

CITY OF CHATFIELD CITY COUNCIL

AGENDA

City Council Chambers - 21 SE Second Street, Chatfield, MN 55923

October 13, 2025, 7:00 P.M.

- I. Open Meeting
Roll Call
- II. Pledge of Allegiance
- III. Approve Agenda - Additions or Corrections
- IV. Consent Agenda
Motion to approve as presented.
 - a. [August 11, 2025 Regular Meeting Minutes](#)
 - b. [August 25, 2025 Regular Meeting Minutes](#)
 - c. [Accounts Payable Claims Listings](#)
 - d. [Resolution 2025-67 Close Cable Access Operations Fund & Dispose of Fiscal Asset CC04](#)
 - e. [Resolution 2025-68, a Resolution Approving an LG220 Application for Exempt Permit For St. Mary's Catholic Church](#)
 - f. [Resolution 2025-70 Accepting a donation to the City](#)
 - g. [YE4WD - Turkey Trot - November 27, 2025](#)
 - h. [Resolution 2025-69 Authorizing the Consolidation of Cash Drawers | Increase to the Petty Cash Fund](#)
 - i. [Resolution 2025-72 Accepting Annual Chatfield Fire Department Fund Drive Donations](#)
 - j. [Resolution 2025-71 Accepting Annual Chatfield Fire Department Fund Drive Donations](#)
- V. Continued Business
 - a. [Ordinance 480 - Sidewalks](#)
First Reading, as recommended by the Planning & Zoning Commission, no action.
- VI. New Business
 - a. [Ordinance 482 Hours of sale and consumption Amendment](#)
First Reading, as recommended by the Public Services Committee, no action.
 - b. [Ordinance 481 Solid Waste Rates and Billing](#)

First Reading, as recommended by the Public Services Committee, no action.

c. [Fine Reversal Request](#)

Consider request to reconsider previous approved action.

VII. Committee Reports

a. [October 13, 2025 Personnel | Budget Committee Meeting Packet](#)

b. [October 13, 2025 Public Works Committee Meeting Packet](#)

VIII. Mayor's Report

IX. City Administrator's Report

X. Roundtable

XI. Next Meetings

XII. Adjourn



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: August 11, 2025 Regular Meeting Minutes

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[2025.08.11 Regular Council Minutes.pdf](#)

**CITY OF CHATFIELD
COMMON COUNCIL
MEETING MINUTES**

Monday, August 11, 2025

The Common Council of the City of Chatfield met in regular session on Monday, August 11, 2025. Mayor John McBroom presided and called the regular meeting to order at 7:00 PM

Members Present: Paul Novotny, Mike Urban, John McBroom, and Dave Frank.

Members absent: Josh Broadwater, and Pam Bluhm.

Others Present: Alison Bentley, Karen Reisner, Lynda Carver, Fred Suhler Jr., Michele Peterson, and Beth Carlson

Approve Agenda – Additions or Corrections

Paul Novotny entered a motion, with a second by Dave Frank, to approve the agenda as presented.

Ayes: Councilors: Novotny, Urban, and Frank

Nays: None

Absent: Councilors: Broadwater, and Bluhm

Motion carried.

Consent Agenda

Dave Frank entered a motion, with a second by Paul Novotny, to adopt the consent agenda which included the following:

1. Accounts Payable Claims Listings.

Batch Name	Amount
2025 08FA01	\$96,543.08
2025 08FA01U	\$30,902.16
2025 0731VNDPR	\$33,432.81
2025 0731 PR EXP REIMB	\$78.40
2025 07ADM05	\$685.49
2025 07ADM04	\$225.40
Total	\$161,867.34

2. Resolution 2025-39 Resolution to Establish Water & Wastewater Capital Reserve Funds

3. Resolution 2025-50 Accepting Donations for the Library

Ayes: Councilors: Novotny, Urban, and Frank

Nays: None

Absent: Councilors: Broadwater, and Bluhm

Motion carried.

Department Reports

Police Department – Equipment Purchase (Tasers)

Mike Urban entered a motion, with a second by Paul Novotny, to Motion to approve the purchase of tasers as recommended by the Public Service Committee.

Ayes: Councilors: Novotny, Urban, and Frank

Nays: None

Absent: Councilors: Broadwater, and Bluhm

Motion carried.

RLF Application Review

Dave Frank entered a motion, with a second by Mike Urban, to Motion to approve the Revolving Loan Proposal for Peddle Tea and Coffee in the amount of \$60,000 as recommended by the Loan Committee.

Ayes: Councilors: Novotny, Urban, and Frank

Nays: None

Absent: Councilors: Broadwater, and Bluhm

Motion carried.

Continued Business

Resolution 2025-49 Accepting a Bid and Entering into a Contract

Paul Novotny entered a motion, with a second by Dave Frank, to adopt Resolution 2025-49 Accepting a Bid and Entering into a Contract with Rochester Sand & Gravel for the 2025 Mill & Overlay Project.

Ayes: Councilors: Novotny, Urban, and Frank

Nays: None

Absent: Councilors: Broadwater, and Bluhm

Motion carried.

New Business

Financing Approval – 2025 Mill and Overlay Project

Paul Novotny entered a motion, with a second by Dave Frank, to Motion to approve resolution 2025-51 as presented for \$1,711,000 General Obligation Street Reconstruction and Tax Abatement Note, Series 2025A.

Ayes: Councilors: Novotny, Urban, and Frank

Nays: None

Absent: Councilors: Broadwater, and Bluhm

Motion carried.

Ordinance 479 Drainage of Pool Water Ordinance Update

This was the first reading of Ordinance #479 - Drainage of Pool Water Ordinance. No action taken.

Committee Reports

Personnel Budget Committee

Items discussed included: Quarterly Financial Reports, Disbursing funds for CCTV Operations and Capital funds and closing the Capital Fund, service recognition program, Personnel Policy updates, utility rates, preliminary budget, and solar installations.

2025.08.11 Regular Council Minutes.docx

Public Works Committee

The topic was storm damage review from the July, 28, 2025 storm.

Mayor's Report

Senator Miller and Representative Greg Davids have been recognized legislators of distinction from the League of Minnesota Cities.

Roundtable

Councilor Urban expressed his thanks to the public works crews for all they did during the storm and Western Days.

Adjourn

Dave Frank entered a motion, with a second by Mike Urban, to adjourn at 7:09 pm.

Ayes: Councilors: Novotny, Urban, and Frank

Nays: None

Absent: Councilors: Broadwater, and Bluhm

Motion carried.

/s/Beth M Carlson
City Clerk



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: August 25, 2025 Regular Meeting Minutes

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[2025.08.25 Regular Meeting Minutes.pdf](#)

**CITY OF CHATFIELD
COMMON COUNCIL
MEETING MINUTES**

Monday, August 25, 2025

The Common Council of the City of Chatfield met in regular session on Monday, August 25, 2025. Mayor John McBroom presided and called the regular meeting to order at 7:00 PM

Members Present: Paul Novotny, Mike Urban, Josh Broadwater, Pam Bluhm, and John McBroom.

Members absent: Dave Frank.

Others Present: Karen Reisner, Alison Bentely, Shane Fox, Fred Suhler Jr., Lynda Karver, Brian Mueller, Michele Peterson, Beth Carlson, and Luke Thieke.

Approve Agenda

Paul Novotny entered a motion, with a second by Josh Broadwater, to approve agenda as presented.

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

Consent Agenda

Paul Novotny entered a motion, with a second by Pam Bluhm, to adopt the consent agenda which included the following items:

1. Resolution 2025-54 Accepting Ambulance Donations
2. Approve one pay-step increase for Michele Peterson to Grade 12 Step 6 effective on the employment anniversary.
3. Resolution 2025-55 A resolution approving the LG220 Application for Exempt Permit for Chatfield Center for the Arts
4. Resolution 2025-56 Entering into a Grant agreement for the SE MN TMO project
5. Resolution 2025-57 a resolution accepting a donation to the city .
6. Accounts Payable Claims Listings

Batch Name	Amount
2025 08FA02	\$169,867.49
2025 08FA02U	\$29,812.93
2025 08ADM01	\$2,633.37
2025 0814VDRPR	\$65,063.68
Total	\$267,377.47

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

2025.08.25 Regular Meeting Minutes.docx

Continued Business

Second Reading: Ordinance 479 Drainage of Pool Water Ordinance Update

Mike Urban entered a motion, with a second by Josh Broadwater, to Motion to approve Ordinance 479 Drainage of Pool Water.

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

Paul Novotny entered a motion, with a second by Josh Broadwater, to Motion to approve publication of Ordinance 479.

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

Committee Reports

Public Services Committee

Mobile Radios for Squad Vehicles

Chief Fox is requesting to replace all three squad car mobile radios as they are 20 years old and outdated. Funding is available within the existing budget.

Pam Bluhm entered a motion, with a second by Mike Urban, to Motion to approve the purchase of the mobile radios for the squad vehicles.

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

Chatfield Fire Department Retirement Plan Proposed Increase

The Fire Department completed its Annual review of the Fire Department retirement plan with PERA. The fund is current over funded by about 35%. Therefore, it is recommended to increase the benefit level to \$4,000 per year of good service (currently at \$3,500).

Josh Broadwater entered a motion, with a second by Pam Bluhm, to Motion to approve proposed increase to \$4000 per year of good service with the recommendation from Public Services, effective January 1, 2026.

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

Committee of the Whole

Reviewed preliminary 2026 budget.

Discussed potential rate changes for water and sewer utilities.

Reviewed building and zoning permits and community development updates.

Discussed sidewalk ordinance update and recent lot sales in economic development.
Heritage Preservation update noted the honoring of Robert Vogel, long-time director.

New Business

Resolution 2025-49 disbursing funds for CCTV Operations and Capital and Closing the Capital Fund

Josh Broadwater entered a motion, with a second by Paul Novotny, to Motion to approve Resolution 2025-49 disbursing funds for CCTV Operations and Capital.

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

Personnel Policy 2.04 Appearance

Paul Novotny entered a motion, with a second by Josh Broadwater, to Motion to approve policy 2.04 as recommended by the Personnel Budget Committee.

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

Potential Liquor License Violation

The Council discussed alleged liquor ordinance violations during Western Days weekend by Jac's Bar & Grill. The violation involved patrons being on the premises after 1:10 AM and reopening the premises at 1:20 AM, contrary to the city's liquor license ordinance. The owner claimed he was reopening for food service under a restaurant license; however, the city attorney clarified the liquor license governs the premises and restricts occupancy from 1:10 AM until legal serving hours (8:00 AM Mon–Sat, 10:00 AM Sun).

City Attorney Fred Suhler Jr., and Police Chief Shane Fox, and City Clerk Beth Carlson all can confirm prior written and verbal communication with the business owner explaining the ordinance before the violation occurred.

The council determined the violation was willful and not inadvertent.

There is a consensus that ordinance may be outdated for dual-licensed (restaurant/liquor) establishments. Council agreed to begin review and potential amendment to allow restaurant opening hours as early as 6:00 AM. However, members agreed the Western Days violations warranted penalties due to deliberate noncompliance.

Paul Novotny entered a motion, with a second by Mike Urban, to adopt Resolution 2025-58, a resolution determining that Arthur LLC, L.L.C., the holder of an on-sale intoxicating liquor license for Jac's Bar & Grill, has permitted conduct on the licensed premises which constitutes violations of the provisions of the Chatfield Code, and should be sanctioned for such conduct by imposition of an appropriate monetary penalty against said licensee.

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

Mayor's Report

Mayor McBroom mentioned the passing of former mayor Margaret Perkins.

Roundtable

Paul Novotny entered a motion, with a second by Mike Urban, to authorize city staff and attorney to draft an ordinance amendment allowing for earlier morning restaurant operations (e.g., 6:00 AM) while maintaining restrictions on after-hours alcohol service.

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

Adjourn

Mike Urban entered a motion, with a second by Pam Bluhm, to adjourn at 7:51 pm.

Ayes: Councilors: Novotny, Urban, Broadwater, and Bluhm

Nays: None

Absent: Councilor: Frank

Motion carried.

/s/Beth M Carlson
City Clerk



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: Accounts Payable Claims Listings

Subject | Summary: Consider accounts payable for approval.

Agenda Category: Consent

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount: \$325,011.54

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[Batch Listing1 - 2025 10FA01 \\$170,682.79.pdf](#)

[Batch Listing2 - 2025 10FA01U \\$46,851.62.pdf](#)

[Batch Listing3 - 2025 0925VNDRPR \\$34,814.82.pdf](#)

[Batch Listing4 - 2025 09ADM08 \\$4,975.65.pdf](#)

[Batch Listing5 - 2025 09ADM09 \\$7,501.01.pdf](#)

[Batch Listing6 - 2025 09ADM10 \\$95.85.pdf](#)

[Batch Listing7 - 2025 10ADM01 \\$97.75.pdf](#)

[Batch Listing8 - 2025 10ADM02 \\$1.33.pdf](#)

[Batch Listing9 - 2025 1009VNDRPR \\$59,990.72.pdf](#)



City of Chatfield

Batch Listing - Unposted Summary

Current Period: October 2025

2025 10FA01

10/08/25 10:34 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
ALLEGRA						
	31600	E 221-42280-350	Fire Department *	Print/Binding (GENERAL)	\$1,961.06	FALL MLR NWSLTTR ENV DNTN CRDS
ALLEGRA					\$1,961.06	
AT&T MOBILITY						
	100320	E 230-42270-321	Ambulance	Telephone	\$38.23	507.551.8200 AMB IBR900
	100320	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$41.23	507.551.8576 WLLHS3 AIRCARD MIFI
	100320	E 220-42280-321	Fire Department *	Telephone	\$49.93	507.884.4423 FIRE
	100320	E 100-42110-320	Police Administrati	Communications (GENER	\$48.23	507.551.8478 DELL LT SIM (2024)
	100320	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$41.23	507.551.8578 WWTP CLLCTR AIRCAR
	100320	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$41.23	507.551.8577 WLLHS2 AIRCARD MIFI
	100320	E 230-42270-321	Ambulance	Telephone	\$38.23	507-551-8498 AMB CP IBR900 2
	100320	E 100-42110-321	Police Administrati	Telephone	\$45.88	507.272.5382 POLICE 872
	100320	E 100-42110-321	Police Administrati	Telephone	\$45.88	507.272.5386 POLICE 873
	100320	E 100-42110-321	Police Administrati	Telephone	\$50.92	507.272.5506 POLICE CHIEF
	100320	E 100-42110-320	Police Administrati	Communications (GENER	\$38.23	507.513.5937 SQUAD 873 MODEM
AT&T MOBILITY					\$479.22	
BLACKSTONE PUBLISHING						
	09/30/2	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$486.72	CUSTOMER ID 168011
BLACKSTONE PUBLISHING					\$486.72	
CALIBRATIONS AND CONTROLS, INC.						
	INV-21	E 602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment	\$675.00	BINNL CLBRTD RAS FLW MTR
CALIBRATIONS AND CONTROLS, INC.					\$675.00	
CANON FINANCIAL SERVICES, INC.						
	417851	E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment	\$108.44	832780-1 COLOR COPIER
CANON FINANCIAL SERVICES, INC.					\$108.44	
CENGAGE LEARNING						
	999101	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$15.94	ACCT 23762978
CENGAGE LEARNING					\$15.94	
CENTER POINT LARGE PRINT						
	219794	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$25.97	STORM
CENTER POINT LARGE PRINT					\$25.97	
CHATFIELD ALLIANCE, INC						
	LOFT 2	E 240-46630-300	Cmmnty Dvlpmnt	Promotional Expense	\$81.23	95% LOFT LODGING TAX 2025 07-09
CHATFIELD ALLIANCE, INC					\$81.23	
CHATFIELD CENTER FOR THE ARTS						
	OCT 20	E 250-46630-310	Cmmnty Dvlpmnt	Other Professional Servic	\$2,000.00	EDA CCA AGRMNT 09/2022-08/2028
CHATFIELD CENTER FOR THE ARTS					\$2,000.00	
COM-TEC LAND MOBILE RADIO						
	25874	E 100-42110-240	Police Administrati	Small Tools and Minor E	\$68.06	MOBILE RADIO PRTS
COM-TEC LAND MOBILE RADIO					\$68.06	
DSG						
	S10507	E 801-43100-530	Street Maintenanc	Cap. Outlay-Str. Overlay	\$297.94	+ 2 CURBSTOPS&MNHL CVR
DSG					\$297.94	
DVS RENEWAL						
	00-010	E 100-42110-435	Police Administrati	Licences, Permits and Fe	\$60.25	14 FORD PLATE MVS389 P18
DVS RENEWAL					\$60.25	



City of Chatfield

Batch Listing - Unposted Summary

Current Period: October 2025

2025 10FA01

10/08/25 10:34 AM

Page 2

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
ELITE EXTERIOR SOLUTIONS						
2641	E 211-45500-401	Libraries (GENERA	Repairs/Maint Buildings		\$400.00	EXTRR WNDW CLNNG
					\$400.00	
ELITE EXTERIOR SOLUTIONS						
EO JOHNSON BUSINESS TECHNOLOGIES						
401979	E 100-42110-413	Police Administrati	Equipment Rental / Leas		\$94.00	RICOH2510 25PPM (Lease Only)
401979	E 100-41500-413	Administration	Equipment Rental / Leas		\$428.21	RICOH4510 45PPM (162.36+243.7Srv
					\$522.21	
EO JOHNSON BUSINESS TECHNOLOGIES						
FIRE SAFETY USA, INC						
206621	E 220-42280-404	Fire Department *	Repairs/Maint Equipment		\$611.00	ENGINE 2 ISO
206077	E 100-43100-403	Street Maintenanc	Prev. Maint. Agreements		\$675.95	SHOP-ANN INSP EXT & LGHTNG
206623	E 220-42280-404	Fire Department *	Repairs/Maint Equipment		\$1,438.00	ENGINE 1 ISO
206076	E 100-45124-403	Swimming Pools -	Prev. Maint. Agreements		\$346.50	POOL-ANN INSP EXT & LGHTNG
206074	E 211-45500-401	Libraries (GENERA	Repairs/Maint Buildings		\$277.50	LIB -ANN INSP CERT - LGHTNG & EXT
206073	E 250-46630-404	Cmmnty Dvlpmnt	Repairs/Maint Equipment		\$450.00	CCA-ANN INSP LGHTNG
206075	E 100-41940-403	Municipal Building	Prev. Maint. Agreements		\$632.50	THRBRBLDG -ANN INSP CERT - LGHT
206078	E 602-49450-403	Sewer (GENERAL)	Prev. Maint. Agreements		\$221.50	WWTP-ANN INSP EXT & LGHTNG
					\$4,652.95	
FIRE SAFETY USA, INC						
GRANICUS						
215635	E 100-41500-438	Administration	Internet Expenses		\$2,051.29	PKAgndMgmnt LiveCst ClrCstr Opn
					\$2,051.29	
GRANICUS						
GRIFFIN CONSTRUCTION						
11935	E 602-49450-407	Sewer (GENERAL)	Rep/Maint Manholes & S		\$2,756.63	2025 CASTINGS & CONCRETE SANITA
11932	E 801-43100-408	Street Maintenanc	Storm Water / Drainage		\$1,231.63	2025 CASTINGS & CONCRETE STORM
11875	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment		\$43,070.05	2025 CATCH BSN EST 64,345 (RPR N
11874	E 801-43100-408	Street Maintenanc	Storm Water / Drainage		\$1,423.60	2024 FLD 2E DTCH
11916	E 601-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL		\$10,052.70	2025 HYD (2 SCHDLD)
11915	E 601-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL		\$19,367.69	2025 5 EXTRA HYD - NO MORE UNTIL
					\$77,902.30	
GRIFFIN CONSTRUCTION						
HOMETOWN BILLING						
SOA SE	E 230-42270-435	Ambulance	Licences, Permits and Fe		\$773.54	7% BILLING FEE - SEP
					\$773.54	
HOMETOWN BILLING						
INTEGRITY TREE SERVICE LLC						
1103	E 100-45200-430	Parks (GENERAL)	Misc. TRY NOT TO USE		\$4,000.00	JULY WIND STORM CLEAN UP 3 LARG
					\$4,000.00	
INTEGRITY TREE SERVICE LLC						
J&S REPAIR						
CJ5889	E 100-45200-404	Parks (GENERAL)	Repairs/Maint Equipment		\$25.14	VNTRK BLT
					\$25.14	
J&S REPAIR						
LMC						
435877	E 100-41500-208	Administration	Training and Instruction		\$30.00	2025 FALL FORUMS-MP
					\$30.00	
LMC						
MARC						
086090	E 100-43100-210	Street Maintenanc	Operating Expenses		\$150.65	GLV NTRL
					\$150.65	
MARC						
MARCO TECHNOLOGIES LLC.						
INV144	E 100-42110-403	Police Administrati	Prev. Maint. Agreements		\$675.00	2025 15% MIT - 4,500 /54,000
INV143	E 100-45200-435	Parks (GENERAL)	Licences, Permits and Fe		\$20.00	1 PARKS BS PRM
INV143	E 602-49450-435	Sewer (GENERAL)	Licences, Permits and Fe		\$40.00	2 WW BS PRM



City of Chatfield

Batch Listing - Unposted Summary

Current Period: October 2025

2025 10FA01

10/08/25 10:34 AM

Page 3

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	INV143	E 100-41100-435	Legislative	Licences, Permits and Fe	\$60.00	6 LEG EXCHNG ON LN P1 & ACTV DRC
	INV144	E 100-43100-403	Street Maintenanc	Prev. Maint. Agreements	\$225.00	2025 5% MIT - 4,500 /54,000
	INV143	E 601-49400-435	Water Utilities (GE	Licences, Permits and Fe	\$20.00	1 WTR BS PRM
	INV143	E 220-42280-435	Fire Department *	Licences, Permits and Fe	\$20.00	1 FD BS PRM
	INV143	E 100-42110-435	Police Administrati	Licences, Permits and Fe	\$200.00	10 PD MS BS PRM
	INV143	E 240-46630-435	Cmmnty Dvlpmnt	Licences, Permits and Fe	\$10.00	SHRD MBX NO LIC - PHASE OUT 1 ED
	INV143	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	\$20.00	1 MS BS PRM
	INV143	E 100-45124-435	Swimming Pools -	Licences, Permits and Fe	\$10.00	1 POOL EXCHNG ON LN + ACTV DRCT
	INV143	E 100-41500-435	Administration	Licences, Permits and Fe	\$110.00	5 MS BUS PREM & 1 VM EXCH + ACTV
	INV143	E 230-42270-435	Ambulance	Licences, Permits and Fe	\$40.00	2 AMB BS PRM
	INV143	E 240-46630-435	Cmmnty Dvlpmnt	Licences, Permits and Fe	\$10.00	SHRD - NOLIC - PHASE OUT -1 PLNG
	INV144	E 240-46630-403	Cmmnty Dvlpmnt	Prev. Maint. Agreements	\$225.00	2025 5% MIT - 4,500 /54,000
	INV144	E 230-42270-403	Ambulance	Prev. Maint. Agreements	\$225.00	2025 5% MIT - 4,500 /54,000
	INV144	E 601-49400-403	Water Utilities (GE	Prev. Maint. Agreements	\$900.00	2025 20% MIT - 4,500 /54,000
	INV144	E 602-49450-403	Sewer (GENERAL)	Prev. Maint. Agreements	\$900.00	2025 20% MIT - 4,500 /54,000
	INV144	E 603-49500-403	Refuse/Garbage (	Prev. Maint. Agreements	\$450.00	2025 10% MIT - 4,500 /54,000
	INV144	E 100-41500-403	Administration	Prev. Maint. Agreements	\$675.00	2025 15% MIT - 4,500 /54,000
	INV144	E 220-42280-403	Fire Department *	Prev. Maint. Agreements	\$225.00	2025 5% MIT - 4,500 /54,000
MARCO TECHNOLOGIES LLC.					\$5,060.00	
MINNESOTA PUMP WORKS						
	INV029	E 602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment	\$9,173.75	EMRGNCY RPR - PLUG VALVE
MINNESOTA PUMP WORKS					\$9,173.75	
MN DEPT OF LABOR & INDUSTRY						
	ABR035	E 250-46630-404	Cmmnty Dvlpmnt	Repairs/Maint Equipment	\$25.00	135872 BOILER CCA
	ABR035	E 250-46630-404	Cmmnty Dvlpmnt	Repairs/Maint Equipment	\$25.00	139964 BOILER CCA
MN DEPT OF LABOR & INDUSTRY					\$50.00	
MN REVENUE						
	113107	0-588-8 E 603-49500-436	Refuse/Garbage (	Sales Tax	\$1,022.00	7316521 GARBAGE TAX
	113106	1-255-9 E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	\$11.89	7316521 PTRLM TX-SEP 2025
		1-255-9 E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$18.00	7316521 PTRLM TX-SEP 2025
	113107	0-588-8 E 601-49400-437	Water Utilities (GE	Sales Tax - Purchases	\$64.00	7316521 WTR TWR LEASE SALES
		0-588-8 E 100-45124-437	Swimming Pools -	Sales Tax - Purchases	\$16.00	7316521 POOL SALES & ADM
	113105	1-376-6 E 601-49400-437	Water Utilities (GE	Sales Tax - Purchases	\$1,418.00	7316503 QTRLY WTR
	113107	0-588-8 E 100-41500-437	Administration	Sales Tax - Purchases	\$1.00	7316521 CLRK CHRGS SVCS
MN REVENUE					\$2,550.89	
MN RURAL WATER ASSOCIATION						
	LTR SE	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$800.00	VALVE EXCSR LEASE 2025 0922-0926
MN RURAL WATER ASSOCIATION					\$800.00	
MOTOROLA						
	828219	E 801-42110-580	Police Administrati	Cap. Outlay-Other Equip	\$21,453.12	3 MOBILE RADIOS
	828219	E 801-42110-580	Police Administrati	Cap. Outlay-Other Equip	\$66.96	3 ANTENNA
MOTOROLA					\$21,520.08	
OLMSTED COUNTY - SHERIFF						
	SHER-1	E 100-42110-208	Police Administrati	Training and Instruction	\$390.00	EVOC - LANDORF & MAAS
OLMSTED COUNTY - SHERIFF					\$390.00	
QUADIENT - FOLDING MACHINE						
	178041	E 100-41500-404	Administration	Repairs/Maint Equipment	\$175.75	IX3-5-7 INK CART
QUADIENT - FOLDING MACHINE					\$175.75	



City of Chatfield

Batch Listing - Unposted Summary

Current Period: October 2025

2025 10FA01

10/08/25 10:34 AM

Page 4

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
QUILL.COM						
	457329	E 211-45500-416	Libraries (GENERA	Cleaning Service	\$19.09	VNGR
	457229	E 211-45500-416	Libraries (GENERA	Cleaning Service	\$417.67	TWL LNR VNGR KCUP LBLs
					\$436.76	
QUILL.COM						
STREICHER S						
	I17858	E 100-42110-153	Police Administrati	Uniform Allowance	\$98.98	HANDCUFFS
					\$98.98	
STREICHER S						
STUMPS & LANDSCAPING OF ROCHESTER						
	9/17/20	E 100-43100-430	Street Maintenanc	Misc. TRY NOT TO USE	\$10,449.00	2025 STRM DMG-WHOLE TOWN
					\$10,449.00	
STUMPS & LANDSCAPING OF ROCHESTER						
SUNSHINE FOODS						
	001009	E 230-42270-305	Ambulance	Safety	\$135.09	BRT BN CK
					\$135.09	
SUNSHINE FOODS						
THE CHATFIELD NEWS, LLC						
	7208	E 100-41500-350	Administration	Print/Binding (GENERAL)	\$120.00	ORD 479 POOL DRAINAGE
					\$120.00	
THE CHATFIELD NEWS, LLC						
US BANK ONE CARD						
	09-25-2	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	\$0.99	APPLE.COM - ICLOUD STORAGE
	09-25-2	E 220-42280-433	Fire Department *	Dues and Subscriptions	\$563.70	ACTIVE911 FD
	09-25-2	E 601-49400-322	Water Utilities (GE	Postage	\$8.45	USPS - WTR SMPL PSTG
	09-25-2	E 100-41500-309	Administration	Conference Expense	\$18.94	OLV GRDN - CLRK ORTN - AE
	09-25-2	E 100-45200-433	Parks (GENERAL)	Dues and Subscriptions	\$13.00	TACTACAM
	09-25-2	E 100-43100-433	Street Maintenanc	Dues and Subscriptions	\$95.00	FILL-RITE BFS SBSCPTN
	09-25-2	E 211-45500-591	Libraries (GENERA	Cap. Outlay-Magazines	\$25.00	MN CONSRVTN VLTR - ME
	09-25-2	E 100-45200-404	Parks (GENERAL)	Repairs/Maint Equipment	\$26.44	ARNOLDS EYOTA - DF
	09-25-2	E 100-41500-152	Administration	Clothing	\$53.69	THREADS - EMBRDRY - AE
	09-25-2	E 100-43100-331	Street Maintenanc	Travel Expenses	\$26.06	MCD AL - BB & MI
	09-25-2	E 100-42110-153	Police Administrati	Uniform Allowance	\$80.00	SWNG BY CAROLYN - SF
	09-25-2	E 603-49500-210	Refuse/Garbage (	Operating Expenses	\$65.63	SUNSHINE - HHW
	09-25-2	E 100-42110-152	Police Administrati	Clothing	\$29.61	EAR PHONE - SS
	09-25-2	E 230-42270-435	Ambulance	Licences, Permits and Fe	\$676.00	ACTIVE911 - AMBULANCE
	09-25-2	E 100-41500-309	Administration	Conference Expense	\$139.84	LODGNG - CLRK ORTN - AE
	09-25-2	E 100-41100-210	Legislative	Operating Expenses	\$37.08	SUNSHINE FOODS - COW MEAL
	09-25-2	E 100-41500-433	Administration	Dues and Subscriptions	\$195.00	IIMC - CARLSON MMBRSH
	09-25-2	E 211-45500-401	Libraries (GENERA	Repairs/Maint Buildings	\$53.69	HLLSD NRSRY - ME
	09-25-2	E 100-42110-208	Police Administrati	Training and Instruction	\$75.00	BCA TRNG - SF
	09-25-2	E 240-46630-208	Cmmnty Dvlpmnt	Training and Instruction	\$130.00	SAFEROUTES SUMMIT
					\$2,313.12	
US BANK ONE CARD						
UTILITY REFUND						
	26.003	R 603-49500-3730	Refuse/Garbage (		\$284.58	908 FILLMORE ST SE UTILITY ASSES
	26.003	R 602-49450-3720	Sewer (GENERAL)		\$859.76	908 FILLMORE ST SE UTILITY ASSES
	26.003	R 601-49400-3710	Water Utilities (GE		\$335.82	908 FILLMORE ST SE UTILITY ASSES
					\$1,480.16	
UTILITY REFUND						
WM HANSON WASTE REMOVAL						
	SEP 20	E 603-49500-384	Refuse/Garbage (	Refuse/Garbage Disposal	\$1,420.80	GARBAGE SERVICE - FUEL SURCHARG
	SEP 20	E 603-49500-384	Refuse/Garbage (	Refuse/Garbage Disposal	\$2,145.92	GARBAGE SERVICE - OC ENVIRON FEE
	5134	E 100-45200-384	Parks (GENERAL)	Refuse/Garbage Disposal	\$151.35	GARBAGE SERVICE - CTY MNT BLDG
	5134	E 602-49450-384	Sewer (GENERAL)	Refuse/Garbaae Disposal	\$116.22	GARBAGE SERVICE - WWTP



City of Chatfield

Batch Listing - Unposted Summary

Current Period: October 2025

2025 10FA01

10/08/25 10:34 AM

Page 5

Check		Account	Dept Descr	Object Descr	Amount	Comments
Nbr	Invoice					
	5134	E 100-45200-384	Parks (GENERAL)	Refuse/Garbage Disposal	\$124.32	GARBAGE SERVICE - FIRE HALL
	5134	E 100-41940-384	Municipal Building	Refuse/Garbage Disposal	\$86.49	GARBAGE SERVICE - CITY HALL
	SEP 20	E 603-49500-384	Refuse/Garbage (	Refuse/Garbage Disposal	\$15,116.20	GARBAGE SERVICE - 1,161 P/U @ 13.
WM HANSON WASTE REMOVAL					\$19,161.30	
2025 10FA01					\$170,682.79	
					\$170,682.79	

([BatchID] in (22023))



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: October 2025
 2025 10FA01U

10/08/25 9:07 AM
 Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
AMAZON CAPITAL SERVICES, INC.						
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$13.85	ALL WE IMAGINE DVD	
1LQY-K	E 100-41500-200	Administration	Office Supplies (GENERA	\$24.99	PLSTC BINDERS	
1LQY-K	E 100-41500-200	Administration	Office Supplies (GENERA	\$29.97	FILE JACKETS	
1LQY-K	E 100-42110-240	Police Administrati	Small Tools and Minor E	\$148.95	OTTERBOX IPHONE SCR N PRTCRS	
1LQY-K	E 100-42110-240	Police Administrati	Small Tools and Minor E	-\$7.45	PROMOTIONAL CREDIT	
1LQY-K	E 100-41500-200	Administration	Office Supplies (GENERA	\$12.99	BARCODE LABELS	
1LQY-K	E 100-41940-210	Municipal Building	Operating Expenses	\$22.77	55 GAL TRASH BAG	
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$19.96	LILO & STITCH DVD	
1LQY-K	E 100-42110-240	Police Administrati	Small Tools and Minor E	\$29.97	3 EMERG BAGS	
1LQY-K	E 242-46630-240	Cmmnty Dvlpmnt	Small Tools and Minor E	\$209.76	PCT FRMS HERT PRES	
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$17.95	THE ACCOUNTANT 2 DVD	
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$19.95	JURASSIC WORLD REBIRTH DVD	
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$17.95	THE ALTO KNIGHTS DVD	
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$13.49	THE ASSESMENT DVD	
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$19.89	ELIO DVD	
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$17.39	YELLOWSTONE SEASON 5 DVD	
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$15.93	TERR WILLEY UNEX PLNT DVD	
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$19.95	TRN DRAGON DVD	
1LQY-K	E 100-41940-210	Municipal Building	Operating Expenses	\$11.97	SANITIZE WIPES	
1LQY-K	E 211-45500-593	Libraries (GENERA	Cap. Outlay-Non Print M	\$12.96	ASH DVD	
1LQY-K	E 100-42110-240	Police Administrati	Small Tools and Minor E	\$64.99	BLD PRSS MONITOR	
1LQY-K	E 100-42110-240	Police Administrati	Small Tools and Minor E	\$129.98	2 BLOOD PRESS CUFF	
1LQY-K	E 100-41940-210	Municipal Building	Operating Expenses	\$11.18	SWIFFER REFILL	
1LQY-K	E 100-41500-210	Administration	Operating Expenses	\$40.96	10 REAM PAPER	
1LQY-K	E 100-41940-210	Municipal Building	Operating Expenses	\$31.49	BLUE TRASH BAGS	
1LQY-K	E 100-41500-210	Administration	Operating Expenses	\$10.77	13 GAL KIT TRASH BAGS	
1LQY-K	E 242-46630-240	Cmmnty Dvlpmnt	Small Tools and Minor E	\$263.96	4 PIC SHELVES HERT PRES	
1LQY-K	E 242-46630-240	Cmmnty Dvlpmnt	Small Tools and Minor E	\$33.80	SHIPPING/HANDLING SHELVES	
1LQY-K	E 100-42110-240	Police Administrati	Small Tools and Minor E	\$16.14	IPHONE SCR N PRTCR	
AMAZON CAPITAL SERVICES, INC.					\$1,276.46	
BADGER METER						
802111	E 602-49450-403	Sewer (GENERAL)	Prev. Maint. Agreements	\$129.76	1/2 BCN FXD NTRWK PER UNITwMBL	
802111	E 601-49400-403	Water Utilities (GE	Prev. Maint. Agreements	\$129.76	1/2 BCN FXD NTRWK PER UNITwMBL	
BADGER METER					\$259.52	
BOYSEN REPAIR						
294730	E 100-45200-404	Parks (GENERAL)	Repairs/Maint Equipment	\$240.00	VENTRAC REP CABLE	
BOYSEN REPAIR					\$240.00	
CITY OF CHATFIELD						
SEP 20	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$70.34	10-00000071-00-5 TOURIST CENTER	
SEP 20	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$88.66	10-00000051-00-9 FIRE HALL	
SEP 20	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$70.34	10-00000081-008 CITY SHOP	
SEP 20	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$115.30	10-00000031-00-3 WWTP	
SEP 20	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$70.34	10-00000011-00-7 PUBLIC LIBRARY	
SEP 20	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$70.34	10-00000101-01-4 PWFAC2	
SEP 20	E 100-45124-380	Swimming Pools -	Utility Services (GENERA	\$70.81	10-00000121-00-7 POOL	
SEP 20	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$70.34	10-00002410-91-8 PWFAC1	
SEP 20	E 100-41940-380	Municipal Building	Utility Services (GENERA	\$73.84	10-00000001-00-4 THURBER BLDG GA	
CITY OF CHATFIELD					\$700.31	
CULLIGAN WATER						



City of Chatfield

Batch Listing - Unposted Summary

Current Period: October 2025

2025 10FA01U

10/08/25 9:07 AM

Page 2

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	09/30/2	E 100-41500-210	Administration	Operating Expenses	\$35.95	WTR SRVC
CULLIGAN WATER					\$35.95	
DSG						
	S10508	E 601-49400-240	Water Utilities (GE	Small Tools and Minor E	\$154.91	METER COUPLERS
DSG					\$154.91	
FIRE SAFETY USA, INC						
	203519	E 801-42110-580	Police Administrati	Cap. Outlay-Other Equip	\$26,645.00	2024 FORD INTCPTR UPFIT
FIRE SAFETY USA, INC					\$26,645.00	
FREDERICK S. SUHLER, ATTY						
	10/02/2	E 100-41100-304	Legislative	Legal Fees	\$900.00	ADDITIONAL TASKS - SEPT 2025
	10/02/2	E 100-41100-304	Legislative	Legal Fees	\$600.00	MONTHLY RETAINER - SEPT 2025
FREDERICK S. SUHLER, ATTY					\$1,500.00	
GOPHER STATE ONE CALL						
	509028	E 601-49400-310	Water Utilities (GE	Other Professional Servic	\$101.25	ACCOUNT #MN00240
GOPHER STATE ONE CALL					\$101.25	
HBC						
	10/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$37.49	50% 1520399 BNCH/RVR 1 OF 3 CLLC
	10/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$55.49	50% 1520399 19 2ND ST SW
	10/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$37.50	50% 1520399 WTR RSVR 1 OF 3 CLLC
	10/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$38.99	50% 1520399 UTLTY PL/HS 1 OF 3 CL
	10/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$37.50	50% 1520399 BNCH/RVR 1 OF 3 CLLC
	10/02/2	E 100-45200-438	Parks (GENERAL)	Internet Expenses	\$55.49	50% 1520399 19 2ND ST SW
	10/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$39.00	50% 1520399 UTLTY PL/HS 1 OF 3 CL
	10/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$37.49	50% 1520399 WTR RSVR 1 OF 3 CLLC
HBC					\$338.95	
LINDE						
	524504	E 100-43100-210	Street Maintenanc	Operating Expenses	\$64.73	HIGH PRESSURE
LINDE					\$64.73	
LRS						
	MP2848	E 100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$620.00	6 PRK UNTS 2025
LRS					\$620.00	
MEDIACOM						
	09/26/2	E 100-42110-438	Police Administrati	Internet Expenses	\$108.19	1/3 CITY HALL HSD & STATIC IPS
	09/26/2	E 230-42270-438	Ambulance	Internet Expenses	\$108.52	1/3 CITY HALL HSD & STATIC IPS
	09/26/2	E 100-41500-438	Administration	Internet Expenses	\$108.19	1/3 CITY HALL HSD & STATIC IPS
MEDIACOM					\$324.90	
MINNESOTA ENERGY RESOURCES						
	564257	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$13.25	00002 FH 25% STREET
	565200	E 100-42110-380	Police Administrati	Utility Services (GENERA	\$19.63	00001 MUNI - POLICE 1/3
	564941	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$54.80	00014 PPLS 19 SCND ST SW
	564257	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$31.79	00002 FH 60% FIRE
	564257	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$7.95	00002 FH 15% WATER
	564570	E 100-45124-380	Swimming Pools -	Utility Services (GENERA	\$45.82	000011 POOL
	565200	E 100-41940-380	Municipal Building	Utility Services (GENERA	\$19.63	00001 MUNI 1/3
	564174	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$59.63	00005 LIBRARY
	565200	E 230-42270-380	Ambulance	Utility Services (GENERA	\$19.63	00001 MUNI - AMB 1/3
	564406	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$45.00	00003 WWTP - LIBRARY LN
	564154	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$49.87	00015 547 HLLSD BSTR STTN



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: October 2025
 2025 10FA01U

10/08/25 9:07 AM
 Page 3

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
MINNESOTA ENERGY RESOURCES					\$367.00	
OTIS ELEVATOR COMPANY						
100402	E	100-41940-403	Municipal Building	Prev. Maint. Agreements	\$262.00	MNCPLBLDNG ELVTR MAINT- SEPT 20
OTIS ELEVATOR COMPANY					\$262.00	
PEOPLES ENERGY COOPERATIVE						
10/03/2	E	602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$2,575.43	2430200 126 LIBRARY LN WWTP
10/03/2	E	100-41940-380	Municipal Building	Utility Services (GENERA	\$213.67	2407900 1/3 21 2ND ST SE
10/03/2	E	211-45500-380	Libraries (GENERAL)	Utility Services (GENERA	\$395.03	2402500 LIBRARY 322 MAIN ST S
10/03/2	E	220-42280-380	Fire Department *	Utility Services (GENERA	\$197.20	2410000 318 S MAIN ST-WHISTLE
10/03/2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$767.24	2428000 MILL CREEK PARK
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$56.04	2410100 1/4 FIRE HALL
10/03/2	E	230-42270-380	Ambulance	Utility Services (GENERA	\$213.67	2407900 1/3 21 2ND ST SE
10/03/2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$84.41	2410200 MAIN ST-CITY PARK
10/03/2	E	220-42280-380	Fire Department *	Utility Services (GENERA	\$168.14	2410100 3/4 FIRE HALL
10/03/2	E	602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$138.28	242390 MILL CREEK PK - LIFT ST
10/03/2	E	100-42110-380	Police Administrati	Utility Services (GENERA	\$213.66	2407900 1/3 21 2ND ST SE
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$72.27	2436500 CR 2 HWY S
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$66.45	2447300 UNION ST NE - XING
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$106.67	3260100 301 TH 52 - TRAFFIC SI
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$2,120.00	3011800 STREET LIGHTS
10/03/2	E	601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$66.87	3211800 250 OLD TERRITORIAL RD
10/03/2	E	100-45124-380	Swimming Pools -	Utility Services (GENERA	\$309.52	3237701 107 UNION ST NE
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$170.73	3260000 52 3RD ST SW - STL MTR
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$197.00	7823600 MEYERS AND TERMAR
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$83.62	3376900 EV CHARGER - 405 MAIN ST
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$11.00	2182100 SIREN - 10210 HILLSIDE
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$168.22	3265100 20 2ND ST SE - LIGHTS
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$135.28	2154400 10208 HILLSIDE DRIVE
10/03/2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$61.61	2432400 400 3RD ST SW
10/03/2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$64.00	2432200 CHATFIELD SIGN
10/03/2	E	100-45200-380	Parks (GENERAL)	Utility Services (GENERA	\$69.00	2438500 MILL CREEK PARK
10/03/2	E	601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$777.30	3011701 BLUFF ST
10/03/2	E	100-43100-380	Street Maintenanc	Utility Services (GENERA	\$357.75	2400202 PPLS 19 SCND ST SW
PEOPLES ENERGY COOPERATIVE					\$9,860.06	
QUILL.COM						
458614	E	100-41500-210	Administration	Operating Expenses	\$147.99	305 - CLERK TONER
QUILL.COM					\$147.99	
REINDERS						
322405	E	100-45200-210	Parks (GENERAL)	Operating Expenses	\$478.77	TRIMEC992 MDAFEE CM-2.5
REINDERS					\$478.77	
SOUTHEAST MECHANICAL						
38018	E	100-45124-403	Swimming Pools -	Prev. Maint. Agreements	\$172.50	WINTERIZE POOL HEATER
SOUTHEAST MECHANICAL					\$172.50	
STUMPS & LANDSCAPING OF ROCHESTER						
1066	E	100-43100-411	Street Maintenanc	Tree Maintenance	\$605.44	SHADY OAK 2 STUMP GRIND
1062	E	100-43100-411	Street Maintenanc	Tree Maintenance	\$640.00	711 CLIFF ST STUMP GRIND
STUMPS & LANDSCAPING OF ROCHESTER					\$1,245.44	
SUPERIOR MECHANICAL						
AR0025	E	100-45124-403	Swimming Pools -	Prev. Maint. Agreements	\$706.50	WINTERIZING POOL



City of Chatfield

Batch Listing - Unposted Summary

Current Period: October 2025

2025 10FA01U

10/08/25 9:07 AM

Page 4

Check	Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
SUPERIOR MECHANICAL						\$706.50	
UC LABORATORY							
	125336		E 602-49450-217	Sewer (GENERAL)	Testing	\$707.14	WWTP LABS
UC LABORATORY						\$707.14	
VESTIS							
	256042		E 100-41940-401	Municipal Building	Repairs/Maint Buildings	\$123.99	RUG SERVICE SEPTEMBER
VESTIS						\$123.99	
WHV INC							
	122430		E 250-46630-404	Cmmnty Dvlpmnt	Repairs/Maint Equipment	\$423.30	PRGRM & GRPHX NO COOLING
WHV INC						\$423.30	
ZEP MANUFACTURING							
	901184		E 601-49400-401	Water Utilities (GE	Repairs/Maint Buildings	\$94.95	BUG MX PEST CONTRL
ZEP MANUFACTURING						\$94.95	
2025 10FA01U						\$46,851.62	
						\$46,851.62	

([BatchID] in (22022))



Batch Listing - Unposted Summary

Current Period: September 2025

2025 0925VNDRPR

Check	Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
CHATFIELD PUBLIC LIBRARY							
	113102	2025-2	R 211-45500-3620	Libraries (GENERA		-\$125.00	PR VNDR LBLTY
		2025-2	G 910-21728			\$125.00	PR VNDR LBLTY
						\$0.00	
CHATFIELD PUBLIC LIBRARY							
DELTA DENTAL							
	113094	CNS000	G 910-21711			\$1,049.58	PR VNDR LBLTY AUG LATE PAYMENT
		CNS000	G 910-21711			\$1,428.94	PR VNDR LBLTY SEPT PAYMENT
						\$2,478.52	
DELTA DENTAL							
EFTPS							
	113095	751755	G 910-21701			\$5,436.11	PR VNDR LBLTY
		751755	G 910-21703			\$5,618.62	PR VNDR LBLTY
		751755	G 910-21709			\$1,768.94	PR VNDR LBLTY
						\$12,823.67	
EFTPS							
HEALTHEQUITY							
	113096	elgfmc	G 910-21726			\$3,766.68	PR VNDR LBLTY
						\$3,766.68	
HEALTHEQUITY							
MN REVENUE							
	113097	1-912-5	G 910-21702			\$2,595.56	PR VNDR LBLTY
						\$2,595.56	
MN REVENUE							
PERA							
	113098	SOMPE	G 910-21704			\$6,632.60	PR VNDR LBLTY
		SOMPE	G 910-21705			\$5,021.33	PR VNDR LBLTY
						\$11,653.93	
PERA							
SUN LIFE ASSURANCE COMPANY							
	113099	169374	G 910-21720			\$273.93	PR VNDR LBLTY
						\$273.93	
SUN LIFE ASSURANCE COMPANY							
TASC							
	113100	09/25/2	G 910-21714			\$304.16	PR VNDR LBLTY
						\$304.16	
TASC							
VOYA EMPOWER MNDP							
	113101	PAYROL	G 910-21719			\$918.37	PR VNDR LBLTY
						\$918.37	
VOYA EMPOWER MNDP							
2025 0925VNDRPR						\$34,814.82	
						\$34,814.82	



City of Chatfield

Batch Listing - Unposted Summary

Current Period: September 2025

2025 09ADM08

09/25/25 3:11 PM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
MN POLLUTION CONTROL AGENCY						
061129	PRLMN	E 602-49450-500	Sewer (GENERAL)	Cap. Outlay-GENERAL	\$1,550.00	PRLMNRY EFFLUENT LIMIT REVIEW R
MN POLLUTION CONTROL AGENCY					\$1,550.00	
NOVOTNY LAW OFFICE, LTD.						
061130	3676	E 100-42110-304	Police Administrati	Legal Fees	\$560.00	PROSECUTION - JUL 2025
	3651	E 100-42110-304	Police Administrati	Legal Fees	\$728.00	PROSECUTION - JUN 2025
	3583	E 100-42110-304	Police Administrati	Legal Fees	\$964.00	PROSECUTION - APR 2025
	3712	E 100-42110-304	Police Administrati	Legal Fees	\$266.00	PROSECUTION - AUG 2025
NOVOTNY LAW OFFICE, LTD.					\$2,518.00	
PETTY CASH - CITY						
061131	2025 S	R 100-41000-3794	General Revenue		-\$0.69	CASH OVER IN PETTY CASH DRAWER
	2025 S	E 100-41500-322	Administration	Postage	\$0.77	POSTAGE DUE TO CARRIER
	2025 S	E 602-49450-322	Sewer (GENERAL)	Postage	\$0.05	POSTAGE
	2025 S	E 601-49400-322	Water Utilities (GE	Postage	\$0.02	POSTAGE
	2025 S	E 601-49400-208	Water Utilities (GE	Training and Instruction	\$50.00	WATER POSTER CONTEST WINNERS
	2025 S	E 230-42270-305	Ambulance	Safety	\$43.50	DONUTS FOR SAFETY MEETING
PETTY CASH - CITY					\$93.65	
UNITED STATES POSTAL SERVICE						
113093	672691	E 221-42280-322	Fire Department - Capital		\$814.00	Fall Mailer
UNITED STATES POSTAL SERVICE					\$814.00	
2025 09ADM08					\$4,975.65	
					\$4,975.65	

([BatchID] in (22040))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: September 2025

2025 09ADM09

09/30/25 8:53 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
CHATFIELD TRAILS INC.						
061132	000990	E 803-46636-324	Community Action	Reimbursement	\$6,811.51	MMB - DNR OMB - OHV RFR 1FY25
CHATFIELD TRAILS INC.					\$6,811.51	
UNITED STATES POSTAL SERVICE						
113103	672948	E 601-49400-322	Water Utilities (GE	Postage	\$156.45	UB PSTG ALLCTN 2025 22.69%
	672948	E 603-49500-322	Refuse/Garbage (	Postage	\$132.52	UB PSTG ALLCTN 2025 19.22%
	672948	E 602-49450-322	Sewer (GENERAL)	Postage	\$400.53	UB PSTG ALLCTN 2025 58.09%
UNITED STATES POSTAL SERVICE					\$689.50	
2025 09ADM09					\$7,501.01	
					\$7,501.01	

([BatchID] in (22055))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: September 2025

2025 09ADM10

10/01/25 9:17 AM

Page 1

Check							
Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments	
ROOT RIVER STATE BANK							
113104	093025	E 100-41500-310	Administration	Other Professional Servic	\$95.85	INT BANKING CHARGES 55 + 25.85 +	
ROOT RIVER STATE BANK					\$95.85		
2025 09ADM10					\$95.85		
					\$95.85		

([BatchID] in (22073))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: October 2025

2025 10ADM01

10/06/25 11:54 AM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
FORTIS						
113108	SEP.2 2	E 100-45124-323	Swimming Pools -	Admin Expense 323 34	\$36.50	DSCNT MERCH BNKCD NSD
FORTIS					\$36.50	
MWOA						
061134	2025 1	E 602-49450-208	Sewer (GENERAL)	Training and Instruction	\$20.00	SE SCTN MTG - IRISH
061133	2025 1	E 602-49450-208	Sewer (GENERAL)	Training and Instruction	\$20.00	SE SCTN MTG - SCHLICHTER
MWOA					\$40.00	
TASC						
113109	IN3559	E 100-41500-310	Administration	Other Professional Servic	\$21.25	COBRA MO ADM FEE-AUG 2025-JUL20
TASC					\$21.25	
2025 10ADM01					\$97.75	
					\$97.75	

([BatchID] in (22087))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: October 2025

2025 10ADM02

10/07/25 10:42 AM

Page 1

Check	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
Nbr						
FORTIS						
113110	10/02/2	E 100-45124-323	Swimming Pools -	Admin Expense 323 34	\$1.33	DSCNT MERCH BNKCD NSD
FORTIS					\$1.33	
2025 10ADM02					\$1.33	
					\$1.33	

([BatchID] in (22098))



City of Chatfield
Batch Listing - Unposted Summary
Current Period: October 2025
2025 1009VNDRPR

10/08/25 3:14 PM
Page 1

Check	Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
BLUE CROSS BLUE SHIELD							
	113111	251002	G 910-21721			\$145.34	PR VNDR LBLTY
BLUE CROSS BLUE SHIELD						\$145.34	
CHATFIELD PUBLIC LIBRARY							
	113120	2025-2	R 211-45500-3620	Libraries (GENERA		-\$125.00	PR VNDR LBLTY
		2025-2	G 910-21728			\$125.00	PR VNDR LBLTY
CHATFIELD PUBLIC LIBRARY						\$0.00	
EFTPS							
	113113	504946	G 910-21701			\$5,759.17	PR VNDR LBLTY
		504946	G 910-21709			\$2,131.38	PR VNDR LBLTY
		504946	G 910-21703			\$6,998.80	PR VNDR LBLTY
EFTPS						\$14,889.35	
HEALTHEQUITY							
	113112	2025-1	G 910-21726			\$3,766.69	PR VNDR LBLTY
HEALTHEQUITY						\$3,766.69	
LAW ENFORCEMENT LABOR SERVICES							
	061203	OCT-25	G 910-21717			\$292.00	PR VNDR LBLTY
LAW ENFORCEMENT LABOR SERVICES						\$292.00	
MN PEIP							
	113114	10/10/2	G 910-21706			\$23,949.20	PR VNDR LBLTY
MN PEIP						\$23,949.20	
MN REVENUE							
	113115	1-455-7	G 910-21702			\$2,798.04	PR VNDR LBLTY
MN REVENUE						\$2,798.04	
NCPERS GROUP LIFE INSURANCE							
	113116	384000	G 910-21707			\$128.00	PR VNDR LBLTY
		384000	E 100-41500-323	Administration	Admin Expense 323 34	\$1.28	PR VNDR LBLTY
NCPERS GROUP LIFE INSURANCE						\$129.28	
PERA							
	113117	SOMPE	G 910-21704			\$7,231.58	PR VNDR LBLTY
		SOMPE	G 910-21705			\$4,997.30	PR VNDR LBLTY
		SOMPE	E 230-42270-121	Ambulance	PERA	\$560.00	PR VNDR LBLTY-SEP
PERA						\$12,788.88	
TASC							
	113118	10/09/2	G 910-21714			\$304.16	PR VNDR LBLTY
TASC						\$304.16	
VOYA EMPOWER MNDP							
	113119	PAYROL	G 910-21719			\$927.78	PR VNDR LBLTY
VOYA EMPOWER MNDP						\$927.78	
2025 1009VNDRPR						\$59,990.72	
						\$59,990.72	

([BatchID] in (22095))



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item:

Resolution 2025-67 Close Cable Access Operations Fund & Dispose of Fiscal Asset CC04

Subject | Summary: Requesting authorization to;

- create revenue and expenditure accounts in the administration department of the General Fund to pass through cable franchise fees to Chatfield Public Schools and close the Cable Access Operations fund.
- dispose of a asset that was put on the books which represents a fiscal contribution to the renovation of the Press Box, which is a physical asset located on the schools property.

Agenda Category: Consent

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost : Asset Book Value \$14,250

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[Resolution 2025-67 Closure of Fund 614 - CCTV Operations & Disposal of CC04 Fixed Asset.pdf](#)

Resolution 2025-67 (Addition to 2025-49)
Authorizing Closure of the 614 Cable Access Operations Fund
and Disposal of CC04 Fixed Asset

Whereas, the City of Chatfield uses a Fund Accounting system of tracking revenues, expenses, and cash balances relating to various activities, projects, and obligations, and

Whereas, the annual budget and / or the chart of accounts may be amended due to omissions, corrections, or unanticipated revenues or expenses; and

Whereas, the City of Chatfield authorizes the transfer of funds to meet its budgetary obligations, and

Whereas, being that the cable franchise fees can be passed through the General Fund, there is no longer a need to maintain a special revenue fund for CCTV Operations according to the June 23rd motion that transferred operations to Chatfield Public Schools.

Now Therefore, Be It Resolved that the City Council authorizes Administration to close fund 614 and add revenue and expense account codes within the Administration Department in the General Fund to accommodate the pass through of franchise fees.

<u>Fund</u>	<u>Action</u>
614 Cable Access Operations Fund	Close - \$0 Fund Balance
100 General Fund – Department 41500	Add Revenue account 31915 Franchise Fees
100 General Fund – Department 41500	Add Expense account 811 Pass Through Account

Whereas, the City of Chatfield owns certain personal property used in its municipal operations; and

Whereas, the property identified below is no longer needed for a municipal purpose; and

Whereas, Minnesota state law allows for the disposal of such property once it has been properly declared surplus by the City Council; and

Whereas, the City Council has determined that disposing of the fiscal asset aligns with the transition of operations to Chatfield Public Schools and is physically located on the schools property, disposing of this asset on the City's records is in the best interest of the city and its residents.

Now Therefore Be It Further Resolved that the City Council declares the following fiscal asset as surplus and authorizes administration to dispose of the fiscal asset on the City records.

- CC04 Press Box acquired 08/21/2024 with a total price of \$15,000 with a book value of \$14,250 as of 12/31/2024

Approved by the Chatfield City Council this 13th day of October 2025.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: Resolution 2025-68, a Resolution Approving an LG220 Application for Exempt Permit For St. Mary's Catholic Church

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[2025-68 Lawful Gambling LG220 for St Marys Catholic Church.pdf](#)

Resolution 2025-68

**Resolution Approving an LG220 Application for Exempt Permit
For St. Mary's Catholic Church**

Whereas, St. Mary's Catholic Church has applied to the Gambling Control Board of the State of Minnesota for a Premises Permit to Conduct Lawful Gambling at St. Mary's Catholic Church, the location being within the City of Chatfield; and

Whereas, the provisions of Minnesota Statute 349.213, subd. 2 require that the Common Council of the City of Chatfield notify the Gambling Control Board of the State of Minnesota of its approval of said application before a Premises Permit is issued.

NOW, THEREFORE BE IT RESOLVED by the Common Council of the City of Chatfield that the Common Council hereby approves the application described herein.

Adopted the 13th day of October 2025 by the Common Council of the City of Chatfield Minnesota.

/s/Beth M Carlson, MMC
City Clerk, City of Chatfield



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item:

Resolution 2025-70 Accepting a donation to the City

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[2025-70 Accepting Donations Library.docx](#)

RESOLUTION 2025-70
A RESOLUTION ACCEPTING A DONATION TO THE CITY

WHEREAS, the City of Chatfield 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.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

Name	Amount
STITCH WITCHES QUILTERS	\$60.00

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

\$60.00 To be used for capital purchases for the Chatfield Public Library, R 212-45500-36230

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 CHATFIELD, 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 directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Chatfield, Minnesota this 13th Day of October, 2025.

/s/Beth M Carlson
City Clerk
City of Chatfield



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: YE4WD - Turkey Trot - November 27, 2025

Subject | Summary:

YE4WD is organizing a Turkey Trot for Thanksgiving morning and would like to hold it at Groen Park and use the park shelter. The proceeds from the event will go back to the Backpack program that feeds our kids in need

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: Resolution 2025-69 Authorizing the Consolidation of Cash Drawers | Increase to the Petty Cash Fund

Subject | Summary: Separate cash drawers have been utilized for processing cash transactions for utility billing, administrative licenses and fees. Streamline processing by consolidating these drawers into one. The current petty cash fund is \$150.00. Recommend and increase to the petty cash fund from \$150.00 to \$400.00 to sufficiently cover all cash activity.

Agenda Category: New Business

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[Resolution 2025-69 Petty Cash.pdf](#)

City of Chatfield
Resolution 2025-69

Authorizing the Consolidation of Cash Drawers | Increase to the Petty Cash Fund

Whereas, the City Council of the City of Chatfield has previously established a petty cash fund for the purpose of making minor disbursements of a non-recurring nature; and

Whereas, the current authorized amount of the petty cash fund is \$150.00; and

Whereas, separate cash drawers have been utilized for processing cash transactions for utility billing and administrative licenses and fees; and

Whereas, there is no longer a need to maintain separate cash boxes, yet it has been determined that the current petty cash fund amount is insufficient to meet the financial needs of the City Clerk's Office; and

Whereas, it is the desire of the City Council to increase the authorized petty cash fund to \$400.00;

Now Therefore, Be It Resolved by City Council of the City of Chatfield, Minnesota, that the petty cash fund is hereby increased from \$150.00 to \$400.00; and

Be It Further Resolved that Administration is authorized to process the necessary paperwork to execute this increase and that the Office of the City Clerk, acting as the custodian shall maintain the fund in accordance with all applicable state statutes and municipal policies; and

Be It Further Resolved that City Council directs that this change be properly recorded in the accounting records

Approved by the Chatfield City Council this 13th day of October 2025.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item:

Resolution 2025-72 Accepting Annual Chatfield Fire Department Fund Drive Donations

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[2025-72 to Accept Fire Dept. Donations.docx](#)

City of Chatfield
Resolution 2025-72
Resolution Accepting Annual
Chatfield Fire Department Fund Drive Donations

WHEREAS, the City of Chatfield 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.

WHEREAS, contributions have been received for the annual fund drive and entities have offered to contribute the cash amounts set forth below to the city:

Contributions Received To:	Month	Contribution Total
Receiving to Capital Goods- 221-42280-36230	October part 1-2025	\$9065.00

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 Chatfield, 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 directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Chatfield, Minnesota this 13th day of October 2025.

/s/Beth M Carlson
City Clerk
City of Chatfield



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item:

Resolution 2025-71 Accepting Annual Chatfield Fire Department Fund Drive Donations

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[2025-71 to Accept Fire Dept. Donations.docx](#)

City of Chatfield
Resolution 2025-71
Resolution Accepting Annual
Chatfield Fire Department Fund Drive Donations

WHEREAS, the City of Chatfield 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.

WHEREAS, contributions have been received for the annual fund drive and entities have offered to contribute the cash amounts set forth below to the city:

Contributions Received To:	Month	Contribution Total
Receiving to Capital Goods- 221-42280-36230	September-2025	\$1140.00

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 Chatfield, 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 directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Chatfield, Minnesota this 13th day of October 2025.

/s/Beth M Carlson
City Clerk
City of Chatfield



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: Ordinance 480 - Sidewalks

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: First Reading, as recommended by the Planning & Zoning Commission, no action.

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[480 Sidewalk.pdf](#)

Ordinance No. 480

AN ORDINANCE RELATING TO THE SUBDIVISION OF LAND WITHIN THE CITY OF CHATFIELD, MINNESOTA; PROVIDING FOR THE INSTALLATION OF A SIDEWALK IN CERTAIN INSTANCES AT THE TIME OF SUBDIVISION; ESTABLISHING STANDARDS; AMENDING THE PROVISIONS OF THE *CHATFIELD CODE*, SUBPART A, CHAPTER 111, ARTICLE III, SECTION 111-162.

Be it ordained by the City Council of the City of Chatfield, Minnesota:

Section 1, The provisions of the *Chatfield Code*, Subpart A, Chapter 111, Article III, Section 162, are amended to read:

Section 111-162, **Sidewalks.**

(1) **In General.** A subdivision agent at the time of proposing any subdivision shall demonstrate that the design of a proposed development will include sidewalks or other public pedestrian or non-motorized right vehicle rights of way that will comply with the City's existing comprehensive, master sidewalk/trail and Safe Routes to School plans.

(2) **When required.** If the length of a block in a proposed subdivision exceeds 500 feet in length in a proposed residential district, a sidewalk shall be provided to extend safe pedestrian access from the proposed development to any existing or proposed adjacent residential development. In addition, a sidewalk shall be required along each side of an existing or proposed collector or arterial street contained within the development.

(3) **Minimum construction standards.** A sidewalk shall be constructed of concrete, be at least five feet in width, be constructed consistent with and comply with the minimum engineering specifications developed by the city engineer.

(4) **Time of construction.** (a) A subdivision agent, subsequent owner or developer shall install all required sidewalks at the time the proposed street improvements and utility improvements are installed or constructed. If this is not feasible, the agent, owner or developer shall deposit with the City a amount of cash, performance bond or irrevocable letter of credit running in favor of the city in the an amount equal to one hundred and twenty-five percent of the estimated cost of construction of the proposed sidewalks in the proposed development as determined by the city engineer . Thereafter, a sidewalk required to be constructed by the provisions of this section shall be completed within three years of approval and recording of the final plat of the subdivision; or, prior to the issuance of a certificate of occupancy for an individual lot, which ever date occurs first. If a sidewalk in not completed in a timely manner as required, the city may utilize the cash deposited, seek performance under the terms of any bond posted, or draw on a letter of credit in order to be reimbursed its cost of completing the sidewalk improvements required.

Section 2. This ordinance shall be effective 30 days following its publication..

Passed and adopted by the City Council of the City of Chatfield this day of
, 2025.

Approved:

Attest:

By its Mayor

By its City Clerk



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: Ordinance 482 Hours of sale and consumption Amendment

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: First Reading, as recommended by the Public Services Committee, no action.

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[liquor hours of sale.pdf](#)

Ordinance No.

AN ORDINANCE OF THE CITY OF CHATFIELD, MINNESOTA, RELATING TO INTOXICATING LIQUOR; REGULATING THE HOURS OF SALE AND CONSUMPTION; AMENDING THE *CHATFIELD CODE*, SUBPART A, CHAPTER 4, SECTION 4-22.

Be it ordained by the City Council of the City of Chatfield, Minnesota.

Section 1. The provisions of the *Chatfield Code*, Subpart A, Chapter 4, Section 4-22 are amended to read:

Sec. 4-22. Hours of sale and consumption.

- (a) *Generally.* Sales and consumption of intoxicating liquor shall be permitted only within the hours prescribed by law. All persons, except the licensee and the licensee's employees, shall vacate the premises within ten minutes after the time provided by the provisions of Minn. Stat. § 340A.504, and amendments thereto, when a sale for consumption on the premises may be made. A licensee may permit a person who is not an employee to enter and remain on the premises after 5:00 a.m. that same day.
- (b) *Sunday sale hours.* A licensee who has an on-sale intoxicating or wine license permitting sales on a Sunday may sell and permit consumption of intoxicating liquor or wine in the licensed premises in conjunction with the serving of food between the hours of 10:00 a.m. on Sunday and 1:00 a.m. on the following Monday.

Section 2. The provisions of this Ordinance shall be effective 30 days following its publication,

Passed and adopted by the City Council of the City of Chatfield this day of , 2025.

Approved:

Attest:

By its Mayor

By its City Clerk



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: Ordinance 481 Solid Waste Rates and Billing

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: First Reading, as recommended by the Public Services Committee, no action.

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[Amend 22-29.pdf](#)

Ordinance No,

AN ORDINANCE RELATING TO RESIDENTIAL REFUSE AND SOLID WASTE RATES AND BILLING; AMENDING THE PROVISIONS OF THE *CHATFIELD CODE*, SUBPART A, CHAPTER 22, ARTICLE II, SECTION 22-29, SUBSECTION (C).

Be it ordained by the City Council of the City of Chatfield, Minnesota:

Section 1. The provisions of the *Chatfield Code*, Subpart A, Chapter 22, Article II, **Section 22-29, subsection (c)**, are amended to read:

(c) *Residential accounts.*

- (1) Each residence within the city limits shall be billed by the city or its authorized agent for the residential rate for collection services once each month or quarter, as approved by city council resolution.
- (2) A residences having multiple units such as a duplex, apartment building, mobile home park shall be billed per unit being occupied, and shall be billed to the owner of the real estate on which said units are located. The residential rate shall be charged regardless of whether refuse is left for collection.
- (3) The contractor shall be responsible for thge sale of bags and stickers provided for in subsection (b) of this section, the collection of fees therefor, and then payment of any sales tax thereon.
- (4) The residential rate shall apply whether the property is occupied for all or only part of a month.
- (5) In order for a resident to be exempt from payment of the residential rate for a month where the resident is not physically occupying a residence, the resident must give the city clerk notice at least 15 days in advance of the first day of the month in which the absence will occur and service will not be necessary. A discontinuation of service fee will be applied to the account in an amount set by the city council. Resumption of service shall be made by contacting city clerk and advising what date collection is to resume.

Section 2. This ordinance shall be effective 30 days following its publication.

Passed and adopted by the City Council of the City of Chatfield, Minnesota, this day of
 , 2025.

Approved:

Attest:

By its Mayor

By its City Clerk



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: Fine Reversal Request

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: Consider request to reconsider previous approved action.

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: October 13, 2025 Personnel | Budget Committee

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: [Meeting Packet](#)

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: October 13, 2025

Agenda Item: October 13, 2025 Public Works Committee

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: [Meeting Packet](#)

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments: