

CITY OF CHATFIELD CITY COUNCIL
AGENDA

City Council Chambers - 21 SE Second Street, Chatfield, MN 55923
March 9, 2026, 7:00 P.M.

Notice is hereby given that some City Council members may be participating in the meeting by interactive technology.

- I. Open Meeting
Roll Call
- II. Pledge of Allegiance
- III. Approve Agenda - Additions or Corrections
- IV. Consent Agenda
 - a. [Accounts Payable Claims Listings](#)
 - b. [Adopt Resolution 2026-22 A Resolution Approving an LG220 Application for Exempt Permit for Chatfield Ambulance Activities](#)
 - c. [Resolution 2026-23 Authorizing the Transfer of Funds and Closure of 2025A Mill & Overlay Construction Fund](#)
 - d. [Resolution 2026-24 Accept a Donation of Gambling Funds](#)
 - e. [Resolution 2026-25 Accepting Library Donation](#)
 - f. [Resolution 2026-26 Garbage and Recycling Fees](#)
 - g. [Resolution 2026-27 Authorizing Proposal Submission for LCCMR Funds](#)
- V. Department Reports
 - a. [Annual Wastewater Treatment Facility Review](#)
- VI. New Business
 - a. [Through Age Friendly Fillmore County Informational Update](#)
Informational Presentation Only
 - b. [2025 Financial Audit Review](#)
Motion to accept the report as presented.
- VII. Committee Reports
 - a. [Personnel Budget Committee](#)
March 9, 2026 Meeting Packet
 - b. [Public Works Committee](#)
March 9, 2026 Meeting Packet
- VIII. Mayor's Report

IX. City Administrator's Report

X. Roundtable

XI. Next Meetings

Monday, March 23, 2026: Public Services Committee (4:30 p.m.), Park & Recreation Committee (5:30 p.m.), City Council (7:00 p.m.)

XII. Adjourn



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: March 9, 2026

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: \$162,295.84

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[Batch Listing1 - 2026 03FA01 \\$107,781.80.pdf](#)

[Batch Listing2 - 2026 03FA01U \\$18,244.95.pdf](#)

[Batch Listing3 - 2025 02ADM05 \\$716.82.pdf](#)

[Batch Listing4 - 2026 0226VNDRPR \\$35,443.79.PDF](#)

[Batch Listing5 - 2026 03ADM01 \\$108.48.pdf](#)



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: March 2026
 2026 03FA01

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
CAMPBELL SCIENTIFIC, INC.						
INV003		E 602-49450-500	Sewer (GENERAL)	Cap. Outlay-GENERAL	\$960.00	RAIN GUAGE & TEMP SYSTEM-PRGRM
					\$960.00	
CAMPBELL SCIENTIFIC, INC.						
CHATFIELD CENTER FOR THE ARTS						
MAR 20		E 250-46630-310	Cmmnty Dvlpmnt	Other Professional Servic	\$2,000.00	EDA CCA AGRMNT 09/2022-08/2028
					\$2,000.00	
CHATFIELD CENTER FOR THE ARTS						
ESRI						
900199		E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	\$529.98	1/3 ARCGIS
900199		E 602-49450-435	Sewer (GENERAL)	Licences, Permits and Fe	\$546.04	1/3 ARCGIS
900199		E 601-49400-435	Water Utilities (GE	Licences, Permits and Fe	\$529.98	1/3 ARCGIS
					\$1,606.00	
ESRI						
FIRE SAFETY USA, INC						
253541		E 221-42280-580	Fire Department *	Cap. Outlay-Other Equip	\$9,624.95	TRNOUT GEAR - COAT3 PANT3
					\$9,624.95	
FIRE SAFETY USA, INC						
GRANICUS						
225284		E 100-41500-438	Administration	Internet Expenses	\$2,051.29	PKAgndMgmnt LiveCst ClrCstr Opn
					\$2,051.29	
GRANICUS						
HOMETOWN BILLING						
FEB 202		E 230-42270-435	Ambulance	Licences, Permits and Fe	\$1,537.11	7% BILLING FEE - FEB
					\$1,537.11	
HOMETOWN BILLING						
MARCO TECHNOLOGIES LLC.						
INV149		E 100-41500-435	Administration	Licences, Permits and Fe	\$110.00	5 MS BUS PREM & 1 VM EXCH + ACTV
INV149		E 240-46630-435	Cmmnty Dvlpmnt	Licences, Permits and Fe	\$10.00	SHRD - NOLIC - PHASE OUT -1 PLNG
INV149		E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	\$20.00	1 MS BS PRM
INV149		E 220-42280-435	Fire Department *	Licences, Permits and Fe	\$20.00	1 FD BS PRM
INV149		E 240-46630-435	Cmmnty Dvlpmnt	Licences, Permits and Fe	\$10.00	SHRD MBX NO LIC - PHASE OUT 1 ED
INV149		E 100-41100-435	Legislative	Licences, Permits and Fe	\$60.00	6 LEG EXCHNG ON LN P1 & ACTV DRC
INV149		E 602-49450-435	Sewer (GENERAL)	Licences, Permits and Fe	\$40.00	2 WW BS PRM
INV149		E 100-42110-435	Police Administrati	Licences, Permits and Fe	\$200.00	10 PD MS BS PRM
INV149		E 100-41500-435	Administration	Licences, Permits and Fe	\$0.94	MS-AZR .GOV DMN
INV149		E 100-45200-435	Parks (GENERAL) -	Licences, Permits and Fe	\$20.00	1 PARKS BS PRM
INV149		E 601-49400-435	Water Utilities (GE	Licences, Permits and Fe	\$20.00	1 WTR BS PRM
INV149		E 230-42270-435	Ambulance	Licences, Permits and Fe	\$40.00	2 AMB BS PRM
INV149		E 100-45124-435	Swimming Pools -	Licences, Permits and Fe	\$10.00	1 POOL EXCHNG ON LN + ACTV DRCT
					\$560.94	
MARCO TECHNOLOGIES LLC.						
MIDWEST RESCUE TOOLS, LLC						
319		E 221-42280-580	Fire Department *	Cap. Outlay-Other Equip	\$38,445.00	F77 EXTRCTN TOOLS
					\$38,445.00	
MIDWEST RESCUE TOOLS, LLC						
MN CHIEFS OF POLICE ASSOC.						
22083		E 100-42110-433	Police Administrati	Dues and Subscriptions	\$380.00	MBRSHP RNWL - 2026
					\$380.00	
MN CHIEFS OF POLICE ASSOC.						
MN DEPT OF HEALTH						
JAN-MA		E 601-49400-386	Water Utilities (GE	Well Testing Fees	\$4,356.00	SYSTM 123002 QTRLY 1,145 @ 15.22
					\$4,356.00	
MN DEPT OF HEALTH						
MN REVENUE						
113279	0-036-2	E 601-49400-437	Water Utilities (GE	Sales Tax - Purchases	\$37.00	7316521 WTR TWR LEASE SALES
113278	0-254-7	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$22.82	7316521 PTRLM TX-FEB 2026



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: March 2026
 2026 03FA01

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
113279	0-036-2	E 100-45124-437	Swimming Pools -	Sales Tax - Purchases	\$16.00	7316521 SP ADMSSNS ST
	0-036-2	E 100-41500-437	Administration	Sales Tax - Purchases	\$1.00	7316521 CLK CHRGS FOR SRV ST
	0-036-2	E 603-49500-436	Refuse/Garbage (Sales Tax	\$1,017.00	7316521 GARBAGE TAX
MN REVENUE					<u>\$1,093.82</u>	
MOTOROLA						
141123		E 801-42110-404	Police Administrati	Repairs/Maint Equipment	\$6,878.00	BDY CMRS SBSCRPTN VAAS FEB 2026-
MOTOROLA					<u>\$6,878.00</u>	
SANCO EQUIPMENT, LLC						
ES2004		E 801-43100-550	Street Maintenanc	Cap. Outlay-Vehicles/Equ	\$5,000.00	VFLOW TOOLCAT
SANCO EQUIPMENT, LLC					<u>\$5,000.00</u>	
SE MINNESOTA EMS						
13647		E 230-42270-208	Ambulance	Training and Instruction	\$3,600.00	NCCP RENEWAL TOPICS
SE MINNESOTA EMS					<u>\$3,600.00</u>	
SHORT ELLIOTT HENDRICKSON, INC.						
499644		E 601-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL	\$1,200.00	Prjct#184488 CHATF GRANTS FOR TA
SHORT ELLIOTT HENDRICKSON, INC.					<u>\$1,200.00</u>	
T.E.C. INDUSTRIAL INC.						
O52719		E 100-45200-404	Parks (GENERAL) -	Repairs/Maint Equipment	\$84.84	VENTRAC BELTS
T.E.C. INDUSTRIAL INC.					<u>\$84.84</u>	
THREADS CUSTOM APPAREL						
6413		E 100-42110-152	Police Administrati	Clothing	\$80.00	RG CAPS & PATCHES
THREADS CUSTOM APPAREL					<u>\$80.00</u>	
US BANK ONE CARD						
02-25-2		E 211-45500-322	Libraries (GENERA	Postage	\$4.96	USPS
02-25-2		E 211-45500-401	Libraries (GENERA	Repairs/Maint Buildings	\$144.72	HOME DEPOT - PATIO UMBRLLA
02-25-2		E 211-45500-291	Libraries (GENERA	Magazines Rplcd 591	\$39.00	CONSUMER REPORTS
02-25-2		R 100-41500-3955	Administration		-\$192.40	REBATE
02-25-2		E 211-45500-293	Libraries (GENERA	Non Print Mat Rplcd 59	\$360.91	TONIES
02-25-2		E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$12.00	CRAMERS CAR WASH - KL
02-25-2		E 100-41500-322	Administration	Postage	\$6.36	USPS
02-25-2		E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$10.00	CRAMERS CAR WASH - SF
02-25-2		E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	\$8.68	PRSTN DMV - SV DNR TAG
02-25-2		E 100-45124-435	Swimming Pools -	Licences, Permits and Fe	\$315.00	AMERICAN RED CROSS
02-25-2		E 220-42280-240	Fire Department *	Small Tools and Minor Eq	\$751.05	APPLE.COM
02-25-2		E 100-41100-309	Legislative	Conference Expense	\$332.68	CROWNE PLAZA
02-25-2		E 100-41500-309	Administration	Conference Expense	\$395.00	MN STATE COLLEGES - BC
02-25-2		E 100-41500-435	Administration	Licences, Permits and Fe	\$120.00	SOS - NTRY - DS
02-25-2		E 100-43100-433	Street Maintenanc	Dues and Subscriptions	\$95.00	FILL-RITE BFS SBSCRPTN
02-25-2		E 211-45500-433	Libraries (GENERA	Dues and Subscriptions	\$57.85	QUICKEN
02-25-2		E 801-41500-240	Administration	Small Tools and Minor Eq	\$2,092.18	ANTHROS CHAIR
02-25-2		E 211-45500-240	Libraries (GENERA	Small Tools and Minor Eq	\$779.45	APPLNC VLLG - WP RFRGTR
02-25-2		E 100-42110-322	Police Administrati	Postage	\$11.95	USPS
02-25-2		E 801-49950-500	IT Shared Compon	Cap. Outlay-GENERAL	\$459.98	BEST BUY - TV & MNT SCRTRY CAM
02-25-2		E 211-45500-291	Libraries (GENERA	Magazines Rplcd 591	\$39.98	TASTE OF HOME
02-25-2		E 100-43100-152	Street Maintenanc	Clothing	\$74.88	SIERRA- WRK PNTS - BB
02-25-2		E 211-45500-291	Libraries (GENERA	Magazines Rplcd 591	\$24.00	PIONEER WOMAN
02-25-2		E 100-42110-212	Police Administrati	Vehicle Operating Suppli	\$24.78	BP FUEL - TB
02-25-2		E 100-42110-331	Police Administrati	Travel Expenses	\$30.16	BRZY PNT - TB
02-25-2		E 100-42110-153	Police Administrati	Uniform Allowance	\$62.26	ZERO HOLSTERS - TB



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: March 2026
 2026 03FA01

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	02-25-2	E 100-41100-210	Legislative	Operating Expenses	\$56.46	ALDI - COW
	02-25-2	E 100-41100-210	Legislative	Operating Expenses	\$21.01	SAMS - COW
	02-25-2	E 240-46630-208	Cmmnty Dvlpmnt	Training and Instruction	\$20.00	LMC SAFETY & LOSS CONTROL - AB
	02-25-2	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	\$0.99	APPLE.COM - ICLOUD STORAGE
	02-25-2	E 100-41500-404	Administration	Repairs/Maint Equipment	\$61.14	MENARDS - PAINT
	02-25-2	E 100-41500-152	Administration	Clothing	\$79.96	SFT SRNDNG - KW CLTHNG
	02-25-2	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$10.00	CRAMERS CAR WASH - SF
	02-25-2	E 230-42270-152	Ambulance	Clothing	\$121.50	KUHL PNTS - RB
	02-25-2	E 100-42110-208	Police Administrati	Training and Instruction	\$75.00	BCA TRNNG - SS
	02-25-2	E 211-45500-322	Libraries (GENERA	Postage	\$5.97	USPS
	02-25-2	E 230-42270-208	Ambulance	Training and Instruction	\$175.00	NREMT
	02-25-2	E 211-45500-332	Libraries (GENERA	Continuing Education	\$63.08	CHICAGO BOOKS & JOURNALS
	02-25-2	E 211-45500-200	Libraries (GENERA	Office Supplies (GENERA	\$25.95	TOTES FOR YOTO PLYRS
	02-25-2	E 100-45200-404	Parks (GENERAL) -	Repairs/Maint Equipment	\$74.99	SPRYR - DF
	02-25-2	E 100-45200-404	Parks (GENERAL) -	Repairs/Maint Equipment	\$34.47	FF - CAP SHRPNR MRR - DF
	02-25-2	E 100-41500-152	Administration	Clothing	\$83.66	FLEECE CO - KW CLTHNG
	02-25-2	E 100-45200-433	Parks (GENERAL) -	Dues and Subscriptions	\$13.00	TACTACAM
	02-25-2	E 100-42110-331	Police Administrati	Travel Expenses	\$213.68	BRZY PNT - TB
US BANK ONE CARD					\$7,196.29	
WIDSETH SMITH NOLTING & ASSOC.						
		E 425-43200-503	Construction Fund	Cap. Proj-Engineering Fe	\$2,114.00	2025-10567 MLL OVRLY
WIDSETH SMITH NOLTING & ASSOC.					\$2,114.00	
WM HANSON WASTE REMOVAL						
	FEB 202	E 100-41940-384	Municipal Building	Refuse/Garbage Disposal	\$154.05	GARBAGE SERVICE - CITY HALL
	FEB 202	E 100-45200-384	Parks (GENERAL) -	Refuse/Garbage Disposal	\$54.05	GARBAGE SERVICE - FIRE HALL
	FEB 202	E 602-49450-384	Sewer (GENERAL)	Refuse/Garbage Disposal	\$93.25	GARBAGE SERVICE - WWTP
	FEB 202	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal	\$1,362.37	GARBAGE SERVICE - FUEL SURCHARG
	FEB 202	E 100-45200-384	Parks (GENERAL) -	Refuse/Garbage Disposal	\$52.70	GARBAGE SERVICE - CTY MNT BLDG
	FEB 202	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal	\$2,154.88	GARBAGE SERVICE - OC ENVIRON FEE
	FEB 202	E 603-49500-384	Refuse/Garbage (Refuse/Garbage Disposal	\$15,142.26	GARBAGE SERVICE - 1,163 P/U @ 13.0
WM HANSON WASTE REMOVAL					\$19,013.56	
2026 03FA01					\$107,781.80	
					\$107,781.80	

((BatchID] in (22594))



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: March 2026
 2026 03FA01U

Check	Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments	
AMAZON CAPITAL SERVICES, INC.								
	16JJ-DJ	E 211-45500-293	Libraries (GENERA	Non Print Mat Rplcd 59		-\$2.94	LIBRARY DVDS PROMO	
	1QT1-X	E 230-42270-210	Ambulance	Operating Expenses		\$78.00	POWD FR EX GLVS MED	
	16JJ-DJ	E 211-45500-200	Libraries (GENERA	Office Supplies (GENERA		\$33.96	100 PK SML ENVLP COIN X 6	
	16JJ-DJ	E 100-45200-240	Parks (GENERAL) -	Small Tools and Minor Eq		\$5.53	DECAL SLF ADHS STCKR	
	16JJ-DJ	E 100-41500-210	Administration	Operating Expenses		\$84.18	COPY PAPER 8.5X11 10 REAMS X2	
	16JJ-DJ	E 220-42280-240	Fire Department *	Small Tools and Minor Eq		\$37.99	BLCH PRF TOWELS	
	1QT1-X	E 230-42270-210	Ambulance	Operating Expenses		\$39.09	DURA LITH BATT 3V	
	16JJ-DJ	E 220-42280-240	Fire Department *	Small Tools and Minor Eq		\$7.98	I PAD SC PTR	
	16JJ-DJ	E 100-41500-210	Administration	Operating Expenses		-\$23.97	CREDIT MEMO	
	16JJ-DJ	E 220-42280-240	Fire Department *	Small Tools and Minor Eq		\$36.98	IPAD CASE	
	16JJ-DJ	E 100-45200-240	Parks (GENERAL) -	Small Tools and Minor Eq		\$7.43	3PC FUEL STCK	
	16JJ-DJ	E 100-41500-210	Administration	Operating Expenses		\$19.75	5 LINE SF INK STMP 4 CHCKS	
	16JJ-DJ	E 242-46630-240	Cmmnty Dvlpmnt	Small Tools and Minor Eq		\$14.99	MAGN CLIPS	
	16JJ-DJ	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe		\$14.35	UTV LIC PLT KIT	
	16JJ-DJ	E 100-43100-210	Street Maintenanc	Operating Expenses		\$11.90	VINYL ADHSV	
	16JJ-DJ	E 211-45500-290	Libraries (GENERA	Books Rplcd 590		\$561.33	LIBRARY BOOKS	
	16JJ-DJ	E 211-45500-293	Libraries (GENERA	Non Print Mat Rplcd 59		\$240.87	LIBRARY DVDS	
	16JJ-DJ	E 100-41500-210	Administration	Operating Expenses		\$29.62	ACCRDN FILE WLT 10 PK	
	AMAZON CAPITAL SERVICES, INC.					\$1,197.04		
	ANCOM							
	132097	E 220-42280-404	Fire Department *	Repairs/Maint Equipment		\$256.00	G4/G5 REPLC ANTENNA	
	ANCOM					\$256.00		
	AUTOMATIC SYSTEMS CO.							
	044632	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment		\$1,521.25	SRVC WORK REPAIR MLG LABOR	
	AUTOMATIC SYSTEMS CO.					\$1,521.25		
	BADGER METER							
	802274	E 602-49450-403	Sewer (GENERAL)	Prev. Maint. Agreements		\$130.46	1/2 BCN FXD NTRWK PER UNITwMBL	
	802274	E 602-49450-403	Sewer (GENERAL)	Prev. Maint. Agreements		\$0.13	1/2 GATEWAY BACKHAUL 3MO 50%	
	802274	E 601-49400-403	Water Utilities (GE	Prev. Maint. Agreements		\$130.46	1/2 BCN FXD NTRWK PER UNITwMBL	
	802274	E 601-49400-403	Water Utilities (GE	Prev. Maint. Agreements		\$0.14	1/2 GATEWAY BACKHAUL 3MO 50%	
	BADGER METER					\$261.19		
	CHS							
	415-IC6	E 100-42110-212	Police Administrati	Vehicle Operating Suppli		\$680.58	PD GAS 50%	
	415-IC6	E 220-42280-212	Fire Department *	Vehicle Operating Suppli		\$87.28	FD DSL 10%	
	415-IC6	E 100-45200-212	Parks (GENERAL) -	Vehicle Operating Suppli		\$272.23	PRK GAS 20%	
	415-IC6	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli		\$384.05	STRT DSL 44%	
	415-IC6	E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli		\$26.18	WWTP 3%	
	415-IC6	E 220-42280-212	Fire Department *	Vehicle Operating Suppli		\$51.06	FD DSL 10%	
	415-IC6	E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli		\$15.32	WWTP 3%	
	415-IC6	E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli		\$0.30	WWTP 3%	
	415-IC6	E 230-42270-212	Ambulance	Vehicle Operating Suppli		\$296.77	AMB DSL 34%	
	415-IC6	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli		\$149.73	STRT GAS 11%	
	415-IC6	E 220-42280-212	Fire Department *	Vehicle Operating Suppli		\$27.22	FD GAS 2%	
	415-IC6	E 230-42270-212	Ambulance	Vehicle Operating Suppli		\$173.61	AMB DSL 34%	
	415-IC6	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli		\$224.67	STRT DSL 44%	
	415-IC6	E 100-45200-212	Parks (GENERAL) -	Vehicle Operating Suppli		\$0.88	PRK DSL 9%	
	415-IC6	E 220-42280-212	Fire Department *	Vehicle Operating Suppli		\$0.98	FD DSL 10%	
	415-IC6	E 230-42270-212	Ambulance	Vehicle Operating Suppli		\$3.34	AMB DSL 34%	
	415-IC6	E 601-49400-212	Water Utilities (GE	Vehicle Operating Suppli		\$136.13	WTR GAS 10%	



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: March 2026
 2026 03FA01U

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments	
	415-IC6	E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	\$95.28	WWTP GAS 7%	
	415-IC6	E 100-45200-212	Parks (GENERAL) -	Vehicle Operating Suppli	\$78.56	PRK DSL 9%	
	415-IC6	E 100-45200-212	Parks (GENERAL) -	Vehicle Operating Suppli	\$45.96	PRK DSL 9%	
	415-IC6	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	\$4.33	STRT DSL 44%	
CHS					<u>\$2,754.46</u>		
CITY OF CHATFIELD							
		E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$74.96	10-00002410-91-8 PWFAC1	
		E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$74.96	10-00000011-00-7 PUBLIC LIBRARY	
		E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$329.64	10-00000031-00-3 WWTP	
		E 220-42280-380	Fire Department *	Utility Services (GENERA	\$73.25	10-00000051-00-9 FIRE HALL	
		E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$537.19	10-00000081-008 CITY SHOP	
		E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$74.96	10-00000101-01-4 PWFAC2	
		E 100-41940-380	Municipal Building	Utility Services (GENERA	\$98.57	10-00000001-00-4 THURBER BLDG GA	
CITY OF CHATFIELD					<u>\$1,263.53</u>		
CULLIGAN WATER							
	02/28/2	E 100-41500-210	Administration	Operating Expenses	\$47.00	WTR SRVC	
CULLIGAN WATER					<u>\$47.00</u>		
EO JOHNSON BUSINESS TECHNOLOGIES							
	413372	E 100-42110-413	Police Administrati	Equipment Rental / Leas	\$95.58	RICOH2510 25PPM (Lease Only)	
	413372	E 100-41500-413	Administration	Equipment Rental / Leas	\$435.40	RICOH4510 45PPM (162.36+243.7Srv	
	413372	E 100-41500-413	Administration	Equipment Rental / Leas	\$20.07	EXCESS USG 01/19-02/18: BW # CLR	
EO JOHNSON BUSINESS TECHNOLOGIES					<u>\$551.05</u>		
FREDERICK S. SUHLER, ATTY							
	02/28/2	E 100-41100-304	Legislative	Legal Fees	\$600.00	MONTHLY RETAINER - FEB 2026	
FREDERICK S. SUHLER, ATTY					<u>\$600.00</u>		
HAMMELL EQUIPMENT							
	I19147	E 602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment	\$319.99	LHL KM ADJUST STIHL	
HAMMELL EQUIPMENT					<u>\$319.99</u>		
HBC							
	03/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$37.49	50% 1520399 BNCH/RVR 1 OF 3 CLLC	
	03/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$37.50	50% 1520399 WTR RSVR 1 OF 3 CLLC	
	03/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$37.49	50% 1520399 WTR RSVR 1 OF 3 CLLC	
	03/02/2	E 100-45200-438	Parks (GENERAL) -	Internet Expenses	\$55.49	50% 1520399 19 2ND ST SW	
	03/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$55.49	50% 1520399 19 2ND ST SW	
	03/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$39.00	50% 1520399 UTLTY PL/HS 1 OF 3 CL	
	03/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$38.99	50% 1520399 UTLTY PL/HS 1 OF 3 CL	
	03/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$110.98	1439299 BUS VALUE PKG 120MBPS	
	03/02/2	E 602-49450-321	Sewer (GENERAL)	Telephone	\$43.65	1439299 867-4321BASIC & TOLL	
	03/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$37.50	50% 1520399 BNCH/RVR 1 OF 3 CLLC	
HBC					<u>\$493.58</u>		
HM CRAGG CRITICAL POWER +							
	CD9902	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$1,937.20	OIL LEAK, TRBLSHOOT, MOBIL, OIL	
HM CRAGG CRITICAL POWER +					<u>\$1,937.20</u>		
MEDIACOM							
	113276	02/26/2	E 230-42270-438	Ambulance	Internet Expenses	\$90.27	1/3 CITY HALL HSD & STATIC IPS
		02/26/2	E 100-41500-438	Administration	Internet Expenses	\$90.27	1/3 CITY HALL HSD & STATIC IPS
		02/26/2	E 100-42110-438	Police Administrati	Internet Expenses	\$90.27	1/3 CITY HALL HSD & STATIC IPS
MEDIACOM					<u>\$270.81</u>		



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: March 2026
 2026 03FA01U

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
MINNESOTA ENERGY RESOURCES						
583367	E 100-42110-380	Police Administrati	Utility Services (GENERA		\$542.80	00001 MUNI - POLICE 1/3
583015	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA		\$24.87	00015 547 HLLSD BSTR STTN
583218	E 100-43100-380	Street Maintenanc	Utility Services (GENERA		\$685.34	00014 PPLS 19 SCND ST SW
583343	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA		\$19.43	00016 100 OTR GNRTR
583012	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA		\$352.90	00005 LIBRARY
582966	E 100-43100-380	Street Maintenanc	Utility Services (GENERA		\$291.64	00002 FH 25% STREET
583367	E 100-41940-380	Municipal Building	Utility Services (GENERA		\$542.80	00001 MUNI 1/3
583115	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA		\$1,237.78	00003 WWTP - LIBRARY LN
583379	E 100-45124-380	Swimming Pools -	Utility Services (GENERA		\$45.00	000011 POOL
583367	E 230-42270-380	Ambulance	Utility Services (GENERA		\$542.81	00001 MUNI - AMB 1/3
582966	E 220-42280-380	Fire Department *	Utility Services (GENERA		\$699.93	00002 FH 60% FIRE
582966	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA		\$174.98	00002 FH 15% WATER
MINNESOTA ENERGY RESOURCES					\$5,160.28	
OTIS ELEVATOR COMPANY						
520916	E 250-46630-403	Cmmnty Dvlpmnt	Prev. Maint. Agreements		\$9.02	H23130 2026 CCA Lrg ELVTR MAINT
OTIS ELEVATOR COMPANY					\$9.02	
QUADIENT - FOLDING MACHINE						
179527	E 100-41500-404	Administration	Repairs/Maint Equipment		\$175.75	IXINK357
QUADIENT - FOLDING MACHINE					\$175.75	
QUILL.COM						
477319	E 602-49450-210	Sewer (GENERAL)	Operating Expenses		\$174.99	312 - WWTP TONER
QUILL.COM					\$174.99	
UC LABORATORY						
127007	E 602-49450-217	Sewer (GENERAL)	Testing		\$614.01	WWTP LABS
UC LABORATORY					\$614.01	
ZEP MANUFACTURING						
901244	E 100-43100-210	Street Maintenanc	Operating Expenses		\$182.55	ZEP PRO WASH N WICK 5 GAL
ZEP MANUFACTURING					\$182.55	
ZOLL MEDICAL CORPORATION						
442866	E 230-42270-210	Ambulance	Operating Expenses		\$455.25	STAT-PADZ II ELECTRODE 12/CASE
ZOLL MEDICAL CORPORATION					\$455.25	
2026 03FA01U					\$18,244.95	
					\$18,244.95	

((BatchID] in (22593))



**City of Chatfield
Payments**

Current Period: February 2026

Payments Batch 2026 02ADM05 **\$716.82**

Refer	23436 TASC	<u>Ck# 113264E 2/25/2026</u>		
Cash Payment	E 100-41500-310 Other Professional Servi	COBRA MO ADM FEE-MAR 2026 AUG 2025- JUL2026		\$21.25
Invoice	IN3688527	2/22/2026		
Transaction Date	2/25/2026	10100 RRCB	10100	Total \$21.25

Refer	23440 UNITED STATES POSTAL SERVICE	<u>Ck# 113273E 2/27/2026</u>		
Cash Payment	E 601-49400-322 Postage	UB PSTG ALLCTN 2026 23.39%		\$162.69
Invoice	683833972	2/26/2026		
Cash Payment	E 602-49450-322 Postage	UB PSTG ALLCTN 2026 58.18%		\$404.68
Invoice	683833972	2/26/2026		
Cash Payment	E 603-49500-322 Postage	UB PSTG ALLCTN 2026 19.22%		\$128.20
Invoice	683833972	2/26/2026		
Transaction Date	2/27/2026	10100 RRCB	10100	Total \$695.57

Fund Summary

	10100 10100 RRCB
100 GENERAL FUND	\$21.25
601 WATER-Oprtns	\$162.69
602 WASTEWATER-Oprtns	\$404.68
603 REFUSE (GARBAGE) FUND	\$128.20
	<hr/> \$716.82

Pre-Written Checks	\$716.82
Checks to be Generated by the Computer	\$0.00
Total	<hr/> \$716.82



City of Chatfield
Batch Listing - Unposted Summary
 Current Period: February 2026
 2026 0226VNDPR

Check	Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
CHATFIELD PUBLIC LIBRARY							
	113274	2026-04	R 211-45500-3620	Libraries (GENERA		-\$125.00	PR VNDR LBLTY
		2026-04	G 910-21728			\$125.00	PR VNDR LBLTY
CHATFIELD PUBLIC LIBRARY							
						\$0.00	
DELTA DENTAL							
	113272	CNS000	G 910-21711			\$1,351.10	PR VNDR LBLTY
DELTA DENTAL							
						\$1,351.10	
EFTPS							
	113265	032774	G 910-21709			\$1,855.66	PR VNDR LBLTY
		032774	G 910-21703			\$5,712.06	PR VNDR LBLTY
		032774	G 910-21701			\$5,764.92	PR VNDR LBLTY
EFTPS							
						\$13,332.64	
HEALTH EQUITY							
	113271	2026-02	G 910-21726			\$3,944.58	PR VNDR LBLTY
HEALTH EQUITY							
						\$3,944.58	
MN REVENUE							
	113266	1-662-5	G 910-21702			\$2,791.81	PR VNDR LBLTY
MN REVENUE							
						\$2,791.81	
PERA							
	113267	SOMPE	G 910-21705			\$5,668.22	PR VNDR LBLTY
		SOMPE	G 910-21704			\$6,808.02	PR VNDR LBLTY
PERA							
						\$12,476.24	
SUN LIFE ASSURANCE COMPANY							
	113268	183790	G 910-21720			\$273.93	PR VNDR LBLTY
SUN LIFE ASSURANCE COMPANY							
						\$273.93	
TASC							
	113270	02/26/2	G 910-21714			\$304.16	PR VNDR LBLTY
TASC							
						\$304.16	
VOYA EMPOWER MNDCP							
	113269	2026-P	G 910-21719			\$969.33	PR VNDR LBLTY
VOYA EMPOWER MNDCP							
						\$969.33	
2026 0226VNDPR						\$35,443.79	
						\$35,443.79	

([BatchID] in (22606))



City of Chatfield

Batch Listing - Unposted Summary

Current Period: March 2026

2026 03ADM01

03/04/26 2:50 PM

Page 1

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
FORTIS						
113280	FEB 202	E 100-45124-323	Swimming Pools -	Admin Expense 323 34	\$71.98	NON PCI VLDTN FEE
	FEB 202	E 100-45124-323	Swimming Pools -	Admin Expense 323 34	\$36.50	MNTLHY STMNT FEE
					<hr/>	
					\$108.48	
2026 03ADM01					<hr/>	
					\$108.48	
					<hr/>	
					\$108.48	

([BatchID] in (22635))



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: March 9, 2026

Agenda Item: Adopt Resolution 2026-22 A Resolution Approving an LG220 Application for Exempt Permit for Chatfield Ambulance Activities

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:

[2026-22 Lawful Gambling LG220 for Chatfield Ambulance Activities.pdf](#)

City of Chatfield

Resolution 2026-22

A Resolution Approving an LG220 Application for Exempt Permit for Chatfield Ambulance Activities

WHEREAS, as nonprofit organization has submitted an LG220 Application for Exempt Permit for lawful gambling; and

WHEREAS, city approval for a gambling premises located within city limits is required before a nonprofit can submit an application to the Minnesota Gambling Control Board; and

WHEREAS, the nonprofit would like to conduct lawful gambling as follows:

Name of Nonprofit Organization:	Chatfield Ambulance Activities
Name of premises where the gambling event will be conducted:	Chatfield City Hall 21 Second St Chatfield, MN 55923
Date(s) of Activity:	July 11, 2026
Type of Gambling Activity:	Raffle

; and

NOW THEREFORE, Be It Resolved By The City Council Of The City Of Chatfield, Minnesota acknowledges the LG220 Application for Exempt Permit with no waiting period.

ADOPTED by the City Council of Chatfield, Minnesota this 9th day of March 2026.

/s/Beth M Carlson
City Clerk
City of Chatfield



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: March 9, 2026

Agenda Item: Resolution 2026-23 Authorizing the Transfer of Funds and Closure of 2025A Mill & Overlay Construction Fund

Subject | Summary: Consider resolution 2026-23 to authorize the transfer of funds from the mill & overlay reserve fund to the 2025 construction fund to cover the deficit balance (~\$19,835.25) and closure of the 2025A mill & overlay construction fund.

Agenda Category: Consent

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 2026-23 Transfer Funds & Close 2025A Mill & Overlay; Construction Project.pdf](#)



Resolution 2026-23

**Resolution Authorizing the Transfer of Funds and
Closure of Fund 425 2025A Mill & Overlay Construction Fund**

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 City of Chatfield authorizes the transfer of funds to meet its budgetary obligations, compliance with fund balance policies, and

Whereas, there is no longer a need to maintain a Fund for various activities, and

Now Therefore, Be It Resolved that the City Council authorizes the following transfer of funds and to close certain funds:

<u>Transfer From</u>	<u>Amount</u>	<u>Transfer To</u>
801 Overlay Reserve #801OVR (801-43100-768)	~\$19,835.25	2025A Mill & Overlay Const. Fund #425M&O (425-43200-39201)
<u>Detail</u>		
Pedestrian ramps added to project after bid & extra work required on manholes caused project to be over budget. Fund shortage to be provided from the overlay reserve fund to cover deficit balance.		

<u>Fund</u>	<u>Action</u>
425 2025A Mill & Overlay Project Construction Fund	Authorization to close due to obsolescence

Approved by the Chatfield City Council this 9th day of March 2026.

Projects

Project Number	Description	Abbrev	Start Date	End Date	Status
425M&O	MILL & OVERLAY w RTNG WALL	2025M&O	8/11/2025	12/31/2025	Active

Comment: Widseth #9747847 Rochester Sand & Gravel | 2025 Mill & Overlay including Avenue B retaining wall | Resolution 2025-49.

Posted	Receipts	Payments	Customer/Vendor	Comment	Account
August 2025		\$5,731.25	WIDSETH SMITH NOLTING	2025-10567 MLLOVRLY	E 425-43200-503 Cap. Proj-Engin
August 2025		\$80.00	OLMSTED COUNTY - FNC	RGSTN FEE 2025A NOTE	E 425-43200-310 Other Professio
August 2025		\$12,153.00	WIDSETH SMITH NOLTING	2025-10567 MLL OVRLY	E 425-43200-503 Cap. Proj-Engin
August 2025	\$1,686,400.00		F & M COMMUNITY BANK	2025A CF BOND PROCEED	R 425-43200-36292 Bond Procee
September 2025	\$5,781.04		4M FUND	4M FUND-35529-02010 2025	R 425-43200-36210 Interest Earn
October 2025		\$1,143,706.19	ROCHESTER SAND AND GR	WDSTH PRJCT#2025-10567	E 425-43200-500 Cap. Outlay-GE
October 2025	\$4,684.01		4M FUND	4M FUND-35529-02010 2025	R 425-43200-36210 Interest Earn
November 2025		\$8,033.10	WIDSETH SMITH NOLTING	2025-10567 MLL OVRLY	E 425-43200-503 Cap. Proj-Engin
November 2025		\$6,293.92	GRIFFIN CONSTRUCTION	SWR SRVC RPR AVE B 50	E 425-43200-310 Other Professio
November 2025	\$3,146.96		PAUL RATH	Sewer Servicing Lowering &	R 425-43200-39560 Reimburse
November 2025	\$1,715.32		4M FUND	4M FUND-35529-02010 2025	R 425-43200-36210 Interest Earn
December 2025	\$1,363.89		4M FUND	4M 0201 2025A CNSTRCTN	R 425-43200-36210 Interest Earn
December 2025	\$506.31		4M FUND	4M FUND-35529-02010 2025	R 425-43200-36210 Interest Earn
January 2026		\$455,931.42	ROCHESTER SAND AND GR	WDSTH PRJCT#2025-10567	E 425-43200-500 Cap. Outlay-GE
January 2026	\$1.55		4M FUND	4M FUND-35529-02010 2025	R 425-43200-36210 Interest Earn
February 2026		\$89,391.45	ROCHESTER SAND AND GR	WDSTH PRJCT#2025-10567	E 425-43200-500 Cap. Outlay-GE

Receipts	\$1,703,599.08	Estimated Receipts	\$1,686,400.00	Estimated Balance	-\$17,199.08
Payments	\$1,721,320.33	Estimated Payment:	\$1,674,083.00		-\$47,237.33
Adjustments(JE)	\$0.00				
Project Balance	-\$17,721.25	(does not include adjustments)			

2,114 WIDSETH FINAL
-19,835.25

Projects

Project Number	Description	Abbrev	Start Date	End Date	Status
801OVR	Street Ovrly Cptl Gds Rsrv	STOVRLY	1/1/2024		Active
Comment	Street Overlay Capital Goods Reserve Fund 801 Dept 43100 R 36215 from 100-43100-736 E 530 Includes Small Cities Assist once 2017A 338 Bond is complete				
Posted	Receipts	Payments	Customer/Vendor	Comment	Account
January 2024	\$104,900.58		CITY OF CHATFIELD	2024 RSV BCKT BB SU-OVER	R 801-43100-39215 TIn-Ovrly 73
March 2024	\$7,500.00		TRANSFER	2024QTRLY-OVERLAY RSR	R 801-43100-39215 TIn-Ovrly 73
March 2024	\$508.13		INTEREST ALLOCATION	2024 1QTR INT ALLCTN (10	R 801-43100-36210 Interest Earn
June 2024	\$7,500.00		TRANSFER	2024QTRLY-OVERLAY RSR	R 801-43100-39215 TIn-Ovrly 73
June 2024	\$625.85		INTEREST ALLOCATION	2024 2QTR INT ALLCTN (10	R 801-43100-36210 Interest Earn
September 2024	\$7,500.00		TRANSFER	2024QTRLY-OVERLAY RSR	R 801-43100-39215 TIn-Ovrly 73
September 2024	\$685.07		INTEREST ALLOCATION	2024 3QTR INT ALLCTN (10	R 801-43100-36210 Interest Earn
November 2024		\$51,172.80	ROCHESTER SAND AND GR	ALLEY MILL & OVRLY	E 801-43100-530 Cap. Outlay-Str
December 2024	\$7,500.00		TRANSFER	2024QTRLY-OVERLAY RSR	R 801-43100-39215 TIn-Ovrly 73
December 2024	\$471.72		INTEREST ALLOCATION	2024 4QTR INT ALLCTN (10	R 801-43100-36210 Interest Earn
March 2025	\$7,750.00		TRANSFER	2025QTRLY-OVERLAY RSR	R 801-43100-39215 TIn-Ovrly 73
March 2025	\$664.71		INTEREST ALLOCATION	2025 1#QTR INT ALLCTN (1	R 801-43100-36210 Interest Earn
June 2025	\$7,750.00		TRANSFER	2025QTRLY-OVERLAY RSR	R 801-43100-39215 TIn-Ovrly 73
June 2025	\$1,316.01		INTEREST ALLOCATION	2025 2QTR INT ALLCTN (10	R 801-43100-36210 Interest Earn
July 2025		\$1,336.00	ESS	R3067V CCB	E 801-43100-530 Cap. Outlay-Str
July 2025	\$14,037.50		MMB	G90 SMALL CITY ASSIST -	R 801-43100-33404 Small City A
September 2025	\$7,750.00		TRANSFER	2025QTRLY-OVERLAY RSR	R 801-43100-39215 TIn-Ovrly 73
September 2025	\$1,346.47		INTEREST ALLOCATION	2025 3QTR INT ALLCTN (10	R 801-43100-36210 Interest Earn
October 2025		\$297.94	DSG	+ 2 CURBSTOPS&MNHL CV	E 801-43100-530 Cap. Outlay-Str
October 2025		\$685.43	GRIFFIN CONSTRUCTION	FX MANHOLE - 2B RMB RS	E 801-43100-530 Cap. Outlay-Str
November 2025		\$108,025.57	ROCHESTER SAND AND GR	4952458-17 COC 2025 ALLE	E 801-43100-530 Cap. Outlay-Str
December 2025	\$7,750.00		TRANSFER	2025QTRLY-OVERLAY RSR	R 801-43100-39215 TIn-Ovrly 73
December 2025		\$12,000.00	ROCHESTER SAND AND GR	4952458-17 ALLEYS 2025 C	E 801-43100-530 Cap. Outlay-Str
December 2025	\$14,037.50		MMB	G90 SMALL CITY ASSIST -	R 801-43100-33404 Small City A
December 2025	\$220.72		INTEREST ALLOCATION	2025 4TH QTR INT ALLCTN	R 801-43100-36210 Interest Earn

Receipts	\$199,814.26
Payments	\$173,517.74
Adjustments(JE)	\$0.00
Project Balance	\$26,296.52

Estimated Receipts	
Estimated Payment:	Estimated Balance

(does not include adjustments)

-19,835.25
6,461.27

Kay Wangen

From: Craig Britton <Craig.Britton@widseth.com>
Sent: Thursday, February 26, 2026 9:14 AM
To: Kay Wangen
Cc: Brian Burkholder; Michele Peterson
Subject: RE: 2025A Mill & Overlay Project #2025-10567

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Kay,

Our final invoice should be coming next week and is in the amount of \$2,114.

Thanks for checking on this.

Have a great day!

Craig Britton, PE
 Civil Engineer, Office Manager, VP
 507-206-2125
 3777 40th Avenue NW Suite 200
 Rochester, MN 55901-3297



Widseth.com
 File Transfer | [Click here to transfer large files](#)

50 Best Places to Work (Prairie Business Magazine, 2025)

Expense batch 8010VE to out
Revenue Batch #25M+0 Tin
 add fixed asset

Resolution to Transfer Funds
3/9 agenda
 PB+
 CC

Transfer
 close
 Add fixed asset

From: Kay Wangen <KWangen@cityofchatfieldmn.gov>
Sent: Tuesday, February 24, 2026 3:56 PM
To: Craig Britton <Craig.Britton@widseth.com>
Cc: Brian Burkholder <bburkholder@cityofchatfieldmn.gov>; Michele Peterson <mpeterson@cityofchatfieldmn.gov>
Subject: 2025A Mill & Overlay Project #2025-10567

Hi Craig,

I am working on closing out the 2025 Mill & Overlay project now that the final pay estimate has been processed for Rochester Sand & Gravel. Have all the engineering fees been invoiced / paid? The last invoice I show being paid to Widseth is #241525 for \$8,033.10 in November.

Please advise.
 Thank you.

Kay Wangen

From: Brian Burkholder
Sent: Wednesday, February 18, 2026 2:27 PM
To: Kay Wangen
Cc: Michele Peterson
Subject: RE: 2025 Mill and Overlay Project - Final Payment

Kay,

Please transfer the shortages of \$18,000 from 801OVR as I have no for seen plans for any major overlays in the near future.

Thank you,

Brian Burkholder
 Public Works Director

City of Chatfield
 21 Second Street SE
 Chatfield, MN 55923
 507-867-3810
 507-273-9597 (cell)

From: Kay Wangen <KWangen@cityofchatfieldmn.gov>
Sent: Wednesday, February 18, 2026 10:06 AM
To: Brian Burkholder <bburkholder@cityofchatfieldmn.gov>
Cc: Michele Peterson <mpeterson@cityofchatfieldmn.gov>
Subject: RE: 2025 Mill and Overlay Project - Final Payment

Hi Brian,

To confirm, which reserve fund balance should the construction fund shortage be transferred from?

- 801CHP – 01/31/2026 ending balance is \$52,225.30
- 801OVR – 01/31/226 ending balance is \$26,296.52 (This is the reserve fund that receives the Small City Assistance allocation, which is estimated to be \$46,634 in 2026.)

The exact shortage in the construction fund until the February month end process is complete. As Michele mentioned it will ~\$18,000. After the February reconciliation is complete and 4M closes the 2025A subaccount, a resolution will be drafted to transfer the shortage from one of the reserve funds to bring the construction fund balance to \$0 and then close the construction fund.

Kay Wangen | Finance & Information Systems Director
direct 507.867.1514 | **office** 507-867-3810
 21 SE Second Street Chatfield MN 55923 | www.cityofchatfieldmn.gov

*Note-New .gov Email address effective 09-10-2025: kwangen@cityofchatfieldmn.gov



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: March 9, 2026

Agenda Item: Resolution 2026-24 Accept a Donation of Gambling Funds

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:

[2026-24 to Accept a Donation of Gambling Funds.docx](#)

RESOLUTION 2026-24
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:

<u>Chatfield Booster Club</u>	<u>\$2,000</u>
<u>Chatfield Youth Sports Assoc Football</u>	<u>\$2,000</u>

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

To be used for Equipment Purchase – Snow Plow

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 9th day of March, 2026.

/s/Beth M Carlson
City Clerk
City of Chatfield



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: March 9, 2026

Agenda Item: Resolution 2026-25 Accepting Library Donation

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:

[2026-25 Accepting Donations Library.pdf](#)

RESOLUTION 2026-25
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:

Donation/Grant	Amount
Stitching Witches	\$90.00
Sassy Quilters	\$280.00

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

\$370.00 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 9th day of March, 2026.

/s/Beth M Carlson
City Clerk
City of Chatfield



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: March 9, 2026

Agenda Item: Resolution 2026-26 Garbage and Recycling Fees

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:

[2026-26 Garbage and Recycling Fees.pdf](#)

CITY OF CHATFIELD
RESOLUTION NO. 26-2026

A RESOLUTION ESTABLISHING MONTHLY GARBAGE AND RECYCLING RATES AND AUTHORIZING A MONTHLY FUEL SURCHARGE

WHEREAS, the City of Chatfield ('City') provides for residential solid waste and recycling services within the City limits; and

WHEREAS, the City periodically reviews service costs and establishes rates necessary to cover the costs of providing solid waste and recycling services; and

WHEREAS, the City Council finds that the rates set forth herein are reasonable, necessary, and in the public interest; and

WHEREAS, the City's contract hauler has requested a fuel surcharge mechanism to address volatility in fuel costs, and the City wishes to adopt a transparent and uniform method for such surcharge.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Chatfield, Minnesota:

SECTION 1. BASE MONTHLY RATES. Effective March 9, 2026, the following base monthly rates are hereby established for standard residential service:

- A. Garbage (solid waste): \$8.80 per month.
- B. Recycling: \$7.75 per month.

SECTION 2. MONTHLY FUEL SURCHARGE.

- A. A separate monthly fuel surcharge is hereby authorized and shall be applied to each residential account in addition to the base rates in Section 1.
- B. The monthly fuel surcharge shall be calculated in accordance with Exhibit A (Fuel Surcharge Methodology).
- C. The surcharge may adjust month-to-month based on the methodology in Exhibit A. The City Clerk is authorized to implement the surcharge amount each month.

SECTION 3. BILLING AND APPLICATION.

- A. The rates and surcharges herein apply to residential service unless otherwise provided by separate Council action or contract.
- B. Taxes, fees, or special assessments required by law shall be added where applicable.

SECTION 4. ADMINISTRATIVE AUTHORITY. The City Clerk is authorized to take all actions necessary to implement the rates and surcharge herein.

SECTION 5. REPEALER. All prior resolutions establishing conflicting garbage or recycling rates are hereby repealed to the extent of such conflict as of the effective date of this Resolution.

SECTION 6. SEVERABILITY. If any section or provision of this Resolution is found invalid, such invalidity shall not affect the remaining provisions, which shall continue in full force and effect.

Adopted by the City Council of the City of Chatfield, Minnesota, this 9 day of March 2026.

/s/Beth M Carlson

City Clerk

City of Chatfield

EXHIBIT A

FUEL SURCHARGE METHODOLOGY

1. Purpose: Establishes a transparent method to calculate a monthly fuel surcharge reflecting fuel price volatility.
2. Index: Based on the U.S. Department of Energy, Energy Information Agency compiled information (<http://tonto.eia.doe.gov/info/wohdp/diesel.asp>). On the third Thursday of a given month, the average price per gallon of diesel fuel for the four preceding Mondays for the "Midwest" region that is shown on the website shall be determined. From this average price and base price shall be divided by 0.05, and the product of that calculation multiplied by 0.0025. This product shall then be multiplied by the monthly fee permitted to be charged hereunder, and that product is the amount of the monthly surcharge, expressed in dollars, that Contractor can charge for the succeeding month.



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: March 9, 2026

Agenda Item: Resolution 2026-27 Authorizing Proposal Submission for LCCMR Funds

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:

[2026-27 LCCMR Grant Application Authorization.pdf](#)

CITY OF CHATFIELD

RESOLUTION 2026-27

RESOLUTION OR LETTER AUTHORIZING PROPOSAL SUBMISSION FROM NON-STATE ENTITIES

WHEREAS, The City of Chatfield seeks \$103,500 to fund a trial of native reeds in two reed beds used for sludge disposal at the Chatfield Wastewater Treatment Facility. The native reeds are intended to replace the current non-native reeds which are considered an invasive species..

NOW, THEREFORE, BE IT RESOLVED, That the City of Chatfield supports the above referenced project and authorizes the submittal of a proposal for funding of this project on behalf of the City of Chatfield to the Legislative-Citizen Commission on Minnesota Resources (LCCMR) in response to the ML 2027 Environmental and Natural Resources Trust Fund (ENRTF) Request for Proposal; and

BE IT FURTHER RESOLVED, That, if funding is awarded, the City of Chatfield agrees to accept the award and may enter into an agreement with the state of Minnesota for the above referenced project. The City of Chatfield will comply with all applicable laws, environmental requirements, and regulations and any additional conditions stated in the grant agreement and the approved LCCMR work plan; and

BE IT FURTHER RESOLVED, That City of Chatfield understands that grants from the ENRTF are generally paid out on a reimbursement basis. The City of Chatfield has the financial capability to pay for project expenses prior to seeking reimbursement; and

BE IT FURTHER RESOLVED, That City of Chatfield certifies none of the current principals of City of Chatfield have been convicted of a felony financial crime in the last ten years. For this purpose, a principal is defined as a public official, a board member, or staff that would have the authority to access or determine the use of ENRTF funds, if awarded; and

BE IT FURTHER RESOLVED, That City Administrator is hereby authorized to execute such agreements and work plans as necessary and Steven Schlichter is authorized to implement the project on behalf of the City of Chatfield.

BE IT FURTHER RESOLVED, That the City of Chatfield has the financial capability to ensure adequate operation and maintenance of the project once completed;

Adopted by the City Council of the City of Chatfield, Minnesota, this 9th day of March 2026.

/s/Beth M Carlson

City Clerk

City of Chatfield



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: March 9, 2026

Agenda Item: Annual Wastewater Treatment Facility Review

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:

[MEMO.doc](#)

INTEROFFICE MEMORANDUM

TO: PUBLIC WORKS COMMITTEE AND CITY COUNCIL
FROM: STEVEN SCHLICHTER
SUBJECT: 2025 Year End Review
DATE: 2/25/2026

Action Requested: None

Background:

This last year has been challenging in respect to trying new operational strategies and learning how our facility reacts to these changes. This is always a moving target as everything is always changing such as temperature, flow rate, food to mass ratio, pH, dissolved oxygen, and RAS and WAS percentages to name some factors. For a facility that is not designed to do Biological Nutrient removal we can do a pretty good job and that is due to the facility having excess capacity at this time. In 2025 we operated at 37% of the facility's designed capacity for flow.

Let's have a look at the numbers from 2025 compared to 2024. For BOD and TSS removal rates have held steady at 97% for BOD and 98% for TSS compared to 2024 BOD was 98% and TSS was 98%. Our limit for both is a minimum of 85% removal. The new UV system is working very well. Our Fecal Coliform averaged 2.58 in 2025 compared to 4.66 in 2024 with our limit being 200. Now moving on to Nitrogen and Phosphorus. We do not currently have a limit for these, but we are required to monitor these levels. For nitrogen in 2025 we averaged 10.08 mg/L and in 2024 for the few samples we had at that time we averaged 9.01 mg/L. The typical limit for this is a 12-month rolling average of 10 mg/L. For Phosphorus we averaged 74% removal in 2025 compared to 36% in 2024. Also, for 2025 we averaged 1.87 mg/L of Phosphorus in our effluent. Typically, 1 mg/L would be the limit. These are great results from a facility that is not specifically designed to remove these nutrients.

In 2025 we treated 62,563,000 gallons of wastewater at our facility. This is down from 2024 flows of 71,423,000 gallons. For 2025 the cost estimate to treat 1000 gallons is \$16.71 and that is down from \$19.30 in 2024 because we did not have any large expenditures in 2025. We also completed our yearly sewer cleaning of one quarter of the city. That averages about 3 miles of sewer lines per year. We did have one sewer main block this year that affected a couple residents. With our aging sewer infrastructure tree root intrusions are becoming more common. We have been looking into different root cutting heads for our jetting truck.

Our current WWTF was reconstructed and fully operational by the summer of 2006. Some of the mechanical equipment has only been shut off for a total of a couple of hours to change oil and regular maintenance since it was started in 2006. Multiple pieces of equipment have 150,000 + hours of run time and has seen over 1.3 billion gallons of wastewater. The Chatfield WWTF has been very well maintained but everything mechanical wears out and electrical gets outdated and this is why we have started a Facility Plan. We are currently working with SEH to find the best path forward in updating our facility and continue to meet limits. This is just a brief overview of 2025 and if you have any questions, concerns or really want to dive into how our facility operates please let me know.

Thank you for your time,
Steven Schlichter
WWTF Superintendent



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: March 9, 2026

Agenda Item: Through Age Friendly Fillmore County Informational Update

Subject | Summary:

Agenda Category: Catherine (Cathy) French **Submitted By:** Michele Peterson
request to meet with City Council for an informational update of work going on in Fillmore County that will be impacting the City of Chatfield community members.

Recommended Motion: Informational Presentation Only

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: March 9, 2026

Agenda Item: 2025 Financial Audit Review

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: Motion to accept the report as presented.

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: March 9, 2026

Agenda Item: Personnel Budget Committee

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: March 9, 2026 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: March 9, 2026

Agenda Item: Public Works Committee

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: March 9, 2026 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: