



**AGENDA FOR
REGULAR CITY COUNCIL MEETING
OCTOBER 6, 2026 – 5:00 P.M.**

1. **Pledge of Allegiance**
2. **Call to Order**
 - Roll Call and Establishment of Quorum
3. **Approval of Agenda**
 - Council Changes
 - Staff Changes
4. **Approval of Minutes**
 - A. September 15, 2026
5. **Audience Participation** (10-minute time limit for items not on the agenda)
6. **Consent Agenda** (items approved with one motion)
 - A. Approve City Assistance with Celebrate Redwood Falls – Haunted Hotel/Monsters on Main
 - B. Authorize Purchase of 2027 Police Squad Car
7. **Scheduled Public Hearings**
 - A. Assessments for Utility Accounts and Maintenance Fees – Resolution #52, #53, #54
8. **Old Business**
9. **Regular Agenda**
 - A. Renewal of MN Paid Family Leave Insurance Plan – Resolution #55
 - B. Donation from Redwood Valley Baseball Association for Memorial Park Baseball Field Improvements – Resolution #56
 - C. Library Addition and Renovation Project – Change Order #5
 - D. Trails and Turn Lanes Project – Change Order #1
 - E. Police Chief Position
 - F. 2026 Street Seal Coat Project – Final Pay Application
 - G. 80' x 80' Airport Hangar Project - Final Pay Application
10. **Other Items and Communications**
 - A. Council Items
 - B. Staff Items
11. **Paid Bills and Claims – For Informational Purposes**
 - A. City of Redwood Falls Accounts Payable Summary
12. **Adjournment**

**MINUTES
REGULAR COUNCIL MEETING
CITY OF REDWOOD FALLS, MINNESOTA
TUESDAY, SEPTEMBER 15, 2026**

Pursuant to due call and notice thereof, a regular meeting of the Redwood Falls City Council was called to order in the Municipal Chambers on Tuesday, September 15, 2026, 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.

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.

Council President Arentson presided over the meeting.

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

A motion was made by Council Member Sandgren and seconded by Council Member Guetter to approve the September 1, 2026, minutes as presented. Motion passed by unanimous vote.

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

1. Declare Equipment as Surplus Property

Motion passed by unanimous vote.

Finance Director Klages gave an overview of the preliminary levy and budgets for 2027 as addressed in Resolution No. 50 of 2026 – Setting Proposed Certified Levy Ad Valorem Taxes for the Year 2027 and Resolution No. 51 of 2026 – Approving 2027 Preliminary Budgets.

Ms. Klages stated State law requires local units of government to adopt the preliminary levy and budget and to certify the proposed tax levy to the County Auditor by September 30th of each year. Cities must also provide the County Auditor with the date, place, and time of the regularly scheduled meeting at which a final budget and levy will be determined. The preliminary levy can be lowered when setting the final levy, but it cannot be increased.

Ms. Klages stated the proposed budget includes a tax levy increase of 7.9%. Based on preliminary tax capacity calculations provided by the County Assessor, the City's tax capacity has increased by 7%, resulting in an estimated increase in the City's overall tax rate of 0.71%. Staff will continue to fine-tune the budget over the next few months. The proposed final levy and budget will be reviewed by the budget committee and a recommendation will be presented to Council. The date when the final levy and budget will be discussed and approved and at which the public will have the opportunity to comment on the budget will be set for December 15, 2026, at 6:00 p.m. in the City Council Chambers.

A motion was made by Council Member Kerkhoff and seconded by Council Member Smith to waive the reading of Resolution No. 50 of 2026 – Setting Proposed Certified Levy Ad Valorem Taxes for the Year 2027. Motion passed by unanimous vote.

A motion was made by Council Member Guetter and seconded by Council Member Arentson to approve Resolution No. 50 of 2026 – Setting Proposed Certified Levy Ad Valorem Taxes for the Year 2027. Motion passed by unanimous vote.

A motion was made by Council Member Guetter and seconded by Council Member Kerkhoff to waive the reading of Resolution No. 51 of 2026 – Approving 2027 Preliminary Budgets. Motion passed by unanimous vote.

A motion was made by Council Member Arentson and seconded by Council Member Guetter to approve Resolution No. 51 of 2026 – Approving 2027 Preliminary Budgets. Motion passed by unanimous vote.

Parks & Recreation Director Ross Nachreiner was present to introduce the Redwood Falls Aquatic Center Plumbing Repairs.

Mr. Nachreiner stated throughout the 2026 summer pool season, staff struggled with plumbing issues at the pool that resulted in an overabundance of water usage. During the pool season with water in the pool, American Leak Detectors was brought in to survey the pool for structural leaks as well as any leaks that may be happening around play features. At that time, they were able to identify a leak around the multi-play feature. Staff acted quickly to seal that leak as well as an additional spot in the hopes of slowing down the loss of water.

Mr. Nachreiner stated once the season was over and with the water drained from the pool, American Leak Detectors was brought back in to continue inspecting the pool. With this visit they were able to inspect underground piping on the deck and in the zero-depth pool area. This visit resulted in the identification of fractured/collapsed piping in five of the six water pipes leading to these play features. Repairs will include the removal of plaster and concrete on the deck and in the pool, replacement of damaged plumbing, and then finally concrete and plaster to bring it back to its normal finish. Staff anticipate this repair will start this fall and finish in the spring of 2027.

Mr. Nachreiner stated staff obtained quotes from two interested contractors to complete the work. Global Specialty Contractors, Inc., quote is \$77,660.00 while Horizon Commercial Pools came in at \$126,987.00. Staff will work with Global Specialties on a couple of the alternative options of capping pipes at the pool surface, essentially eliminating a couple of the pipes that do not have a play feature connected to them. This will result in a reduction in cost to complete the project. Staff requests Council accept the quote from Global Specialty Contractors, Inc. in the amount of \$77,660.00. Funds to complete this project will come from the Capital Projects Fund. Adjustments will also be made to the 2027 capital improvement budget.

A motion was made by Council Member Smith and seconded by Council Member Guetter to approve the Redwood Falls Aquatic Center Plumbing Repairs and accept the quote in the amount of \$77,660.00. Motion passed by unanimous vote.

City Administrator Muetzel introduced the Plow Truck Chassis and Snow Equipment Purchase.

Mr. Muetzel stated the proposed 2027 Central Garage budget includes \$142,154.00 to purchase a Western Star single axle plow truck chassis. The truck is planned to be purchased through the Truck Center in Marshall using State contract pricing. Based on Western Star's current production schedule, the delivery date for the truck chassis is 365 days out. Once the truck chassis is delivered it will need to be equipped with a truck body, sander, liquid deicer, plow, wing, and other snow equipment. The State contract pricing for the snow equipment is \$198,302.00. The snow equipment will be purchased through Crysteel in Lake Crystal, however, the production lead time for the snow equipment is approximately 500 days out.

Mr. Muetzel stated due to the long lead times for the truck chassis and snow equipment, staff is requesting approval of both State contract purchases. Since the snow equipment will not be delivered until 2028 it is not included in the 2027 budget. Therefore, the snow equipment will need to be a planned component of the 2028 operating budget. Staff requests approval to purchase a 2026 Western Star 47X truck chassis and related snow removal equipment.

A motion was made by Council Member Kerkhoff and seconded by Council Member Guetter to approve the Plow Truck Chassis and Snow Equipment Purchase. Motion passed by unanimous vote.

City Administrator Muetzel introduced the Street Superintendent Position.

Mr. Muetzel stated the hiring committee has completed the selection process for the Street Superintendent position. The committee interviewed four applicants and recommends approval of the employment offer to Elliott Serbus. Elliott has a Bachelor's Degree in Business Management and twenty years of heavy equipment operation and infrastructure construction experience. Elliott has also served on the Redwood Falls Fire Department for over nine years. Elliott's tentative start date is October 19, 2026 with a starting salary of grade 10, step 3 of the 2026 City of Redwood Falls Step Structure. The employment offer also includes one year to obtain the required Class B Driver's License.

A motion was made by Council Member Guetter and seconded by Council Member Arentson to approve the Street Superintendent Position employment offer to Elliot Serbus. Motion passed by unanimous vote.

City Administrator Muetzel introduced Agenda Item 9E - Establish City Council Work Session Agenda.

Mr. Muetzel stated the next City Council work session is scheduled for September 29, 2026. In order to prepare for the meeting and ensure adequate time is allowed for each agenda item, Staff is requesting Council formally establish the work session agenda. The following items have been suggested as agenda items:

1. Library Update
2. Regulation of Specialty Vehicles
3. Economic Development Initiatives

A motion was made by Council Member Kerkhoff and seconded by Council Member Smith to approve the City Council Work Session Agenda. Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced the Airport Runway Lighting Project – Change Order #1.

Mr. Doering stated staff recommend approval of Change Order (CO) No. 1 in the amount of \$31,589.00 for adding distance signage. Approval will allow the City Administrator to execute the CO. Runway 12/30 previously included distance remaining signs, which provide pilots with information on the length of runway remaining during takeoff and landing operations. Replacement of these signs was not included in the original construction contract. Change Order No. 1 would have those signs replaced spring of 2027 due to extended delivery lead times.

A motion was made by Council Member Sandgren and seconded by Council Member Kerkhoff to approve the Airport Runway Lighting Project – Change Order #1. Motion passed by unanimous vote.

Council Member Smith requested an update on any business real estate sale information.

City Administrator Muetzel stated The Falls Café location on Bridge Street has been for sale and that sale is currently pending but Staff have not formally been made aware of the buyer. The former Burger King building, also on Bridge Street, was purchased by the Port Authority with a 3-year lease with Redwood Falls Industries. Redwood Falls Industries will be renovating the building for use as a commercial business but there is no renovation schedule or end use decided yet.

City Administrator Muetzel stated the Police Chief hiring process will be starting since Chief Cotner announced his plans to retire in April 2027. Council Members Kerkhoff and Smith requested to participate in the interview process.

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 Guetter and seconded by Council Member Kerkhoff to adjourn the meeting at 5:38 p.m. Motion passed by unanimous vote.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

Council Meeting: Tuesday, October 6th, 2026

Agenda Item: Celebrate Redwood Falls – Haunted Hotel/Monsters on Main

Date: Wednesday, September 23rd, 2026

Summary/Overview:

The Celebrate Redwood Falls Committee is making plans for the Monsters on Main Street Event as well as the Haunted Hotel, which is scheduled to be open Friday, October 23rd, Saturday, October 24th, Friday, October 30th, and Saturday, October 31st, 2026.

Staff is recommending to the City Council the following assistance and waiving of rental fees for the Celebrate Redwood Falls events:

Monsters on Main – October 24th

- Saturday, October 24th - 2nd Street closed from 12:30pm-5:00pm between Mill and Washington-Monsters on Main Street Event
- 3 picnic tables (to be used only October 24th)
- Barricades needed on each end of the street closure

Haunted Hotel – October 23rd, 24th, 30th, and 31st from 7:00p-9:00p

- Garbage bins along 2nd Street (Sweetman Sanitation)-Committee Responsibility
- Walk-through inspection by the building inspector the week prior to opening

City of Redwood Falls staff have met and will continue to meet with the Celebrate Redwood Falls Committee as they plan for these community events.

Meeting Date: October 6, 2026

Agenda Recommendation

Agenda Item: Authorization to Order and Build 2027 Squad Car

Recommendation/Action Requested: Staff Recommends approval of order

Summary/Overview:

RFPD requested funding to purchase a 2027 Ford Explorer squad car from Weelborg Ford in Redwood Falls. The budget request was based on a quote received from Weelborg Ford. Although the order would be placed in 2026, RFPD would not take delivery of the vehicle until after January 1, 2027. See attached sales quote for vehicle details.

In addition to the purchase of the vehicle, RFPD also requested funds to set up the 2027 Ford Explorer for police use. The requested amount was based on a quote from Northern Safety Technology Inc. (NST), out of Apple Valley, MN. NST has been building RFPD squad cars for several years. Since RFPD will not take delivery of the vehicle until after January 1, 2027, the funds to build the squad would not be expended until we are put on the NST build schedule in 2027. See attached NST quote for full build details.

RFPD requests authorization to order the 2027 Ford Explorer squad car and have NST build out the vehicle for police use once an opening is available on the 2027 schedule.

Attachments:

- Weelborg Ford Estimate for 2027 Ford Explorer Squad Car
- NST Squad Car Build Estimate



Preview Order 5007 - K8A - Police Inter Utility AWD: Order Summary Time of Preview: 06/18/2026 08:20:57 Receipt: NA

Dealership Name: Weelborg Ford, Inc.

Sales Code : F58665

Dealer Rep.	joel read	Type	Fleet	Vehicle Line	Explorer	Order Code	5007
Customer Name	City of redwo	Priority Code	H4	Model Year	2027	Price Level	715

DESCRIPTION	MSRP	DESCRIPTION	MSRP
K8A0 POLICE INTER UTILITY AWD	\$49050	FRONT HEADLAMP LIGHT SOLUTION	\$900
.119 INCH WHEELBASE	\$0	TAIL LAMP LIGHTING SOLUTION	\$430
TOTAL BASE VEHICLE	\$49050	REAR LIGHTING SOLUTION	\$460
OXFORD WHITE	\$0	PRICE CONCESSION INDICATOR	\$0
CLOTH BUCKETS/VINYL REAR SEATS	\$0	REMARKS TRAILER	\$0
ONYX INTERIOR	\$0	FRONT LICENSE PLATE BRACKET	\$0
EQUIPMENT GROUP 500A	\$0	50 STATE EMISSIONS	\$0
.FM STEREO	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
3.3L TI-VCT V6 ENGINE	\$0	FUEL CHARGE	\$0
10-SPEED AUTO TRANSMISSION	\$0	PRICED DORA	\$0
1ST AND 2ND ROW CARPET FLR	\$160	ADVERTISING ASSESSMENT	\$0
ENGINE BLOCK HEATER	\$190	DESTINATION & DELIVERY	\$1795
DRIVER SIDE LED SPOT LAMP	\$450		
TOTAL BASE AND OPTIONS			MSRP \$53435
DISCOUNTS			NA
TOTAL			\$53435

ORDERING FIN: QF437 END USER FIN: QF437

\$47,903.-

Customer Name:
Customer Address:

Customer Email:

Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

NST Northern Safety Technology, Inc.

5708 Upper 147th Street West
Suite 107
Apple Valley MN 55124

Phone # 651-460-1293 denisedow@nstmn.com

Estimate

Date	Estimate #
6/25/2026	20-4389

Name / Address
REDWOOD FALLS POLICE DEPT. PO BOX 526 REDWOOD FALLS, MN 56283

Ship To
REDWOOD FALLS POLICE DEPT. 303 E. THIRD ST. REDWOOD FALLS, MN 56283

P.O. No.	Terms	Rep	FOB
	Net 30	MD	

Item	Description	Qty	Price Ea.	Total
BK0534ITU20	----- THIS IS FOR 2027 BUDGET ----- ✓ SETINA PB400 ALUMINUM BUMPER FOR 2020-25 FORD UTILITY --- PRE-PUNCHED FOR ALL WRAPS #	1	550.05	550.05
HK2322ITU25	✓ SETINA PB6 STEEL HEADLIGHT GUARD WITH PB5 WRAP 2025 INTERCEPTOR UTILITY # Headlights should have FORD OEM warning lights. If not we can adjust as needed	1	892.05	892.05
EB2SP3JT MKAJ105	✓ LEGACY WCX 54" D/E/D/E LIGHTBAR w/TD # ADJUSTABLE MOUNT KIT FOR 2020 FORD UTILITY INTERCEPTOR (48"-54" LIGHTBAR) **	1 1	2,448.00 78.20	2,448.00 78.20
C399 CCTL7 C399SP	✓ CENCOM CORE WECANX CONTROL CENTER # WeCanX 21 BUTTON/SLIDE CONTROL HEAD # SCANPort Installation Kit for C399, (Not for use with Core-R and Core-S) #	1 1 1	1,199.35 402.05 160.65	1,199.35 402.05 160.65
SA315P SAK1	✓ SIREN SPEAKER, 123dB, NYLON COMPOSITE # UNIVERSAL MOUNTING BRACKET FOR SA315P SERIES #	1 1	350.20 45.05	350.20 45.05
I2D I2E	Front Mount on Setina bumper ✓ DUO LINEAR ION RED/WHITE, UNIVERSAL MT # ✓ DUO LINEAR ION BLUE/WHITE, UNIVERSAL MT #	1 1	175.10 175.10	175.10 175.10
TSS0D	Mount on L & R side of bumper as intersection lights ✓ T-SERIES SURFACE MT., DUO, RED/WHITE (use in place of TLI2D) #	1	169.15	169.15
TSS0E	✓ T-SERIES SURFACE MT., DUO, BLUE/WHITE # (use in place of TLI2E)	1	169.15	169.15
PSR01FCR	Rear Quarter Windows MEGA -T- SERIES, SOLO, RED w/CLEAR LENS; 25 FLASH PATTERNS #	1	152.15	152.15
PSB01FCR	MEGA -T- SERIES, SOLO, BLUE w/CLEAR LENS; 25 FLASH PATTERNS #	1	152.15	152.15
PSBKT90	STRIP-LITE PLUS 90 DEG MT KIT #	2	27.20	54.40

change from 2024

Signature x _____	Subtotal
	Sales Tax (0.0%)
	Total

Estimates are valid for 30 days

NST Northern Safety Technology, Inc.

5708 Upper 147th Street West
Suite 107
Apple Valley MN 55124

Estimate

Phone # 651-460-1293 denisedow@nstmn.com

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6/25/2026	20-4389

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Ship To
REDWOOD FALLS POLICE DEPT. 303 E. THIRD ST. REDWOOD FALLS, MN 56283

P.O. No.	Terms	Rep	FOB
	Net 30	MD	

Item	Description	Qty	Price Ea.	Total
TSS0D <i>7 changed 2024</i>	✓ Rear T-SERIES SURFACE MT., DUO, RED/WHITE (use in place of TLI2D) #	1	169.15	169.15
TSS0E	✓ T-SERIES SURFACE MT., DUO, BLUE/WHITE (use in place of TLI2E) #	1	169.15	169.15
VTX609R	✓ Rear Tail lights	1	122.40	122.40
VTX609B	✓ VERTEX SUPER-LED LIGHT RED # VERTEX SUPER-LED LIGHT, BLUE #	1	122.40	122.40
SYFLAT6-R	✓ Rear Tailgate	1	75.00	75.00
SYFLAT6-B	MODULE - FLAT LED 12-24V - SURFACE MOUNT, RED ** MODULE - FLAT LED 12-24V - SURFACE MOUNT, BLUE **	1	75.00	75.00
C-VS-1210-INUT	✓ Angled console, 22" internal mounting space; 12" front angled, 10" rear horizontal, '20-'25 Ford Interceptor Utility # Equipment mounting brackets & filler plates are included with console	1	516.80	516.80
C-EB25-XTL-1P	✓ 1-Piece Mounting Bracket, 2.5", FITS XTL 2500, APX 6500 OR APX 7500 REMOTE RADIOS =24	1	0.00	0.00
C-EB40-CCS-1P	✓ 1-Piece Mounting Bracket, 4", Whelen CENCOM or CCTL CONTROL HEAD ***-	1	0.00	0.00
C-MCB	✓ CONSOLE MIC CLIP BRACKET #	1	19.95	19.95
MMSU-1	✓ MAGNETIC MIC SINGLE UNIT **	1	39.95	39.95
C-FP-25	✓ HAVIS; 2.5" FILLER PLATE ** (Upper)	1	0.00	0.00
C-FP-3	✓ HAVIS; 3" FILLER PLATE ** (Lower)	2	0.00	0.00
C-ARPB-1014	✓ Printer Mount/Arm Rest Combination, Console Mount #	1	313.50	313.50
CUP2-1001	✓ Internal mount dual cup holder, 4". Self-adjusts to fit cups up to 3.5" diameter (NOT 4 VSX) #	1	69.35	69.35
C-AP-0325-1	✓ HAVIS 3" ACCESSORY POCKET, 2.5" DEEP ***-	1	52.25	52.25

Subtotal

Sales Tax (0.0%)

Total

Signature x _____

Estimates are valid for 30 days

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5708 Upper 147th Street West
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Phone #

651-460-1293

denisedow@nstmn.com

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P.O. No.	Terms	Rep	FOB
	Net 30	MD	

Item	Description	Qty	Price Ea.	Total
DS-DELL-435	Docking Station for Dell Pro Rugged 14" & 13", 5430, 7330, 5420, 5424, & 7424 Notebooks With Standard Port Replication #	1	909.15	909.15
120N-A01-T01-1	120W DC Power Supply For Use With Dell Compatible Havis Docking Station, With Straight Threaded Connector #	1	290.00	290.00
PK0419ITU20TM	Setina 2020-2026 Ford Interceptor Utility Recessed Panel Partition - #10VS RP C Horizontal Sliding Window, Coated Polycarbonate w/Vinyl Coated Expanded Metal Window Security Screen, TM (Tall Man) #	1	1,101.05	1,101.05
TK2307ITU20	SETINA EZ LIFT CARGO DECK w/LOWER TRAY; '20 UTILITY #	1	1,490.55	1,490.55
TK0233ITU20 EZ	SETINA CARGO BOX, TOP DRAWER, KEY LOCK (DSK) & BASE, SLIDING NO LOCK, (BSN) ***FOR USE WITH EZ LIFT CARGO DECK*** '21-'25 UTILITY #	1	1,785.05	1,785.05
PK0316ITU252ND	SETINA #12VS 2ND COATED POLY PARTITION BEHIND 2ND ROW SEAT, 2025 INTERCEPTOR UTILITY #	1	654.55	654.55
WK0514ITU20	SETINA WINDOW BARRIER VS STEEL, VERTICAL, 2020-2025 Ford Utility, Fits all door panels #	1	312.55	312.55
DPCP47UINT20	PRO-GARD DOOR PANEL COVER PLATES =	1	46.55	46.55
G5000	PROGARD SINGLE WEAPON UNIVERSAL GUN MOUNT, (Requires Gunrack order form) **	1	471.00	471.00
SC-6-H	SANTA CRUZ GENERATION 2 UNIVERSAL GUN LOCK, EXTRA LARGE, HANDCUFF KEY OVERRIDE =24	1	266.99	266.99
PG6378	SETINA T-RAIL UNIVERSAL ("HANDCUFF STYLE") LOCK ATTACHMENT BRACKET **	1	19.99	19.99
PG6381	SETINA BUTT PLATE BRACKET, PASSENGER SIDE =24	1	19.99	19.99
GK0972	POLYMER BUTT PLATE UNIVERSAL VEHICLE **	1	39.00	39.00
CG-X	CHARGE GUARD UNIVERSAL CONTROL MODULE **--	1	109.25	109.25

Subtotal

Sales Tax (0.0%)

Total

Signature x _____

Estimates are valid for 30 days

NST Northern Safety Technology, Inc.

5708 Upper 147th Street West
Suite 107
Apple Valley MN 55124

Estimate

Phone # 651-460-1293 denisedow@nstmnn.com

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Item	Description	Qty	Price Ea.	Total
75456	✓ STINGER DS LED HL W/12V DC =24	1	197.57	197.57
332565	PCTEL MAXRAD NMO58U-NC VEHICLE ROOF MOUNT ANTENNA INSTALL HARDWARE KIT, INCLUDES 17' OF RG58/U CABLE, 3/4: BRASS MOUNT **	1	24.75	24.75
43139	CONNECTOR, Mfg #RFU-600-6 **	1	6.77	6.77
91404	Laird Technologies - 806-896 MHz Unity 1/4 Wave Antenna =24	1	17.00	17.00
HKN6169B	CABLE, REMOTE MOUNT, 5M **	1	113.93	113.93
LB3692-003	✓ BROTHER CAR ADAPTER, (12v), HARD WIRED 14' =	1	40.59	40.59
DS-DA-340	✓ Right-Angle USB-C Cable For Brother PocketJet 8 Printer **/	1	38.00	38.00
5450	15ft USB – BROTHER USB CABLE FOR POCKETJET 6 PRINTER **	1	10.50	10.50
153100	✓ AUTOMOTIVE CIRCUIT BREAKER, WATERPROOF, 100 AMP ** NOTE: Moving AXON Camera NOTE: Moving Stalker Radar components. Customer to supply Stalker VSS cable kit, 8' & 20' antenna cables	1	20.12	20.12
Install Service	Installation Service	1	5,450.00	5,450.00
Installation Note	Teardown of old squad (Note, we prefer to do the teardown so we can account for all the parts transferring to the new squad.)	1	800.00	800.00
FREIGHT CHRGS	Inbound Freight charges are additional and added at time of shipment.			0.00
SOURCEWELL	SOURCEWELL CONTRACT PRICING, CONTRACT #090122-WHL Contract Pricing will be calculated at time of order. This is a budget quote only		0.00	0.00

Signature x _____	Subtotal	\$23,152.60
	Sales Tax (0.0%)	\$0.00
	Total	\$23,152.60

Estimates are valid for 30 days



Amy Kerkhoff
Accounts Receivable/Customer Service Coordinator
Phone: 507-616-7400
Fax: 507-637-2417
akerkhoff@ci.redwood-falls.mn.us

AGENDA RECOMMENDATION

Meeting Date: October 6, 2026

Agenda Item: Resolution No. 52 of 2026 – Resolution Adopting Assessments for Delinquent Utility Accounts;
Resolution No. 53 of 2026 – Resolution Adopting Assessments for Unpaid Maintenance Costs;
Resolution No. 54 of 2026 – Resolution Adopting Assessments for Unpaid Surcharges

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

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

Delinquent Process:

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

Attachments: Resolution No. 52 of 2026
Resolution No. 53 of 2026
Resolution No. 54 of 2026

RESOLUTION NO. 52 OF 2026
RESOLUTION ADOPTING ASSESSMENTS FOR DELINQUENT UTILITY ACCOUNTS

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

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

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

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

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

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

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

ACCOUNT	LEGAL DESCRIPTION	PARCEL	AMOUNT
01-02990-06	HITCHCOCK 2 ND , N ½ LOT 3 & W 20' OF N ½ LOT 2, BLOCK 4	88-423-0640	\$165.29
01-03420-04	ORIGINAL, LOT 1, BLOCK 12	88-200-2080	\$165.29
01-03920-08	ORIGINAL, 2 ND N 24' LOTS 11 & 12, BLOCK 15	88-200-2620	\$224.43
01-04170-06	ORIGINAL, S 48' OF E 40' LOT 11 & S 48' LOT 12, BLOCK 15	88-200-2580	\$273.74
01-04810-00	AUDITOR SUBDIVISION 1, LOT 28, 112-36-28	88-001-2120	\$511.15
02-00300-08	HITCHCOCK 3 RD , COM 180' W OF NE COR, S 120', W 60', N 120', E 60', PT OF N ½ BLK, BLOCK 1	88-424-0080	\$165.29
02-00670-06	HITCHCOCK, LOT 10, BLOCK 12	88-422-2320	\$154.65
02-02090-01	HITCHCOCK, LOT 6, BLOCK 7	88-422-1360	\$165.29
02-04180-10	ORIGINAL, LOT 11, BLOCK 1	88-200-0060	\$165.29
02-04300-01	ORIGINAL, LOT 12, BLOCK 1	88-200-0080	\$165.29
02-04630-01	LAMBERTON, LOT 5, BLOCK 1	88-533-0100	\$151.39
02-05420-04	EASTERN, LOT 11, BLOCK 2	88-323-0280	\$165.29
02-07130-06	EASTERN, LOT 5, BLOCK 6	88-323-1100	\$165.29
02-08210-02	HITCHCOCK 3 RD , TR 50' X 120' IN E SIDE OF BLK, BLOCK 3	88-424-0320	\$165.29
03-00760-07	WATSON 1 ST , N ½ LOTS 1 & 2, BLOCK 1	88-865-0060	\$165.29
04-02050-04	ORIGINAL PLAT N REDWOOD CONSOLIDATION, LOTS 1,2,3,4 & 5 EX 10' LOT 5, BLOCK 3	88-201-0200	\$247.96

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota, this 6th day of October 2026.

ATTEST:

Keith T. Muetzel
City Administrator

(City Seal)

Tom Quackenbush
Mayor

Subscribed and sworn to before me
This 6th day of October 2026.

RESOLUTION NO. 53 OF 2026
RESOLUTION ADOPTING ASSESSMENTS FOR UNPAID MAINTENANCE COSTS

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

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

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

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

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

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

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

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

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

ACCOUNT #	LEGAL DESCRIPTION	PARCEL #	AMOUNT
01-02990-06	HITCHCOCK 2 ND , N ½ LOT 3 & W 20' OF N ½ LOT 2, BLOCK 4	88-423-0640	\$157.38
01-03420-04	ORIGINAL, LOT 1, BLOCK 12	88-200-2080	\$343.60
02-00300-08	HITCHCOCK 3 RD , COM 180' W OF NE COR, S 120', W 60', N 120', E 60', PT OF N ½ BLK, BLOCK 1	88-424-0080	\$211.80
02-05420-04	EASTERN, LOT 11, BLOCK 2	88-323-0280	\$107.38
88-424-0320	HITCHCOCK 3 RD , TR 50' X 120' IN E SIDE OF BLK, LOT 3	88-424-0320	\$171.80

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota, this 6th day of October 2026.

ATTEST:

Keith T. Muetzel
City Administrator

(City Seal)

Tom Quackenbush
Mayor

Subscribed and sworn to before me
This 6th day of October 2026.

Notary Public

RESOLUTION NO. 54 OF 2026
RESOLUTION ADOPTING ASSESSMENTS FOR UNPAID SURCHARGES

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

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

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

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

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

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

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

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

ACCOUNT #	LEGAL DESCRIPTION	PARCEL #	AMOUNT
01-04120-08	ORIGINAL, COM 44' N OF SE COR BLK, W 100', N 20', E 100', S 20' TO POB OF LOTS 11 & 12, BLOCK 18	88-200-3560	\$100.00
02-08210-02	HITCHCOCK 3 RD , TR 50' X 120' IN E SIDE OF BLOCK, BLOCK 3	88-424-0320	\$300.00
02-80210-02	HYLLAND, LOT 5, BLOCK 3	88-438-0440	\$300.00

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota, this 6th day of October 2026.

ATTEST:

Keith T. Muetzel
City Administrator

(City Seal)

Tom Quackenbush
Mayor

Subscribed and sworn to before me
This 6th day of October 2026.

Notary Public

Meeting Date: October 6, 2026

AGENDA RECOMMENDATION

Agenda Item: Resolution No. 55 of 2026 MN Paid Family Leave Employer and Employee Share of Premiums

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, the Resolution needs to be approved by motion in accordance with Chapter 4 of the City Charter.

Summary/Overview: City Staff worked with the City's Insurance Broker, Jenny Van Deinse, to obtain private PFMLA proposals for 2027 while also evaluating the State of Minnesota PFML program. The State plan rate for 2027 remains 0.88%, with the premium cost shared equally between employees and the employer (0.44% each).

Jenny successfully negotiated a renewal with the City's current PFML provider, Ochs/NIS. The Ochs/NIS rate was 0.78% in 2026 and will increase to 0.83% in 2027, representing a 6.41% premium increase. As with the State plan, the premium cost will be shared equally between employees and the employer, resulting in a contribution rate of 0.415% for each. Increases are due to utilization of entire Minnesota paid leave group, not just the City of Redwood Falls and are largely driven by bonding claims incurred during 2025.

The Ochs/NIS proposal results in a \$1,626.00 premium savings over the State plan, or 5.7%. The employees would also be saving the same amount.

Ochs continues to offer a fully insured private plan option administered through Alera Group that complies with all State of Minnesota PFML requirements. Staff and employees were highly satisfied with the administration of PFML claims during 2026 and reported mostly positive experiences working with Ochs and the Alera Group.

Staff recommend renewing the City's Minnesota Paid Family and Medical Leave (PFML) Plan with Ochs/NIS for 2027. The renewal provides continued high-quality administration and service, maintains existing coverage levels, and offers lower overall costs than participation in the State plan.

Staff recommend accepting the Ochs renewal for the MN PFMLA Plan for 2027.

RESOLUTION NO. 55 OF 2026

A RESOLUTION SETTING AND ADOPTING THE 2027 CONTRACT FOR MN PAID FAMILY LEAVE COVERAGE AND THE EMPLOYEE'S SHARE OF PREMIUM FOR PFML COVERAGE

WHEREAS, The City of Redwood Falls values employees and is committed to providing a competitive employee benefits program; and

WHEREAS the City of Redwood Falls is conscious of the rising cost of insurance for both the employer and employee and makes every effort possible to do what is in the best interest for both groups in determining a Minnesota Paid Family Insurance Program; and

WHEREAS, City Staff worked with the City's Insurance Broker, Jenny Van Deinse, from Gallagher Insurance Consulting to obtain Group MN Paid Family Leave Insurance proposals for 2027. Ms. Van Deinse negotiated with the City's current insurance provider Ochs/NIS and Staff recommends accepting the Ochs/NIS MN PFMLA Plan that meets all the state MN PFMLA guidelines.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Redwood Falls that the 2027 employee MN PFMLA Insurance contract with Ochs, Insurance is approved and that the employer premium shall be 0.415% and the employees premium share for coverage shall be 0.415% cost sharing 50/50.

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDWOOD FALLS, AS FOLLOWS:

1. The proposed contract is approved and shall be executed in the form submitted to the City Council and made a part of this Resolution by reference.
2. The agreement described above shall be maintained and insured as allowed by law.
3. Approval is 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 this 6th day of October 2026.

ATTEST:

Keith Muetzel
City Administrator

(City Seal)

Tom Quackenbush
Mayor

Subscribed and sworn to before me this
6th day of October 2026.

Notary Public

**Madison National
Life Insurance Company**

RATE CONFIRMATION

1. Policyholder: City of Redwood Falls
2. Group Number: 9058
3. Insurance Product(s): Minnesota Paid Leave
4. Rate Coverage Period: January 1, 2027 – December 31, 2027

Minnesota Paid Leave

Premium Rates:

	Current Rate	Renewal Rate
Coverage	Per Rate of Covered Benefit	Per Rate of Covered Benefit
MN Paid Leave	0.78%	0.83%



Ross Nachreiner
Redwood Falls Parks & Rec Director
Phone: 507-616-7444
Fax: 507-644-2199
rnachreiner@ci.redwood-falls.mn.us

AGENDA RECOMMENDATION

Council Meeting Date: October 6th, 2026

Agenda Item: Resolution No. 56 of 2026 – Resolution Accepting a Financial Donation for the rebuilding of the mound and home plate at Memorial Field.

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 No. 56 of 2026 accepting a financial donation in the amount of \$4,000.00 from the Redwood Valley Baseball Association.

City staff would like to thank the Redwood Valley Baseball Association for their generous financial donation to assist in the payment of maintenance work done to the mound and area around home plate of the baseball field at Memorial Park.

Staff is requesting approval to accept the financial donation from the Redwood Valley Baseball Association.

Attachments: Resolution No. 56 of 2026

RESOLUTION NO. 56 OF 2026
A RESOLUTION ACCEPTING A DONATION 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 the cash amounts set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>
Redwood Valley Baseball Association	\$4,000.00

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

Terms or Conditions
Contribution towards the rebuilding of the mound and home plate area at Memorial Baseball Field.

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 6th day of October 2026.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(City Seal)

Subscribed and sworn to before me this
6th day of October 2026.

Notary Public

Meeting Date: October 6, 2026

AGENDA RECOMMENDATION

Agenda Item: Library Additon and Renovation Project, Change Order No. 5

Recommendation/Action Requested: Staff is recommending the approval of “Change Order (CO) No.5” for the addition of added framing and blocking for trusses, drain tile installation adjustments, vented roof deck to match existing, matching existing soffit to new soffit on the meeting room addition, and additional room signage. Approval will allow the City Administrator to execute the CO.

Summary/Overview: Change Order No. 5 is being presented due to additions and circumstances described above. Change orders will be drawn from the 5% contingency allocated in the project budget. The current balance of remaining contingency less CO’s 1-5 is estimated at \$119,728.07.

Attachments: Change Order No.5
Letter of Documentation and Support; Andy Engan, Principal AME/slh



September 23, 2026

Redwood Falls Public Library
Jim Doering, Public Works Project Coordinator
City of Redwood Falls
333 S. Washington St.
Redwood Falls, MN 56283

RE: Redwood Falls Public Library – Redwood Falls, MN (855.01)
Change Order #5

This letter is provided to document and support Change Order #5 for Council review and approval.

PCO - 11: \$1,601.60
Updated framing and blocking at clear story to coordinate with truss design. Added ribbon to secure top cord of truss to glulam.

PCO - 12: \$2,532.60
Related to PR#5, Cost to adjust drain tile detail per civil engineers' recommendation to add fabric and pea rock

PCO - 13: \$6,575.36
Cost to match the new roof deck construction with the field verified existing roof door construction. The original plans showed a non-vented roof deck that we wanted to match. During construction it was determined that the existing roof was vented. A vented roof deck is better, so we recommend matching it.

PCO - 14: \$10,937.98
Price for updating the existing soffit on the south addition to match new metal soffit

PCO - 15: \$4,426.56
Cost to add additional room signage to the scope of the work. We are labeling some new rooms now that were going to be assigned later with potential sponsor names and replacing some existing signs to match new signs. The sign scope has nearly doubled from the original scope.

TOTAL \$26,074.10

If you have any questions or concerns, or if you simply have additional comments that you wish to make, please contact me at (320) 235-0860, or email me at andy.engan@engan.com.

Andrew Engan, Principal
AME/slh

**AIA®****Document G701® – 2017****Change Order**

PROJECT: *(Name and address)*
 855.01 Redwood Falls Public Library
 Redwood Falls MN

CONTRACT INFORMATION:
 Contract For:
 Date: October 21, 2025

CHANGE ORDER INFORMATION:
 Change Order Number: 005
 Date: September 23, 2026

OWNER: *(Name and address)*
 City of Redwood Falls
 333 S. Washington St.
 Redwood Falls, MN 56201

ARCHITECT: *(Name and address)*
 Engan Associates, P.A.
 311 4th Street SW
 Willmar, MN 56201

CONTRACTOR: *(Name and address)*
 Breitbach Construction Co., Inc.
 802 1st Avenue
 Elrosa, MN 56325

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

A. PCO - 11: Updated framing and blocking at clear story to coordinate with truss design. Added ribbon to secure top cord of truss to glulam. \$1,601.60

B. PCO - 12: Related to PR#5, Cost to adjust drain tile detail per civil engineers' recommendation to add fabric and pea rock \$2,532.60

C. PCO - 13: Cost to match the new roof deck construction with the field verified existing roof door construction. The original plans showed a non-vented roof deck that we wanted to match. During construction it was determined that the existing roof was vented. A vented roof deck is better, so we recommend matching it. \$6,575.36

D. PCO - 14: Price for updating the existing soffit on the south addition to match new metal soffit \$10,937.98

E. PCO - 15: Cost to add additional room signage to the scope of the work. We are labeling some new rooms now that were going to be assigned later with potential sponsor names and replacing some existing signs to match new signs. The sign scope has nearly doubled from the original scope. \$4,426.56

TOTAL \$26,074.10

The original Contract Sum was	\$	4,394,000.00
The net change by previously authorized Change Orders	\$	55,197.83
The Contract Sum prior to this Change Order was	\$	4,449,197.83
The Contract Sum will be increased by this Change Order in the amount of	\$	26,074.10
The new Contract Sum including this Change Order will be	\$	4,475,271.93

The Contract Time will be unchanged by Zero (0) days.

The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.



ARCHITECT (Signature)

Andrew Engan, Principal
(Printed name, title, and
license number if required)

September 23, 2026

Date



CONTRACTOR (Signature)

Jacob Welber, PM
(Printed name and title)

9-23-26

Date

OWNER (Signature)

(Printed name and title)

Date



POTENTIAL CHANGE ORDER

Breitbart Construction Co.
25123 - Redwood Falls Public Library

Page 1

DATE: 8/05/2026

PCO#: 11

To: Keith Muetzel
City of Redwood Falls
PO Box 526
Redwood Falls, MN 56283
Phone: 507.616.7400
Email: kmuetzel@ci.redwood-falls.mn.us
CC:

From: Jacob Weller
Breitbart Construction Co.
802 1st Ave
Elrosa, MN 56325
Phone: 320.697.5525
Email: jacobw@bcc-mn.com

Below is the detail for our proposal to complete the following changes in contract work:

- Pending Change Order: Additional Framing for Per Rev 6 on S33
- Proposed Scope of Work:

PCO Item

1 : Additional Framing for Per Rev 6 on S33

Cost	Markup	Amount
1,355.33	67.77	1,423.10
1,525.33	76.27	1601.60
TOTAL:		\$1,423.10 1601.60

Submitted By:

Jacob Weller
Breitbart Construction Co.

8/05/2026
Date

Approved By:

Keith Muetzel
City of Redwood Falls

Date

Approved By:

City of Redwood Falls

Date



East River Contracting LLC
2817 15th Ave SE
Watertown, SD
57201, US
(605) 878-2233

Prepared By:
Kenneth Meyer
(605) 690-7281
ken@eastriverusa.com

Project: **Redwood Falls Public Library Addition**

Scope of Work

ERC to bevel and install 2x8 ribbon around clerestory, screws provided and installed by ERC

Default Group

	Total Cost
Labor Hours	\$918.97
Screws	\$256.36
	\$1,175.33

Notes

Summary

Subtotal \$1,175.33

\$1,175.33

Accepted By

Date

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POTENTIAL CHANGE ORDER

Breitbart Construction Co.
25123- - Redwood Falls Public Library

Page 1

DATE: 9/02/2026

PCO#: 12

To: Keith Muetzel
City of Redwood Falls
PO Box 526
Redwood Falls, MN 56283

Phone: 507.616.7400

Email: kmuetzel@ci.redwood-falls.mn.us

CC:

From: Jacob Weller
Breitbart Construction Co.
802 1st Ave
Elrosa, MN 56325

Phone: 320.697.5525

Email: jacobw@bcc-mn.com

Below is the detail for our proposal to complete the following changes in contract work:

- Pending Change Order: PR-05 - Drail Tile Detail Change
- Proposed Scope of Work:

PCO Item

1 : PR-05 - Drail Tile Detail Change

Cost

2,412.00

Markup

120.60

Amount

2,532.60

TOTAL: \$2,532.60

Submitted By:

Jacob Weller
Breitbart Construction Co.

9/02/2026

Date

Approved By:

Keith Muetzel
City of Redwood Falls

Date

Approved By:

City of Redwood Falls

Date

912 Front St W
Morgan MN 56266

Date	Bid #
8/10/2026	940

Name / Address
Breitbach Construction Co 802 1st Ave PO Box 78 Elrosa, MN 56325

Project
redwood falls library

Item	Description	Qty	U/M	Rate	Total
Proposal Bid If	CHANGE ORDER #3 8/10/26 Labor and material to install pearock and drain tile	144	lin ft	16.75	2,412.00

PLEASE ADD 3.5% IF PAYING BY MASTERCARD OR VISA TO COVER THE
FEE CHARGE

Subtotal	\$2,412.00
Sales Tax (7.375%)	\$0.00
Total	\$2,412.00



POTENTIAL CHANGE ORDER

Breitbach Construction Co.
25123- - Redwood Falls Public Library

Page 1

DATE: 9/01/2026

PCO#: 13

To: Keith Muetzel
City of Redwood Falls
PO Box 526
Redwood Falls, MN 56283

Phone: 507.616.7400

Email: kmuetzel@ci.redwood-falls.mn.us

CC:

From: Jacob Weller
Breitbach Construction Co.
802 1st Ave
Elrosa, MN 56325

Phone: 320.697.5525

Email: jacobw@bcc-mn.com

Below is the detail for our proposal to complete the following changes in contract work:

- Pending Change Order: Added Venting to Roof on South Addition
- Proposed Scope of Work:

PCO Item

	Cost	Markup	Amount
1 : Labor for Added Venting to Roof on South Addition	3,962.25	198.11	4,160.36
2 : Material for Added Venting to Roof on South Addition	2,300.00	115.00	2,415.00

TOTAL: \$6,575.36

Submitted By:

Jacob Weller
Breitbach Construction Co.

9/01/2026

Date

Approved By:

Keith Muetzel
City of Redwood Falls

Date

Approved By:

City of Redwood Falls

Date



East River Contracting LLC
2817 15th Ave SE
Watertown, SD
57201, US
(605) 878-2233

Prepared By:
Kenneth Meyer
(605) 690-7281
ken@eastriverusa.com

Project: **Redwood Falls Public Library Addition**

Scope of Work

ERC Scope:

Install 1x sleeper system and additional layer of osb sheathing over the south addition. BBC to supply screws, 1xs, and osb, ERC to supply labor, equipment, and nail gun fasteners.

Default Group

	Total Cost
Sleeper System Install	\$3,962.25
	\$3,962.25

Notes

Summary

Subtotal \$3,962.25

\$3,962.25

Accepted By

Date

.....

.....



POTENTIAL CHANGE ORDER

Breitbach Construction Co.
25123- - Redwood Falls Public Library

Page 1

DATE: 9/02/2026

PCO#: 14

To: Keith Muetzel
City of Redwood Falls
PO Box 526
Redwood Falls, MN 56283

Phone: 507.616.7400

Email: kmuetzel@ci.redwood-falls.mn.us

CC:

From: Jacob Weller
Breitbach Construction Co.
802 1st Ave
Elrosa, MN 56325

Phone: 320.697.5525

Email: jacobw@bcc-mn.com

Below is the detail for our proposal to complete the following changes in contract work:

- Pending Change Order: Added Soffit and Fascia to South Addition
- Proposed Scope of Work:

PCO Item

	Cost	Markup	Amount
1 : Labor for Added Soffit and Fascia to South Addition	2,880.00	288.00	3,168.00
2 : Material for Added Soffit and Fascia to South Addition	2,612.36	130.62	2,742.98
3 : Equipment Added Soffit and Fascia to South Addition	250.00	25.00	275.00
4 : Demo Existing Soffit and Prepare for New	4,320.00	432.00	4,752.00

TOTAL: \$10,937.98

Submitted By:

Jacob Weller
Breitbach Construction Co.

9/02/2026

Date

Approved By:

Keith Muetzel
City of Redwood Falls

Date

Approved By:

City of Redwood Falls

Date



POTENTIAL CHANGE ORDER

Breitbach Construction Co.
25123- - Redwood Falls Public Library

Page 1

DATE: 9/02/2026
PCO#: 15

To: Keith Muetzel
City of Redwood Falls
PO Box 526
Redwood Falls, MN 56283
Phone: 507.616.7400
Email: kmuetzel@ci.redwood-falls.mn.us
CC:

From: Jacob Weller
Breitbach Construction Co.
802 1st Ave
Elrosa, MN 56325
Phone: 320.697.5525
Email: jacobw@bcc-mn.com

Below is the detail for our proposal to complete the following changes in contract work:

- Pending Change Order: Additional Room Signage Quote
- Proposed Scope of Work:

PCO Item	Cost	Markup	Amount
1 : New Room Signage Quote	4,215.77	210.79	4,426.56

TOTAL: \$4,426.56

Submitted By:

Approved By:



Jacob Weller
Breitbach Construction Co.

9/02/2026

Date

Keith Muetzel
City of Redwood Falls

Date

Approved By:

City of Redwood Falls

Date

Quote No. 17817-01

August 21, 2026

Page 1 of 8



Customer Breitbach Construction Co.

Reference Interior ADA Room ID, Restroom signs and Staff Only signs

Bill to

Breitbach Construction Co.
Ms. Heather Roelike
802 1st Avenue
Elrosa, MN 56325
US
Email: heatherr@bcc-mn.com

Ship to

City of Redwood Falls Public Library
Jacob Weller
509 South Lincoln Street
Redwood Falls, MN 56283
US
M: (320) 262-0889
Email: jacobw@bcc-mn.com

Valid Until	10/21/2026	Revision Date	08/21/2026	Lead Time	SR	Kathy McMillan
F.O.B.	Destination	Revision No	1	Ship Method	PM	Krystal Prieser
Terms	Pay App/Portal					
Prevailing Wage	Yes					

No.	Item	Description	Qty	UOM
1.	Interior ADA Room ID, Restroom signs and Staff Only signs	CHANGE ORDER product specifications	1	each

*** This quote is for the new total qty (22) room ID signs and a backer panel/plate for an exterior sign.
More signs were added to replace the existing signs at the library with new signs so all of the signs will match in color and design. ***

per Lisa 11/7/25 only Alternatives G-2 and G-3 were accepted. Addendum #1 changed Alternate G-1 to G-3 for the addition of the Meeting Room and Storage Room

Has vector artwork been provided? NA
Has brand standard guide been provided? NA
Have finish/colors been provided? Yes
What is the accurate signage areas where the signage is being installed? per ADA standards
Does this sketch need to be superimposed? No
Is this a multi-component sign project for this location? No

See customer-provided Drawings A-130 Overall Main Level Floor Plan, Addm2 A-131 Main Level Floor Plan Renovation & Meeting, ASI #3 A-132 Main Level Floor Plan Addition and Addm1 A-531 Door, Frame and Window Types and specifications Section 10 1400 Signage for more information

Total Quantity: (22); qty (14) room ID signs, qty (4) Restroom signs, qty (3) Staff Only signs and qty (1) backer panel for exterior-mounted 104 Meeting Room sign

Panel Material: Impact Modified Acrylic (IMA)
Corners: Square
Panel Color: Gemini Duets Charcoal Gray L-010-298

(continued on next page)

continued on next page

Quote No. 17817-01

August 21, 2026

Page 2 of 8



Customer Breitbach Construction Co.

Reference Interior ADA Room ID, Restroom signs and Staff Only signs

No.	Item	Description	Qty	UOM
		Copy Color: Gemini Duets White L-010-113 Font: Helvetica Braille: Yes, Grade 2 braille Braille Color: Clear		
		1. Sign Type A - Room ID signs Total Quantity: (14); qty (1) per copy as listed below Panel Size: 4 inches high x 8 inches wide Panel Thickness: 0.125 inch thick Raised Copy: Yes, 1/32 inch high Copy Height: 0.625 inch high Copy: ** room names may be revised during shop drawing phase		
		135 CUSTODIAL		
		137 NURSING ROOM		
		152 STUDY ROOM 5		
		153 MECHANICAL		
		106 STORAGE		
		104 MEETING ROOM ## ## This is an exterior sign so a pre-drilled backer panel will be screwed to the building with sign panel applied to backer with VHB Double-sided Adhesive Tape		
		113 GENEALOGY ROOM		
		117 STUDY ROOM 1		
		118 STUDY ROOM 2		
		132 STUDY ROOM 3		
		133 STUDY ROOM 4		
		151		

continued on next page

Quote No. 17817-01

August 21, 2026

Page 3 of 8



Customer Breitbach Construction Co.

Reference Interior ADA Room ID, Restroom signs and Staff Only signs

No.	Item	Description	Qty	UOM
		STUDY ROOM 6		
		149		
		PARENT ROOM		
		143		
		PROGRAMMING		
		ROOM		
		2. Sign Type B - Restroom signs		
		Total Quantity: (4); qty (1) per copy as listed below		
		Panel Size: 8 inches high x 8 inches wide		
		Panel Thickness: 0.125 inch thick		
		Raised Copy: Yes, 1/32 inch high		
		Copy Height: 0.625 inch high		
		Copy:		
		'woman man handicap baby Devoro toilet pictograms'		
		FAMILY		
		RESTROOM		
		'girl boy handicap pictograms'		
		CHILD		
		RESTROOM		
		'woman handicap pictograms'		
		WOMEN		
		'man handicap pictograms'		
		MEN		
		3. Sign Type C - Staff Only signs		
		Quantity: (3)		
		Panel Size: 6 inches high x 8 inches wide		
		Panel Thickness: 0.125 inch thick		
		Raised Copy: Yes, 1/32 inch high		
		Copy Height: 1 inch high		
		Copy:		
		STAFF		
		ONLY		
		4. Backer panel for exterior panel sign to Meeting Room		
		Quantity: (1)		
		Panel Material: aluminum or acrylic		
		Panel Thickness: .063 aluminum or 0.0625 inch thick acrylic as recommended by manufacturer		
		Panel Size: 4 inches high x 8 inches wide		

continued on next page

Quote No. 17817-01

August 21, 2026

Page 4 of 8



Customer Breitbach Construction Co.

Reference Interior ADA Room ID, Restroom signs and Staff Only signs

No.	Item	Description	Qty	UOM
-----	------	-------------	-----	-----

Mounting:

Interior signs = VHB Double-sided Adhesive Tape

Exterior sign = pre-drilled backer panel to be screwed to the building with sign panel applied to backer with VHB Double-sided Adhesive Tape

INSTALL: Yes

Project Address: 509 South Lincoln Street, Redwood Falls, MN 56283

Project Manager: Jacob Weller - jacobw@bcc-mn.com Office: 320-697-5525

Project Superintendent: Greg Fuchs - gregf@bcc-mn.com Cell: 320-250-7025

Production Sketch #:

Sales Representative #2 & % of sale: None

Project Manager:

Signed Contract or P.O.:

P.O. Form Attached:

Down payment required: 50% draw down payment needed with balance due upon completion

Sign Permit required: No

Landlord Approval: Client's responsibility

Photos: completion

Completion Form attached:

Signoff Form attached:

NTE Amount if T&M:

Special Instructions:

QUOTED PRICE: \$4,114.00 plus taxes \$101.77 = TOTAL QUOTED PRICE \$4,215.77

The bid price on qty 5 signs was \$1,040.00 + ALTERNATE G-3 that added the meeting room & storage room signs at \$270 for a TOTAL QUOTED PRICE of \$1,310 plus taxes)

*** Change order needed = \$4,215.77 less bid contract \$1,310 which did not include the required taxes due = TOTAL CHANGE ORDER of \$2,905.77 ***

2. Installation

1 each

continued on next page

Quote No. 17817-01

August 21, 2026

Page 5 of 8



Customer Breitbach Construction Co.

Reference Interior ADA Room ID, Restroom signs and Staff Only signs

THIS PRICE EXCLUDES PERMITS, ENGINEERING, CRATING, SHIPPING, AND APPLICABLE TAXES
UNLESS SPECIFICALLY STATED. ELECTRICAL HOOKUP IS NOT INCLUDED UNLESS PERFORMED
BY OUR SERVICE TEAM AS PART OF THE PROJECT SCOPE. SALES TAXES WILL BE FINALIZED ON
THE INVOICE.

Subtotal	4,114.00
Sales Tax (7.375 %)	101.77
Total	4,215.77

Quote Valid Until: October 21, 2026

By signing below, I approve and authorize this quote and acknowledge that I have read and agree to the attached terms and conditions.

Kathy McMillan

Submitted by

08/28/2026

Date

Approved by

Date

Print Name

Indigo Signworks, Inc. Quote terms:

Indigo Signworks, Inc. (the "Company") proposes to furnish all the materials and perform all the labor necessary for the completion in the Quote for quote addressee ("Customer").

1. **Start of Quoted Work:** All material will be provided as specified above, as well as identified in the Company's final drawings and/or specifications submitted for the above work, which is must also be finalized and accepted by Customer prior to the manufacture, delivery, installation or service of any sign or other equipment.
 - a. Customer will receive a separate approval for the final drawing and specifications of project.
2. **Scope of Quote price:**
 - a. **The Quote price does not include any services or allowances for electrical hookup, permits, engineering or other items, unless and as specifically itemized in the total quote amount identified above. Customer is responsible for these items and costs.**
 - b. **Applicable taxes are also the sole liability of the Customer, even when not itemized on the final invoice.**
 - c. **Indigo will include any government tariffs, charges or fees on imported materials used on the final invoice.**
3. **Expiration Date of Quote:** This quote will expire if not accepted by Customer within 60 days of the date of issuance and will require a new quote to be written.
4. **Payment Terms:**
 - a. Applicable Sales Taxes will be resolved on final invoice for the following U.S. states: North Dakota, Minnesota, Wisconsin and South Dakota. Any Invoices outside these named states, any applicable Sales or Use tax based upon the product or service delivered will be the responsibility of the Customer.
 - b. Deposit: For all orders over \$2,500 require a 50% deposit prior to commencement of work.
 - c. Terms: Due upon receipt, unless mutually agreed upon by both parties.
 - d. Credit Card payments: All credit card transactions are subject to a processing fee of 3%. The Company's external credit card service will assess the fee at the time of the payment. Any Customer using a one-time credit card number for payment will have a 3% processing fee added to all deposit invoice and invoices. Indigo will not be responsible for any fees related to processing a payment.
5. **Sales Tax Exemption Notification and Documentation:** Customer is responsible to notify Company at time of Quote if either the entire entity or specific project is not subject to Sales Tax. Customer must provide a current sales tax exemption for the appropriate state(s), if not already provided to Company, at time of acceptance of Quote.
6. **Quote Acceptance and Agreement Creation:** Acceptance by Customer of this Quote and post-acceptance drawings and/or specifications ("specifications") creates Company's Agreement to provide the goods and services as specified therein. No work will begin until the signed Quote and deposit, as required, have been received, and no delivery or installation will begin until Customer signs and returns the company's project specifications.
7. **Post Acceptance modifications.** Any proposed alteration from the agreed-upon specifications will be considered and accommodated when possible. Any such quote involving extra costs will become part of our Agreement only written, signed change order(s), and will become an extra charge to Customer, over and above the original Quote.

ELECTRONIC ACCEPTANCE OF QUOTE

Customer Acceptance: The Customer agrees to the Quote scope, prices, specifications, and conditions are satisfactory and are hereby accepted. The Customer validates it is authorized to do the work as specified. The Customer agrees to make payment, if required, as outlined above.

Company Acceptance: Upon receipt of the Customer acceptance, the Company will send an electronic acceptance and final copy of Quote and accompanying Agreement.

Indigo Signworks, Inc. Terms of Sale Agreement:

Please review the following terms of sale carefully, which will govern and control the provision of materials and services ("Project") under our Agreement. Company and Customer agree that:

1. **Scope of Agreement:** All provisions in regard to the Project and the Company's Agreement to provide goods and services included in the Quote are as contained in this Agreement, which supersedes and replaces any prior or other quotes, documents or other oral or written communications of any nature.
2. **Agreement Modifications:** This Agreement may only be amended or waived by a written Agreement Amendment identifying such modifications to Project and related price. Amendment must be signed, either electronically or physical, by executive officers or other authorized representatives of company and Customer. The Project specifications are incorporated by reference herein.

3. Customer responsibilities:

- a. Permits. Customer shall secure all necessary permits from the building owner, governmental subdivisions and/or others whose permission is required for the installation of the sign and said shall be liable for any costs obstruction or delay of delivery due to delay in obtaining such permission, and if Customer executes this Agreement without obtaining all required pre-installation third party permissions or authorizations, Customer shall be fully and solely liable for all costs and consequences of such failure, and shall fully indemnify, defend and hold company harmless from any liability, damages or claims without demand or other action by company. Company also reserves the rights to remove and store signage or other materials at Customer's expense.
- b. Service Feed: Customer agrees to provide service feed wire of suitable capacity and approved to location of display in advance of installation and make connection thereof to display.
- c. Pier Drilling: When pier drilling is necessary, the Company will be responsible for locating the public utilities. Location and marking of private utilities is the sole responsibility of the Customer. In the event of an underground obstruction is encountered in the drilling process, regardless of its nature, to the point where special equipment is required, additional monies may be required to complete the work, and Company will provide a good faith estimate to Customer on request.
- d. Billing Information: Customer must provide at time of quote all relevant information to process payment, including, but not limited to pay applications, purchase order numbers, valid e-mail for billing and all tax-exempt certificates. Failure to provide all required billing information will not result in extended payment terms nor an exclusion from suspension of activity, per Section 6c.
- e. Sales Tax Exemption: Customer must provide notification to Company if the entity or project is not subject to Sales Tax. Customer must provide current sales tax exemption certificates for tax to be excluded.

4. Company responsibilities:

- a. Project work: The Project will be provided in a professional and workmanlike manner. The Company will be responsible for procuring all items under its responsibility. The Company will not be obligated to begin procurement of material or services or scheduling of work on any Quote prior to the receipt of the deposit.
- b. Warranty Passthrough: Company will provide wherever possible any passthrough of manufacturer's limited warranties on equipment or other materials to be sold and installed hereunder. Company makes no other warranties, express or implied, and disclaims all other warranties, including, without limitation any implied warranties of merchantability or fitness for a particular purpose on external manufacturer equipment or materials. Some states do not allow the exclusion or limitation of certain warranties, so these may not apply to you.
- c. Company Warranty: Indigo Signs will repair or replace any product that fails due to faulty material or workmanship for two years from the date of Project invoice.
 - i. This warranty implies all signage provided by Indigo signs will be free of defects due to workmanship and materials, including but not limited to peeling, delamination, and installation.
 - ii. Indigo Signs agrees to repair all defects that develop during the warranty period at no cost to the owner, including all labor and materials. Any part found to be defective due to faulty materials and/or workmanship within two years shall be replaced by Indigo Signs.
 - iii. In cases where a manufactured part has a warranty longer than two years, Indigo Signs will stand behind the manufacturer's warranty for the part(s); however, labor fees will be incurred.
 - iv. Indigo Signs will not assume responsibility for damage caused by careless handling, improper installation techniques by others, misuse, vandalism, severe weather, normal fading, or where others have attempted repairs or alterations.
 - v. Warranty Exclusions: Products classified as temporary, which include, but not limited to Banners and painting performed in the field. Vehicle graphics are excluded due to uncontrollable circumstances of use and road conditions.
 - vi. Product Returns: Returns must be preauthorized by an authorized Company representative and shipped to a location as designated by the Company along with the original invoice. Part returns may be subject to restocking fee.
 - vii. Custom Signs: Upon agreement by both parties, Indigo Signs may allow a discounted price for defective merchandise should the customer elect to accept product as-is or repair product at their own expense.

5. Payment terms: Payment terms will be defined upon the final invoice.

- a. Applicable Sales Taxes will be resolved on final invoice for the following U.S. states: North Dakota, Minnesota, Wisconsin and South Dakota. Any Invoices outside these named states, any applicable Sales or Use tax based upon the product or service delivered will be the responsibility of the Customer.
- b. Credit Card payments: All credit card transactions are subject to a processing fee of 3%. The Company's external credit card service will assess the fee at the time of the payment. Any Customer using a one-time credit card number for payment will have a 3% processing fee added to all deposit invoice and invoices. Indigo will not be responsible for any fees related to processing a payment.

6. Payment Default: Upon default in the timely payment of any sums due under our Agreement, company may, at its option,

- a. Declare the entire balance price fully due and payable without further notice to Customer; and when declared,
- b. Customer agrees to pay interest on said balance, when declared due at the rate of 1.0% per month or the highest rate allowed by law, whichever is lower.

- c. **Customers on standard payment terms (50% deposit, due upon receipt) who have invoices over 60 days past due will have all activity suspended on any outstanding quotes/orders until the balances are fully paid. Customers on non-standard payment will be placed on hold earlier than 60 days past due.** Past due balances that are the result of unresolved warranty issues which are solely Company responsibility or normal retainage withheld by General Contractors will be excluded.
 - d. Customer agrees to pay or reimburse company's reasonable attorney's fees or other costs of collection or other enforcement of this Agreement.
 - e. In addition to all its other available rights and remedies, title to electrical signs, signposts and other materials **shall remain in the Company** as security for full payment of all amounts due hereunder. Risk of damage and loss shall pass to Customer on delivery, without impact on company's rights to enforce any right or remedy hereunder.
 - f. On request, Customer agrees to provide company with written authorization to de-install and remove any such materials and to provide full cooperation to company and its agents.
 - g. Company also reserves its rights to file any allowable lien under applicable state law for recovery of any past due unpaid amounts recoverable under this Agreement.
7. **Assignment:** Customer shall not assign this Agreement or any part without the prior written consent of company, which shall be provided in cases where full payment of all amounts due hereunder has been received. Subject to the foregoing, all terms and conditions of this Agreement shall be binding upon the parties and their respective successors, permitted assigns or other legal representatives.
8. **Governing Law:** This Agreement will be governed by the internal laws of the state of North Dakota, without regard for applicable conflicts of law principles. Customer irrevocably consents to the jurisdiction and venue of the applicable federal or state courts located in Cass County, North Dakota and waives objections to venue.
9. **Effective Date:** This Agreement does not become effective until the Customer has signed and returned the Quote and Company has provided a countersignature by a company officer or other authorized representative.
10. **Acceptance:** The acceptance of this Agreement is included as part of the accompanying Quote.

Meeting Date: October 6, 2026

AGENDA RECOMMENDATION

Agenda Item: Trails and Turn Lanes, Change Order No. 1

Recommendation/Action Requested: Staff is recommending the approval of “Change Order (CO) No. 1” for additional time needed to extend the Milestone 1 completion date of 10/02/2026 to 10/16/2026 based on the circumstances listed on the CO. Approval will allow the City Administrator and/or City Engineer to execute the CO.

Summary/Overview: Change Order No. 1 is being presented as a modification to accommodate weather-related delays and allow for completion of the remaining contract work. The Contractor has requested a two-week extension to the Milestone 1 completion date revised from 10/02/2026 to 10/16/2026. The Contractor intends to complete all remaining turn lane improvements, including paving, signage, striping, and restoration, as soon as weather conditions permit. Work on the trail portion of the project will continue as site conditions improve. The Engineer has reviewed the request and recommends approval of a two-week contract time extension due to documented weather-related impacts beyond the Contractor's control.

Attachments: Change Order No. 1



STATE AID FOR LOCAL TRANSPORTATION CHANGE ORDER

Rev. November 2023

SP/SAP(s)	207-020-003, Tied to 207-590-001 and 207-591-001	MN Project No.:	NA	Change Order No.	1
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Project Location	City of Redwood Falls, MN		
Local Agency	Redwood Falls, MN	Local Project No.	25X.137528.000
Contractor	M.R. Paving & Excavating, Inc.	Contract No.	139, 148, 149
Address/City/State/Zip	2020 N. Spring Street, P.O. Box 787 New Ulm, MN 56073		
Total Change Order Amount \$		0	

Issue: The Engineer has determined the Contract needs to be revised in accordance with specification 1806.3 - Revise working days.

Unfavorable weather conditions have impacted construction activities on both the turn lane and trail portions of the project, resulting in delays to the Contractor's planned work schedule. The ongoing wet weather has limited access to work areas and reduced the Contractor's ability to complete paving, signage, striping, restoration, and trail construction operations as originally scheduled.

Resolution:

Modification to accommodate weather-related delays and allow for completion of the remaining contract work, the Contractor has requested a two-week extension to the Milestone 1 completion date. The Contractor intends to complete all remaining turn lane improvements, including paving, signage, striping, and restoration, as soon as weather conditions permit. Work on the trail portion of the project will continue as site conditions improve. The Engineer has reviewed the request and recommends approval of a two-week contract time extension due to documented weather-related impacts beyond the Contractor's control.

Entitlement: There will be no additional payment for these changes.

The Contract time will be modified as follows:

Milestone 1: Revised from 10/2/2026 to 10/16/2026.

Substantial and Final Completion: No Change.

****Group/funding category is required for federal aid projects**

Project Engineer:	_____	Date:	9/28/2026
Print Name:	Shane Traulich	Phone:	507-766-2790
Contractor:	_____	Date:	_____
Print Name:	Matt Mathiowetz	Phone:	507-276-3763

DSAE Portion: The State of Minnesota is not a participant in this contract. Signature by the District State Aid Engineer is for FUNDING PURPOSES ONLY and for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This work is eligible for: ___ Federal Funding ___ State Aid Funding ___ Local Funds

District State Aid Engineer: _____ Date: _____

Shane Traulich

From: Matt Mathiowetz <MattM@mrpaving.com>
Sent: Thursday, September 24, 2026 10:57 AM
To: Shane Traulich
Cc: Tony Berdan; Brian Griebel
Subject: Redwood Falls Turn lanes

***** WARNING: This email is from outside the company. Proceed with Caution*****

Good Morning Shane,

I wanted to reach out regarding a potential extension to the interim completion date for this project. We currently have several crews working on the turn lane portion of this project. Weather has delayed our progress and looks like it may continue to delay progress over the next week. We are asking for a 2 week extension to complete the remaining work.

We are still hoping to get all paving, signage, striping, and restoration on the turn lanes completed as soon as the weather allows.

Work on the trail portion has also been delayed due to the weather but we intend to continue working on that when things dry out. We will keep in touch over the next month as that work continues to get completed.

Please reach out with any further questions.

Thanks.

Matt Mathiowetz

Cell: 507-276-3763



2020 North Spring Street
New Ulm, MN 56073
mattm@mrpaving.com



Keith Muetzel
City Administrator
Phone: 507-616-7400
Fax: 507-637-2417
kmuettel@ci.redwood-falls.mn.us

Meeting Date: October 6, 2026

AGENDA RECOMMENDATION

Agenda Item: Police Chief Position

Recommendation/Action Requested: Staff recommends approval of an employment offer to Steve Schroeder.

Summary/Overview: The hiring committee has completed the selection process for the police chief position and recommends approval of the attached employment offer to Steve Schroeder. Steve was hired as a patrol officer in 2005 and promoted to assistant police chief in 2018. Steve has completed several leadership training programs while serving as the assistant chief and he is well prepared to transition into the role of police chief. The attached employment offer outlines specific terms of employment.

Attachments: Employment Offer



Sheila Stage
Human Resources Coordinator
Phone: 507-616-7400
Fax: 507-637-2417
sstage@ci.redwood-falls.mn.us

September 28, 2026

Mr. Steven Schroeder
309 North Drury
Redwood Falls, MN 56283

Dear Steven:

We are very pleased to offer you the full-time position of Police Chief. Please be advised that this offer of employment is contingent upon the following:

- City Council approval at the October 6, 2026, meeting.
- A satisfactory background check conducted by an outside agency.
- A satisfactory report from your psychological testing.
- Your starting salary will be \$57.24/hr. or \$119,059.20 annually as a salaried position, pay grade 12, step 10 of the 2026 step structure and will be effective once the above conditions are met. Your current certificate pay will be in addition to your base pay listed above and will remain the same at \$128.67 per pay period.
- On your anniversary date for this position, you will be eligible for a yearly increase until you have reached market pay for your grade. The step increases are contingent on satisfactory performance.
- In January each year you will be eligible for a COLA increase as established by the City Council for all employees.
- You will continue to be eligible for all full-time employee benefits. Vacation and sick leave benefits will remain the same in your new position as Police Chief.
- This position is not represented by a Collective Bargaining Agreement or Union.
- The Police Chief Position receives the same Clothing Allowance as the LELS Members.

Congratulations Steve, on your new position

Sincerely,

A handwritten signature in black ink that reads 'Sheila Stage'.

Sheila Stage
HR Coordinator

By signing below, I acknowledge I have received the foregoing information regarding my employment offer and related pay and benefits provided in accordance with Minnesota Statutes sec. 181.032. I understand that the City of Redwood Falls employment is not for a specific term and can be terminated by me or by the City of Redwood Falls at any time for any reason, with or without cause.

A handwritten signature in black ink that appears to read 'Steven Schroeder'.

Name

9/29/2026

Date

Meeting Date: October 6, 2026

AGENDA RECOMMENDATION

Agenda Item: Final Pay Application No. 1 (2026 Seal Coat Improvement).

Recommendation/Action Requested: Staff is recommending for approval the Final Pay Reimbursement No. 1 to Allied Blacktop Company of Maple Grove, MN, for the “2026 Seal Coat Improvement” for the final contract amount of \$215,814.20.

Summary/Overview: The final contract price totals \$215,814.20, which matches the time and material used on the project. The original bid amount was \$219,228.70 but a block of Halvorson Street was removed from seal coat area due to its use as the main construction entrance for the library. This equates to a total savings of \$3,414.50 from the original bid. This action will also set the 2-year maintenance period and final acceptance date of October 6, 2028. Any material deficiencies observed during the maintenance period must be brought to the attention of the Contractor, in writing, before the final acceptance date.

Attachments: Final Pay Application No.1 – Signature Cover



Real People. Real Solutions.

1243 Cedar Street NE
Sleepy Eye, MN 56085

Phone: (507) 810-4184
Bolton-Menk.com

September 11, 2026

Jim Doering
Public Works Project Coordinator
City of Redwood Falls
333 S. Washington St.
P.O. Box 526
Redwood Falls, MN 56283

RE: Partial Pay Estimate No. 1 & Final
2026 Seal Coat Improvements
City of Redwood Falls, Minnesota
Project No.: 26X.142449.000

Dear Jim:

Enclosed for the Council's consideration is a copy of the Final Pay Estimate for the referenced project. The final payment amount is \$215,814.20 and the total construction amount is \$215,814.20. Also enclosed are the Withholding Affidavit for Contractor (IC-134) and the Consent of Surety forms.

We have reviewed the status of construction work with City staff and concur that the work has been completed in substantial conformance with the Contract Document. We recommend semi-final acceptance of the work and payment of the Final Estimate.

The warranty period expires 2 years from the date the excess aggregate was removed from the areas receiving seal coat. Any material deficiencies observed during the maintenance period must be brought to the attention of the Contractor, in writing, before the final acceptance date.

Please feel free to contact our office with any questions or comments regarding the final payment and project closeout.

Sincerely,
Bolton & Menk, Inc.

Shane T. Traulich, P.E.

STT/llj

Enclosure



Real People. Real Solutions.

1243 Cedar Street NE
Sleepy Eye, MN 56085

Ph: (507) 810-4184
Bolton-Menk.com

PARTIAL PAY ESTIMATE NO. 1 & FINAL

Date: September 11, 2026

To: Jeremy Swenson, Allied Blacktop Co., J.Swenson@alliedincmn.com
Keith Muetzel, Redwood Falls City Administrator, kmuetzel@ci.redwood-falls.mn.us
Kari Klages, Redwood Falls City Finance Director, kklages@ci.redwood-falls.mn.us

Cc: Jim Doering, Redwood Falls Public Works Director, jdoering@ci.redwood-falls.mn.us
Josh Opdahl, Redwood Falls City Accountant, jopdahl@ci.redwood-falls.mn.us
Naomi Bretz, Allied Blacktop Co., Naomi@alliedincmn.com
Matt Dolecki, Allied Blacktop Co., M.Dolecki@alliedincmn.com
Brandon Helget, Construction Project Representative, Brandon.Helget@bolton-menk.com

From: Shane T. Traulich, P.E. 

Subject: Partial Pay Estimate No. 1 & Final
2026 Seal Coat Improvements
City of Redwood Falls, MN
BMI Project No.: 26X.142449.000

Attached is Partial Pay Estimate No. 1 & Final for the referenced project. The IC-134 Forms and Consent of Surety to Final Payment is attached. The Contractor shall review the enclosed Partial Pay Estimate and if acceptable please sign electronically through DocuSign.

If accepted by the Contractor and Owner, this estimate will be submitted for the Council's consideration. We recommend payment to Allied Blacktop Co. in the amount of \$215,814.20 as itemized in Partial Pay Estimate No. 1 & Final.

Please contact our office with any questions or comments regarding this pay estimate.

PARTIAL PAY ESTIMATE NO.
2026 SEAL COAT IMPROVEMENT
CITY OF REDWOOD FALLS
BMI PROJECT NO: 26X.142449.000
WORK COMPLETED THROUGH AUGUST 27, 2026
H:\REDW\26X142449000\3_Design\A_Calculations\[142449_Quant.xlsx]Partial Pay Est. #1B

1 & Final

DISTRIBUTION:
CONTRACTOR (1)
OWNER (1)
ENGINEER (1)
SURETY (1)

TOTAL, COMPLETED WORK TO DATE.....	\$215,814.20
TOTAL, STORED MATERIALS.....	\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS.....	\$215,814.20
RETAINED PERCENTAGE (0%).....	\$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS).....	\$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE.....	\$215,814.20
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES.....	\$0.00
PAY CONTRACTOR AS ESTIMATE NO. 1 & Final	\$215,814.20

Certificate for Final Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that the provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: Allied Blacktop Company
10503 89th Avenue N.
Maple Grove, MN 55369

Signed by: Jeremy Swenson Vice President September 11, 2026
By: 9B32F0F5823045C... Name Title Date

APPROVED FOR FINAL PAYMENT BY CONTRACTOR'S SURETY

By _____
Surety Company Title Date

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: BQITON & MENK, INC., 1243 Cedar Street NE, Sleepy Eye, MN 56085

Signed by: Shane Traulich Project Engineer September 11, 2026
By: 8A9C57269C9D4B7... Name Title Date

APPROVED FOR PAYMENT:
OWNER: CITY OF REDWOOD FALLS, 333 S. Washington St., P.O. Box 526, Redwood Falls, MN 56283

Signed by: Keith Muetzel City Administrator September 11, 2026
By: B84170492F564A3... Name Title Date
And: Kari Klages Finance Director September 11, 2026
8A9C57269C9D4B7... Name Title Date

PARTIAL PAY ESTIMATE NO. 1 & Final**2026 SEAL COAT IMPROVEMENT****CITY OF REDWOOD FALLS****BMI PROJECT NO: 26X.142449.000****WORK COMPLETED THROUGH AUGUST 27, 2026**

FILENAME: H:\REDW\26X142449000\3_Design\A_Calculations\[142449_Quant.xlsx]Partial Pay Est. #1B

BID ITEM NO.	ITEM DESCRIPTION	CONTRACT PRICES				WORK COMPLETED PREVIOUS ESTIMATE			WORK COMPLETED JOB-TO-DATE		
		UNIT PRICE	QNTY	UNIT	AMOUNT	QNTY	UNIT	AMOUNT	QNTY	UNIT	AMOUNT
GROUP A - CITY STREETS											
1	CRS-2P Oil	\$3.35	31694	Gallon	\$106,174.90	0	Gallon	\$0.00	30,824	Gallon	\$103,260.40
2	FA-2 Aggregate	\$69.00	1097	Ton	\$75,693.00	0	Ton	\$0.00	1,097	Ton	\$75,693.00
3	Fleixble Chip Seal Marker	\$1,500.00	1	Lump Sum	\$1,500.00	0	Lump Sum	\$0.00	1	Lump Sum	\$1,500.00
GROUP B - M&L PARKING LOT											
4	CRS-2P Oil	\$3.40	962	Gallon	\$3,270.80	0	Gallon	\$0.00	962	Gallon	\$3,270.80
5	FA-2 Aggregate	\$69.00	33	Ton	\$2,277.00	0	Ton	\$0.00	33	Ton	\$2,277.00
6	Fleixble Chip Seal Marker	\$250.00	1	Lump Sum	\$250.00	0	Lump Sum	\$0.00	0	Lump Sum	\$0.00
GROUP C - 3RD STREET PARKING LOT											
7	CRS-2P Oil	\$3.40	442	Gallon	\$1,502.80	0	Gallon	\$0.00	442	Gallon	\$1,502.80
8	FA-2 Aggregate	\$69.00	15	Ton	\$1,035.00	0	Ton	\$0.00	15	Ton	\$1,035.00
9	Fleixble Chip Seal Marker	\$250.00	1	Lump Sum	\$250.00	0	Lump Sum	\$0.00	0	Lump Sum	\$0.00
GROUP D - CITY ALLEYWAY											
10	CRS-2P Oil	\$3.40	4628	Gallon	\$15,735.20	0	Gallon	\$0.00	4,628	Gallon	\$15,735.20
11	FA-2 Aggregate	\$69.00	160	Ton	\$11,040.00	0	Ton	\$0.00	160	Ton	\$11,040.00
12	Fleixble Chip Seal Marker	\$500.00	1	Lump Sum	\$500.00	0	Lump Sum	\$0.00	1	Lump Sum	\$500.00
	TOTAL PAY ESTIMATE AMOUNT				\$219,228.70			\$0.00			\$215,814.20



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-042-695-696
Submitted Date and Time:	10-Sep-2026 9:43:11 AM
Legal Name:	ALLIED BLACKTOP COMPANY
Federal Employer ID:	41-0827871
User Who Submitted:	N10503
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	689991680
Minnesota ID:	8606387
Project Owner:	CITY OF REDWOOD FALLS
Project Number:	2026 SEAL COAT IMPROVEMENTS
Project Begin Date:	25-Aug-2026
Project End Date:	08-Sep-2026
Project Location:	VARIOUS STREETS, PARKING LOTS, AND ALLEYWAY
Project Amount:	\$215,814.20

Subcontractor Summary

Name	ID	Affidavit Number
HIGHWAY PARKING SIGNS AND SAFETY INC	8361428	819621888

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-184-988-176
Submitted Date and Time:	10-Sep-2026 9:39:17 AM
Legal Name:	HIGHWAY PARKING SIGNS AND SAFETY INC
Federal Employer ID:	88-3775212
User Who Submitted:	H.P.S.S.
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	819621888
Minnesota ID:	8361428
Project Owner:	CITY OF REDWOOD FALLS
Project Number:	2026 SEAL COAT IMPROVEMENTS
Project Begin Date:	25-Aug-2026
Project End Date:	26-Aug-2026
Project Location:	VARIOUS STREETS, PARKING LOTS, AND ALLEYWAY
Project Amount:	\$3,217.50
Subcontractors:	No Subcontractors

Important Messages

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**CONSENT OF SURETY
TO FINAL PAYMENT**

OWNER	☐
ARCHITECT	☐
CONTRACTOR	☐
SURETY	☐
OTHER	☐

AIA Document G707

(Instructions on reverse side)

TO OWNER:

(Name and address)

City of Redwood Falls
333 South Washington Street, P.O. Box 526
Redwood Falls, MN 56283-0526

ARCHITECT'S PROJECT NO.:**CONTRACT FOR:****PROJECT:**

(Name and address)

2026 Seal Coat Improvements - Redwood Falls, MN

CONTRACT DATED: March 17, 2026

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Western Surety Company
151 N. Franklin St.
Chicago, IL 60606

, SURETY,

on bond of

(Insert name and address of Contractor)

Allied Blacktop Company
10503 89th Avenue North
Maple Grove, MN 55369

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of
any of its obligations to

(Insert name and address of Owner)

City of Redwood Falls
333 South Washington Street, P.O. Box 526
Redwood Falls, MN 56283-0526

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: September 10, 2026

(Insert in writing the month followed by the numeric date and year.)

Western Surety Company

(Surety)

(Signature of authorized representative)

Nicole M. Coty, Attorney-in-Fact

(Printed name and title)



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INSTRUCTION SHEET

FOR AIA DOCUMENT G707, CONSENT OF SURETY TO FINAL PAYMENT

A. GENERAL INFORMATION

1. Purpose

This document is intended for use as a companion to AIA Document G706, Contractor's Affidavit of Payment of Debts and Claims, on construction projects where the Contractor is required to furnish a bond. By obtaining the Surety's approval of final payment to the Contractor and its agreement that final payment will not relieve the Surety of any of its obligations, the Owner may preserve its rights under the bond.

2. Related Documents

This document may be used with most of the AIA's Owner-Contractor agreements and general conditions, such as A201 and its related family of documents. As noted above, this is a companion document to AIA Document G706.

3. Use of Current Documents

Prior to using any AIA document, the user should consult the AIA, an AIA component chapter or a current AIA Documents List to determine the current edition of each document.

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B. CHANGES FROM THE PREVIOUS EDITION

Changes in the location of various items of information were made, without revision to the substance of the document.

C. COMPLETING THE G707 FORM

GENERAL: The bond form is the usual source of required information such as the contract date and the names and addresses of the Surety, Owner, Contractor and Project.

ARCHITECT'S PROJECT NO.: This information is typically supplied by the Architect and entered on the form by the Contractor.

CONTRACT FOR: This refers to the scope of the contract, such as "General Construction" or "Mechanical Work".

D. EXECUTION OF THE DOCUMENT

The G707 form requires both the Surety's seal and the signature of the Surety's authorized representative.

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Kevin Paulson, Amy Miller, Litton E S Field Jr, Chad Christianson, Lori Hilmoe, De Ette J Wurm, Nicole M Coty, Mark Alan Thune, Brenda S Klimstra, Jessica A Olson, Mutya Alvaran Enoksen, Gayle L Thorson, Jeffrey R Skaar, Daschle Larsen, Erin Pohlman, Deb Geislinger, Jacqueline Riley, Leslie Seehusen, Sierra McQuoid, Tyler Johnson, Kelly Quiring, Drew Boehne, Individually

of Mendota Heights, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 25th day of February, 2026.



WESTERN SURETY COMPANY

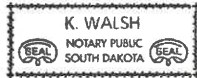
Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 25th day of February, 2026, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

December 4, 2031



K. Walsh, Notary Public

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Laws and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 10th day of September, 2026.



WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligor Services > Validate Bond Coverage, if you want to verify bond authenticity.

Meeting Date: October 6, 2026

AGENDA RECOMMENDATION

Agenda Item: Final Pay Application No. 4 (80x80 Airport Hangar Project).

Recommendation/Action Requested: Staff recommend approval of Final Pay Application No. 4 (80x80 Airport Hangar Project) for \$41,852.12. Contractor Affidavit, MN IC134s, and prevailing wage certified reports have been received.

Summary/Overview: The final contract price totals \$837,042.32. The work has been completed in substantial conformance with the Contract Documents. The engineer and staff recommend the semi-final acceptance of the work and payment of the Final Estimate. Council acceptance initiates the warranty period which expires 1 year from the date of final payment. Any deficiencies observed during the maintenance period must be brought to the attention of the Contractor, in writing, before the final acceptance date.

Attachments: Letter of Recommendation per Silas Parmar P.E. Bolton & Menk Inc.
Final Pay Application No. 4



Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

September 28, 2026

Mr. James Doering
Public Works Project Coordinator
City of Redwood Falls
333 South Washington Street
Redwood Falls, MN 56283

RE: Redwood Falls Municipal Airport (RWF)
80' x 80' Hangar Project
FAA AIG 3-27-0083-23-25 / SP No. A6401-61

Dear Mr. Doering:

Enclosed is Pay Application No. 4 for the above-referenced project in the amount of **\$41,852.12**. This application represents retainage release and enclosed are the Withholding Affidavit for Contractor (IC-134) from all Contractors and the Consent of Surety forms.

We have reviewed the status of construction work with City staff and concur the work has been completed in substantial conformance with the Contract Documents. We recommend semi-final acceptance of the work and payment of the Final Estimate.

The warranty period expires 1 year from the date of final payment. Any deficiencies observed during the maintenance period must be brought to the attention of the Contractor, in writing, before the final acceptance date.

If you have any questions or need additional information, please contact me at 612-987-0138 or silas.parmar@bolton-menk.com.

Sincerely,
Bolton & Menk, Inc.

Silas Parmar, P.E.
Project Manager

Enclosures

Contractor's Application for Payment

Owner:	CITY OF REDWOOD FALLS	Owner's Project No.:	AIG NO. 3-27-0083-009-2025 /
Engineer:	BOLTON & MENK, INC.	Engineer's Project No.:	24X.136335
Contractor:	EVERSTRONG CONSTRUCTION, INC.	Agency's Project No.:	
Project:	80' X 80' HANGAR CONSTRUCTION		
Application No.:	4	Application Date:	9/28/2026
Application Period:	From 6/1/2026	to	9/25/2026

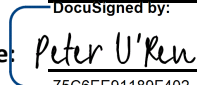
1. Original Contract Price	\$	837,042.32
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	837,042.32
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	837,042.32
5. Retainage		
a. _____ X \$ 837,042.32 Work Completed	\$	-
b. _____ X \$ - Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	-
6. Amount eligible to date (Line 4 - Line 5.c)	\$	837,042.32
7. Less previous payments	\$	795,190.20
8. Amount due this application	\$	41,852.12
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective; and
- (4) The provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: Everstrong Construction

Signature:  **Date:** 9/28/2026

Name: Peter U'Ren **Title:** President

Recommended by Engineer**Approved by Owner**

By:  **By:** _____

Name: Silas Parmar **Name:** _____

Title: Project Manager **Title:** _____

Date: 9/28/2026 **Date:** _____

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	CITY OF REDWOOD FALLS	Owner's Project No.:	AIG NO. 3-27-0083-009-2025 / SP NO. A6401-61
Engineer:	BOLTON & MENK, INC.	Engineer's Project No.:	24X.136335
Contractor:	EVERSTRONG CONSTRUCTION, INC.	Agency's Project No.:	
Project:	80' X 80' HANGAR CONSTRUCTION		
Contract:			

Application No.: 4		Application Period:		From	06/01/26	to	09/25/26	Application Date: 09/28/26					
A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Original Contract													
1	80' X 80' HANGAR; COMPLETE DESIGN BUILD PER RFP	1.00	LUMP SUM	769,293.00	769,293.00	1.00	769,293.00	1.0	769,293.00		769,293.00	100%	-
2	PRICE INCREASE TO THE BASE BID FOR INSTALLATION OF HYDRAULIC DOOR	1.00	LUMP SUM	5,000.00	5,000.00	1.00	5,000.00	1.0	5,000.00		5,000.00	100%	-
3	PRICE INCREASE TO THE BASE BID FOR INSTALLATION OF IN-FLOOR HEATING SYSTEM	1.00	LUMP SUM	62,749.32	62,749.32	1.00	62,749.32	1.0	62,749.32		62,749.32	100%	-
Original Contract Totals					\$ 837,042.32		\$ 837,042.32		\$ 837,042.32	\$ -	\$ 837,042.32	100%	\$ -



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-244-290-528
Submitted Date and Time:	11-Nov-2025 10:01:46 AM
Legal Name:	ALL STATE TRAFFIC CONTROL INC
Federal Employer ID:	47-5418502
User Who Submitted:	ASTCMN16
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	770617344
Minnesota ID:	4300984
Project Owner:	REDWOOD FALLS MUNICIPAL AIRPORT
Project Number:	3-27-0083-009-2025
Project Begin Date:	13-Aug-2025
Project End Date:	24-Oct-2025
Project Location:	REDWOOD FALLS AIRPORT
Project Amount:	\$5,500.00
Subcontractors:	No Subcontractors

Important Messages

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Contact Us

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-345-057-248
Submitted Date and Time:	3-Feb-2026 1:51:14 PM
Legal Name:	A P I GARAGE DOOR INC
Federal Employer ID:	41-1806159
User Who Submitted:	TCD/MN1
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1871491072
Minnesota ID:	2035079
Project Owner:	CITY OF REDWOOD FALLS
Project Number:	12345
Project Begin Date:	09-Dec-2025
Project End Date:	09-Dec-2025
Project Location:	500 AIRPORT ROAD REDWOOD FALLS, MN 56283
Project Amount:	\$9,550.00
Subcontractors:	No Subcontractors

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-639-431-696
Submitted Date and Time:	24-Jul-2026 12:25:13 PM
Legal Name:	EVERSTRONG CONSTRUCTION INC
Federal Employer ID:	41-1506953
User Who Submitted:	krisgar
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1755164672
Minnesota ID:	3175860
Project Owner:	CITY OF REDWOOD FALLS
Project Number:	SP A6401-61
Project Begin Date:	01-Sep-2025
Project End Date:	30-Jun-2026
Project Location:	REDWOOD FALLS, MN
Project Amount:	\$847,042.32

Subcontractor Summary

Name	ID	Affidavit Number
ALL STATE TRAFFIC CONTROL INC	4300984	770617344
GARAGE DOOR STORE	2035079	1871491072
KLABUNDE ELECTRIC INC	4668728	566865920
MR PAVING	1749531	399945728
TNT CONSTRUCTION KERKHOFF INC	3418163	144027648
MJ MECHANICAL INC	1122316	1475325952

Important Messages

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	2-010-697-744
Submitted Date and Time:	23-Apr-2026 4:47:53 PM
Legal Name:	KLABUNDE ELECTRIC INC
Federal Employer ID:	41-1449347
User Who Submitted:	klabundeelectric
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	566865920
Minnesota ID:	4668728
Project Owner:	CITY OF REDWOOD FALLS
Project Number:	SPA6401-61
Project Begin Date:	23-Oct-2025
Project End Date:	22-Dec-2025
Project Location:	500 AIRPORT RD
Project Amount:	\$25,407.77
Subcontractors:	No Subcontractors

Important Messages

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-337-989-648
Submitted Date and Time:	22-Apr-2026 12:02:24 PM
Legal Name:	TNT CONSTRUCTION KERKHOFF INC
Federal Employer ID:	41-1888250
User Who Submitted:	tntcon
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	144027648
Minnesota ID:	3418163
Project Owner:	CITY OF REDWOOD FALLS
Project Number:	#SP A6401-61
Project Begin Date:	26-Aug-2025
Project End Date:	29-Sep-2025
Project Location:	REDWOOD FALLS
Project Amount:	\$42,112.25
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-707-660-816
Submitted Date and Time:	24-Jul-2026 11:56:48 AM
Legal Name:	MJ MECHANICAL LLC
Federal Employer ID:	27-0253259
User Who Submitted:	mjmechanical
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1475325952
Minnesota ID:	1122316
Project Owner:	CITY OF REDWOOD FALLS
Project Number:	SPA6401-61
Project Begin Date:	01-Sep-2025
Project End Date:	03-Jan-2026
Project Location:	500 AIRPORT RD, REDWOOD FALLS MN 56283
Project Amount:	\$78,776.00

Subcontractor Summary

Name	ID	Affidavit Number
RONALD SEAMAN -RON'S PLUMBING AND HEATING SERVICE	***-**-2158	1946710016

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-505-630-736
Submitted Date and Time:	23-Apr-2026 10:39:16 AM
Legal Name:	M R PAVING & EXCAVATING INC
Federal Employer ID:	41-1791048
User Who Submitted:	Jamies
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	399945728
Minnesota ID:	1749531
Project Owner:	CITY OF REDWOOD FALLS
Project Number:	SP A6401-61
Project Begin Date:	22-Sep-2025
Project End Date:	03-Oct-2025
Project Location:	REDWOOD FALLS
Project Amount:	\$6,800.00
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

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**Contractor Affidavit Submitted**

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-814-957-072
Submitted Date and Time:	24-Jul-2026 11:46:15 AM
Legal Name:	RON'S PLUMBING AND HEATING SERVICE
Social Security Number:	***-**-2158
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1946710016
Project Owner:	CITY OF REDWOOD FALLS
Project Number:	SPA6401-61
Project Begin Date:	01-Sep-2025
Project End Date:	30-Sep-2025
Project Location:	500 AIRPORT RD REDWOOD FALLS MN 56283
Project Amount:	\$4,526.57
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

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**PATE
BONDING
INC.**

1276 So. Robert St. • West St. Paul, MN 55118 • Phone: (651) 457-6842 • Fax: (651) 457-7531 • Web Site: www.patebonding.com

Everstrong Construction, Inc.

Attn: Kris Garrison

30263 County Hwy 1

Redwood Falls, MN 56283



AIA[®]

Document G707™ – 1994

Bond # B 1331972

Consent of Surety to Final Payment

PROJECT: <i>(Name and address)</i>	ARCHITECT'S PROJECT NUMBER:	OWNER: []
Owner's Project No.: FAA AIG3-27-0083-009-2025,	CONTRACT FOR:	ARCHITECT: []
Engineer's Project No.: 24X.136335, 80' X 80'	CONTRACT DATED: 6/30/2025	CONTRACTOR: []
Hangar, Bid Alt. 1 Hydraulic Door, Bid Alt. 2		SURETY: []
In-Floor Heat, Redwood Fall Municipal Airport,		OTHER: []
Redwood Falls, Minnesota		

TO OWNER: *(Name and address)*
 City Of Redwood Falls
 333 S. Washington Street PO Box 526
 Redwood Falls, MN 56283

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Selective Insurance Company of America
 40 Wantage Avenue
 Branchville, NJ 07890

, SURETY,

on bond of

(Insert name and address of Contractor)

Everstrong Construction, Inc.
 30263 County Hwy 1
 Redwood Falls, MN 56283

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall
 not relieve the Surety of any of its obligations to

(Insert name and address of Owner)

City Of Redwood Falls
 333 S. Washington Street PO Box 526
 Redwood Falls, MN 56283

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: September 29, 2026

(Insert in writing the month followed by the numeric date and year.)

Selective Insurance Company of America

SURETY *(Signature)*

Troy Staples, Attorney-in-fact

(Printed name and title)

Attest:
 (Seal):

Kallop Ksm

SELECTIVE INSURANCE®

Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

BondNo.B 1331972

POWER OF ATTORNEY

SELECTIVE INSURANCE COMPANY OF AMERICA, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint **Troy Staples**

, its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of: **Eight Hundred Thirty Seven Thousand Forty Two Dollars (\$837,042.00)**

Signed this 29th day of September, 2026

SELECTIVE INSURANCE COMPANY OF AMERICA

By:

Jeffrey F. Kamrowski
Jeffrey F. Kamrowski
Executive Vice President

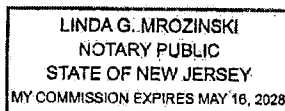


STATE OF NEW JERSEY :

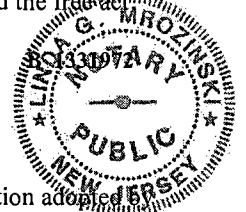
:ss. Branchville

COUNTY OF SUSSEX :

On this 29th day of September, 2026 before me, the undersigned officer, personally appeared Jeffrey F. Kamrowski, who acknowledged himself to be the Executive Vice President of SICA, and that he, as such Executive Vice President, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as Senior Vice President and that the same was his free act and deed and the free will and deed of SICA.



Linda G. Mrozinski
Notary Public



The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:

"RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of attorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a bond, recognizance or conditional undertaking."

CERTIFICATION

I do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolution in full force and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is valid.

Signed this 29th day of September, 2026

Michael H. Lanza
Michael H. Lanza, SICA Corporate Secretary



Important Notice: If the bond number embedded within the Notary Seal does not match the number in the upper right-hand corner of this Power of Attorney, contact us at 973-948-3000.

CERTIFIED COPY