10.20 shall be amended by amending and inserting the following provisions, in their entirety, in lieu thereof:

~~§ 10.20 [RESERVED]~~

**§ 10.20 PROHIBITION OF CANNABIS USE IN PUBLIC PLACES**

**Subd. 1. Definitions.**

A. For the purposes of this section, the definitions included in Minnesota Statutes, Section 342.01, as enacted by the 93rd Legislature of the State of Minnesota in House File 100, and as the same may be amended from time to time, shall apply.

B. “Public Place.” For the purposes of this section, the term “Public Place” shall mean any and all public places within the City of Redwood Falls, including but not limited to any public street, avenue, boulevard, right of way, road, alley, sidewalk, park, trail, parking lot, beach, pier, building, lawn, and vehicle. Provided, however, that the following shall not be considered a Public Place:

1. a private residence, including the person's curtilage or yard;
2. private property not generally accessible by the public, unless the person is explicitly prohibited from consuming cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products on the property by the owner of the property; or
3. the premises of an establishment or event licensed to permit on-site consumption.

**Subd. 2. Use in Public Places Unlawful.**

A. It shall be unlawful for any person to use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a Public Place.

B. Any person who violates Subd. 2.A of this Section shall be guilty of a petty misdemeanor as defined by Minnesota law. This section may be enforced by criminal prosecution and/or administrative citation subject to the rules and procedures of Redwood Falls City Code § 1.03 and § 1.13.

SECTION 2. Effective Date. This Ordinance becomes effective from and after its passage.

**PASSED AND ADOPTED** by the City Council of the City of Redwood Falls, Minnesota this 3<sup>rd</sup> day of October, 2023.

ATTEST:

\_\_\_\_\_  
Keith Muetzel  
City Administrator

\_\_\_\_\_  
Tom Quackenbush  
Mayor

(City Seal)

Subscribed and sworn to before me this  
3<sup>rd</sup> day of October 2023.

---

Notary Public

**Introduction:**           **09/19/2023**  
**Posting:**               **09/21/2023**  
**Adopted:**  
**Approval Published:**

## AGENDA RECOMMENDATION

**Meeting Date:** October 3, 2023

**Agenda Item:** Resolution No. 55 of 2023 – Resolution Authorizing Application for Safety Grant Program

**Recommendation/Action Requested:** Read the proposed Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If no concerns, adopt proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

**Summary/Overview:**

Water / Wastewater Superintendent Tom Stough has indicated the need to update the City's current trench box and confined space gas monitoring system. A hazard analysis conducted by our Safety Coordinator has indicated both items are outdated and no longer meet safety standards.

OSHA Workplace Safety Consultation provides a Safety Grant Program that awards employers a dollar-for-dollar match on qualifying projects up to a maximum of \$10,000. Staff is requesting authorization to submit a grant request to OSHA to help cover the costs of updating this equipment. The total cost to replace both items is \$13,539. If the grant is awarded, the City will be responsible for a 50% match of \$6,769.50. The cost will be split between the water and wastewater budgets.

**Attachments:** Resolution No. 55 of 2023  
Hazard Analysis  
Product Descriptions and Quotes

**RESOLUTION NO. 55 OF 2023**  
**A RESOLUTION AUTHORIZING APPLICATION FOR SAFETY GRANT PROGRAM**

**WHEREAS**, Minnesota Occupational Safety and Health Administration’s (“MNOSHA”) Workplace Safety Consultation (“WSC”) has created a Safety Grant Program that will provide a grant to qualifying employers for projects designed to reduce the risk of injury and illness to their workers; and

**WHEREAS**, the Safety Grant Program awards employers a dollar-for-dollar match on qualifying projects up to \$10,000; and

**WHEREAS**, the City of Redwood Falls (“City”) wishes to apply to the Safety Grant Program to assist in the purchase of an inflatable trench shield and an advanced confined space gas detection monitoring system with a total project cost of \$13,539.00 and an anticipated City match of \$6,769.50; and

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

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

1. The City names Kari Klages, Finance Director, as its authorized agent for the purposes of applying to the Safety Grant Program on behalf of the City.
2. The authorized agent shall execute the application/request, agreement, memorandum, contract, and amendments and negotiate in good faith, as necessary to implement the projects pursuant to the Redwood Falls Procurement Policy.
3. The authorized agent shall act on the City’s behalf when communicating with MNOSHA WSC in all matters related to the Safety Grant Program application.

**PASSED AND ADOPTED** by the City Council of the City of Redwood Falls, Minnesota this 3<sup>rd</sup> day of October 2023.

ATTEST:

\_\_\_\_\_  
Keith Muetzel  
City Administrator

\_\_\_\_\_  
Tom Quackenbush  
Mayor

(City Seal)

Subscribed and sworn to before me this  
3<sup>rd</sup> day of October 2023.

\_\_\_\_\_  
Notary Public





*To unify, support, and serve  
as a common voice for municipal utilities*

[mmua.org](http://mmua.org)

Dear Keith,

Based on the Hazard Analysis I conducted, it seems that the current trench box used by the city is outdated and no longer meets safety standards. Therefore, it is important to replace it with a new shoring system that is up to date and meets all safety requirements. I am writing to recommend purchasing a new shoring system, preferably an inflatable one that will comply with OSHA standard 29 CFR part 1926 subpart P. An inflatable shoring system is perfect for securing excavations for quick maintenance operations on utilities as well as for first responders for trench rescue operations. A shoring system like this is flexible and can be placed in a vertical or horizontal position depending on the trench conditions and can easily adapt to uneven surfaces and around existing utilities. It is safe and protects against cave-ins or trench collapses allowing personnel to safely exit the trench in case of an emergency. It is also easy to install and is lightweight, making it easy to transport, which will save time and money by not having to have extra machinery and personnel there to move it around.

Also, I am writing to recommend that you upgrade your confined space gas monitoring system. As you may know confined spaces pose a significant risk to workers, especially when it comes to gas leaks and other hazardous conditions. To mitigate these risks, confined space gas detectors are essential devices that detect the presence of dangerous gases in enclosed areas. Yours was found to be fairly old and outdated.

Sincerely,

Rustin Kaderabek

MMUA Regional Safety Coordinator

**Joe Rubbelke**  
Director of Utility Logic  
612-817-6521 (c)  
j.rubbelke@utility-logic.com

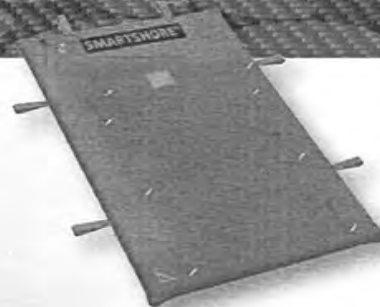
**Paul Teicher**  
Territory Manager  
763-276-3577 (c)  
p.teicher@utility-logic.com

877-544-2700  
utility-logic.com

 **UtilityLogic**<sup>®</sup>



 **SMARTSHORE**<sup>™</sup>  
Inflatable trench shield



utility-logic.com

 **UtilityLogic**<sup>®</sup>

**SMARTSHORE™**



**SMARTSHORE™**, inflatable trench shield developed by PRONAL, is certified in all 50 States by Registered Professional Engineer in accordance with OSHA standard 29 CFR, part 1926, subpart P. It is approved for a maximum depth of 4 feet for the smallest size and 8 feet for the large size in soil types A, B and C60. Certification also available for Canada.

**SMARTSHORE™** is the perfect solution to secure excavations for quick maintenance operations on utilities as well as for first responders for trench rescue operations.

## SMARTSHORE™ ADVANTAGES

- **TOUGH:** made of special double wall, rubber coated fabric, hot vulcanized, the **SMARTSHORE™** shields are highly resistant to wear, abrasion and punctures.
- **FLEXIBLE:** depending on the trench conditions, the **SMARTSHORE™** shields can be placed in vertical or horizontal position and can easily adapt to uneven surfaces. There are four different lengths of struts available.
- **SAFE:** protects against cave-ins or trench collapses allowing personnel to safely exit the trench in case of an emergency.
- **EASY & QUICK TO INSTALL:** thanks to its light weight, **SMARTSHORE™** system only requires about 10 minutes to set up. In most cases, only a suitable compressor is required for the installation.
- **EASY TO TRANSPORT:** foldable and light weight, the system is easy to transport in almost any type of vehicle.



utility-logic.com

For further information : info@utility-logic.com

## TECHNICAL DATA

PART N°	DEFLATED DIMENSIONS inch	INFLATED DIMENSIONS Inch	WEIGHT pounds	PRESSURE RATING PSE	INFLATION PRESSURE PSI
436912	57 x 50	54 x 48 x 5	19	300	14
113506	87x57	85 x 54 x 5	29	250	14
115463	105 x 59	102 x 57 x 5	34	300	14
434519	91 x 76	87 x 72 x 5	39	250	14

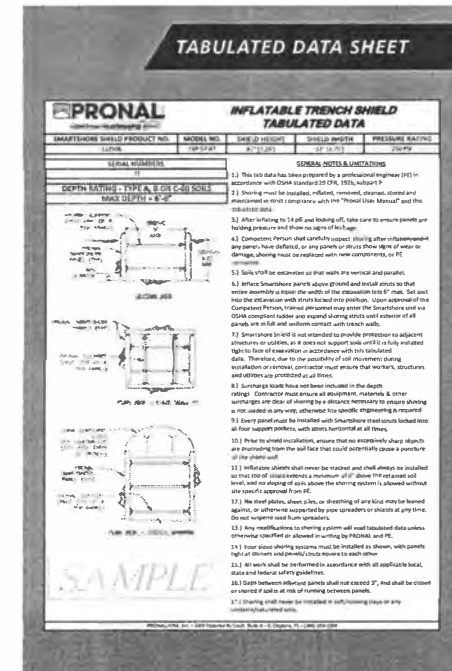
Each **SMARTSHORE™** panel comes with :

- Quick connect inflation coupler
- Pressure relief valve
- Handling straps
- Strut pockets
- Tie-downs for struts



## ACCESSORIES

- Inflation hose 13' with shut-off valve
- Venturi vacuum pump to speed up deflation
- 4 struts sizes  
- 24" - 36" - 32" - 43"  
- 43" - 55" - 36" - 60"
- Pelican storage case





# Quote

PO Box 783, Rogers, MN 55374  
Ph 877-544-2700 Fax 612-930-0930

Date	Quote #
7/26/23	13112

Name / Address
City of Redwood Falls Tom Stough: PO Box 526 Redwood Falls, MN 56283

Ship To
City of Redwood Falls Tom Stough: 1105 S. Mill St. Redwood Falls, MN 56283

Terms	FOB
Net 30	Warehouse

Item	Description	Qty	Price Each	Total
115463	Smartshore(8') trench shield - Inflated dimensions, 102" x 57" x 5"	2	3,320.00	6,640.00
1630-001-110	Smartshore Trench Shield Pelican Case	1	734.00	734.00
107773	Smartshore 36" - 61.5" Aluminum Shoring Strut	6	540.00	3,240.00
107773-W	Wager strut wrench	1	40.00	40.00
1740-000-110	Smartshore Shoring Strut Pelican Case	1	690.00	690.00
104300	Inflation hose with shut-off for Smartshore trench shields	1	120.00	120.00
104301-1	Venturi vacuum pump, to use for deflating Smartshore trench shields	1	215.00	215.00
SHIPPING01	Shipping TBD - Prepay & Add To Final Invoice	1	0.00	0.00

Subtotal		\$11,679.00
Sales Tax (0.0%)		\$0.00
<b>Total</b>		<b>\$11,679.00</b>

Thank you for your business. Quote pricing is valid for 30 days.

**ATTENTION: Our mailing address has recently changed to PO Box 783, Rogers MN 55374. Please update your records**

## G450

Advanced  
Confined  
Space Gas  
Detection

**Joe Rubbelke**

612-817-6521 (c)

[j.rubbelke@utility-logic.com](mailto:j.rubbelke@utility-logic.com)

**Paul Teicher**

763-276-3577 (c)

[p.teicher@utility-logic.com](mailto:p.teicher@utility-logic.com)

877-544-2700

[utility-logic.com](http://utility-logic.com)



**UtilityLogic®**



smart  
**GasDetection**  
Technologies



## Ideal Confined Space gas monitoring

### Continuously measures up to four gas hazards

The G450 Confined Space Gas Detector continuously measures up to four hazards (CO, H<sub>2</sub>S, O<sub>2</sub> and percent LEL combustible gas) in air.

### Water resistant design

The G450 is compact, robust and very easy-to-use. The dust proof and highly water resistant (IP-67) housing is designed to survive the toughest environmental conditions. The housing even includes a built-in rubberized boot to withstand the hard knocks of confined space entry.

### Three year warranty on all sensors

Dependable and accurate G450 sensors keep the cost of ownership down. All sensors – including O<sub>2</sub>, LEL combustible, CO and H<sub>2</sub>S sensors – carry a full three year warranty from the date of purchase.

### Easy operation

The G450 keeps gas detection simple. Most day-to-day functions are controlled with a single button, and calibration is fully automatic. Simply attach the adapter and flow gas to the sensors. GfG AutoCal® programming automatically makes the adjustments and updates the information in the instrument's on-board memory.

### Datalogging standard

All G450 instruments are equipped with datalogging. The datalogger records gas concentrations and alarms on a moment-to-moment basis. Monitoring results can be downloaded to a PC for viewing, storage and evaluation.

### Top-mounted display easy to read even in the dark

Whether it's worn on your belt or held by hand, the G450 is easy to read. The top-mounted, full graphics LCD includes a built-in backlight for use in the dark. Readings can be "zoomed" or "flipped" at the push of a button to make it even easier to see your monitoring results.

### Up to 24 hours continuous operation

G450 battery packs deliver up to 24 hours of continuous operation. Alkaline packs are powered by two "AA" batteries. Rechargeable battery packs can even be equipped with optional "flash light" LEDs.



### Loud audible and bright visual alarms warn users of dangerous conditions

The G450 includes an extremely loud audible alarm (103 dB at 12 inches), built-in vibrator and bright wrap-around LED alarm lights visible from every direction. The top-mounted display changes color from green, to orange to red just like a traffic signal to help communicate the severity of the hazardous condition.

### Accessories

Each G450 comes complete with sensors and battery pack (as specified), calibration adapter, and a manual. Rechargeable instruments additionally include a drop-in cradle charger and wall power adapter. The DS400 Docking Station offers completely automatic functional testing, calibration, instrument charging and record keeping.



### G450 ecoBump Kit

NFPA 350, "Guide to Safe Confined Space Entry and Work" makes it absolutely clear: Gas monitors used for atmospheric monitoring of confined spaces should be bump tested by the Gas Tester prior to each day's use." The G450 ecoBump kit makes this obligation easy and convenient. The kit includes a dependable G450 four gas, direct reading gas monitor for the detection of O<sub>2</sub>, combustible gas (%LEL), CO and H<sub>2</sub>S.

The foam lined, water-proof carrying case includes a push-button regulator and a compact cylinder that holds enough test gas for up to 250 (or more!) daily bump tests. Simply turn the instrument ON, attach the adapter, and push the regulator button for 2 seconds, and verify that the alarms are activated.



The G450 ecoBump Kit is available in either Alkaline or Rechargeable.

The G450 is a simple, compact and robust confined space gas detector which carries CSA, INMETRO and MSHA approvals at an affordable price!

## Smart, user-friendly accessories



**DS400 Docking Station**

### Easy operation

The operation of the DS400 docking station couldn't be any easier. Simply place the G450 or the G460 in the dock and the system will take over from there. The DS400 automatically performs a full functional test including fresh air calibration, bump test, extensive sensor tests, alarm tests and optionally performs an automatic AutoCal® calibration.

### Extensive diagnostics

The DS400 is designed to go beyond the traditional basic docking station tests and includes sensor diagnostics tests such as T<sub>50</sub> and T<sub>90</sub>. After all, what good is a sensor that can respond to gas when it takes too long to get there? With the DS400 you can have confidence with this added level of safety.

### Automatic charging

After all tests have been completed the DS400 will automatically start the charging process of the detector or you may remove and begin using it. In case the detectors battery condition is insufficient to complete a test the DS400 will charge the instrument before performing the test.

### Reduced cost of ownership

The DS400 is designed to reduce the cost of ownership every step of the way. The built in pump has variable flow control to reduce the amount of gas consumed during the test. The DS400 is even smart enough take advantage of the gas remaining in the tubing after the previous test was completed.

### Record keeping

A good instrument gas detection maintenance program is not complete without equally good records keeping. Whether you choose to download or maintain the records on a PC or network or your preference is to leave it to the docking station, the DS400 is the right choice.

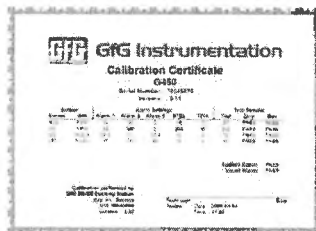
The DS400 can retain as many as 2 million complete diagnostics in memory with maximum memory installed. That is over 50 years of data even if testing 100 detectors every single day!

### PC communication

The DS400 comes complete with USB interface cable and download software. The SD card may also be downloaded using a standard SD card reader.

### Maintenance certificates

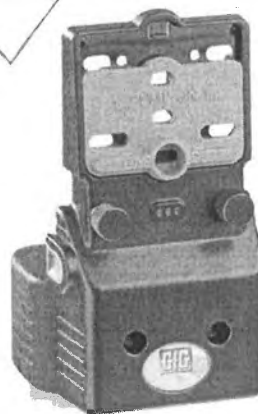
The DS400 software includes a module to quickly print official calibration or bump test certificates. Simply download the records from the DS400 and start the "Certificate Generator" ... it takes only seconds!



**DS404 Multi-inlet Docking Station**

### Same innovative features

The DS404 multi-inlet docking station has all the same great features as the DS400 with the additional advantage for the ability to connect up to four gas cylinders to the four test gas ports as shown above.



**G400 MP-2 Smart Pump**

### Optimized alarm system

The new G400 MP-2 pump continuously communicates with the G450/G460 gas detector. This interaction allows fault indication on the detector display. Alarms such as low battery, blocked sampling line or interrupted power fault are shown on the display and activate a visual and audible alarm on the monitor.

### Various applications

Gas samples can be taken from a distance of up 100 meters (over 300 feet) at a typical draw rate of 0.5 liters per minute.

### Superior flexibility

The G400 MP-2 is the only detachable pump on the market today which will allow for operation in both diffusion mode and remote sample-draw mode. Simply slide the shutter to turn the pump on or off. When the pump is on, the shutter covers the diffusion inlets and exposes them when the pump is switched off.

The G400 MP-2 features a high efficiency redundant filter system in addition to a standard external probe with dust and hydrophobic filters.

### Independent power supply

The G400 MP-2 is operated by its own power supply, independent of the gas detector. The power supply of the pump allows for up to 10 hours of continuous operation.

# Daily bump testing made simple

## Convenient Kit Configurations

### Value Kit

- All standard accessories\*
- Calibration gas
- Fixed flow regulator
- ABS carrying case
- Hand aspirated pump or motorized smart pump (depending on configuration)



### Confined Space Kit

- All value kit accessories
- Rugged aluminum case (instead of ABS)
- Spare alkaline battery
- Hand aspirated pump or motorized smart pump (as specified)
- Data download cable and software
- Spare pump filters



### ecoBump Kit

- All standard accessories\*
- 7 L Calibration gas (C 10 fitting)
- 1,200 psi
- Approx. 250 three second bumps
- Push button regulator
- ABS foam lined carrying case
- Considered non-hazardous when shipping ground within USA



\* Standard accessories: G450 detector, specified sensors, charger (if specified), calibration adapter, manual and CD.

## TECHNICAL DATA: G450

### Ranges & Resolution for Sensors:

Carbon monoxide (CO)	0 - 500 ppm	1 ppm
Hydrogen sulfide (H <sub>2</sub> S)	0 - 100 ppm	0.1 ppm
Oxygen (O <sub>2</sub> )	0 - 25% vol	0.1%/vol
Combustible	0 - 100% LEL	0.5% LEL
CH <sub>4</sub>	0 - 5 % vol	0.02%/vol

### Expected Sensor Life:

Carbon monoxide (CO)	3 years or longer
Hydrogen sulfide (H <sub>2</sub> S)	3 years or longer
Oxygen (O <sub>2</sub> )	3 years
Combustible LEL	3 years
Unfiltered LEL	2 years

### Datalogging Included:

1,890 intervals (55 hours at 2 minutes).  
Also stores events, calibration history and other information.

### Other Specifications:

Dimensions:	2.95x4.33x2.17 in (75x110x55 mm)
Weight:	10 oz (280 g)
Power:	2 "AA" batteries or rechargeable NiMH battery pack
Operation time:	Up to 24 hours continuous operation
Charge time:	6 hours (to complete fast charging cycle)
Alarms:	Vibrating: Standard Audible: 103 db (30 cm) Visual: Bright, 360° wraparound LEDs, plus heterochromatic (green / orange / red) backlit display
Housing:	IP-67 (dust proof and highly water resistant)

Temperature range:	-4 to +122°F (-20 to +50°C) ambient
Humidity range:	5 to 95% r.h. (non-condensing)
Pressure range:	700 to 1,300 hPa

### Standard Accessories:

Charger (if specified)  
Calibration adapter  
Manual  
Informational CD

### Optional Accessories:

Motorized pump, 10 feet of tubing and probe  
Datalogging kit  
Docking station  
Calibration gas, kits and regulators

### Approvals:

Intrinsic safety: c-CSA-us  
Class I, Division 1, Groups A, B, C, and D T3  
Ex ia IIC T3  
Class I, Zone 0 AEx ia IIC T3  
Ex da ia IIC T3 Ga -20 ≤ Ta ≤ +50 °C T3  
07.1934905

Standards: IEC 60079-0:2011 (Ed.6)  
IEC 60079-1:2014 (Ed.7)  
IEC 60079-11:2011 (Ed.6)  
CSA C22.2 No. 152-M 1984  
UL 913  
ANSI / ISA-12.13.01-2000

EMI / RFI Resistance: EMC Directive 89 / 336 / EEC

INMETRO: Ex da ia IIC T3 Ga  
(-20 °C ≤ Tamb ≤ +50 °C)

MSHA Approved version available

### Warranty:

Limited lifetime on instrument and electronics. Three years on all sensors including standard LEL, O<sub>2</sub>, CO and H<sub>2</sub>S.

Refer to GfG complete warranty for details

*Specifications subject to change without notification*



USA and Canada info@goodforgas.com  
Latin America info@goodforgas.com  
Germany info@gfg-mbh.com  
South Africa gfgsa@icon.co.za  
Asia Pacific info@gasdetection.asia  
Europe info@gfgeurope.com  
Switzerland info@gfg.ch



## GfG Instrumentation

1194 Oak Valley Drive, Suite 20, Ann Arbor, MI 48108 USA  
Phone: (734) 769-0573 • Toll Free (USA / Canada): (800) 959-0329  
Website: www.goodforgas.com • info@goodforgas.com  
Worldwide Manufacturer of Gas Detection Solutions  
Rev. 2 (08/14/19)





# Quote

PO Box 783, Rogers, MN 55374  
 Ph 877-544-2700 Fax 612-930-0930

Date	Quote #
7/26/23	13111

Name / Address
City of Redwood Falls Tom Stough: PO Box 526 Redwood Falls, MN 56283

Ship To
City of Redwood Falls Tom Stough: 1105 S. Mill St. Redwood Falls, MN 56283

Terms	FOB
Net 30	Warehouse

Item	Description	Qty	Price Each	Total
G450-11410K	GFG G450 Value Kit - Alkaline, Includes: G450 Alkaline Gas Detector, 4 Sensors (LEL, O2, CO, H2S); Calibration Gas; Fixed Flow Regulator; ABS Carry Case The G450 has a limited lifetime warranty on instrument & electronics including three-years on all sensors - LEL, O2, CO, H2S - from date of purchase. Additional extended warranty is available to extend the original three year warranty to six full years (see below) Optional pricing is as follows:	1	1,480.00	1,480.00
1450-EXT6	GFG G450 Extended 6-year sensor warranty (LEL, O2, CO, H2S)	1	380.00	380.00
SHIPPING01	Shipping TBD - Prepay & Add To Final Invoice		0.00	0.00

Subtotal		\$1,860.00
Sales Tax (0.0%)		\$0.00
<b>Total</b>		<b>\$1,860.00</b>

Thank you for your business. Quote pricing is valid for 30 days.

**ATTENTION: Our mailing address has recently changed to PO Box 783, Rogers MN 55374. Please update your records**

Jim Doering  
Public Works Project Coordinator  
Phone: 507-616-7400  
Fax: 507-637-2417  
jdoering@ci.redwood-falls.mn.us

---

**Meeting Date: October 3, 2023**

## AGENDA RECOMMENDATION

**Agenda Item:** Resolution No. 56 of 2023

**Recommendation/Action Requested:** Read the proposed Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If there are no concerns, adopt the proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

**Summary/Overview:** The Redwood Falls Land Rental RFB bids were opened on September 21, 2023, at 11:00 a.m. Bids were solicited for 152.66 acres of prime farmland comprising 73.95 acres around the Airport and 78.71 acres known as the “Gilwood Haven 80.”

Four bids were submitted as shown on the attached abstract:

Dale and Jason Mathiowetz provided the high bid of \$341.00 per acre or an annual payment of \$26,840.00.

Gronau Farms LLC provided the overall high bid for the Airport acreage consisting of \$100.00 per acre for field #5 (2.6 acres) and \$100.00 per acre for the acreage abutting the runways- field #s 7,8,9,25 consisting of 71.35 acres and combined total annual payment of \$7,395.00.

Staff recommends the acceptance of the overall high bids provided by Dale and Jason Mathiowetz (“Gilwood 80”) and Gronau Farms LLC (Airport Farmland) for the cropping years 2024-2026.

**Attachments:** Resolution No. 56 of 2023  
Bid Abstract

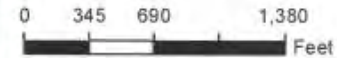
Farm 7554

Tract 13835

2020 Program Year

Map Created April 28, 2020

1133532



Unless otherwise noted:  
 Shares are 100% operator  
 Crops are non-irrigated  
 Corn = yellow for grain  
 Soybeans = common soybeans for grain  
 Wheat = HRS, HRW = Grain  
 Sunflower = Oil, Non-Oil = Grain  
 Oats and Barley = Spring for grain  
 Rye = for grain  
 Peas = process  
 Alfalfa, Mixed Forage AGM, GMA, IGS = for forage  
 Beans = Dry Edible  
 NAG = for GZ  
 Canola = Spring for seed

Common Land Unit

- Non-Cropland
- Cropland
- Tract Boundary
- Minnesota\_Transparency\_Polygon\_02142019

Wetland Determination Identifiers

- Restricted Use
- Limited Restrictions
- Exempt from Conservation
- Compliance Provisions

Tract Cropland Total: 96.00 acres



United States Department of Agriculture (USDA) Farm Service Agency (FSA) maps are for FSA Program administration only. This map does not represent a legal survey or reflect actual ownership; rather it depicts the information provided directly from the producer and/or National Agricultural Imagery Program (NAIP) imagery. The producer accepts the data 'as is' and assumes all risks associated with its use. USDA-FSA assumes no responsibility for actual or consequential damage incurred as a result of any user's reliance on this data outside FSA Programs. Wetland identifiers do not represent the size, shape, or specific determination of the area. Refer to your original determination (CPA-026 and attached maps) for exact boundaries and determinations or contact USDA Natural Resources Conservation Service (NRCS). This map displays the 2019 NAIP imagery.



Unless otherwise noted:  
 Shares are 100% operator  
 Crops are non-irrigated  
 Corn = yellow for grain  
 Soybeans = common soybeans for grain  
 Wheat = HRS, HRW = Grain  
 Sunflower = Oil, Non-Oil = Grain  
 Oats and Barley = Spring for grain  
 Rye = for grain  
 Peas = process  
 Alfalfa, Mixed Forage AGM, GMA, IGS = for forage  
 Beans = Dry Edible  
 NAG = for GZ  
 Canola = Spring for seed

**Common Land Unit**  
 / Non-Cropland  
 / Cropland  
 [Red Outline] Tract Boundary  
 Minnesota\_Transparency\_Polygon\_02142019

**Wetland Determination Identifiers**  
 ● Restricted Use  
 ▼ Limited Restrictions  
 □ Exempt from Conservation  
 ■ Compliance Provisions

Tract Cropland Total: 78.71 acres

United States Department of Agriculture (USDA) Farm Service Agency (FSA) maps are for FSA Program administration only. This map does not represent a legal survey or reflect actual ownership; rather it depicts the information provided directly from the producer and/or National Agricultural Imagery Program (NAIP) imagery. The producer accepts the data 'as is' and assumes all risks associated with its use. USDA-FSA assumes no responsibility for actual or consequential damage incurred as a result of any user's reliance on this data outside FSA Programs. Wetland identifiers do not represent the size, shape, or specific determination of the area. Refer to your original determination (CPA-026 and attached maps) for exact boundaries and determinations or contact USDA Natural Resources Conservation Service (NRCS). This map displays the 2019 NAIP imagery.

**RESOLUTION NO. 56 OF 2023  
APPROVAL OF BIDS AND AUTHORIZATION TO EXECUTE  
AGREEMENTS FOR FARMLAND RENTAL**

**WHEREAS**, the City of Redwood Falls is authorized to enter into agreements for the lease of real property for agricultural purposes with Dale and Jason Mathiowetz and Gronau Farms, LLC, pursuant to Minnesota Statutes Section 412.211, as its interests require; and

**WHEREAS**, on August 1, 2023, the City Council approved the publishing of a request for bids (“RFB”) on agricultural lands owned by the City of Redwood Falls at two different locations. The deadline for responses was September 21, 2023, at 11:00 a.m. at which time, the submitted bids were publicly opened and read aloud in the City of Redwood Falls Council Chambers; and

**WHEREAS**, Dale and Jason Mathiowetz provided the responsible high bid for the Redwood Falls “Gilwood 80” acreage as listed in the August 1, 2023 RFB, of \$341.00 per acre or an annual payment of \$26,840.00; and

**WHEREAS**, Gronau Farms, LLC provided the responsible overall high bid for the Redwood Falls “Airport Farmland” as listed in the August 1, 2023, RFB; of \$100.00 per acre for field #5 (2.6 acres) and \$100.00 per acre for the acreage abutting the runways- field #s 7,8,9,25 consisting of 71.35 acres and combined total annual payment of \$7,395.00; and

**WHEREAS**, City staff recommend acceptance and approval of the responsible high bids and subsequent contracts.

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

1. The bids and subsequent contracts described above are awarded, approved, and executed in the form submitted to the City Council and made a part of this resolution by reference.
2. The Mayor or City Administrator are authorized to execute the subsequent contracts and any amendments and negotiate changes in scope on behalf of the City of Redwood Falls pursuant to the Redwood Falls Procurement Policy.
3. The bids and corresponding contracts shall be maintained and insured as allowed by law.

**BE IT FURTHER RESOLVED** that the City Council of the City of Redwood Falls, Minnesota, approves the request contingent upon compliance with all the requirements of the Minnesota State Statutes.

**PASSED AND ADOPTED** by the City Council of the City of Redwood Falls, Minnesota this 3rd day of October 2023.

ATTEST:

\_\_\_\_\_  
Keith Muetzel  
City Administrator

\_\_\_\_\_  
Tom Quackenbush  
Mayor

(City Seal)

Subscribed and sworn to before me this  
3rd day of October 2023.

\_\_\_\_\_  
Notary Public



## AGENDA RECOMMENDATION

**Meeting Date:** October 3, 2023

**Agenda Item:** Resolution No. 57 of 2023 - Authorizing Expenditure of Voting Operations, Technology, & Election Resources (VOTER) Account Funds by Redwood County

**Recommendation/Action Requested:** Read the proposed Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If there are no concerns, adopt the proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

**Summary/Overview:** The MN Legislature has approved Voting Operations, Technology, & Election Resources (VOTER) Account funds during the 2023 Session Laws, Chapter 62 (Article 1, Section 43 and Article 4, Section 6) in the amount of \$1.25 million allocated to counties according to a specified formula, with the funds allocated by July 20 of each year, starting with the State's FY2024, until the law is amended by the legislature.

Attached is a resolution allowing the City's portion to stay at the County level and authorizing the County to spend the funds for election related expenditures as authorized by law.

Funds can be spent on the following eligible expenses:

- (1) equipment; (2) hardware or software; (3) cybersecurity; (4) security-related infrastructure; (5) capital improvements to improve access to polling places for individuals with disabilities; (6) staff costs for election administrators, election judges, and other election officials; (7) printing and publication; (8) postage; (9) programming; (10) local match for state or federal funds; and (11) any other purpose directly related to election administration.

For FY2024, Redwood County will receive a total of \$5,405.21 of which \$1,351.30 or 25% must be allocated to the cities and townships of Redwood County based on its proportion of registered voters in the County on May 1 for the most recent statewide general election. A spreadsheet indicating the amounts is also attached. The City's portion for all three wards totals \$416.89.

**Attachments:** Resolution No. 57 of 2023

**RESOLUTION NO. 57 OF 2023**

**AUTHORIZING EXPENDITURE OF VOTING OPERATIONS, TECHNOLOGY, & ELECTION RESOURCES (VOTER) ACCOUNT FUNDS BY REDWOOD COUNTY**

**WHEREAS**, the City of Redwood Falls, County of Redwood, State of Minnesota understands that the MN Legislature has approved Voting Operations, Technology, & Election Resources (VOTER) Account funds during the 2023 Session Laws, Chapter 62 (Article 1, Section 43 and Article 4, Section 6) in the amount of \$1.25 million allocated to counties according to a specified formula, with the funds allocated by July 20 of each year, starting with the State’s Fiscal Year 2024, until the law is amended by the legislature, and

**WHEREAS**, Redwood County has received a total of \$5,405.21 of which \$1,351.30 or 25% must be allocated to the cities and townships of Redwood County based on its proportion of registered voters in the County on May 1 for the most recent statewide general election, of which spreadsheet indicating amount is attached, and

**WHEREAS**, the City Council hereby approves the city’s portion to stay at the County level, authorizing Redwood County to spend the funds for election related expenditures according to categories authorized by law.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council hereby authorizes any future VOTER Account funds to remain at the County level, with Redwood County authorized to spend at their discretion on election related expenses according to the law.

**BE IT FURTHER RESOLVED**, that the City Council of the City of Redwood Falls hereby authorizes this resolution to stay in effect until otherwise revoked.

**PASSED AND ADOPTED** by the City Council of the City of Redwood Falls, Minnesota this 3<sup>rd</sup> day of October 2023.

ATTEST:

\_\_\_\_\_  
Keith Muetzel  
City Administrator

\_\_\_\_\_  
Tom Quackenbush  
Mayor

(City Seal)

Subscribed and sworn to before me this  
3<sup>rd</sup> day of October 2023.

\_\_\_\_\_  
Notary Public



<b>MCD Name</b>	<b>Voter Count</b>	<b>25% allocation of VOTER FUNDS based on city or townships share of registered voters as of May 1</b>
Belview	186	\$27.89
Brookville Twp	125	\$18.75
Charlestown Twp	118	\$17.70
Clements	85	\$12.75
Delhi	32	\$4.80
Delhi Twp	193	\$28.94
Gales Twp	97	\$14.55
Granite Rock Twp	128	\$19.20
Johnsonville Twp	72	\$10.80
Kintire Twp	110	\$16.50
Lamberton	507	\$76.03
Lamberton Twp	146	\$21.89
Lucan	123	\$18.45
Milroy	162	\$24.29
Morgan	482	\$72.28
Morgan Twp	160	\$23.99
New Avon Twp	122	\$18.30
North Hero Twp	96	\$14.40
Paxton Twp	399	\$59.83
Redwood Falls Twp	126	\$18.90
Revere	42	\$6.30
Sanborn	201	\$30.14
Seaforth	33	\$4.95
Sheridan Twp	113	\$16.95
Sherman Twp	201	\$30.14
Springdale Twp	123	\$18.45
Sundown Twp	122	\$18.30
Swedes Forest Twp	80	\$12.00
Three Lakes Twp	126	\$18.90
Underwood Twp	120	\$18.00
Vail Twp	146	\$21.89
Vesta	145	\$21.74
Vesta Twp	123	\$18.45
Wabasso	408	\$61.18
Walnut Grove	355	\$53.24
Wanda	53	\$7.95
Waterbury Twp	121	\$18.15
Westline Twp	111	\$16.65
Willow Lake Twp	139	\$20.84
Redwood Falls W-1	867	\$130.02
Redwood Falls W-2	912	\$136.76
Redwood Falls W-3	1001	\$150.11

**9011****\$1,351.30**



Keith Muetzel  
City Administrator  
Phone: 507-616-7400  
Fax: 507-637-2417

kmuettel@ci.redwood-falls.mn.us

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**Meeting Date: October 3, 2023**

## **AGENDA RECOMMENDATION**

**Agenda Item:** Street Foreman Position

**Recommendation/Action Requested:** Staff will present a recommendation at the October 3 meeting.

**Summary/Overview:**

The recent resignation of Jerry Mertens created a vacancy for the Street Foreman position. The vacancy was posted internally, two applications were received and both candidates were interviewed on September 28. The hiring committee is scheduled to reconvene and will provide a recommendation to the City Council on October 3.

**Attachments:** None