



**AGENDA FOR  
REGULAR CITY COUNCIL MEETING  
MAY 20, 2025 – 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. May 6, 2025
5. **Audience Participation** (10-minute time limit for items not on the agenda)
6. **Consent Agenda** (items approved with one motion)
  - A. Approve 2024 Drinking Water Report
7. **Scheduled Public Hearings**
8. **Old Business**
9. **Regular Agenda**
  - A. Orrin S. Estebo Grant Application for Reflections Trail – Resolution #29
  - B. Quotes and Funding Proposal for Library Entrance Cement and Landscaping Improvements
  - C. Library Donation from Redwood Area Library Foundation – Resolution #30
  - D. Right of Way Use Agreement with American Legion – Resolution #31
  - E. Airport Runway Pavement Improvement Plans and Specs – Resolution #32
  - F. Police Department K-9 Policy
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, MAY 6, 2025**

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, May 6, 2025, at 5:00 p.m.

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

Council President Smith presided over the meeting.

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 Kerkhoff to approve the agenda. Motion passed by unanimous vote.

A motion was made by Council Member Arentson and seconded by Council Member Guetter to approve the April 15, 2025 minutes and the April 15, 2025, Board of Appeal and Equalization minutes as presented. Motion passed by unanimous vote.

A motion was made by Council Member Kerkhoff and seconded by Council Member Arentson to approve the following items on the Consent Agenda:

1. Declare Airport Vehicle Surplus Property and Authorize Sale
2. Community Transit Bus Local Cost Share
3. North Redwood Lift Station Pump Replacement
4. Front End Loader Trade

Motion passed by unanimous vote.

City Attorney Dammann introduced Ordinance No. 95, Fourth Series – An Ordinance Amending The Redwood Falls City Code of Ordinances §6.23 Pertaining to the Regulation and Sale of Tobacco.

Mr. Dammann stated the proposed Ordinance was introduced at the April 15, 2025, City Council Meeting. Staff is proposing changes to the Redwood Falls City Code of Ordinances to make the City's regulation of Tobacco consistent with Minnesota law, to enforce and further existing laws, to further the official public policy of the state to prevent young people from starting to smoke, and to avoid adverse impact upon the health, safety, and general welfare of the city.

Mr. Dammann stated proposed amendments to Redwood Falls City Code §6.23 include, raising the minimum legal sales age for commercial tobacco products to 21; modifying fines and penalties for violations of the ordinance, updating compliance check protocols, eliminating criminal penalties for underage possession and use, requiring licensees to check photo identification to verify the age of anyone under the age of 30, requiring MLSA signage at every licensed retail location, and updating definitions. State law requires that all ordinances adopted be published prior to becoming effective. Minn. Stat. § 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps. Staff have prepared Resolution No. 25 of 2025 and Exhibit A, which contains the summary of Ordinance No. 95 for publication.

A motion was made by Council Member Sandgren and seconded by Council Member Smith to approve Ordinance No. 95, Fourth Series – An Ordinance Amending The Redwood Falls City Code of Ordinances §6.23 Pertaining to the Regulation and Sale of Tobacco. Motion passed by the following roll call vote.

AYE: Council Members Arentson, Kerkhoff, Smith, Guetter, and Sandgren

NO: None

City Attorney Dammann introduced Resolution No. 25 of 2025 – A Resolution of the City of Redwood Falls Providing for the Summary Publication of Ordinance No. 95, Fourth Series, An Ordinance Amending The Redwood Falls City Code of Ordinances §6.23 Pertaining to the Regulation and Sale of Tobacco.

Mr. Dammann stated State law requires that all ordinances adopted be published prior to becoming effective. As Council is aware, Ordinance No. 95, Fourth Series is lengthy. However, Minnesota Statutes, Section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps. Staff have prepared Resolution No. 25 of 2025 and Exhibit A, which contains the summary of Ordinance No. 95 for publication.

A motion was made by Council Member Smith and seconded by Council Member Kerkhoff to waive the reading of Resolution No. 25 of 2025 – A Resolution of the City of Redwood Falls Providing for the Summary Publication of Ordinance No. 95, Fourth Series, An Ordinance Amending The Redwood Falls City Code of Ordinances §6.23 Pertaining to the Regulation and Sale of Tobacco. Motion passed by unanimous vote.

A motion was made by Council Member Guetter and seconded by Council Member Arentson to approve Resolution No. 25 of 2025 – A Resolution of the City of Redwood Falls Providing for the Summary Publication of Ordinance No. 95, Fourth Series, An Ordinance Amending The Redwood Falls City Code of Ordinances §6.23 Pertaining to the Regulation and Sale of Tobacco. Motion passed by unanimous vote.

City Administrator Muetzel introduced the Authorization to Submit Opioid Settlement Funds Grant Application.

Mr. Muetzel stated over the last several years the Minnesota Attorney General has been a party to settlement agreements involving multiple opioid distributors and manufacturers. These settlements have resulted in several hundred million dollars being allocated to the State of Minnesota to combat the opioid crisis. The Minnesota Attorney General's office has worked with Minnesota cities and counties to reach agreements on how to allocate and distribute these funds. Beginning in 2023, Southwest Health and Human Services (SWHHS) began receiving annual installments of settlement money and created an application process whereby requests for these funds could be made to that organization. The latest round of settlement funds have been distributed and applications are now being taken.

Mr. Muetzel stated under Minnesota Statute 626.8443, subdivision 3, all on-duty police officers must carry no less than two doses of unexpired opiate antagonist, commonly known as Narcan. Historically, RFPD officers have received their Narcan doses through the local ambulance service or other health care provider sources, however, all state grant funds for Narcan have been depleted and these organizations are not able to provide doses to RFPD. Staff is requesting authorization to submit an application to SWHHS for funds to purchase additional Narcan for the department and additional funds for future purchases.

A motion was made by Council Member Guetter and seconded by Council Member Arentson to approve the Authorization to Submit Opioid Settlement Funds Grant Application. Motion passed by unanimous vote.

City Administrator Muetzel introduced Resolution No. 26 of 2025 – A Resolution Accepting a Donation to the City.

Mr. Muetzel stated Resolution No. 26 of 2025 accepting a financial donation in the amount of \$3,600 from the Melvin Daskam Post #38 (Redwood Falls American Legion). City staff would like to thank members of the American Legion for their generous donation to the Jr. Cardinals Gymnastics program. The funds will help offset costs of participation meet fees, competition leotards, and equipment purchases needed to improve the skills of the gymnasts. Staff is requesting approval to accept the financial donation from the Redwood Falls American Legion Melvin Daskam Post #38.

A motion was made by Council Member Kerkhoff and seconded by Council Member Sandgren to waive the reading of Resolution No. 26 of 2025 – A Resolution Accepting a Donation to the City. Motion passed by unanimous vote.

A motion was made by Council Member Arentson and seconded by Council Member Smith to approve Resolution No. 26 of 2025 – A Resolution Accepting a Donation to the City. Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced Resolution No. 27 of 2025 – A Resolution to Approve the Application for Lead and Galvanized Service Line Replacement Funding Through the Minnesota Department of Health and the Minnesota Public Facilities Authority.

Mr. Doering stated this is a resolution to ratify and approve the application submitted on April 28, 2025, to meet the deadline of May 2, 2025. The application is to place the City of Redwood Falls Lead and Galvanized Service Line (LSL) Replacement Project on the Minnesota Department of Health (MDH), Project Priority List (PPL). The resolution also authorizes the next step of the funding process which is to apply to the Minnesota Public Facilities Authority (MPFA) to be listed on the intended use plan (IUP). The deadline for the IUP is Friday June 6, 2025, to be placed on the 2026 IUP.

Mr. Doering stated currently the State of Minnesota through MDH has funding available to cover the replacement of known lead and galvanized service lines that include both the city or street side of the curb stop and on the private side, the curb stop into the house. Currently, the City has identified 149 known lead and galvanized lines. The engineer's estimate, based on recent bids, places the cost of each service replacement at approximately \$24,000. Roughly \$14,000.00 is for the street portion and \$10,000.00 is for the private side of the curb stop. The total amount of the project, as detailed in the application, is \$4,470,000.00. The replacement program is currently at 100% funding with no local share. However, the municipal side of the replacement is covered by 50% grant and 50% loan that is forgivable at the time of project closing.

Mr. Doering further stated due to the time constraints; the application was submitted on Monday, April 28, 2025. This agenda item will ratify the application that is in the best interest of the community. The LSL inventory is still on going. There are currently 376 private-side services unaccounted for and 834 locations on the municipal side, from the main to the curb stop, that need to be investigated. This past winter, MDH requested municipalities that have undocumented services apply to be put on a funding list to receive a future grant to assist with investigating these outlying services. Staff did respond and requested to be put on the list for future funding when it becomes available.

A motion was made by Council Member Smith and seconded by Council Member Guetter to waive the reading of Resolution No. 27 of 2025 – A Resolution to Approve the Application for Lead and Galvanized Service Line Replacement Funding Through the Minnesota Department of Health and the Minnesota Public Facilities Authority. Motion passed by unanimous vote.

A motion was made by Council Member Sandgren and seconded by Council Member Kerkhoff to approve Resolution No. 27 of 2025 – A Resolution to Approve the Application for Lead and Galvanized Service Line Replacement Funding Through the Minnesota Department of Health and the Minnesota Public Facilities Authority. Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced Resolution No. 28 of 2025 – Authorization to Execute Task Order No. 2025-5 for Civil Engineering Services for the Centennial Woods Road & Utility Reconstruction Project.

Mr. Doering stated Resolution No. 28 authorizes Task Order No. 2025-5 with Bolton and Menk, Inc. (BMI) to provide a listed scope of services in the amount not to exceed \$73,950.00 without further Council approval. Completion of all activities listed in the scope are anticipated on or before July 15, 2026.

Mr. Doering stated this task order encompasses civil engineering oversight of the installation of City utilities and road reconstruction for the Centennial Woods Planned Unit Development, otherwise known as Normandale LLC PUD. On November 12, 2024, the Redwood Falls City Council approved the PUD and Development Agreement with Normandale LLC (Res. 71 of 2024) to install a new municipal road with water, storm and wastewater utilities. This will be platted to reflect the new municipal right of way (ROW). New utilities outside of the platted ROW will be considered private to the PUD.

Mr. Doering stated the development agreement requires the City appointed civil engineering firm, Bolton & Menk Inc. to provide construction observation at critical points during the construction process. This is to ensure that the project meets municipal and state design/installation requirements as an extension to the existing municipal system. The project has been designed by ISG of Mankato. ISG is the civil engineering firm representing the owner, Normandale LLC. Bolton & Menk will work with ISG throughout the project. The development agreement also outlines all costs incurred with this task order to be transferred to Normandale LLC for reimbursement. Staff recommend approval of the proposal/task order utilizing the current master services agreement with Bolton & Menk Inc.

A motion was made by Council Member Sandgren and seconded by Council Member Smith to waive the reading of Resolution No. 28 of 2025 – Authorization to Execute Task Order No. 2025-5 for Civil Engineering Services for the Centennial Woods Road & Utility Reconstruction Project. Motion passed by unanimous vote.

A motion was made by Council Member Kerkhoff and seconded by Council Member Arentson to approve Resolution No. 28 of 2025 – Authorization to Execute Task Order No. 2025-5 for Civil Engineering Services for the Centennial Woods Road & Utility Reconstruction Project. Motion passed by unanimous vote.

City Administrator Muetzel introduced the Water Operator Position.

Mr. Muetzel stated the pending transfer of Pete Albu to the street department creates a vacant water operator position. During the week of April 28th, the hiring committee interviewed one candidate and made a conditional employment offer to Zach Jahnz. Mr. Jahnz has accepted the employment offer with an anticipated start date of May 27, 2025.

A motion was made by Council Member Guetter and seconded by Council Member Arentson to approve the Water Operator Position employment offer to Zach Jahnz. Motion passed by unanimous vote.

City Administrator Muetzel stated the NightFalls event took place in Ramsey Park on May 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>. City Staff reported positive feedback from the event and didn't receive any concerns. Thank you to the Celebrate Redwood Falls organizers and volunteers for the work that went into the planning, setup, and cleanup of the three-day event.

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 Arentson to adjourn the meeting at 5:28 p.m. Motion passed by unanimous vote.

ATTEST:

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Keith Muetzel  
City Administrator

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Tom Quackenbush  
Mayor

# Redwood Falls 2024 Drinking Water Report

## Making Safe Drinking Water

Your drinking water comes from a groundwater source: five wells ranging from 94 to 268 feet deep, that draw water from the Quaternary Buried Artesian aquifer.

Redwood Falls works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact Blake Hagert, Water/Wastewater Superintendent, at bhagert@ci.redwood-falls.mn.us if you have questions about Redwood Falls' drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

## Redwood Falls Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2024.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage [Basics of Monitoring and testing of Drinking Water in Minnesota](https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html) (<https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html>).

## How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Some contaminants are monitored regularly throughout the year, and rolling (or moving) annual averages are used to manage compliance. Because of this averaging, there are times where the Range of Detected Test Results for the calendar year is lower than the Highest Average or Highest Single Test Result, because it occurred in the previous calendar year.

## Definitions

- **AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **N/A (Not applicable):** Does not apply.
- **ppt (parts per trillion):** One part per trillion is like one drop in one trillion drops of water, or about one drop in an Olympic sized swimming pool. ppt is the same as nanograms per liter (ng/l).
- **ppb (parts per billion):** One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter (µg/l).
- **ppm (parts per million):** One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID:** Public water system identification.

**Monitoring Results – Regulated Substances**

**LEAD AND COPPER – Tested at customer taps.**

Contaminant (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Action Level	90% of Results Were Less Than	Number of Homes with High Levels	Range of Detected Test Results	Violation	Typical Sources
<b>Lead (08/18/22)</b>	0 ppb	90% of homes less than 15 ppb	3.82 ppb	0 out of 20	0 - 4.5 ppb	NO	Corrosion of household plumbing.
<b>Copper (08/18/22)</b>	0 ppm	90% of homes less than 1.3 ppm	0.72 ppm	1 out of 20	0.05 - 1.48 ppm	NO	Corrosion of household plumbing.

**INORGANIC & ORGANIC CONTAMINANTS – Tested in drinking water.**

Contaminant (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
<b>Nitrate</b>	10 ppm	10 ppm	0.55 ppm	N/A	NO	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits.

**CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.**

Substance (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG or MRDLG)	EPA's Limit (MCL or MRDL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
<b>Total Chlorine</b>	4.0 ppm	4.0 ppm	0.25 ppm	0.10 - 0.40 ppm	NO	Water additive used to control microbes.
<b>Total Trihalomethanes (TTHMs)</b>	N/A	80 ppb	26.6 ppb	N/A	NO	By-product of drinking water disinfection.

**OTHER SUBSTANCES – Tested in drinking water.**

Substance (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
<b>Fluoride</b>	4.0 ppm	4.0 ppm	0.47 ppm	0.42 - 0.47 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

**Potential Health Effects and Corrective Actions (If Applicable)**

Fluoride: If your drinking water fluoride levels are below the optimal concentration range of 0.5 to 0.9 ppm, please talk with your dentist about how you can protect your teeth and your family's teeth from tooth decay and cavities. For more information, visit: MDH Drinking Water Fluoridation (<https://www.health.state.mn.us/communities/environment/water/com/fluoride.html>).

## Monitoring Results – Unregulated Substances/Emerging Contaminants

In addition to testing drinking water for contaminants regulated under the Safe Drinking Water Act, we sometimes also monitor for contaminants that are not regulated. Unregulated contaminants do not have legal limits for drinking water. MDH, EPA, and other health agencies may have developed comparison values for some of these compounds. Some of these comparison values are based solely on potential health impacts and do not consider our ability to measure contaminants at very low concentrations nor the cost and technology of prevention and/or treatment. These values may be set at levels that are costly, challenging, or impractical for a water system to meet (for example, large-scale treatment technology may not exist for a given contaminant). Sample data are listed along with comparison values in the table below; it is important to note that these comparison values are not enforceable.

Detection alone of a regulated or unregulated contaminant should not cause concern. The significance of a detection should be determined considering current health effects information. We are often still learning about the health effects, so this information can change over time.

A person drinking water with a contaminant at or below the comparison value would be at little to no risk for harmful health effects. If the level of a contaminant is above the comparison value, people of a certain age or with special health conditions—like a fetus, infants, children, elderly, and people with impaired immunity—may need to take extra precautions. We are notifying you of the unregulated/emerging contaminants we have detected as a public education opportunity.

Unregulated contaminant monitoring helps EPA to determine where certain contaminants occur and whether the Agency should consider regulating those contaminants in the future.

- More information is available on [MDH's A-Z List of Contaminants in Water](https://www.health.state.mn.us/communities/environment/water/contaminants/index.html) (<https://www.health.state.mn.us/communities/environment/water/contaminants/index.html>)
- [Fourth Unregulated Contaminant Monitoring Rule \(UCMR 4\)](https://www.health.state.mn.us/communities/environment/water/com/ucmr4.html) (<https://www.health.state.mn.us/communities/environment/water/com/ucmr4.html>)
- [Fifth Unregulated Contaminant Monitoring Rule](https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule) (<https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule>)
- EPA has developed a [UCMR5 Program Overview Factsheet](https://www.epa.gov/system/files/documents/2022-02/ucmr5-factsheet.pdf) (<https://www.epa.gov/system/files/documents/2022-02/ucmr5-factsheet.pdf>) describing UCMR 5 contaminants and standards.

In the past year, your drinking water may have tested for additional unregulated contaminants as part of the [Fifth Unregulated Contaminant Monitoring Rule](https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule) (<https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule>) and results are still being processed. The Unregulated Contaminant Monitoring Rule 5 (UCMR 5) Data finder allows people to easily search for, summarize, and download the available [UCMR 5 analytical results](https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule-data-finder) (<https://www.epa.gov/dwucmr/fifth-unregulated-contaminant-monitoring-rule-data-finder>).

**UNREGULATED/EMERGING CONTAMINANTS – Tested in drinking water.**

Contaminant	Comparison Value	Highest Average Result or Highest Single Test Result	Range of Detected Test Results
Sulfate (2022)	500 ppm	263 ppm	N/A
Sodium* (2022)	20 ppm	44.7 ppm	N/A

\*Note that home water softening can increase the level of sodium in your water.

**Some People Are More Vulnerable to Contaminants in Drinking Water**

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water

**Drinking Water Sources**

Groundwater supplies 75 percent of Minnesota’s drinking water, and found in aquifers beneath the surface of the land. Surface water supplies 25 percent of Minnesota’s drinking water, and is the water in lakes, rivers, and streams above the surface of the land.

Contaminants can get in drinking water sources from the natural environment and from people’s daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants**, such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.

- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Redwood Falls is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at [Source Water Assessments \(https://www.health.state.mn.us/communities/environment/water/swp/swa\)](https://www.health.state.mn.us/communities/environment/water/swp/swa) or call 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

## Lead in Drinking Water

Lead can cause serious health problems, babies, children under six years, and pregnant women are at the highest risk. You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. There is no safe level of lead.

Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Our water system is responsible for providing high quality drinking water and removing lead pipes from service lines but cannot control the variety of materials used in plumbing components in your home. You can take responsibility by identifying and removing lead materials within your home plumbing and taking steps to reduce your family's risk.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** before drinking tap water flush your pipes for several minutes by running your tap. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
  - Activities such as taking a shower, doing laundry or dishes help keep water moving in your home system but are not a replacement for running the tap before you drink if it has not been used for a long period of time.
  - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.
2. **Know your service line materials by** contacting your public water system, or you can search for your address online at the [Minnesota Lead Inventory Tracking Tool \(https://maps.umn.edu/LSL/\)](https://maps.umn.edu/LSL/).
  - [Protect Your Tap: A quick check for lead \(https://www.epa.gov/ground-water-and-drinking-water/protect-your-tap-quick-check-lead\)](https://www.epa.gov/ground-water-and-drinking-water/protect-your-tap-quick-check-lead) is EPA's step by step guide to learn how to find lead pipes in your home.
3. **Use cold water** for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.

4. **Test your water.** In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
  - Contact a Minnesota Department of Health accredited laboratory to purchase a sample container and instructions on how to submit a sample:  
[Environmental Laboratory Accreditation Program](https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)  
 [\(https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam\)](https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)  
 The Minnesota Department of Health can help you understand your test results.
5. **Treat your water** if a test shows your water has high levels of lead after you let the water run. You can use a filter certified with ANSI/NSF standards 53 and 42 for lead reduction.
  - Read about water treatment units:  
[Point-of-Use Water Treatment Units for Lead Reduction](https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)  
 [\(https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html\)](https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)

Information on lead in drinking water, testing methods, and other steps you can take to minimize exposure are available at:

- Visit EPA [Basic Information about Lead in Drinking Water](http://www.epa.gov/safewater/lead) (<http://www.epa.gov/safewater/lead>)
  - Visit the Minnesota department of Health [Lead in Drinking Water](https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html) (<https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html>)
  - To learn about how to reduce your contact with lead from sources other than your drinking water, visit [Lead Poisoning Prevention: Common Sources](https://www.health.state.mn.us/communities/environment/lead/fs/common.html) (<https://www.health.state.mn.us/communities/environment/lead/fs/common.html>)
6. **Be Aware:** Head Start Programs, Child Care Centers, Public and Charter Schools all have requirements to test for lead in drinking water. These programs can learn more about requirements and resources for testing and remediation at [MDH Drinking Water in Schools and Child Cares](https://www.web.health.state.mn.us/communities/environment/water/schools/index.html) (<https://www.web.health.state.mn.us/communities/environment/water/schools/index.html>)

## Service Line Material Inventory

Redwood Falls has completed and submitted our service line materials inventory to the Minnesota Department of Health. The service line inventory is publicly available, and you can check the materials for your service line by visiting the [Lead Inventory Tracking Tool \(LITT\)](https://maps.umn.edu/LSL/) (<https://maps.umn.edu/LSL/>). You may also contact us at City Hall 507-616-7400. To complete the service line inventory, residents submitted service line information, staff reported known information and conducted site surveys. As of 10/11/2024, our inventory contains 101 lead, 29 galvanized requiring replacement, 1576 unknown material, and 452 non-lead service lines.

**Meeting Date: May 20, 2025**

## **AGENDA RECOMMENDATION**

**Agenda Item:** Resolution No. 29 of 2025

**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:** This is a resolution to approve a grant application to the Orrin S Estebo Foundation in the amount up to \$42,870.00 to reduce a portion of the estimated ineligible cost associated with the Safe Routes to School (SRTS) trail grant project.

The Orrin S. Estebo Foundation was established in 2006 to assist with civic, charitable, and benevolent causes, as well as educational and cultural organizations within the Redwood Falls zip code of 56283. Each year funding will be distributed to help 501c3 organizations within this area in addition to other institutions Orrin had specified. The grant deadline is June 1, 2025.

The council approved the solicitation of the SRTS application on January 16<sup>th</sup> of 2024. The grant agreement has not yet been issued until bids have been solicited and an actual bid amount can be utilized. The Council approved task order 2025-1 on January 21, 2025, with BMI to begin engineering and bid preparation for the 2026 construction of the trail.

**Attachments:** Resolution No. 29 of 2025  
Application with an attached essay.

**RESOLUTION NO. 29 OF 2025**

**A RESOLUTION TO APPROVE A GRANT APPLICATION  
TO THE ORRIN S. ESTEBO FOUNDATION**

**WHEREAS**, the City of Redwood Falls was awarded a Safe Routes to School (SRTS) Infrastructure Grant funding for the 2026 construction of pedestrian and bicycle infrastructure projects that will improve safety, reduce traffic, and improve air quality around schools; and

**WHEREAS**, this funding will provide \$685,900.00 in state funding of the anticipated \$857,380.00 project cost to construct school adjacent pedestrian and bicycle infrastructure improvements; and

**WHEREAS**, the proposed grant from the Orrin S. Estebos Foundation will help offset the portion of MNDOT/SRTS ineligible aspects of the project; and

**WHEREAS**, the project concept resulted from the development of the 2015 Redwood Falls Safe Routes to School plan; and

**WHEREAS**, the proposed Redwood Falls Community Trail Expansion Project will provide a safe bicyclist and pedestrian route to the city's expansive non-motorized transportation network; and

**FURTHERMORE**, the City of Redwood Falls is committed to providing the funding for items that are ineligible for SRTS funding, including engineering, design, and right-of-way acquisition, of which the proposed grant will help offset a portion of those costs.

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

1. The Redwood Falls City Council hereby approves of the City of Redwood Falls' pursuit of Orrin S. Estebos Foundation funding and grant application for the Redwood Falls Community Trail Project.
2. The City of Redwood Falls is committed to the development and construction of the proposed project in a timeframe that supports grant agreement requirements.

**PASSED AND ADOPTED** by the City Council of the City of Redwood Falls on this 20th Day of May 2025.

ATTEST:

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

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

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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



200 S Mill Street PO Box 481  
Redwood Falls MN, 56283  
Phone: 507.637.4004  
E-mail: [pat@radc.org](mailto:pat@radc.org)

*A Division of Redwood Area Communities Foundation*

## GRANT APPLICATION

Orrin S. Estebo provided a tremendous gift to the Redwood Area Communities Foundation (RACF) and the community of Redwood Falls. He created an Endowment to enrich the community to ensure progress for generations to come. We are committed to carrying out Orrin's legacy.

The Orrin S. Estebo Foundation was established in 2006 to assist with civic, charitable, and benevolent causes, as well as educational and cultural organizations within the Redwood Falls zip code of 56283. Each year funding will be distributed to help 501c3 organizations within this area in addition to other institutions Orrin had specified. The Orrin S. Estebo Foundation is a subsidiary of the Redwood Area Communities Foundation and is not affiliated with the Redwood Area Education Foundation, or the Orrin S. Estebo Chapter of Dollars for Scholars.

Please note that the grant application process has recently changed. Key guidelines are as follows:

- Grant applicants must have an address and location within Minnesota zip code 56283.
- An entity can only make 1 request in any 12-month timeframe.
- If an application is denied funding, you must wait 12 months before you reapply.
- Requests for project funds must be submitted before the project begins.
- Grant awardees must report back on how the funds were spent and provide additional information if requested by the board.
- Awards of \$20,000 or more must be approved by unanimous vote of the board.
- Grant decisions are at the discretion of the Board. All decisions are final.

Grant application deadlines each year are:

*February 1*

*June 1*

*October 1*

The board will review each application. In order to help us understand and consider each application, please clearly describe your project or event, detail your needs/goals, fully explain your use of funds, and help us understand the audience who will benefit. Please answer the questions on the following pages and attach additional documents or details as necessary to provide a clear overview of the request.

Additional details & all guidelines for the fund and the grant application can be found on the website or you can get a print copy of the application at 200 S. Mill Street Redwood Falls, MN 56283. For additional questions, please e-mail [pat@radc.org](mailto:pat@radc.org) or call 507-637-4004.

Website link: <https://www.radc.org/redwood-area-communities-foundation/orrin-s-estebo-foundation>

Completion of this form is a request only and does not guarantee funding or donations. Submit completed forms to [pat@radc.org](mailto:pat@radc.org) or deliver to 200 S. Mill Street, Redwood Falls, MN 56283.

You will be contacted via telephone or e-mail regarding your request approval or denial.

200 S Mill Street PO Box 481  
Redwood Falls MN, 56283  
Phone: 507.637.4004  
E-mail: [pat@radc.org](mailto:pat@radc.org)

*A Division of Redwood Area Communities Foundation*

## **CONTACT INFORMATION**

**Name of Organization:** City of Redwood Falls

**Contact Person:** James Doering, Public Works Project Coordinator

**Organization Address:** PO Box 526, 333 South Washington Street

**Physical Address of Project or Event:** Combined addresses- 100 George Ramseth Drive, 3479 CO HWY 24 and 100 Caring Way (See attached map)

**Telephone:** 507-616-7400 Office; 507-430-5904 Cell

**Email:** [jdoering@ci.redwood-falls.mn.us](mailto:jdoering@ci.redwood-falls.mn.us)

**Website:** <https://ci.redwood-falls.mn.us>

**Attached copy of non-profit verification:** \_\_\_\_\_ Yes  No

**Year organization was established:** April 1, 1891

### **Please give an overview of organization including history and purpose:**

The City of Redwood Falls, Minnesota was opened as a settlement in 1864 and incorporated as a village on March 9, 1876 and then chartered as the City of Redwood Falls on April 1, 1891 for the benefit of its residents and institutions there-in.

List of Board members and staff and their titles:

Mayor, Tom Quakenbush

Denise Kerkhoff, First Ward Council Member

Matt Smith, Second Ward Council Member

Larry Arentson, Third Ward Council Member

Shannon Guetter, At-large Council Member

Jim Sandgren, At-large Council Member

Keith Muetzel, City Administrator

### **EVENT OR PROJECT OVERVIEW:**

Name of Project or Event: "Redwood Falls Reflection Trail Project" Project  Event \_\_\_\_\_

Date of Project or Event: Spring 2026 Construction Start

Is this an annual event? \_\_\_\_\_ Yes  No

**Have you requested funds for this in the past?** \_\_\_\_ Yes  No

**Any deadlines we need to be aware of?** Anticipated bidding in January 2026

**Description of Project or Event (please attach additional information if it is beneficial to your request):**

The City of Redwood Falls is seeking \$42,870.00 for the Redwood Falls Reflection Trail Project. The Redwood Falls Reflection Trail Project aims to construct a 0.7-mile trail that will connect the Redwood Valley Middle School and High School, the St. John Lutheran School, CentraCare - Redwood Hospital, and the Reflection Prairie housing development to the city's established trail and sidewalk network. This project is designed to improve pedestrian accessibility and safety, particularly for students, children, the elderly, and individuals with disabilities.

**Estimated number of people impacted by this project or event?** 5,105 +

**History of project or event progress:**

The City of Redwood Falls has secured partial funding for the project through the Safe Routes to School (SRTS) grant program, totaling \$685,900.00 of the estimated \$857,380.00 project cost. The City of Redwood Falls is requesting \$42,870.00 from the Orrin Estebo Foundation to leverage the already approved SRTS State funds and offset one fourth of the remaining unfunded project balance of \$171,480.00. The City is committed to securing the outstanding balance of the project, and has also requested participation from the Redwood Area School District (School Board approved as of this printing) and St. John Lutheran School, by providing one fourth of the project's remaining funding needs. This project forms one segment of a broader 1.5-mile trail network, with the remaining 0.8 miles to be funded through a MnDOT Active Transportation Grant and matched by CentraCare Hospital.

**Who will benefit from this funding request, directly or indirectly?**

The City of Redwood Falls and regional communities in a 50 mile radius whose residents come to recreate here.

**Is this project or event (mark all that apply)**  New  Expanding  Existing  
 Educational  Civic  Public Services  Economic Development  Community Service  Capital Improvements

**Is this project or event exclusive to the 56283-zip code?**  Yes \_\_\_\_\_

If no, please detail on the budget page the portion applicable to the 56283 area.

**What percent of the project or event is within the 56283-zip code?**  100% \_\_\_\_\_

**ACKNOWLEDGMENT**

**Will the project be advertised?**  Yes  No

200 S Mill Street PO Box 481  
Redwood Falls MN, 56283  
Phone: 507.637.4004  
E-mail: [pat@radc.org](mailto:pat@radc.org)

*A Division of Redwood Area Communities Foundation*

**If yes, how?** By statute the City is required to go out for public bids on projects. It will be published in the Redwood Gazette and posted on the digital bidding site QuestCDN

**How are donors recognized?** The donors will be recognized by an engraved concrete panel embedded at the main trail section entrance. An example for reference would be the donor panels found at the Ramsey Park Zoo.

**FUNDING**

**Amount Requested:** \$42,870.00 \_\_\_\_\_

**Total Cost of Project or Event:** \$857,380.00 \_\_\_\_\_

**What percent of total cost are you requesting from the Orrin S. Estebo Foundation?** 5% \_\_\_\_\_

**Are you reaching out to any other sources to help provide funding?**  Yes  No

**If yes, please explain:**

Please see the attached Essay for the full accounting of the project. In short, the project received \$685,900.00 from the State Safe Routes to School Program. The local cost component of \$171,480.00 is intended to be split four ways amongst the City of Redwood Falls, Redwood Area School District, St. Johns Lutheran School and per this request the Orrin S. Estebo Foundation. The project has already secured three-fourths of the local contributions and upon a successful award from the foundation the project will be fully funded.

**What amount have you raised to date?** \$814,510.00 \_\_\_\_\_

**Is this a fundraiser?**  Yes  No

If yes, who benefits from the proceeds?

\_\_\_\_\_  
\_\_\_\_\_

**Longevity of funding impact?** The trail will be maintained in perpetuity to serve the community for generations to come.

**Are there ongoing costs that you anticipate having to source funds for in future years?**  Yes  
 No

**If yes, please explain:**

\_\_\_\_\_  
\_\_\_\_\_

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**If requesting money for capital improvement, who owns the property?**

The City of Redwood Falls will own the property on behalf of the community.

**Exactly what will the grant funds be used for?**

For the construction a 0.7-mile 10-foot-wide biking and hiking trail that will connect the Redwood Valley Middle School and High School, the St. John Lutheran School, CentraCare - Redwood Hospital, and the Reflection Prairie housing development to the city's established trail and sidewalk network. This project is designed to improve pedestrian accessibility and safety, particularly for students, children, the elderly, and individuals with disabilities.

***Please attach a budget breakout if applicable. Examples of categories could include supplies, marketing, repairs, education, training, operations, new amenities, staffing, additional space, meals, equipment, capital improvements, program costs, maintenance, subscriptions, licenses, etc.***

***Please note that the Orrin S. Estebo Foundation can only provide funds towards specific elements. However, providing a clear budget breakout will help determine final grant amount.***

*See Attached Essay and Budget.*

---

## Redwood Falls Reflection Trail Project

### **Executive Summary:**

The City of Redwood Falls is a home-rule charter city with a population of approximately 5,102 residents, located in southwest Minnesota. The City's vision is to build upon the strong heritage and natural beauty of Redwood Falls while offering progressive opportunities that embrace and engage a diverse community that allows the city to thrive for generations to come.

One of the City's main goals, as stated in the 2035 Comprehensive Plan is to develop walking and biking trails between parks with natural features, city amenities, and schools. Demand has increased for these connections linking the Aquatic Center, Ramsey Park, and Community Center to the schools and overall community. Demand continues to build with the need to provide connections to the new CentraCare Hospital, Redwood Valley Middle and High School, Reede Gray Elementary School, St. John Lutheran School, and Reflection's Prairie Housing Development. This demand is evolving with added emphasis on diversity and promoting healthy lifestyles while reducing the physical and socio-economic barriers of the community. All of this is to be done in concert with living green by remaining naturally sustainable, minimizing maintenance needs, protecting open space, and educating the public on the importance of human connection to our natural rural environment.

The City of Redwood Falls is seeking \$42,870.00 for the Redwood Falls Reflection Trail Project. The Redwood Falls Reflection Trail Project aims to construct a 0.7-mile trail that will connect the Redwood Valley Middle School and High School, the St. John Lutheran School, CentraCare - Redwood Hospital, and the Reflection Prairie housing development to the city's established trail and sidewalk network. This project is designed to improve pedestrian accessibility and safety, particularly for students, children, the elderly, and individuals with disabilities.

The City of Redwood Falls has secured partial funding for the project through the Safe Routes to School (SRTS) grant program, totaling \$685,900.00 of the estimated \$857,380.00 project cost. The City of Redwood Falls is requesting \$42,870.00 from the Orrin S. Estebo Foundation to leverage the already approved SRTS State funds and offset one fourth of the remaining unfunded project balance of \$171,480.00. The City is committed to securing the outstanding balance of the project and has also requested participation from the Redwood Area School District (School Board approved as of this printing) and St. John Lutheran School, by providing one fourth of the project's remaining funding needs. This project forms one segment of a broader 1.5-mile trail network, with the remaining 0.8 miles to be funded through a MnDOT Active Transportation Grant and matched by CentraCare Hospital. Both segments are currently under design and expected to be ready for construction in 2026. Along with the City, several community partners are needed to complete the project.

The Reflection Trail Project addresses the critical need for accessible transportation alternatives in Redwood Falls, where there is a significant gap in safe pedestrian infrastructure. It reflects the needs of priority populations in the community, particularly students and children. Safety is a primary concern, as students often lack safe, direct pedestrian routes. Public engagement revealed that children frequently use improvised paths, emphasizing the importance of this project. Additionally, Redwood Falls has a large elderly population, and in rural areas where fixed-route transit is limited, elderly and low-income residents walk significantly more than

their urban counterparts by 58-80%. This project will enhance pedestrian access to vital community services, healthcare, and recreational facilities, benefiting 10.5% of residents with disabilities.

### **Project Description:**

The Redwood Falls Reflections Trail Project includes a package of improvements that will address safety issues identified by the community. The issues are driven by a lack of dedicated pedestrian and bicyclist spaces, and proximity to high levels of traffic on the County and State Highways. The proposed trail alignment ties into the existing trail alignment on the north side of County Ditch 52. The proposed trail is separate from busy roads and will significantly reduce conflict between different modes of transportation. This improvement will mitigate safety issues that result from vehicle speed and volume. Residents strongly prefer and are more likely to use bicycle infrastructure that is fully separated from motor vehicle traffic, according to the Statewide Bicycle Plan.

The 0.7 mile of this SRTS project in "Green" on the included (Exhibit A) map will connect to the pedestrian trail on the north side of the map. It will proceed south by crossing the drainage Ditch (CD52) with a new box culvert and continue south/southeast in the secured right of way until it meets the hospital segment of the trail shown in the color red.

The trail will be 14-feet wide with a 10-foot section of hard surface trail. The bid will consist of a base bid for a bituminous trail section. The 10-foot hard surface will allow for a 2-foot recovery shoulder on either side of the hard surface for safety. The trail will be built to ADA and State trail requirements. The thickness of either bituminous or concrete will allow for emergency vehicle usage, if necessary, on the otherwise non-motorized trail.

The requested Orrin S. Estebo Foundation grant is for the SRTS portion of the trail depicted in "Green" (Exhibit A). The funding has been secured separately for the portion in "Red". The SRTS grant program would only fund the "Green" (Exhibit A) portion connecting the two schools. The City was able to utilize the State's Active Transportation Grant Program of \$508,410.00 to complete the trail loop in "Red" with the hospital contribution of \$127,100.00.

Recent public engagement efforts highlighted safety concerns at the intersection of Dekalb Street and Sunrise Boulevard, where students and residents often make uncontrolled crossings. The proposed trail will mitigate this risk by connecting to an existing paved multiuse trail that runs north of County Ditch 52, creating an alternate route that leads to a safer crosswalk at East Meadow Lane and Dekalb Street. This connection will reduce the use of unimproved roads and paths, providing a safer, more direct route for pedestrians with increased visibility from signage and a painted walkway.

This project will adhere to State ADA trail standards, ensuring that all residents, including those with disabilities, will have equitable access to this transportation alternative. Discussed further in the "Evaluation" section, the proposed trail expansion addresses both physical and socio-economic barriers, by providing essential infrastructure that promotes walking, biking, and rolling to school and other community destinations, improving the overall quality of life for residents and students.

The Redwood Falls Reflection Trail Project will also proactively serve the needs of a growing city. Due to a housing shortage, a large majority of workers in Redwood Falls commute to the city for work. To fulfill housing needs, construction recently began on a 208-acre housing development located southeast of the trail project area. This development will provide for more than 100 new housing units, including single-family, multi-family twin-homes, and apartment complexes. The safe transportation options provided by this trail will support the city's long-term growth while providing residents with convenient and safe routes to essential services.



**Financial Information and Partnerships:**

The City of Redwood Falls has received partial grant funding from the Safe Routes to School program, totaling \$685,900.00 of the estimated \$857,380.00 project cost, depicted in "Green" on the included map.

The Orrin S. Estebo Foundation grant request of \$42,870.00 is to leverage the SRTS State funds and offset one fourth of the remaining unfunded project balance of \$171,480.00. The Redwood Falls City Council is committed to securing the outstanding balance of the project and has requested the Redwood Area School District (School Board approved as of this printing) and St. John Lutheran School to participate with a one fourth portion as well.

**SOURCE AND USE OF FUNDS FOR THE PROJECT**

<b>Source of Funds</b>		<b>Use of Funds</b>	
<b><u>Identify Source of Funds</u></b>	<b><u>Amount</u></b>	<b><u>Identify Items</u></b>	<b><u>Amount</u></b>
<b>MnDOT SRTS Funds</b>		<b>Ownership Acquisition</b>	
Program Grant	\$685,900.00	<b>and Other Items Paid for</b>	
		<b>with Program Grant Funds</b>	
<b>Other State Funds</b>		Purchase of Ownership	\$0.00
_____	\$ _____	Interest	
_____	\$ _____	Other Items of a Capital	
_____	\$ _____	Nature	
<b>Subtotal</b>	<b>\$685,900.00</b>	Construction	\$685,900.00
		_____	\$ _____
<b>Matching Funds</b>		_____	\$ _____
City of Redwood Falls	\$42,870.00	Subtotal	\$685,900.00
_____	\$ _____		
<b>Subtotal</b>	<b>\$42,870.00</b>	<b>Items Paid for with</b>	
		<b>Non-Program Grant Funds</b>	
<b>Other Public Entity Funds</b>		Planning, Design, Bidding,	\$171,480.00
_____	\$0.00	and construction oversight.	
_____	\$ _____	_____	\$ _____
<b>Subtotal</b>	<b>\$0.00</b>	_____	\$ _____
		Subtotal	\$171,480.00
<b>Other Funds</b>			
Redwood Area Schools	\$42,870.00		
St John's Lutheran School	\$42,870.00		
Orrin S. Estebo Foundation	\$42,870.00		
<b>Subtotal</b>	<b>\$128,610</b>		
<b>TOTAL FUNDS</b>	<b>\$857,380.00</b>	<b>TOTAL PROJECT COSTS</b>	<b>\$857,380.00</b>

## **Evaluation:**

The City of Redwood Falls evaluated data and existing conditions as part of its 2017 SRTS planning effort. This effort included public engagement, demographic analysis, walking surveys, and identification of projects and strategies.

As a result, pedestrian access and safety accommodation in southeast Redwood Falls are insufficient. Resulting from planned development, this portion of the city is expected to grow substantially, leading to increased traffic, safety risk and automobile dependence. Today, residents must use MN Highway 67 (1,820 Annual Average Daily Traffic (AADT)), County Road 24 (2,350 AADT) or Dekalb Street (2,550 AADT) to walk, bike, or roll to destinations in and around the project area. Dekalb Street, which serves as the primary pedestrian access route, features a small shoulder, no sidewalks and a 35-mph speed limit. MN Highway 67 features a 60-mph speed limit and a narrow gravel shoulder. County Road 24 has a paved shoulder, a 50-mph speed limit and no sidewalk. Collectively, these conditions largely remove alternative transportation options for most residents. As a result of these conditions, residents and students have reported creating their own routes by cutting through fields, other properties, or riding bikes in traffic or walking on the road shoulders.

There have been three vehicle crashes involving bicyclists or pedestrians near the project area along Dekalb Street and MN Highway 67, according to crash data from 2006-2015. As part of a 2017 SRTS Plan, residents provided specific concerns on an online map. Residents indicated a desire to use a route separate from the dangerous roadways discussed above. The proposed project will tie into an existing trail along County Ditch 52 and allow residents to avoid Dekalb Street and MN Highway 67, which have been hotspots for safety concerns.

The project will also advance equity in transportation for students accessing the Redwood Valley Middle/High School and St. John Lutheran School by expanding access to underserved parts of the city. The Redwood Valley Middle/High School is significantly more diverse than the community. The City's SRTS plan included demographic analysis that revealed that 66.4% of students are white and 20.8% are American Indian/Native; data is less specific for St. John Lutheran School. Further, 13.8% of children in Redwood Falls live beneath the federal poverty line. Considering the location of St. John Lutheran School, many students face physical barriers when biking, walking, or rolling to school. The project advances equity by expanding safe pedestrian access for students who may face transportation issues. Whether students face barriers resulting from dangerous infrastructure or socio-economic conditions, the project will enhance transportation choices for families.

Beyond students, this trail will serve a transportation purpose as this part of the city grows. The project will provide future residents with equitable access to locations, specifically benefiting those with limited mobility. This is important considering the city is disproportionately older than average, with 23.4% of residents over the age of 65 and 10.5% of residents living with a disability. It is noted that elderly and low-income residents walk significantly more than their urban counterparts by 58-80%. This project will enhance pedestrian access to vital community services, healthcare, and recreational facilities, benefiting these underserved populations.

With funding from the Orrin S. Estebo Foundation, the Redwood Falls Reflection Trail Project will not only enhance safety and accessibility for the community but also support sustainable growth and improved quality of life for all residents.

**Meeting Date: May 20, 2025**

### AGENDA RECOMMENDATION

**Agenda Item:** Library Budget Reallocation with Quote Approvals.

**Recommendation/Action Requested:** Staff recommend Council approval of the reallocation of budgeted library funds to support and approve the quote provided by Salonek, Inc for the sum of \$14,775.00.00 as attached in addition with the quote provided by Redwood Falls Nursery for the sum of \$7,304.00.

**Summary/Overview:** Attached are quotes for the library front entrance to remove, refine and replace the concrete walks and patio in the front of the building to provide a safe and ADA compliant entrance which requires additional landscaping as part of the project. This is to be completed prior to the construction start for the addition and expansion project on the east side of the building.

The total project is \$22,079.00 for cement work and landscaping. A little over half (\$12,279) of this project is covered by donations. The remaining \$9,800(rounded) is proposed to be paid for through the reallocation of a portion of the library's 2025 budget. The proposed funding / reallocation of the library budget includes:

Miscellaneous Repair & Maintenance:	\$6,000.00
Office Supplies:	\$3,000.00
Adult Programming:	\$ 800.00
	-----
	\$9,800.00

Quotes were solicited from four vendors for the cement work. Of which there were two respondents that visited the site as required as an eligibility requirement. Salonek Inc. of Springfield, MN and Everstrong Construction of Redwood Falls, MN. Salonek Inc. provided a final quote of \$14,775.00. Everstrong Construction provided an email which declined the invitation due to time constraints of the project and their current workload. Staff recommend approval of the sole quote acknowledging the efforts made to procure a second from four local vendors.

Landscaping quotes were obtained from Lifestyle Landscapes, Inc. and the Redwood Falls Nursery for the landscaping. The plans and design for landscaping are attached as well. Staff recommend approval of the quote provided by the Redwood Falls Nursery.

**Attachments:** Quote Salonek Inc. of Springfield, MN

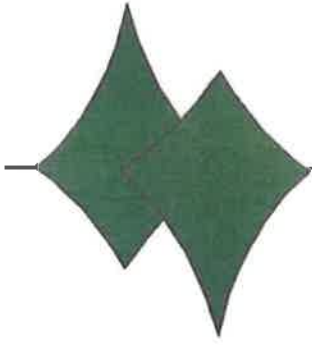
Everstrong Construction email declining participation

Quote Site plan specifications

Quote Lifestyle Landscapes Inc.

Quote Redwood Falls Nursery

Landscape Plans Redwood Falls Nursery



*Salonek, Inc.*

CONCRETE & CONSTRUCTION

OFFICE (507) 723-4218  
PLANT (507) 723-4314  
FAX (507) 723-6355

12 WEST LINCOLN  
SPRINGFIELD, MINNESOTA 56087  
scc@salonekconstruction.com

**PROPOSAL**

Date: May 7, 2025 - REVISED  
Submitted To: City of Redwood Falls  
333 South Washington Street  
Redwood Falls, MN 56283  
Re: **Library Front Entry - Concrete**  
Jim:

Pursuant to your request for a quote, my site visit last week, and drawing provided, we propose to furnish all labor, material, equipment and insurance necessary to complete the following:

- All concrete removal by city forces.
- Prep subgrade with 4" min. compacted granular material.
- Form and place new 6" reg. concrete (1,225 SF) according to provided drawing. No colored or stamped concrete included.
- Sidewalk eliminated at parking lot as requested per email dated 5/6/25, ADA curb cut to remain.
- All new concrete to be reinforced with #4 rebar @ 24" o.c.e.w.
- All new concrete to have control joints and sealed upon completion.
- Furnish and install expansion joint material and sealant where concrete abuts building.
- All black dirt backfilling and landscaping to be done by others.

TOTAL PROPOSAL -----\$14,775.00  
UNIT PRICE (Prep subgrade and install 6" conventional concrete slab on grade) -----\$12.00/SF

**We exclude permits, bonds, seeding/sod restoration, testing, layout/staking, traffic control & back fill.**

We look forward to working with you on this project

Sincerely,

Ryan Breisch  
Salonek, Inc.  
Project Manager

**From:** [Cindy LaBrie](#)  
**To:** [Jim Doering](#)  
**Cc:** [U'Ren](#)  
**Subject:** RE: Library Front Entrance Quote  
**Date:** Friday, May 9, 2025 10:54:08 AM

[EXTERNAL E-MAIL]

Jim,

Everstrong declined to bid on this project due to the timing and our prior commitments. Thank you for the opportunity to bid.

Thanks,

Cindy  
**Cindy LaBrie** | Project Manager | 507-644-3616  
30263 County Hwy 1, Redwood Falls MN 56283



**From:** Peter U'Ren <[peter@everstrongconstruction.com](mailto:peter@everstrongconstruction.com)>  
**Sent:** Monday, March 31, 2025 11:25 AM  
**To:** Cindy LaBrie <[cindy@everstrongconstruction.com](mailto:cindy@everstrongconstruction.com)>  
**Subject:** FW: Library Front Entrance Quote

**From:** Jim Doering <[jdoering@ci.redwood-falls.mn.us](mailto:jdoering@ci.redwood-falls.mn.us)>  
**Sent:** Thursday, March 27, 2025 4:45 PM  
**To:** Peter U'Ren <[peter@everstrongconstruction.com](mailto:peter@everstrongconstruction.com)>  
**Subject:** Library Front Entrance Quote

Pete,

Looking for a quote from Everstrong to replace the concrete to the entrance of the library and I need it by April 30<sup>th</sup> at the latest for Council approval on May 6<sup>th</sup>.

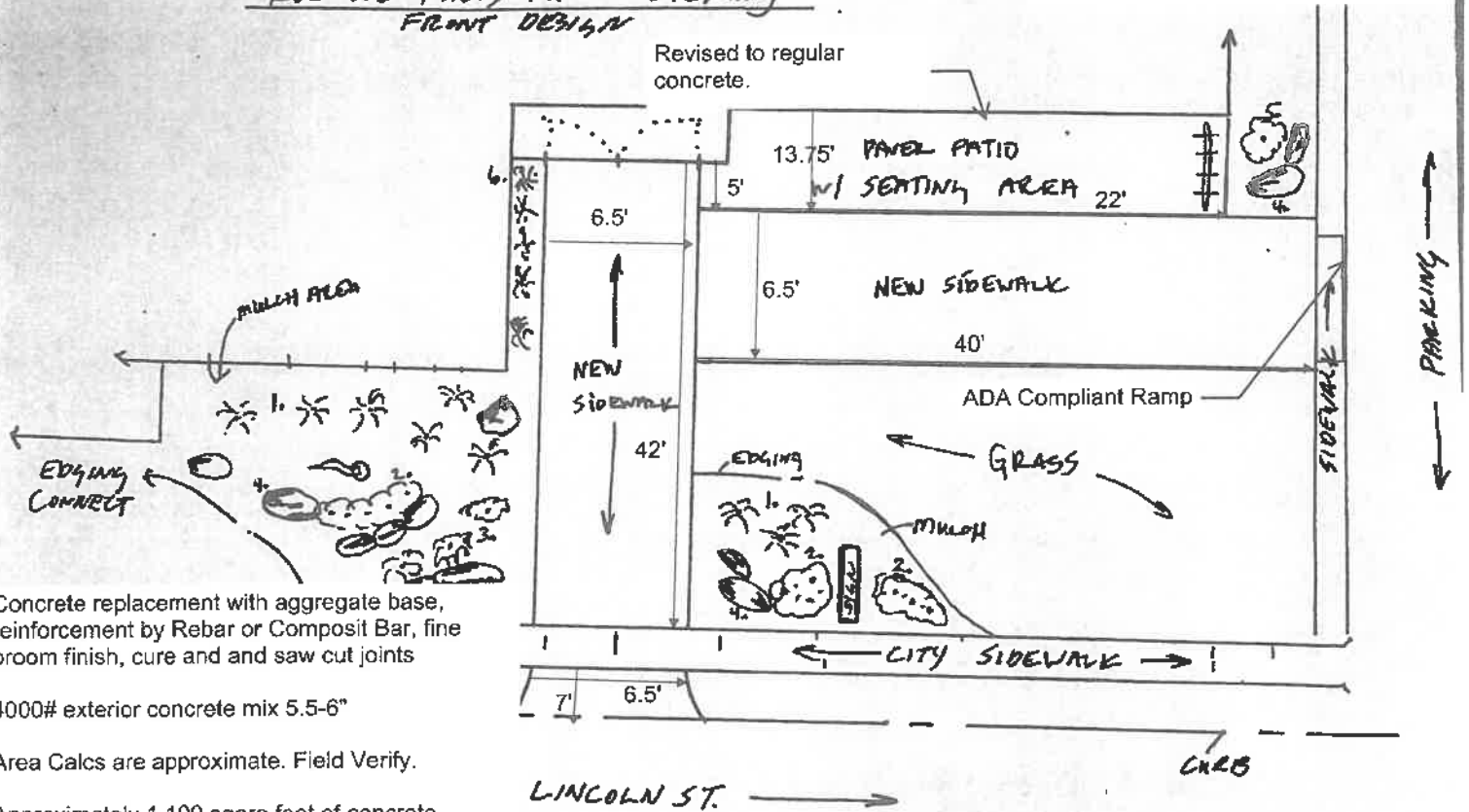
There is a timing catch, we would want this done prior to the construction start in July of the Library expansion in the back. Take a look at the sketch I have attached.

There is a patio area where we would like it stamped in flagstone patten with color to match the library and sealed.

REDWOOD FALLS PUBLIC LIBRARY  
FRONT DESIGN

Quote needed for Concrete Replacement.

Revised to regular concrete.



Concrete replacement with aggregate base, reinforcement by Rebar or Composit Bar, fine broom finish, cure and and saw cut joints

4000# exterior concrete mix 5.5-6"

Area Calcs are approximate. Field Verify.

Approximately 1,100 square feet of concrete replacement. Capable of supporting vehicles

Of that, 303 sq ft of flagstone stamped/colored/sealed patio area Revised to regular concrete for cost savings.

ADA ramp and curb to parking lot with rumble pads

Pre-Quote Site Meet is required.  
Call Jim Doering, cell: 507-430-5904  
Existing Concrete removal will be by City Forces.

# ESTIMATE

Lifestyle Landscape LLC  
36249 US Highway 71  
Redwood Falls, MN 56283-2753

Lifestylelandscapelc@gmail.com  
+1 (612) 819-1997  
lifestylelandscape.com



**Bill to**  
Redwood Falls Public Library

**Ship to**  
Redwood Falls Public Library

## Estimate details

Estimate no.: 1009  
Estimate date: 02/18/2025

#	Product or service	Description	Qty	Rate	Amount
1.	<b>Plants</b>		29	\$55.00	\$1,595.00
2.	<b>Prep Work</b>			\$1,200.00	\$1,200.00
3.	<b>Landscape Pavers</b>	Paver Patio in front (old pergola area)	200	\$25.00	\$5,000.00
4.	<b>Mulch</b>		12	\$160.00	\$1,920.00
5.	<b>Slit Seeding</b>			\$425.00	\$425.00
6.	<b>Boulder Out Croppings</b>	3'5'	9	\$200.00	\$1,800.00
7.	<b>Black Vinyl Edging</b>		64	\$7.00	\$448.00
				<b>Total</b>	<b>\$12,388.00</b>

## Note to customer

Sidewalk and pergola to be removed by city. City to pour new sidewalks. Thanks for the opportunity!

Accepted date

Accepted by

Date \_\_\_\_\_

Name Redwood Falls Public LibraryStreet 509 S LincolnPost Office RWF

State \_\_\_\_\_

Zip \_\_\_\_\_

Telephone Connie507-616-7421

I have this day bought of the

**REDWOOD FALLS NURSERY, INC.**

PO BOX 304, REDWOOD FALLS, MINNESOTA 56283 • PHONE 507-637-8615 • FAX 507-637-5868

when goods are:  delivered  planted  called for

All nursery stock sold by the Redwood Falls Nursery, Inc. is guaranteed to grow until June 1 of the year after purchase unless otherwise noted. Plants which fail to grow will be replaced free of charge provided they have been given proper care, and in the absence of other agreement, the account is paid in full. Requests for replacements must be accompanied by a sales slip. Guarantee does not apply to annuals, perennials, or roses. Under no circumstances can the Redwood Falls Nursery, Inc. be held liable for more than the purchase price of the affected plants. A finance charge is computed on the balance due at a periodic rate of 1 1/2 % (annual percentage rate of 18%) is added to the amount over 30 days.

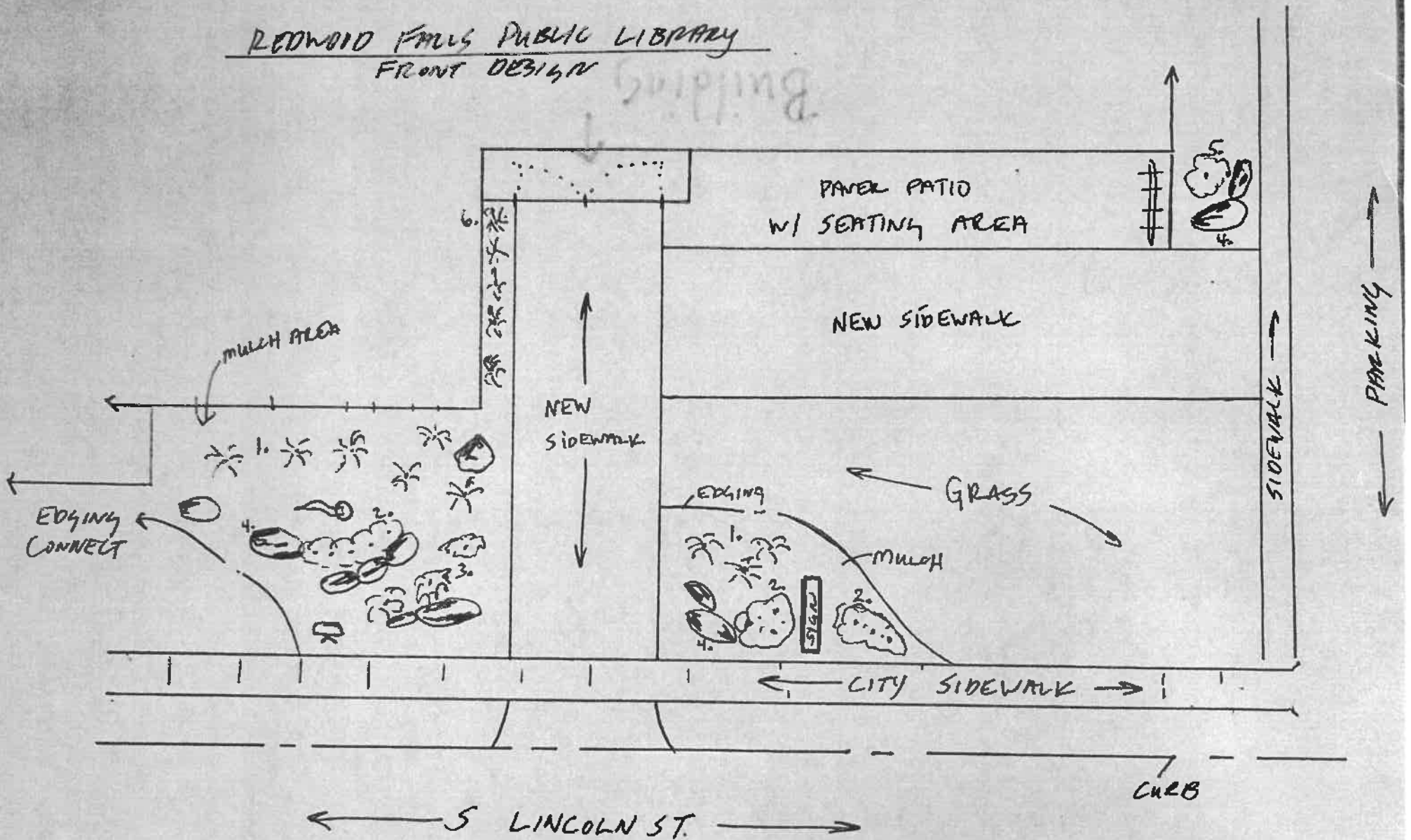
Redwood Falls Nursery will call Gopher-One utility locate service and have all public utilities located and marked when necessary. Customer's private utilities (sprinkler systems, dog fences, outdoor lighting cables, etc.) is the customer's responsibility. Redwood Falls Nursery IS NOT responsible/liable for damages to these lines, wires and components.

Quantity	Size or Grade	Variety	Unit Price	Total Price
4		Northwind Switch Grass		100 00
3		Candy Stone Phlox		75 00
2		Dw. Norway Spruce		210 00
1		Sonic Bloom Weigela Red		52 00
9		Millenium Allium		225 00
3		Dakota Sunspot Potentilla		144 00
2		Little Spark Spirea		96 00
3		<del>Dark</del> Back in Black Sedum		75 00
6		Going Bananas Daylily		150 00
1		Hetz Midgit Arborvitae		74 00
3		Baby Joe Pye Weed		75 00
2		Butterfly Weed		50 00
2		Black Eyed Susan		50 00
3		Coneflower		75 00
1	#10	Ivory Silk lilac		228 00 16
165	ft	Edging Metal	7 00	1155 00
7 1/2	yards	River Rock	130 00	975 00
2	yards	Wood Mulch	65 00	130 00
1100	Sq Ft	Typan Fabric	40	440 00
<b>PLANTING</b>				<b>840</b>
<b>EDGING INSTALLATION</b>				<b>495</b>
<b>ROCK &amp; FABRIC INSTALLATION</b>				<b>900</b>
Mulch + Fabric Inst.				190
Mulch + plant Removal + Prep				500
<b>MATERIALS</b>				<b>4379 00</b>
<b>SALES TAX</b>				
<b>LABOR</b>				<b>2925 00</b>
<b>TOTAL</b>				<b>7304 00</b>
<b>DOWN PAYMENT</b>				
<b>TOTAL DUE</b>				

Seller \_\_\_\_\_

Purchaser's Signature \_\_\_\_\_

REDWOOD FALLS PUBLIC LIBRARY  
FRONT DESIGN



PLANT KEY:

1. KALK FIRESTEEL GRASSES (9)
2. BLACK EYED SUSAN (1)
3. CATMINT (3)
4. BLACK ROCK BOWLERS (9)
5. HYDRANGEA TREE (1)
6. ... (5)

BY: LIFESTYLE LANDSCAPE

**Council Meeting Date:** May 20, 2025

**Agenda Item:** Resolution No. 30 of 2025 – Resolution Accepting Donation from Redwood Area Library Foundation (RALF).

**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 proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

**Summary/Overview:** Attached is Resolution 30 of 2025 accepting a donation from the Redwood Area Library Foundation in the amount of \$3,500. A second donation of funds from a grant received from the Redwood Falls Rotary Club is in the amount of \$8,827.71. The total donation request is \$12,327.71. The current cement squares have been deemed a trip hazard due to uneven settling, and with the placement of the Daktronics sign, the landscaping has not been completed. The two donations will be used for the landscaping and cement project planned for the front entrance of the Library on Lincoln Street. The total cost of the project is \$22,079.00.

Staff are requesting approval to accept the financial donations from RALF and the Rotary Club for these expenses.

**Attachments:** Resolution No. 30 of 2025

**RESOLUTION NO. 30 OF 2025**  
**A RESOLUTION ACCEPTING DONATIONS TO THE CITY.**

**WHEREAS**, the City of Redwood Falls is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts; and

**WHEREAS**, the following persons and entities have offered to contribute a payment amount set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>
Redwood Area Library Foundation	\$3,500.00
Redwood Falls Rotary Club	\$8,827.71
	\$12,327.71

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

Terms or Conditions

Payment for expenses related to the cement replacement, sidewalk changes, and landscaping for the main library entrance on Lincoln Street.

**WHEREAS**, all such donations have been contributed to the City for the benefit of its citizens, as allowed by law; and

**WHEREAS**, the City Council finds that it is appropriate to accept the donations offered.

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

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby authorized, if requested, to issue receipts to each donor acknowledging the City's receipt of the donor's donation.

**PASSED AND ADOPTED** by the City Council of the City of Redwood Falls, Minnesota this 20th day of May 2025.

ATTEST:

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

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

(City Seal)

Subscribed and sworn to before me this  
20<sup>TH</sup> Day of May, 2025.

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



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

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**Meeting Date: May 20, 2025**

## **AGENDA RECOMMENDATION**

**Agenda Item:** Resolution No. 31 of 2025

**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:** The City has received a request to install a recreational use area confined by a four-foot chain-link fence in the city right-of-way (ROW) directly west of the American Legion Post 38. The platted ROW is intended for a future extension of West Park Road which is frontage to CSAH 101. While there is no immediate plans to use this ROW area it may be needed for extending utilities sometime in the future. In addition, board members of the Legion have reviewed the request with the County Highway Department, and they have no objections to the project as it does not affect their ROW.

The council approved a similar agreement with the Legion on November 5, 2013, for the location of their sign within the same area. This agreement and the one prior were developed to avoid the vacation of right-of-way process and to preserve the area for future municipal use. Staff recommends its approval.

**Attachments:**

Resolution No. 31 of 2025

Right-of-Way Use Agreement - American Legion Post 38

**RESOLUTION NO. 31 OF 2025**

**AUTHORIZATION TO EXECUTE RIGHT OF WAY USE AGREEMENT  
FOR FENCE AND OUTDOOR RECREATION AREA  
WITH AMERICAN LEGION MELVIN DASKAM POST 38**

**WHEREAS**, pursuant to Minn. Stat. § 412.221, Subd. 6, The City of Redwood Falls is authorized to lay out, open, change, widen or extend streets and regulate the use of streets and other public grounds; and

**WHEREAS**, the City has received a request from American Legion Melvin Daskam Post 38 (“Owner”), owner of certain real property located at 100 Industrial Drive (Parcel ID# 88-132-3080) to construct a fence and outdoor recreation area on an unopened portion of City Right of Way known as West Park Road; and

**WHEREAS**, Owner’s request is to build a four-foot-tall chain link fence to enclose an area for recreational purposes, including the consumption of alcoholic beverages; and

**WHEREAS**, by fencing in the proposed area, Owner’s plan would involve the encroachment upon an undeveloped and unopened portion of West Park Road, a City owned Right of Way (Street); and

**WHEREAS**, pursuant to Redwood Falls City Code Section 5.17, consumption and possession of alcoholic beverages on city streets is prohibited except on premises when and where permission has been specifically granted or licensed by the City Council; and

**WHEREAS**, pursuant to Minn. Stat. Sec. 340A.410, Subd. 7, the City can issue retail alcoholic beverage licenses only to those areas that are compact and contiguous, and a retail alcoholic beverage license is only effective for the licensed premises specified in an approved license application; and

**WHEREAS**, the City is willing to enter into a Right of Way Use Agreement to allow for such intended use, as the City believes that the intended use and encroachment will not materially affect the City’s right to and use of the Right of Way at some future time; and

**WHEREAS**, the construction of the proposed fence will create a space that is compact and contiguous with Owner’s existing licensed premises; and

**WHEREAS**, A Right of Way Use Agreement for Fence and Outdoor Recreation Area between the City and Owner has been drafted and submitted to the City Council, describing both Parties’ rights and duties under the agreement and the scope of the intended use and encroachment.

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

1. The Right of Way Use Agreement for Fence and Outdoor Recreation Area described above is approved in the form submitted to the City Council and made a part of this Resolution by reference.
2. Permission is granted pursuant to City Code Section 5.17, however Owner shall update their retail alcoholic beverage license application prior to allowing for the possession and consumption of alcoholic beverages within the outdoor recreation area and maintain all required insurance coverages as outlined within the Agreement.

**PASSED AND ADOPTED** by the City Council of the City of Redwood Falls, Minnesota this 20<sup>th</sup> day of May, 2025.

ATTEST:

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

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

(City Seal)

Subscribed and sworn to before me this  
\_\_\_\_\_ day of May, 2025.

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

## **RIGHT OF WAY USE AGREEMENT FOR FENCE AND OUTDOOR RECREATION AREA**

THIS RIGHT OF WAY USE AGREEMENT FOR FENCE AND OUTDOOR RECREATION AREA (“the Agreement”) is entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 by and between the CITY OF REDWOOD FALLS, MINNESOTA, a Minnesota home-rule charter city ("City"), and AMERICAN LEGION MELVIN DASKAM POST 38, (“Owner”).

### **RECITALS**

A. Owner is the owner of certain real property located at 100 Industrial Drive (Parcel ID# 88-132-3080), Redwood Falls, Redwood County, Minnesota and legally described in **Exhibit A** attached hereto and incorporated into this Agreement (the "Property"). The Property runs adjacent to a City Right of Way, an unopened portion of what is known as West Park Road (“Right of Way”), depicted on **Exhibit B** (Depiction of Right of Way, Fence, and Recreation area).

B. Owner desires to construct and maintain a fence and outdoor recreation area, across, over, and upon the City Right of Way. The City has determined that the intended use will not materially affect the City’s rights to and use of the Right of Way.

C. The City is willing to authorize the intended use within the City Right of Way, in accordance with the terms and conditions of this Agreement.

### **AGREEMENT**

In consideration of the mutual covenants, promises and conditions in this Agreement, the parties agree as follows:

1. **LOCATION OF RIGHT OF WAY.** Owner acknowledges and admits the existence of the City Right of Way for street purposes as shown on **Exhibit B**.

2. **FENCE AND RECREATION AREA USE.** Subject to the City’s right to terminate this Agreement as provided elsewhere in this Agreement, Owner may construct and

shall maintain, at Owner's sole expense, a fence and outdoor recreation area as depicted and shown on **Exhibit B**. The fence shall be constructed no closer than fifteen (15) feet from any improved area of the existing City Right of Way known as West Park Road; nor shall the fence be constructed within fifteen (15) feet of the existing County right of way known as CSAH 101. The fence shall be constructed in full conformance with applicable building codes and in full conformance with applicable City ordinances. Owner shall secure from City all required municipal permits prior to any construction of the Fence. Owner acknowledges and admits that construction and maintenance of the fence and outdoor recreation area is an encroachment upon the City Right of Way. Through this Agreement permission is granted by the City Council, pursuant to Section 5.17 of the Redwood Falls City Code of Ordinances, to allow for the consumption of alcoholic beverages within the outdoor recreation area. Said permission shall be revoked if Owner fails to maintain a valid on-sale liquor license and dram shop insurance coverage in an amount provided for in Chapter 5 of the Redwood Falls City Code and Minn. Stat. Sec. 340A.409(1). Said insurance coverage must include the outdoor recreation area. The City's knowledge of the encroachment and execution of this Agreement shall not constitute waiver, abandonment or estoppel of its rights in the Right of Way. No other use or encroachment is allowed by this Agreement.

3. **TERMINATION.** If the City Administrator (or the successor position), in consultation with City staff and approval of the City Council, determines that removal of the fence and outdoor recreation area, or any part thereof, is necessary to construct or install street improvements, or to use the Right of Way for public purposes, Owner, at Owner's sole cost and expense, shall remove the fence and outdoor recreation area, or the part thereof, within sixty (60) days of a written request by the City Administrator, or the successor position. Upon fence and outdoor recreation area removal Owner shall restore the Right of Way to its condition prior to installation of any fence and recreation area and such related equipment.

4. **INDEMNITY.** Owner agrees to indemnify and hold the City and its employees, contractors, agents, representatives, elected and appointed officials, and attorneys harmless from and against any loss, liabilities, claims, demands or causes of action (including any costs and attorneys' fees incidental to the defense thereof by the City), for deaths or injuries to persons or loss of or damage to property sustained by Owner, its representatives, agents or consultants, guests or invitees, or any other person or entity, arising out of or in connection with the maintenance and/or use of the fence and recreation area, except for loss, liabilities, claims, demands or causes of action caused solely by the negligence or willful misconduct of the City, its officers, employees, representatives, agents or consultants. In the event of any such loss, liability, claim, demand or cause of action caused by the joint negligence of Owner, its representatives, agents or consultants, guest or invitees, and the City, Owner's indemnification of the City shall be enforceable to the extent of Owner's negligence. If any action or proceeding is brought against the City by reason of such claim, Owner upon notice from the City shall defend the same at Owner's expense through legal counsel reasonably satisfactory to the City. Owner shall give the City prompt notice in the event of casualty or accidents involving the fence and/or recreation area. Owner's indemnity of the City shall survive termination of this Agreement.



10. RECORDING. The City shall record this Agreement with the Redwood County Recorder's Office. Owner shall pay the cost of the recording.

11. NO VESTED RIGHTS. This agreement shall not constitute or be construed as creating or establishing any vested right of the Owner to the City Right of Way or area encroached upon.

12. ENTIRE AGREEMENT. This document and its Exhibits contain the entire agreement between the parties with respect to the subject matter of this Agreement. No modifications of this Agreement shall be valid until they have been placed in writing and signed by all parties hereto.

13. ATTORNEYS' FEES. If any party employs an attorney to enforce or defend any claim or cause of action arising out of or relating to this Agreement, the prevailing party in any such claim, cause of action or arbitration shall be entitled to recover from the other all such prevailing party's reasonable attorneys' fees, together with all costs and expenses incurred in connection therewith.

14. MISCELLANEOUS. The rights and remedies provided by this Agreement are cumulative and no right or remedy will be exclusive of any other, or of any other right or remedy, at law or in equity. The exercise of any right or remedy will not impair standing to exercise any other right or remedy. Nothing contained in this Agreement will be deemed or construed by any third person to create the relationship of principal and agent, or a partnership, or a joint venture, or any association between the City and any other Person. This Agreement will be construed and interpreted in accordance with the laws of the State of Minnesota. The provisions of this Agreement will be binding on the City and its respective successors, assigns and mortgagees.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date referenced above.

CITY OF REDWOOD FALLS:

AMERICAN LEGION  
MELVIN DASKAM POST 38:

\_\_\_\_\_  
By:  
Its:

\_\_\_\_\_  
By:  
Its:

STATE OF MINNESOTA )  
 ) ss.  
COUNTY OF REDWOOD )

The foregoing instrument was executed before me this \_\_\_\_ day of \_\_\_\_\_, 2025, by \_\_\_\_\_, the \_\_\_\_\_ of the City of Redwood Falls, a home-rule charter city under the laws of Minnesota, on behalf of the City of Redwood Falls.

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

STATE OF MINNESOTA )  
 ) ss.  
COUNTY OF REDWOOD )

The foregoing instrument was executed before me this \_\_\_\_ day of \_\_\_\_\_, 2025, by \_\_\_\_\_, the \_\_\_\_\_ of American Legion Melvin Daskam Post 38, a corporation under the laws of Minnesota, on behalf of the corporation.

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

This instrument drafted by:

Trenton Dammann  
Redwood Falls City Attorney  
P.O. Box 526  
333 S. Washington St.  
Redwood Falls, MN 56283

EXHIBIT A

(Description of Real Estate of American Legion)








All the tract or parcel of land lying and being in the County of Redwood, State of Minnesota, described as follows, to wit: All that part of the Southwest Quarter (SW¼) of Section Thirty-two (32) Township One Hundred Thirteen (113) North, Range Thirty-five (35) West of the Fifth P.M., described as follows: Beginning at a point 210 feet East of the West line of said Section Thirty-two (32) at the point of intersection of a line drawn parallel to the South line of said Section Thirty-two (32) and distant 865 feet Northerly therefrom; running thence East parallel to the South line of said Section Thirty-two (32) a distance of 443.68 feet to the West line of Anderson Drive in the City of Redwood Falls; thence Southeasterly along the West line of said Anderson Drive to the point of its intersection with a line drawn parallel to the South line of said section Thirty-two (32) a distance 535 feet Northerly therefrom; thence West parallel to the South line of said Section Thirty-two (32) a distance of 496 to a point 210 feet East of the West line of said Section Thirty-two (32); thence North parallel to the West line of said Section Thirty-two (32) a distance of 330 feet the point of beginning, containing 3.56 acres, more or less.

**Exhibit “B”**

Depiction of Right of Way, Fence, and Recreation area

[See Attached Document]

**Legend**

-  City Limits
-  Parcels (03/18/2024)
-  Road ROW
-  Lot Lines
- 2023 Aerial Photo**
-  Red: Band\_1
-  Green: Band\_2
-  Blue: Band\_3

4' 75% sep  
through

J-FFB

**Map Name**

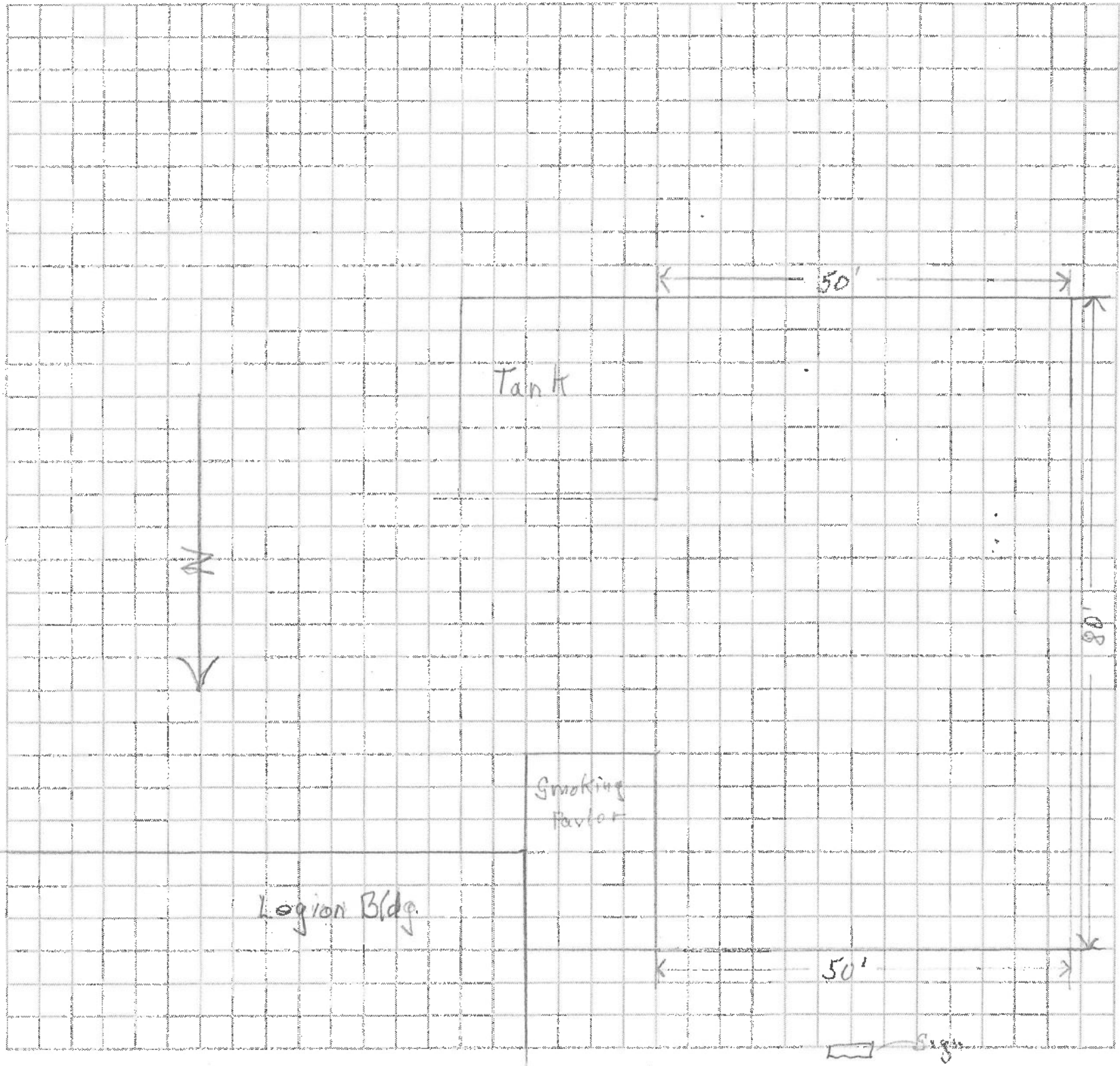


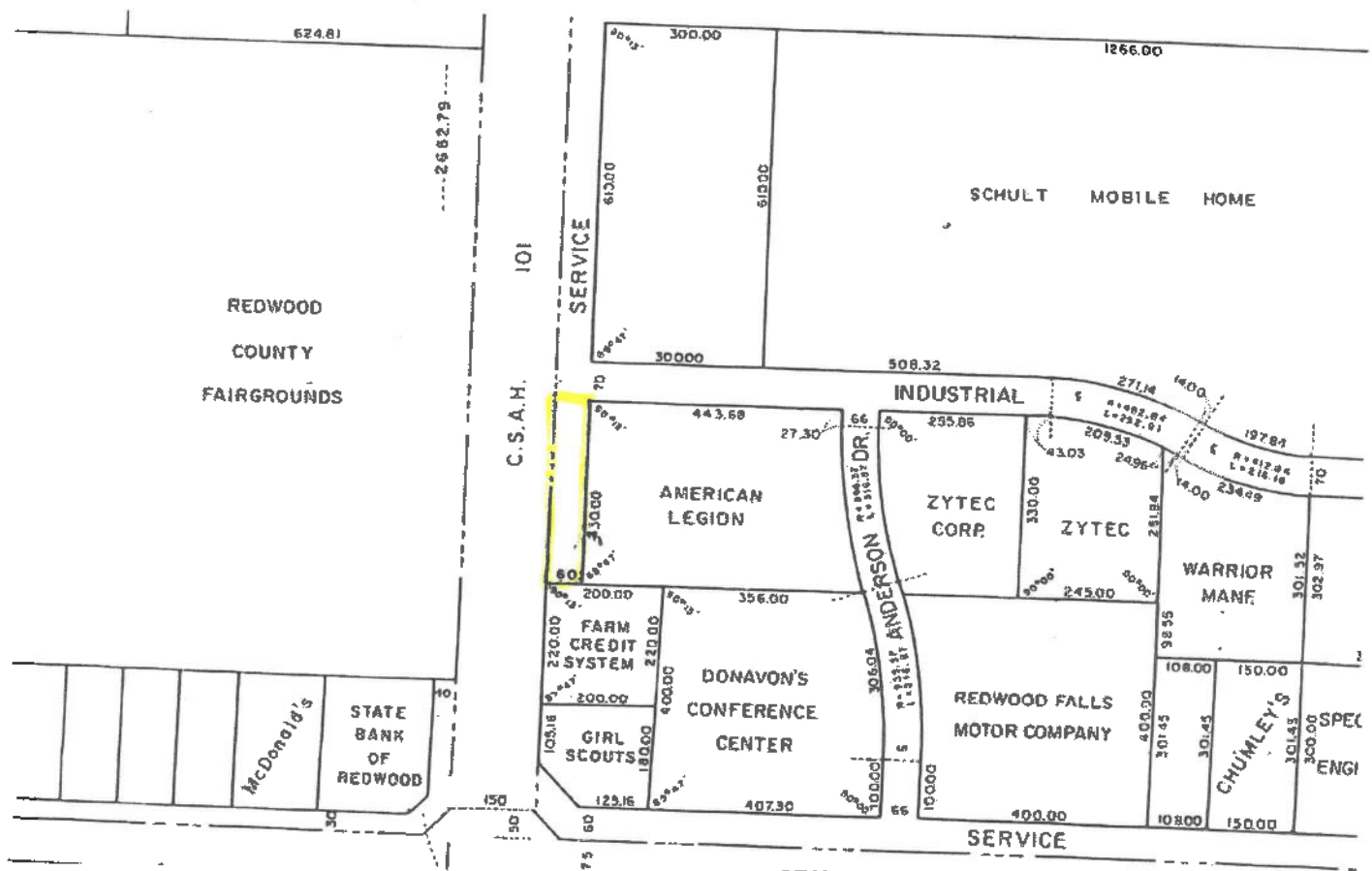
**Disclaimer:**  
This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Redwood Falls is not responsible for any inaccuracies herein contained.



0 33 Feet

West Central Steel, Inc.  
2011 West Gordon Ave  
PO Box 1178  
Willmar, MN 56201  
Phone 320-235-4070  
Toll Free 1-800-992-8853  
Fax 320-235-1816





**Meeting Date: May 20, 2025**

## **AGENDA RECOMMENDATION**

**Agenda Item:** Resolution No. 32 of 2025

**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:** Resolution No. 32 authorizes Bolton and Menk, Inc. (BMI) to execute solicitation of bids and grant applications for the Redwood Falls Airport Runway 12/30 Rehabilitation Project. The project has multiple scopes of work including: the 12/30 runway mill and overlay; taxiway connector A2 relocation; taxiway turnaround construction; runway 12/30 lighting replacement and runway 12/30 NAVAID replacement. All but the NAVAID replacement would be for FAA fiscal year 2025 grant application and NAVAIDs for a FAA fiscal year 2026 grant application. The federal fiscal year runs October 1 through September 30<sup>th</sup> of each year.

Council approved task order 2024-7 on October 1, 2024, by way of Resolution 64 of 2024 for BMI to prepare plans, specs, and bid package for the project. This hangar project is listed on the CIP and is in the 2025 budget. The project will span through calendar years 2025, 2026, and final completion of the NAVAIDs in 2027

The attached engineers estimate shows that the total project cost is \$3,679,590.00 with 95% covered by federal funding of \$3,495,610.50, 2.5% State funding of \$91,989.75, and 2.5% local budgeted funding of \$91,989.75. The FFY 2025 and FFY26 grant applications now require actual bid dollar amounts which place the bidding process in front of the grant applications. Upon acceptable bids, Council bid authorization anticipated on June 17<sup>th</sup> would be contingent on the grant approvals.

- Council Bid Authorization - May 20, 2025
- Bid Opening - June 11, 2025
- Council Bid Authorization - June 17, 2025
- Submit Grant Applications - June 20, 2025

The plan set is too large for attachment to this agenda item but is available upon request for review.

**Attachments:** Resolution No. 32 of 2025  
Engineers Estimate; Silas Parmar P.E. Bolton & Menk Inc.  
Plan set title sheet

**RESOLUTION NO. 32 OF 2025**  
**AUTHORIZATION TO SOLICIT BIDS**  
**FOR REDWOOD FALLS MUNICIPAL AIRPORT**  
**RUNWAY 12/30 REHABILITATION PROJECT INCLUDING**  
**RUNWAY 12/30 MILL AND OVERLAY, TAXIWAY A2 RELOCATION**  
**TAXIWAY TURNAROUND, LIGHTING AND NAVAID REPLACEMENT**

**WHEREAS**, the City of Redwood Falls (“City”) is authorized to enter into a contract with Bolton & Menk Inc, pursuant to Minnesota Statutes Section 412.221, subd. 2 for the benefit of its citizens; and

**WHEREAS**, Bolton & Menk, Inc. of Mankato, MN is the designated Redwood Falls Municipal Civil Engineer under a Professional Service Contract also known as the “Master Agreement;” and

**WHEREAS**, this resolution approves the construction plans with specifications, solicitation of bids, and submission of subsequent grant applications for allocated Airport infrastructure Program funds with supplemental entitlement funding for federal fiscal years (FFY) 2025 and 2026; and

**WHEREAS**, the funding breakdown is 95% Federal FAA reimbursable, 2.5% State reimbursable and 2.5% local airport funding; and

**FURTHERMORE**, the Public Works Project Coordinator be listed as the Project Representative on behalf of the City of Redwood Falls; and

**FURTHERMORE**, the Mayor and/or City Administrator are authorized to execute this contract, pre-applications, grant applications, subsequent federal and state grant agreements and amendments and negotiate in good faith, as are necessary to implement the project pursuant to the Redwood Falls Procurement Policy.

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

1. The plans and specifications, bid solicitation, and grant and funding applications described above are approved and shall be executed in the form submitted to the City Council and made a part of this Resolution by reference.

**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 20<sup>th</sup> day of May 2025.

ATTEST:

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

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

(City Seal)

Subscribed and sworn to before me this  
20<sup>th</sup> day of May 2025.

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

# ENGINEER'S ESTIMATE

RUNWAY 12/30 REHAB, TAXIWAY A2 RELOCATION, TAXIWAY TURNAROUND, LIGHTING/NAVAID REPLACEMENT

AIP NO. 3-27-0083-010-2025

REDWOOD FALLS MUNICIPAL AIRPORT (RWF)

REDWOOD FALLS, MN

BMI PROJECT NO. 24X.135914.000

## STATEMENT OF ESTIMATED QUANTITIES



5/15/2025

Item No	Spec. No.	Item	Estimated Quantity	Unit	UNIT PRICE	Total Amount	FAA %	State %	Local %	FAA Amount	State Amount	Local Amount
<b>SCHEDULE 1: RUNWAY 12/30 MILL &amp; OVERLAY</b>												
1	GP 50-06	CONTRACTOR STAKING	1	LUMP SUM	\$48,286.00	\$48,286.00	95%	2.5%	2.5%	\$45,871.70	\$1,207.15	\$1,207.15
2	GP 70-08	TRAFFIC CONTROL	1	LUMP SUM	\$10,000.00	\$10,000.00	95%	2.5%	2.5%	\$9,500.00	\$250.00	\$250.00
3	GP 105	MOBILIZATION	1	LUMP SUM	\$193,016.00	\$193,016.00	95%	2.5%	2.5%	\$183,365.20	\$4,825.40	\$4,825.40
4	C-100	CONTRACTOR QUALITY CONTROL PROGRAM	1	LUMP SUM	\$50,000.00	\$50,000.00	95%	2.5%	2.5%	\$47,500.00	\$1,250.00	\$1,250.00
5	2104.503	REMOVE CONCRETE PIPE STORM SEWER	80	LF	\$20.00	\$1,600.00	95%	2.5%	2.5%	\$1,520.00	\$40.00	\$40.00
6	2104.503	SAW BITUMINOUS PAVEMENT	315	LF	\$3.00	\$945.00	95%	2.5%	2.5%	\$897.75	\$23.63	\$23.63
7	2104.504	REMOVE BITUMINOUS PAVEMENT	3529	SY	\$13.00	\$45,877.00	95%	2.5%	2.5%	\$43,583.15	\$1,146.93	\$1,146.93
8	2106.507	COMMON EXCAVATION (P)	1690	CU YD	\$20.00	\$33,800.00	95%	2.5%	2.5%	\$32,110.00	\$845.00	\$845.00
9	2106.507	SUBGRADE EXCAVATION (EV)	169	CU YD	\$20.00	\$3,380.00	95%	2.5%	2.5%	\$3,211.00	\$84.50	\$84.50
10	2106.507	COMMON BORROW (CV) MATERIAL	300	CU YD	\$20.00	\$6,000.00	95%	2.5%	2.5%	\$5,700.00	\$150.00	\$150.00
11	2232.504	MILL BITUMINOUS SURFACE (2")	45360	SQ YD	\$4.00	\$181,440.00	95%	2.5%	2.5%	\$172,368.00	\$4,536.00	\$4,536.00
12	2301.604	RUNWAY PAVEMENT GROOVING	45360	SQ YD	\$2.50	\$113,400.00	95%	2.5%	2.5%	\$107,730.00	\$2,835.00	\$2,835.00
13	2356.604	BITUMINOUS SCRUB SEAL	45360	SQ YD	\$3.00	\$136,080.00	95%	2.5%	2.5%	\$129,276.00	\$3,402.00	\$3,402.00
14	2356.606	BITUMINOUS MATERIAL FOR SCRUB SEAL	18150	GAL	\$3.00	\$54,450.00	95%	2.5%	2.5%	\$51,727.50	\$1,361.25	\$1,361.25
15	2360.509	TYPE 12.5 WEARING COURSE MIX (3,C)	6123	TON	\$90.00	\$551,070.00	95%	2.5%	2.5%	\$523,516.50	\$13,776.75	\$13,776.75
16	2574.507	TOPSOIL RESPREAD	4.0	ACRE	\$5,000.00	\$20,000.00	95%	2.5%	2.5%	\$19,000.00	\$500.00	\$500.00
17	2575.508	SEED MIXTURE 25-131	4.0	ACRE	\$1,000.00	\$4,000.00	95%	2.5%	2.5%	\$3,800.00	\$100.00	\$100.00
18	2575.508	FERTILIZER, TYPE 3	4.0	ACRE	\$1,000.00	\$4,000.00	95%	2.5%	2.5%	\$3,800.00	\$100.00	\$100.00
19	2575.508	HYDRAULIC MULCH MATRIX	4.0	ACRE	\$2,000.00	\$8,000.00	95%	2.5%	2.5%	\$7,600.00	\$200.00	\$200.00
20	P-620-5.1	TEMPORARY PAVEMENT MARKINGS, WHITE	20183	SF	\$1.00	\$20,183.00	95%	2.5%	2.5%	\$19,173.85	\$504.58	\$504.58
21	P-620-5.2	PERMANENT PAVEMENT MARKINGS, WHITE	20183	SF	\$2.00	\$40,366.00	95%	2.5%	2.5%	\$38,347.70	\$1,009.15	\$1,009.15
22	P-620-5.4	PERMANENT PAVEMENT MARKINGS, YELLOW	335	SF	\$2.00	\$670.00	95%	2.5%	2.5%	\$636.50	\$16.75	\$16.75
<b>SCHEDULE 1 CONSTRUCTION:</b>						\$1,526,563.00	95%	2.5%	2.5%	\$1,450,234.85	\$38,164.08	\$38,164.08
<b>SCHEDULE 1 ENGINEERING:</b>						\$435,000.00	95%	2.5%	2.5%	\$413,250.00	\$10,875.00	\$10,875.00
<b>SCHEDULE 1 AS-BUILT AGIS SURVEY:</b>						\$150,000.00	95%	2.5%	2.5%	\$142,500.00	\$3,750.00	\$3,750.00
<b>SCHEDULE 1 CITY ADMINISTRATION:</b>						\$1,000.00	95%	2.5%	2.5%	\$950.00	\$25.00	\$25.00
<b>SCHEDULE 1 TOTAL:</b>						\$2,112,563.00	95%	2.5%	2.5%	\$556,700.00	\$14,650.00	\$14,650.00

Item No	Spec. No.	Item	Estimated Quantity	Unit	UNIT PRICE	Total Amount	FAA %	State %	Local %	FAA Amount	State Amount	Local Amount
<b>SCHEDULE 2: TAXIWAY CONNECTOR A2 RELOCATION</b>												
23	GP 70-08	TRAFFIC CONTROL	1	LUMP SUM	\$2,500.00	\$2,500.00	95%	2.5%	2.5%	\$2,375.00	\$62.50	\$62.50
24	2104.503	REMOVE CONCRETE PIPE STORM SEWER	92	LF	\$20.00	\$1,840.00	95%	2.5%	2.5%	\$1,748.00	\$46.00	\$46.00
25	2104.503	SAW BITUMINOUS PAVEMENT	380	LF	\$3.00	\$1,140.00	95%	2.5%	2.5%	\$1,083.00	\$28.50	\$28.50
26	2104.504	REMOVE BITUMINOUS PAVEMENT	1480	SY	\$13.00	\$19,240.00	95%	2.5%	2.5%	\$18,278.00	\$481.00	\$481.00
27	2106.507	COMMON EXCAVATION (P)	4600	CU YD	\$20.00	\$92,000.00	95%	2.5%	2.5%	\$87,400.00	\$2,300.00	\$2,300.00
28	2106.507	SUBGRADE EXCAVATION (EV)	460	CU YD	\$20.00	\$9,200.00	95%	2.5%	2.5%	\$8,740.00	\$230.00	\$230.00
29	2106.507	COMMON BORROW (CV) MATERIAL	3650	CU YD	\$20.00	\$73,000.00	95%	2.5%	2.5%	\$69,350.00	\$1,825.00	\$1,825.00
30	2106.507	SELECT GRANULAR BORROW	740	CU YD	\$4.00	\$2,960.00	95%	2.5%	2.5%	\$2,812.00	\$74.00	\$74.00
31	2112.519	SUBGRADE PREPARATION	1890	SQ YD	\$4.00	\$7,560.00	95%	2.5%	2.5%	\$7,182.00	\$189.00	\$189.00
32	2211.507	AGGREGATE BASE (CV) CLASS 5	340	CU YD	\$2.00	\$680.00	95%	2.5%	2.5%	\$646.00	\$17.00	\$17.00
33	2360.509	TYPE 12.5 WEARING COURSE MIX (3,C)	216	TON	\$90.00	\$19,440.00	95%	2.5%	2.5%	\$18,468.00	\$486.00	\$486.00
34	2360.509	TYPE 12.5 NONWEARING COURSE MIX (3,C)	216	TON	\$90.00	\$19,440.00	95%	2.5%	2.5%	\$18,468.00	\$486.00	\$486.00
35	2501.603	12" RCP STORM SEWER	112	LIN FT	\$80.00	\$8,960.00	95%	2.5%	2.5%	\$8,512.00	\$224.00	\$224.00
36	2501.603	12" RCP FLARED END SECTION	2	EA	\$1,600.00	\$3,200.00	95%	2.5%	2.5%	\$3,040.00	\$80.00	\$80.00
37	2502.602	CONNECT DRAINTILE TO EXISTING STRUCTURE	4	EA	\$850.00	\$3,400.00	95%	2.5%	2.5%	\$3,230.00	\$85.00	\$85.00
38	2573.503	SILT FENCE, TYPE MS	510	LIN FT	\$3.00	\$1,530.00	95%	2.5%	2.5%	\$1,453.50	\$38.25	\$38.25
39	2573.503	SEDIMENT CONTROL LOG	90	LIN FT	\$5.00	\$450.00	95%	2.5%	2.5%	\$427.50	\$11.25	\$11.25
40	2574.507	TOPSOIL RESPREAD	6.1	ACRE	\$5,000.00	\$30,500.00	95%	2.5%	2.5%	\$28,975.00	\$762.50	\$762.50
41	2575.508	SEED MIXTURE 25-131	6.1	ACRE	\$1,000.00	\$6,100.00	95%	2.5%	2.5%	\$5,795.00	\$152.50	\$152.50
42	2575.508	FERTILIZER, TYPE 3	6.1	ACRE	\$1,000.00	\$6,100.00	95%	2.5%	2.5%	\$5,795.00	\$152.50	\$152.50
43	2575.508	HYDRAULIC MULCH MATRIX	6.1	ACRE	\$2,000.00	\$12,200.00	95%	2.5%	2.5%	\$11,590.00	\$305.00	\$305.00
44	P-620-5.4	PERMANENT PAVEMENT MARKINGS, YELLOW	275	SF	\$2.00	\$550.00	95%	2.5%	2.5%	\$522.50	\$13.75	\$13.75
<b>SCHEDULE 2 CONSTRUCTION:</b>						\$321,990.00	95%	2.5%	2.5%	\$305,890.50	\$8,049.75	\$8,049.75
<b>SCHEDULE 2 ENGINEERING:</b>						\$70,000.00	95%	2.5%	2.5%	\$66,500.00	\$1,750.00	\$1,750.00
<b>SCHEDULE 2 CITY ADMINISTRATION:</b>						\$1,000.00	95%	2.5%	2.5%	\$950.00	\$25.00	\$25.00
<b>SCHEDULE 2 TOTAL:</b>						<b>\$392,990.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$367,450.00</b>	<b>\$1,775.00</b>	<b>\$1,775.00</b>

Item No	Spec No.	Item	Estimated Quantity	Unit	Unit Price	Total Amount	FAA %	State %	Local %	FAA Amount	State Amount	Local Amount
<b>SCHEDULE 3: TAXIWAY TURNAROUND CONSTRUCTION</b>												
45	GP 70-08	TRAFFIC CONTROL	1	LUMP SUM	\$2,500.00	\$2,500.00	95%	2.5%	2.5%	\$2,375.00	\$62.50	\$62.50
46	2106.507	COMMON EXCAVATION,	2030	CU YD	\$20.00	\$40,600.00	95%	2.5%	2.5%	\$38,570.00	\$1,015.00	\$1,015.00
47	2106.507	SUBGRADE EXCAVATION (EV)	203	CU YD	\$20.00	\$4,060.00	95%	2.5%	2.5%	\$3,857.00	\$101.50	\$101.50
48	2106.507	COMMON BORROW (CV) MATERIAL	60	CU YD	\$20.00	\$1,200.00	95%	2.5%	2.5%	\$1,140.00	\$30.00	\$30.00
49	2106.507	SELECT GRANULAR BORROW	1240	CU YD	\$4.00	\$4,960.00	95%	2.5%	2.5%	\$4,712.00	\$124.00	\$124.00
50	2112.519	SUBGRADE PREPARATION	3180	SQ YD	\$4.00	\$12,720.00	95%	2.5%	2.5%	\$12,084.00	\$318.00	\$318.00
51	2211.507	AGGREGATE BASE (CV) CLASS 5	590	CU YD	\$2.00	\$1,180.00	95%	2.5%	2.5%	\$1,121.00	\$29.50	\$29.50
52	2360.509	TYPE 12.5 WEARING COURSE MIX (3,C)	377	TON	\$90.00	\$33,930.00	95%	2.5%	2.5%	\$32,233.50	\$848.25	\$848.25
53	2360.509	TYPE 12.5 NONWEARING COURSE MIX (3,C)	377	TON	\$90.00	\$33,930.00	95%	2.5%	2.5%	\$32,233.50	\$848.25	\$848.25
54	2501.603	12" RCP STORM SEWER	240	LIN FT	\$80.00	\$19,200.00	95%	2.5%	2.5%	\$18,240.00	\$480.00	\$480.00
55	2501.603	12" RCP FLARED END SECTION	4	EA	\$1,600.00	\$6,400.00	95%	2.5%	2.5%	\$6,080.00	\$160.00	\$160.00
56	2573.503	SILT FENCE, TYPE MS	960	LIN FT	\$3.00	\$2,880.00	95%	2.5%	2.5%	\$2,736.00	\$72.00	\$72.00
57	2573.503	SEDIMENT CONTROL LOG	70	LIN FT	\$5.00	\$350.00	95%	2.5%	2.5%	\$332.50	\$8.75	\$8.75
58	2574.507	TOPSOIL RESPREAD	2.0	ACRE	\$5,000.00	\$10,000.00	95%	2.5%	2.5%	\$9,500.00	\$250.00	\$250.00
59	2575.508	SEED MIXTURE 25-131	2.0	ACRE	\$1,000.00	\$2,000.00	95%	2.5%	2.5%	\$1,900.00	\$50.00	\$50.00
60	2575.508	FERTILIZER, TYPE 3	2.0	ACRE	\$1,000.00	\$2,000.00	95%	2.5%	2.5%	\$1,900.00	\$50.00	\$50.00
61	2575.508	HYDRAULIC MULCH MATRIX	2.0	ACRE	\$2,000.00	\$4,000.00	95%	2.5%	2.5%	\$3,800.00	\$100.00	\$100.00
62	P-620-5.4	PERMANENT PAVEMENT MARKINGS, YELLOW	548	SF	\$2.00	\$1,096.00	95%	2.5%	2.5%	\$1,041.20	\$27.40	\$27.40
<b>SCHEDULE 3 CONSTRUCTION:</b>						\$183,006.00	95%	2.5%	2.5%	\$173,855.70	\$4,575.15	\$4,575.15
<b>SCHEDULE 3 ENGINEERING:</b>						\$80,000.00	95%	2.5%	2.5%	\$76,000.00	\$2,000.00	\$2,000.00
<b>SCHEDULE 3 CITY ADMINISTRATION:</b>						\$1,000.00	95%	2.5%	2.5%	\$950.00	\$25.00	\$25.00
<b>SCHEDULE 3 TOTAL:</b>						<b>\$264,006.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$250,805.70</b>	<b>\$6,600.15</b>	<b>\$6,600.15</b>

Item No	Spec No.	Item	Estimated Quantity	Unit	Unit Price	Total Amount	FAA %	State %	Local %	FAA Amount	State Amount	Local Amount
<b>SCHEDULE 4: RUNWAY 12/30 LIGHTING REPLACEMENT</b>												
63	GP 70-08	LOW PROFILE BARRICADES	40	EACH	\$200.00	\$8,000.00	95%	2.5%	2.5%	\$7,600.00	\$200.00	\$200.00
64	GP 70-08	RUNWAY CLOSURE CROSSES	2	SET	\$2,500.00	\$5,000.00	95%	2.5%	2.5%	\$4,750.00	\$125.00	\$125.00
65	2104.501	REMOVE EDGE LIGHT	40	EACH	\$125.00	\$5,000.00	95%	2.5%	2.5%	\$4,750.00	\$125.00	\$125.00
66	2104.501	REMOVE RETRO-REFLECTOR MARKER	46	EACH	\$50.00	\$2,300.00	95%	2.5%	2.5%	\$2,185.00	\$57.50	\$57.50
67	2104.501	REMOVE GUIDANCE SIGN	9	EACH	\$1,500.00	\$13,500.00	95%	2.5%	2.5%	\$12,825.00	\$337.50	\$337.50
68	2104.501	REMOVE WINDCONE	1	EACH	\$1,000.00	\$1,000.00	95%	2.5%	2.5%	\$950.00	\$25.00	\$25.00
69	2104.501	REMOVE BEACON	1	EACH	\$1,001.00	\$1,001.00	95%	2.5%	2.5%	\$950.95	\$25.03	\$25.03
70	2104.501	REMOVE HANDHOLE	13	EACH	\$450.00	\$5,850.00	95%	2.5%	2.5%	\$5,557.50	\$146.25	\$146.25
71	2104.501	REMOVE ELECTRICAL VAULT EQUIPMENT	1	LUMP SUM	\$10,000.00	\$10,000.00	95%	2.5%	2.5%	\$9,500.00	\$250.00	\$250.00
72	2503.603	12" HDPE PIPE SEWER-DIRECTIONAL DRILLED (RUNWAY)	120	LIN FT	\$17.00	\$2,040.00	95%	2.5%	2.5%	\$1,938.00	\$51.00	\$51.00
73	L-101-5.1	L-801A(L), CLASS 2 LED MEDIUM INTENSITY ROTATING AIRPORT BEACON (INCL. TOWER AND FOUNDATION)	1	EACH	\$55,000.00	\$55,000.00	95%	2.5%	2.5%	\$52,250.00	\$1,375.00	\$1,375.00
74	L-107-5.1	L-807(L), STYLE I-B, SIZE 2 PRIMARY WIND CONE AND FOUNDATION	1	EACH	\$10,000.00	\$10,000.00	95%	2.5%	2.5%	\$9,500.00	\$250.00	\$250.00
75	L-108-5.1	NO. 8 AWG, 5KV CABLE, INSTALLED IN DUCT BANK OR CONDUIT	12,820	LIN FT	\$1.80	\$23,076.00	95%	2.5%	2.5%	\$21,922.20	\$576.90	\$576.90
76	L-108-5.2	NO. 6 AWG, BARE COUNTERPOISE W/ GROUND RODS	10,050	LIN FT	\$2.00	\$20,100.00	95%	2.5%	2.5%	\$19,095.00	\$502.50	\$502.50
77	L-108-5.3	NO. 6 AWG GND, 600V CABLE, INSTALLED IN DUCT BANK OR CONDUIT	11,730	LIN FT	\$2.00	\$23,460.00	95%	2.5%	2.5%	\$22,287.00	\$586.50	\$586.50
78	L-108-5.4	NO. 12 AWG, 600V CABLE, INSTALLED IN DUCT BANK OR CONDUIT	5,200	LIN FT	\$1.50	\$7,800.00	95%	2.5%	2.5%	\$7,410.00	\$195.00	\$195.00
79	L-110-5.1	2-INCH SCHEDULE 40 PVC OR PE DUCT, INCLUDING TRENCH	12,130	LIN FT	\$6.00	\$72,780.00	95%	2.5%	2.5%	\$69,141.00	\$1,819.50	\$1,819.50
80	L-110-5.2	2-INCH, 2-CELL CONCRETE ENCASED ELECTRICAL DUCT BANK, INCLUDING TRENCH	60	LIN FT	\$60.00	\$3,600.00	95%	2.5%	2.5%	\$3,420.00	\$90.00	\$90.00
81	L-110-5.3	2-INCH, 1-CELL CONCRETE ENCASED ELECTRICAL DUCT BANK, INCLUDING TRENCH	260	LIN FT	\$50.00	\$13,000.00	95%	2.5%	2.5%	\$12,350.00	\$325.00	\$325.00
82	L-125-5.2	MEDIUM INTENSITY RUNWAY LIGHT, LED (MIRL)	40	EACH	\$1,500.00	\$60,000.00	95%	2.5%	2.5%	\$57,000.00	\$1,500.00	\$1,500.00
83	L-125-5.3	MEDIUM INTENSITY TAXIWAY LIGHT, LED (MITL)	39	EACH	\$1,400.00	\$54,600.00	95%	2.5%	2.5%	\$51,870.00	\$1,365.00	\$1,365.00
84	L-125-5.4	MEDIUM INTENSITY RUNWAY THRESHOLD LIGHT,LED (MITH)	16	EACH	\$1,500.00	\$24,000.00	95%	2.5%	2.5%	\$22,800.00	\$600.00	\$600.00
85	L-125-5.5	L-867 HANDHOLE	13	EACH	\$1,200.00	\$15,600.00	95%	2.5%	2.5%	\$14,820.00	\$390.00	\$390.00
86	L-125-5.6	AIRFIELD GUIDANCE SIGN, SIZE 1	13	EACH	\$5,000.00	\$65,000.00	95%	2.5%	2.5%	\$61,750.00	\$1,625.00	\$1,625.00
87	L-125-5.8	CONSTANT CURRENT REGULATOR, 7.5 KW	1	EACH	\$11,000.00	\$11,000.00	95%	2.5%	2.5%	\$10,450.00	\$275.00	\$275.00
88	L-125-5.9	INSTALL RETROREFLECTIVE MARKER	28	EACH	\$250.00	\$7,000.00	95%	2.5%	2.5%	\$6,650.00	\$175.00	\$175.00
89	L-125-5.12	VAULT ELECTRICAL SYSTEMS & TESTING	1	LUMP SUM	\$10,000.00	\$10,000.00	95%	2.5%	2.5%	\$9,500.00	\$250.00	\$250.00
90	L-125-5.13	AIRFIELD LIGHTNING ARRESTER	12	EACH	\$500.00	\$6,000.00	95%	2.5%	2.5%	\$5,700.00	\$150.00	\$150.00
<b>SCHEDULE 4 CONSTRUCTION:</b>						\$535,707.00	95%	2.5%	2.5%	\$508,921.65	\$13,392.68	\$13,392.68
<b>SCHEDULE 4 ENGINEERING:</b>						\$100,000.00	95%	2.5%	2.5%	\$95,000.00	\$2,500.00	\$2,500.00
<b>SCHEDULE 4 CITY ADMINISTRATION:</b>						\$1,000.00	95%	2.5%	2.5%	\$950.00	\$25.00	\$25.00
<b>SCHEDULE 4 TOTAL:</b>						<b>\$636,707.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$604,871.65</b>	<b>\$15,917.68</b>	<b>\$15,917.68</b>

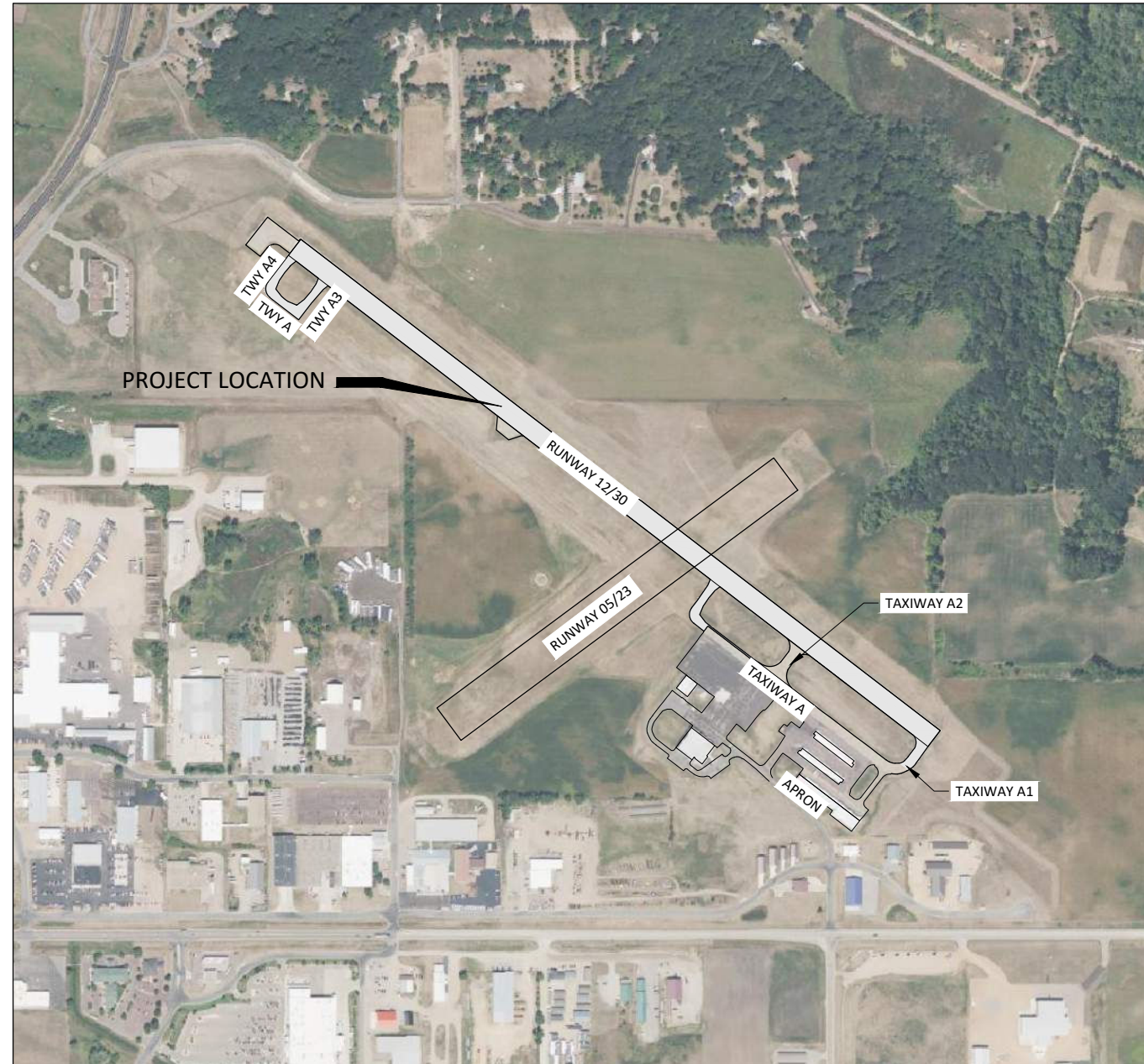
Item No	Spec No.	Item	Estimated Quantity	Unit	Unit Price	Total Amount	FAA %	State %	Local %	FAA Amount	State Amount	Local Amount
<b>SCHEDULE 5: RUNWAY 12/30 NAVAID REPLACEMENT</b>												
91	2104.501	REMOVE PAPIS	2	SET	\$2,500.00	\$5,000.00	95%	2.5%	2.5%	\$4,750.00	\$125.00	\$125.00
92	2104.501	REMOVE REILS	2	SET	\$1,000.00	\$2,000.00	95%	2.5%	2.5%	\$1,900.00	\$50.00	\$50.00
93	2501.603	8" RCP STORM SEWER	40	LIN FT	\$80.00	\$3,200.00	95%	2.5%	2.5%	\$3,040.00	\$80.00	\$80.00
94	2501.603	8" RCP FLARED END SECTION	2	EA	\$1,600.00	\$3,200.00	95%	2.5%	2.5%	\$3,040.00	\$80.00	\$80.00
95	L-108-5.1	NO. 8 AWG, 5KV CABLE, INSTALLED IN DUCT BANK OR CONDUIT	9,280	LIN FT	\$1.80	\$16,704.00	95%	2.5%	2.5%	\$15,868.80	\$417.60	\$417.60
96	L-108-5.3	NO. 6 AWG GND, 600V CABLE, INSTALLED IN DUCT BANK OR CONDUIT	1,400	LIN FT	\$2.00	\$2,800.00	95%	2.5%	2.5%	\$2,660.00	\$70.00	\$70.00
97	L-108-5.4	NO. 12 AWG, 600V CABLE, INSTALLED IN DUCT BANK OR CONDUIT	1,200	LIN FT	\$1.50	\$1,800.00	95%	2.5%	2.5%	\$1,710.00	\$45.00	\$45.00
98	L-110-5.1	2-INCH SCHEDULE 40 PVC OR PE DUCT, INCLUDING TRENCH	1,270	LIN FT	\$6.00	\$7,620.00	95%	2.5%	2.5%	\$7,239.00	\$190.50	\$190.50
99	L-125-5.8	CONSTANT CURRENT REGULATOR, 4 KW	1	EACH	\$9,000.00	\$9,000.00	95%	2.5%	2.5%	\$8,550.00	\$225.00	\$225.00
100	L-125-5.10	RUNWAY END IDENTIFIER LIGHTING (REIL) SYSTEM, LED	2	SET	\$14,000.00	\$28,000.00	95%	2.5%	2.5%	\$26,600.00	\$700.00	\$700.00
101	L-125-5.11	PRECISION APPROACH PATH INDICATOR (PAPI) SYSTEM, LED	2	SET	\$28,000.00	\$56,000.00	95%	2.5%	2.5%	\$53,200.00	\$1,400.00	\$1,400.00
102	L-125-5.12	VAULT ELECTRICAL SYSTEMS & TESTING	1	LUMP SUM	\$10,000.00	\$10,000.00	95%	2.5%	2.5%	\$9,500.00	\$250.00	\$250.00
103	L-125-5.13	AIRFIELD LIGHTNING ARRESTER	6	EA	\$500.00	\$3,000.00	95%	2.5%	2.5%	\$2,850.00	\$75.00	\$75.00
<b>SCHEDULE 5 CONSTRUCTION:</b>						<b>\$148,324.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$140,907.80</b>	<b>\$3,708.10</b>	<b>\$3,708.10</b>
<b>SCHEDULE 5 ENGINEERING:</b>						<b>\$100,000.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$95,000.00</b>	<b>\$2,500.00</b>	<b>\$2,500.00</b>
<b>SCHEDULE 5 CITY ADMINISTRATION:</b>						<b>\$25,000.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$23,750.00</b>	<b>\$625.00</b>	<b>\$625.00</b>
<b>SCHEDULE 5 TOTAL:</b>						<b>\$273,324.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$259,657.80</b>	<b>\$6,833.10</b>	<b>\$6,833.10</b>
<b>SCHEDULE 1-5 CONSTRUCTION:</b>						<b>\$2,715,590.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$2,579,810.50</b>	<b>\$67,889.75</b>	<b>\$67,889.75</b>
<b>SCHEDULE 1-5 ENGINEERING:</b>						<b>\$785,000.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$745,750.00</b>	<b>\$19,625.00</b>	<b>\$19,625.00</b>
<b>SCHEDULE 1-5 AS-BUILT AGIS SURVEY:</b>						<b>\$150,000.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$142,500.00</b>	<b>\$3,750.00</b>	<b>\$3,750.00</b>
<b>SCHEDULE 1-5 CITY ADMINISTRATION:</b>						<b>\$29,000.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$27,550.00</b>	<b>\$725.00</b>	<b>\$725.00</b>
<b>SCHEDULE 1-5 TOTAL:</b>						<b>\$3,679,590.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$3,495,610.50</b>	<b>\$91,989.75</b>	<b>\$91,989.75</b>
<b>2025 AIP GRANT AMOUNT SCHEDULES 1-4</b>						<b>\$3,406,266.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$3,235,952.70</b>	<b>\$85,156.65</b>	<b>\$85,156.65</b>
<b>2026 AIP GRANT AMOUNT SCHEDULE 5</b>						<b>\$273,324.00</b>	<b>95%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>\$259,657.80</b>	<b>\$6,833.10</b>	<b>\$6,833.10</b>

# REDWOOD FALLS MUNICIPAL AIRPORT (RWF)

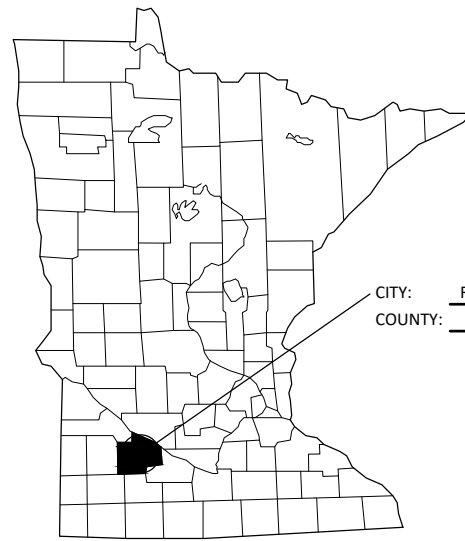
## CONSTRUCTION PLANS FOR RUNWAY 12/30 REHABILITATION

BMI NO: 24X.135914.000  
AIP 3-27-0083-010-2025

MAY, 2025

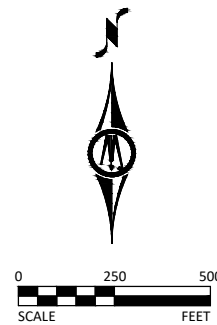


SHEET NUMBER	SHEET TITLE
GENERAL	
G0.01 - G0.02	TITLE SHEET, STATEMENT OF ESTIMATED QUANTITIES
G2.01	CONSTRUCTION SAFETY & PHASING PLAN
CIVIL	
C0.01 - C0.04	EXISTING CONDITIONS, REMOVALS PLAN, EROSION CONTROL
C1.01 - C1.02	TYPICAL SECTIONS & DETAILS
C2.01 - C2.03	STORM WATER POLLUTION PREVENTION PLAN
C5.01 - C5.02	STORM SEWER PLAN & PROFILES
C6.01 - C6.08	PLAN & PROFILES
C7.01	PAVEMENT MARKINGS PLAN & DETAILS
P.01 - P.02	LIGHTING PLAN
P.03 - P.04	ELECTRICAL DETAILS
P.05	PAPI DETAILS
P.06	WINDCONE DETAIL
P.07	REIL & GUIDANCE SIGN DETAILS
P.08	ELECTRICAL VAULT PLAN AND DETAILS
P.09 - P.11	VAULT BUILDING CONTROL SCHEMATICS
THIS PLAN SET CONTAINS 34 SHEETS.	



CITY: REDWOOD FALLS  
COUNTY: REDWOOD

### STATE/COUNTY MAP



NOTE: EXISTING UTILITY INFORMATION SHOWN ON THIS PLAN HAS BEEN PROVIDED BY THE UTILITY OWNER. THE CONTRACTOR SHALL FIELD VERIFY EXACT LOCATIONS PRIOR TO COMMENCING CONSTRUCTION AS REQUIRED BY STATE LAW. NOTIFY GOPHER STATE ONE CALL, 1-800-252-1166 OR 651-454-0002.

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D UNLESS OTHERWISE NOTED. THIS UTILITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-22, ENTITLED "STANDARD GUIDELINE FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES".

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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SILAS P. PARMAR, P.E.  
LIC. NO. 48688 DATE MM/DD/YYYY



1243 CEDAR STREET NE  
SLEEPY EYE, MN 56085  
Phone: (507) 810-4184  
Email: SleepyEye@bolton-menk.com  
www.bolton-menk.com



DESIGNED	NO.	ISSUED FOR	DATE
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CLIENT PROJ. NO.	24X.135914		

REDWOOD FALLS MUNICIPAL AIRPORT (RWF)  
RUNWAY 12/30 REHABILITATION  
TITLE SHEET

SHEET  
G0.01

Meeting Date: May 20, 2025

### **Agenda Recommendation**

**Agenda Item:** Approval of Draft K-9 Policy

**Recommendation/Action Requested:** Staff recommends approval of draft policy

### **Summary/Overview:**

During the January 2, 2025 city council meeting council accepted a \$45,500 donation from the PROTECTS non-profit organization for the purchase and training costs of a police K-9. In March, 2025, Officer Tucker Machart and his K-9 partner, Kiro, began training with McDonough K-9 and they are scheduled to complete training by the end of June, 2025.

Before a police K-9 team can be deployed on duty a policy must be implemented outlining the care, training, and appropriate uses of the K-9 team. After reviewing the K-9 policy of the Redwood County Sheriff's Department, Police Chief Cotner, in consultation with Asst. Chief Steve Schroeder and Officer Machart, developed a draft policy which satisfies these issues and is tailored to the resources, needs, and expectations of the Redwood Falls Police Department. Furthermore, the draft policy conforms to the training and procedures which are being taught to Officer Machart and Kiro.

Staff recommends approval of Policy #46 – Police Canine Policy

### **Attachments:**

Draft Policy #46 Police Canine Policy

**REDWOOD FALLS POLICE DEPARTMENT  
POLICY AND PROCEDURES**

**SUBJECT:** \*\*\*DRAFT #46 POLICE CANINE POLICY\*\*\*

**REVISION DATE:** 12/23/2024

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**I. PURPOSE**

This policy establishes guidelines for the use of police canines to augment law enforcement services in the community including, but not limited to, locating individuals and contraband and apprehending criminal offenders.

**II. POLICY**

It is the policy of the Redwood Falls Police Department (RFPD) that teams of handlers and canines meet and maintain the appropriate proficiency to effectively and reasonably carry out legitimate law enforcement objectives. K9 teams remain within the established chain of command of RFPD and shall be subject to supervision by on-duty Sergeants and, ultimately, the Chief of Police or designee.

**III. PROCEDURE**

A. Request for Use of Canine Teams

RFPD officers may request the use of the canine. Requests from outside agencies for the canine team should be approved by a supervisor with input from the canine handler.

a. Outside Agency Requests

All requests for canine assistance from outside agencies are subject to the following:

- i. Canine teams shall not be used for any assignment that is not consistent with this policy.
- ii. The canine handler shall have the authority to decline a request for any specific assignment that he/she deems unsuitable.
- iii. It shall be the responsibility of the canine handler to coordinate operations with agency personnel in order to minimize the risk of unintended injury.
- iv. It shall be the responsibility of the canine handler to complete all necessary reports or as directed.
- v. Police coverage for the City of Redwood Falls shall take priority over providing police canine assistance to an outside agency.

b. Public Demonstrations

All requests for a canine team demonstration shall be reviewed by the Chief or Assistant Chief after consultation and input from the K9 handler. The canine handler is responsible for obtaining resources and coordinating involvement in the demonstration to include proper safety protocols. Canine handlers shall not demonstrate apprehension work unless authorized to do so by the Chief or Assistant Chief.

B. Selection of Canine Handlers

The minimum qualifications for the assignment of canine handler are:

- a. Redwood Falls Police Department officer that is off probation.
- b. Residing in a residence with adequate measures to prevent unauthorized access to the canine.
- c. Live in a residence no more than six minutes from the Redwood Falls Police Department. Any exceptions to this must be approved by the City Administrator.
- d. Agree to be assigned to the position for the working life of the canine.

C. Canine Handler Responsibilities

a. Availability

When not on duty, the canine handler will be available for call-out but will not be called out without approval from a supervisor. Being available for call out shall not be interpreted to mean the canine handler is on-call and subject to callback at any time while off duty.

b. Care for the Canine and Equipment

The handler shall ultimately be responsible for the health and welfare of the canine and shall ensure the canine receives proper nutrition, grooming, training, medical care, affection and living conditions. The handler will be responsible for the following:

- i. Except as required during appropriate deployment, the handler shall not expose the canine to any foreseeable and unreasonable risk of harm.
- ii. The handler shall maintain all equipment under his/her control in a clean and serviceable condition.
- iii. Handlers shall permit the Chief or Assistant Chief to conduct spontaneous on-site inspections of affected areas of their residence, as well as the canine squad, to verify that conditions and equipment conform to this policy.
- iv. If the handler moves to a new residence the address change must be reported to the Chief, or Assistant Chief, as soon as practical and a review of the new living environment for the dog must be reviewed as well as the response time from the residence to the RFPD office.
- v. When off-duty, the canine shall be maintained in a kennel provided by RFPD at the handler's home. When a canine is kenneled at the handler's home, the gate shall be secured with a lock. When off-duty, canines may be let out of their kennels while under the direct control of the handler.
- vi. The canine should be permitted to socialize in the home with the handler's family for short periods of time and under the direct supervision of the handler.
- vii. Under no circumstances will the canine be lodged at another location unless approved by the Chief or Assistant Chief.
- viii. When off-duty, handlers shall not involve their canines in any ability demonstrations or police K-9 activity unless approved by the Chief or Assistant Chief.
- ix. Whenever a canine handler anticipates taking a vacation or an extended number of days off, it may be necessary to temporarily relocate the canine. In those situations the handler shall give reasonable notice to the Chief or Assistant Chief so that appropriate arrangements can be made.

c. Canine in Public Areas

The canine should be kept on a leash when in areas that allow access to the public. Exceptions to this rule would include specific law enforcement operations for which the canine is trained.

- i. A canine shall not be left unattended in any area to which the public may have access.
- ii. When the canine is left unattended in the squad car all windows and doors shall be secured to prevent unauthorized access to the canine. The handler shall also ensure that the unattended vehicle remains inhabitable for the canine.

D. Apprehension Guidelines

A canine may be used to locate and apprehend a suspect if the handler reasonably believes the individual has committed, is committing, or is threatening to commit any serious offense and if any of the following conditions exist:

- a. There is a reasonable belief the suspect poses an imminent threat of violence or serious harm to the public, officers, or handler.
- b. The suspect is physically resisting or threatening to resist arrest and the use of a canine reasonably appears necessary to overcome such resistance.
- c. The suspect is believed to be concealed in an area where entry by other than the canine would pose a threat to the safety of officers or the public.

It is recognized that situations may arise that do not fall within the provisions set forth in this policy. Such events require consideration of the totality of the circumstances and the use of an objective reasonableness standard applied to the decision to use a canine.

Absent a reasonable belief that a suspect has committed, is committing, or is threatening to commit a serious offense, mere flight from a pursuing officer without any of the above conditions, shall not serve as the basis for the use of a canine to apprehend a suspect.

Use of a canine to locate and apprehend a suspect wanted for a lesser criminal offense than those identified above requires approval from a supervisor. Absent a change in circumstances that presents an imminent threat to officers, the canine, or the public, such canine use should be conducted on-leash or under conditions that minimize the likelihood the canine will bite or otherwise injure the individual.

In all applications, once the suspect has been located and no longer reasonably appears to present a threat or risk of escape, the handler should secure the canine as soon as it becomes reasonably practicable.

If the canine has apprehended the suspect with a secure bite, and the handler believes that the suspect no longer poses a threat, the handler should promptly command the canine to release the suspect.

d. Preparation for Deployment

Prior to the use of a canine to search for or apprehend any suspect, the canine handler and/or the supervisor on-scene should carefully consider all pertinent information reasonably available at the time. The information should include but is not limited to:

- i. The nature and seriousness of the suspected offense.
- ii. Whether violence or weapons were used or are anticipated.
- iii. The degree of resistance or threatened resistance, if any, the suspect has shown.
- iv. The suspect's known or perceived age.
- v. The potential for injury to officers or the public caused by the suspect if the canine is not utilized.
- vi. Potential danger to the public or officers at the scene if the canine is released.
- vii. The potential for the suspect to escape or flee if the canine is not utilized.

As circumstances permit, the canine handler should make every reasonable effort to communicate and coordinate with officers to minimize the risk of unintended injury.

It is the canine handler's responsibility to evaluate each situation and determine whether the use of a canine is appropriate and reasonable. The canine handler shall have the authority to decline the use of the canine whenever he/she deems deployment is unsuitable.

A supervisor who is sufficiently apprised of the situation may prohibit deploying the canine.

Unless otherwise directed by a supervisor, assisting members should take direction from the handler in order to minimize interference with the canine.

e. Warnings and Announcements

Unless it would increase the risk of injury or escape, a clearly audible warning announcing that a canine will be used if the suspect does not surrender should be made prior to releasing a canine. The handler should allow a reasonable time for a suspect to surrender and should quiet the canine momentarily to listen for any verbal response to the warning. If reasonably feasible, other members should be in a location opposite the warning to verify that the announcement could be heard. If available, warnings given in other languages should be used as necessary.

If a warning is not to be given, the canine handler, when reasonably practicable, should first advise the supervisor of his/her decision before releasing the canine. In the event of an apprehension, the handler shall document in any related report how the warning was given and, if none was given, the reasons why.

f. Reporting Deployments, Bites and Injuries

Handlers should document canine deployments in a written report. Whenever a canine deployment results in a bite or causes injury, a supervisor shall be promptly notified and the injuries documented in an Incident Report and Use of Force Report. The injured person shall be promptly treated by Emergency Medical Services personnel and, if appropriate, transported to an appropriate medical facility for further treatment. The deployment and injuries should also be included in any related incident or arrest report.

Any unintended bite or injury caused by a canine, whether on- or off-duty, shall be promptly reported to the Chief or Assistant Chief. Unintended bites or injuries caused by a canine shall be documented in an administrative report but not in a use of force report.

If an individual alleges an injury, either visible or not visible, a supervisor shall be notified and both the individual's injured and uninjured areas shall be photographed as soon as reasonably practicable after first tending to the immediate needs of the injured party. Photographs shall be retained as evidence in accordance with current office evidence procedures. The photographs shall be retained until the criminal proceeding is completed and the time for any related civil proceeding has expired.

Canines used by law enforcement agencies are generally exempt from dangerous dog registration, impoundment, and reporting requirements (Minn. Stat. § 347.51, Subd. 4).

#### E. Non-Apprehension Guidelines

Properly trained canines may be used to track or search for non-criminals (e.g., lost children, individuals who may be disoriented or in need of medical attention). The canine handler is responsible for determining the canine's suitability for such assignments based on the conditions and the particular abilities of the canine. When the canine is deployed in a search or other non-apprehension operation the following guidelines apply.

- Absent a change in circumstances that present an imminent threat to officers, the canine or the public, such applications should be conducted on-leash or under conditions that minimize the likelihood the canine will bite or otherwise injure the individual, if located.
- Unless otherwise directed by a supervisor, assisting members should take direction from the handler in order to minimize interference with the canine.
- Throughout the deployment, the handler should periodically give verbal assurances that the canine will not bite or hurt the individual and encourage the individual to make him/herself known.
- Once the individual has been located, the handler should place the canine in a down-stay or otherwise secure it as soon as reasonably practicable.

##### a. Article Detection

A canine trained to find objects or property related to a person or crime may be used to locate or identify articles. A canine search should be conducted in a manner that minimize the likelihood of unintended bites or injuries.

##### b. Narcotics Detection

A canine trained in narcotics detection may be used in accordance with current law and under certain circumstances, including:

- i. The search of vehicles, buildings, bags, and other articles.
- ii. Assisting in the search for narcotics during a search warrant service.
- iii. Obtaining a search warrant by using the narcotics-detection trained canine in support of probable cause.

A narcotics-detection trained canine will not be used to search a person for narcotics unless the canine is trained to passively indicate the presence of narcotics

c. Training Records

All canine training records shall be maintained in the canine handler's training files.

F. Canine Injury and Medical Care

In the event a canine is injured, or there is an indication that the canine is not in good physical condition, the injury or condition will be reported to the Chief or Assistant Chief as soon as practicable and appropriately documented.

All medical attention shall be rendered by the designated canine veterinarian, except during an emergency where treatment should be obtained from the nearest available veterinarian. All records of medical treatment shall be maintained in the handler's personnel file.

G. Training

Before assignment in the field the canine team shall be trained and certified to meet current nationally recognized standards or other recognized and approved certification standards. Cross trained canine teams shall be trained and certified to meet current nationally recognized standards or other recognized and approved certification standards established for their particular skills. The Chief or Assistant Chief shall be responsible for scheduling periodic training for all office members in order to familiarize them with how to conduct themselves in the presence of office canines. Because canines may be exposed to dangerous substances such as opioids, as resources are available, the Chief or Assistant Chief should also schedule periodic training for the canine handlers about the risks of exposure and treatment for it.

All canine training shall be conducted while on-duty unless otherwise approved by the Chief or Assistant Chief.

a. Continued Training

Each canine team shall thereafter be recertified to a current nationally recognized standard or other recognized and approved certification standards on an annual basis. Additional training considerations are as follows:

- i. To maintain the canine and handler's skill proficiency, the handler shall ensure the team trains on a regular basis through in-house resources, canine trainers, or in collaboration with other police canine teams
- ii. Canine handlers are encouraged to engage in additional training with approval of the Chief or Assistant Chief.
- iii. To ensure that all training is consistent, no handler, trainer, or outside vendor is authorized to train to a standard that is not reviewed and approved by the Redwood Falls Police Department.
- iv. All training of the K9 team shall be documented and maintained with the handler's training records.

b. Failure to Successfully Complete Training

Any canine team failing to graduate or obtain certification shall not be deployed in the field for tasks the team is not certified to perform until graduation or certification is achieved. When reasonably

practicable, pending successful certification, the canine handler shall be temporarily reassigned to regular patrol duties.

c. Training Aids

Training aids are required to effectively train and maintain the skills of canines. Officers possessing, using or transporting controlled substances for canine training must comply with federal and state requirements. Alternatively, RFPD may work with outside trainers with the applicable licenses or permits.

d. Controlled Substance Training Aids

Officers acting in the performance of their official duties may possess or transfer controlled substances for the purpose of narcotics-detection canine training in compliance with federal laws and if they comply with applicable state requirements (21 USC § 823(g)).

The Chief or the authorized designee may authorize a member to seek a court order to allow controlled substances seized by RFPD to be possessed by the member or a narcotics-detection canine trainer who is working under the direction of this department for training purposes, provided the controlled substances are no longer needed as criminal evidence.

As an alternative, the Chief or the authorized designee may request narcotics training aids from the Drug Enforcement Administration (DEA). These procedures are not required if the canine handler uses commercially available synthetic substances that are not controlled narcotics.

e. Controlled Substance Procedures

Due to the responsibilities and liabilities involved with possessing readily usable amounts of controlled substances and the ever-present danger of the canine's accidental ingestion of these controlled substances, the following procedures shall be strictly followed:

- i. All controlled substance training samples shall be weighed and tested prior to dispensing to the individual canine handler or trainer.
- ii. The weight and test results shall be recorded and maintained by this department.
- iii. Any person possessing controlled substance training samples pursuant to court order or DEA registration shall maintain custody and control of the controlled substances and shall keep records regarding any loss of, or damage to, those controlled substances.
- iv. All controlled substance training samples will be stored in locked, airtight, and watertight cases at all times, except during training. The locked cases shall be secured in the trunk of the canine handler's assigned patrol vehicle during transport and stored in an appropriate locked container. There are no exceptions to this procedure.
- v. The Chief or Assistant Chief shall periodically inspect every controlled substance training sample for damage or tampering and take any appropriate action.
- vi. Any unusable controlled substance training samples shall be returned to the Property and Evidence Storage or to the dispensing agency.
- vii. All controlled substance training samples shall be returned to the dispensing agency upon the conclusion of the training or upon demand by the dispensing agency.