

**CITY OF CHATFIELD CITY COUNCIL**  
**AGENDA**

**City Council Chambers - 21 SE Second Street, Chatfield, MN 55923**  
**September 22, 2025, 7:00 P.M.**

- I. Open Meeting  
Roll Call
- II. Pledge of Allegiance
- III. Approve Agenda - Additions or Corrections
- IV. Consent Agenda
  - a. [Accounts Payable Claims Listings](#)
  - b. [Fall-al-poolza October 4, 2025 - Street Closure and Use of City Park Request](#)
  - c. [Approve EMT new hire Janoah Haugen](#)
  - d. [Resolution 2025-44 Supporting the development of the design and construction to the Chatfield Wastewater Treatment Facility to Minnesota Management and Budget](#)
  - e. [Resolution 2025-66 Accepting Library Donations](#)
- V. New Business
  - a. [Southern MN Initiative Foundation - Aaron Johnson](#)
  - b. [Rolling Hills Transit - Bill Spitzer](#)  
Update and overview of current services, recent developments, and future plans.
  - c. [Resolution 2025-65 Certifying the Preliminary Tax Levy for Taxes Payable in 2026](#)  
Motion to approve resolution 2025-65 as presented.
  - d. [Service Recognition Program](#)  
Motion to approve the policy as presented and recommended by the Personnel Budget Committee.
- VI. Committee Reports
  - a. [Public Services Committee](#)  
[September 22, 2025 Public Services Committee Meeting Packet](#)
  - b. [Park & Recreation Committee](#)  
[September 22, 2025 Park & Recreation Meeting Packet](#)
- VII. Mayor's Report
- VIII. City Administrator's Report
- IX. Roundtable
  - a. [MN Association of Small Cities - Beth Carlson](#)

X. Next Meetings

Monday, October 8, 2025: Personnel Budget Committee (4:30 p.m.), Public Works Committee (5:30 p.m.), City Council (7:00 p.m.)

Truth in Taxation Hearing will be held Monday, December 8th, 2025 at 7:00 p.m.

XI. Adjourn



**CITY COUNCIL MEETING STAFF REPORT**

**Meeting Date:** September 22, 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:** \$139,020.04

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

**Background:**

**Attachments:**

[Batch Listing1 - 2025 09FA02 \\$46,086.22.pdf](#)

[Batch Listing2 - 2025 09FA02U \\$6,567.51.pdf](#)

[Batch Listing3 - 2025 0911VNDRPR \\$62,374.26.pdf](#)

[Batch Listing4 - 2025 09ADM04 \\$1,308.73.pdf](#)

[Batch Listing5 - 2025 09ADM03 \\$22,516.01.pdf](#)

[Batch Listing6 - 2025 09ADM06 \\$167.31.pdf](#)



**City of Chatfield**  
**Batch Listing - Unposted Summary**  
 Current Period: September 2025  
 2025 09FA02

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
<b>AIRGAS</b>						
	551842	E 230-42270-210	Ambulance	Operating Expenses	\$207.09	OXYGEN
					\$207.09	
<b>AIRGAS</b>						
<b>B &amp; B SERVICE</b>						
	SEP 15	E 100-45200-430	Parks (GENERAL)	Misc. TRY NOT TO USE	\$10,200.00	2025 STRM DMG RPR PRK BLDNGS
					\$10,200.00	
<b>B &amp; B SERVICE</b>						
<b>BAKER &amp; TAYLOR BOOKS</b>						
	08/31/2	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$783.00	ACCOUNT L6248262
					\$783.00	
<b>BAKER &amp; TAYLOR BOOKS</b>						
<b>BLUE LINE THERAPY</b>						
	#N/A	E 100-42110-208	Police Administrati	Training and Instruction	\$250.00	SSCHMIEDEBERG WELLNESS SUMMIT
					\$250.00	
<b>BLUE LINE THERAPY</b>						
<b>CENGAGE LEARNING</b>						
	999101	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$15.94	ACCT 23762978
					\$15.94	
<b>CENGAGE LEARNING</b>						
<b>CENTER POINT LARGE PRINT</b>						
	219523	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$107.78	HEART LINE B4 PERILOUS STORM AC
	219660	E 211-45500-590	Libraries (GENERA	Cap. Outlay-Books	\$109.73	LINE TIDES LAKE STILL
					\$217.51	
<b>CENTER POINT LARGE PRINT</b>						
<b>CORE &amp; MAIN</b>						
	X63651	E 601-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL	\$3,627.95	HYD 2025 7TTL (NRML2 +5) 2029NXT
	X66168	E 601-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL	-\$1,862.60	HYD 2025 X080969 CREDIT
	X64851	E 601-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL	\$797.18	HYD 2025 7TTL (NRML2 +5) 2029NXT
	X66040	E 601-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL	\$771.20	HYD 2025 7TTL (NRML2 +5) 2029NXT
					\$3,333.73	
<b>CORE &amp; MAIN</b>						
<b>DAN RAMAKER CONCRETE</b>						
	20578	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$9,621.25	J&M to Vindmoll Sdwlk 1x2025Bdgt Fn
					\$9,621.25	
<b>DAN RAMAKER CONCRETE</b>						
<b>FIRE SAFETY USA, INC</b>						
	202267	E 230-42270-404	Ambulance	Repairs/Maint Equipment	\$182.00	FNDRTTE GSKT SL
					\$182.00	
<b>FIRE SAFETY USA, INC</b>						
<b>HOMETOWN BILLING</b>						
	AUG 20	E 230-42270-435	Ambulance	Licences, Permits and Fe	\$540.69	7% BLLNG FEE - AUG
					\$540.69	
<b>HOMETOWN BILLING</b>						
<b>INTEGRITY TREE SERVICE LLC</b>						
	1098	E 100-43100-411	Street Maintenanc	Tree Maintenance	\$750.00	STRM DMG FLMR VLLY
					\$750.00	
<b>INTEGRITY TREE SERVICE LLC</b>						
<b>KWIK TRIP</b>						
	891369	E 220-42280-210	Fire Department *	Operating Expenses	\$27.63	10 24PK WTR
					\$27.63	
<b>KWIK TRIP</b>						
<b>MARCO TECHNOLOGIES LLC.</b>						
	INV142	E 602-49450-403	Sewer (GENERAL)	Prev. Maint. Agreements	\$900.00	2025 20% MIT - 4,500 /54,000
	INV143	E 801-49950-310	IT Shared Compon	Other Professional Servic	\$908.50	.GOV DNS IMPLMNTN
	INV143	E 801-49950-310	IT Shared Compon	Other Professional Servic	\$396.00	.GOV DNS IMPLMNTN
	INV142	E 230-42270-403	Ambulance	Prev. Maint. Agreements	\$225.00	2025 5% MIT - 4,500 /54,000
	INV142	E 220-42280-403	Fire Department *	Prev. Maint. Agreements	\$225.00	2025 5% MIT - 4,500 /54,000



**City of Chatfield**  
**Batch Listing - Unposted Summary**  
 Current Period: September 2025  
 2025 09FA02

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	INV142	E 100-41500-403	Administration	Prev. Maint. Agreements	\$675.00	2025 15% MIT - 4,500 /54,000
	INV142	E 240-46630-403	Cmmnty Dvlpmnt	Prev. Maint. Agreements	\$225.00	2025 5% MIT - 4,500 /54,000
	INV142	E 100-42110-403	Police Administrati	Prev. Maint. Agreements	\$675.00	2025 15% MIT - 4,500 /54,000
	INV142	E 603-49500-403	Refuse/Garbage (	Prev. Maint. Agreements	\$450.00	2025 10% MIT - 4,500 /54,000
	INV142	E 601-49400-403	Water Utilities (GE	Prev. Maint. Agreements	\$900.00	2025 20% MIT - 4,500 /54,000
	INV142	E 100-43100-403	Street Maintenanc	Prev. Maint. Agreements	\$225.00	2025 5% MIT - 4,500 /54,000
<b>MARCO TECHNOLOGIES LLC.</b>					<u>\$5,804.50</u>	
<b>MARK MCBROOM</b>						
	11286	E 100-41500-310	Administration	Other Professional Servic	\$100.00	121 AVE A - NSNC ABTMNT
<b>MARK MCBROOM</b>					<u>\$100.00</u>	
<b>MAYO CLINIC</b>						
	92978	E 230-42270-415	Ambulance	Medical Services	\$340.00	STMNT 05/20/2025-09/02/2025
<b>MAYO CLINIC</b>					<u>\$340.00</u>	
<b>OLMSTED COUNTY - PBLCWKRS   SLD WST</b>						
	HW091	E 603-49500-325	Refuse/Garbage (	Community Clean Up Co	\$998.00	MBL HW CLLCTN - 2025
<b>OLMSTED COUNTY - PBLCWKRS   SLD WST</b>					<u>\$998.00</u>	
<b>PHONE STATION INC</b>						
	80919	E 100-41500-403	Administration	Prev. Maint. Agreements	\$695.00	AVAYA IP PHONE 1 YR SYST MNT
<b>PHONE STATION INC</b>					<u>\$695.00</u>	
<b>SCHUMACHER ELEVATOR CO</b>						
	906583	E 211-45500-401	Libraries (GENERA	Repairs/Maint Buildings	\$176.67	LIB ELEV MAINT
<b>SCHUMACHER ELEVATOR CO</b>					<u>\$176.67</u>	
<b>SELCO</b>						
	053690	E 211-45500-414	Libraries (GENERA	Automated Operations	\$484.70	ILS PCKG-PUBLICS
<b>SELCO</b>					<u>\$484.70</u>	
<b>SHORT ELLIOTT HENDRICKSON, INC.</b>						
	494750	E 602-49450-500	Sewer (GENERAL)	Cap. Outlay-GENERAL	\$10,989.55	Prjct#186646 CHATF WWTF FACILITY
<b>SHORT ELLIOTT HENDRICKSON, INC.</b>					<u>\$10,989.55</u>	
<b>SUNSHINE FOODS</b>						
	002094	E 230-42270-205	Ambulance	Service Incentives/Rewa	\$33.96	WTR GTR
<b>SUNSHINE FOODS</b>					<u>\$33.96</u>	
<b>TACTICAL SOLUTIONS</b>						
	10917	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$135.00	CRTFCN RDR LSRS
<b>TACTICAL SOLUTIONS</b>					<u>\$135.00</u>	
2025 09FA02					<u>\$45,886.22</u>	
					<u>\$45,886.22</u>	

(([BatchID] in (21969))

<b>CHATFIELD COMMERCIAL CLUB</b>						
	061092	2025 B E 100-41100-205	Legislative	Service Incentives/Rewa	\$200.00	SERVICE AWARDS - CHAT DOLLARS B
<b>CHATFIELD COMMERCIAL CLUB</b>					<u>\$200.00</u>	

\$ 46,086.22



**City of Chatfield**  
**Batch Listing - Unposted Summary**  
 Current Period: September 2025  
 2025 09FA02U

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
<b>ABILITY BUILDING CENTER</b>						
27090		E 100-41940-302	Municipal Building	Contracted Help	\$1,275.07	CLEANING-AUGUST 2025
					\$1,275.07	
<b>ABILITY BUILDING CENTER</b>						
<b>CENTURYLINK-TELE</b>						
		E 100-41500-321	Administration	Telephone	\$106.23	333692580 1500 DID
		E 211-45500-321	Libraries (GENERA	Telephone	\$83.84	333527984 3480 LIBRARY
		E 100-41500-321	Administration	Telephone	\$121.41	1/5 333683295 T1 F94-179-4395
		E 601-49400-321	Water Utilities (GE	Telephone	\$121.41	1/5 333683295 T1 F94-179-4395
		E 100-42110-321	Police Administrati	Telephone	\$121.41	1/5 333683295 T1 F94-179-4395
		E 230-42270-321	Ambulance	Telephone	\$121.42	1/5 333683295 T1 F94-179-4395
		E 211-45500-321	Libraries (GENERA	Telephone	\$99.50	333944610 2911 LIBRARY ELEVATOR
		E 100-43100-321	Street Maintenanc	Telephone	\$121.41	1/5 333683295 T1 F94-179-4395
					\$896.63	
<b>CENTURYLINK-TELE</b>						
<b>CHATFIELD LUMBER OF EYOTA</b>						
124986		E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment	\$90.96	WHT VNYL TRMBRD
					\$90.96	
<b>CHATFIELD LUMBER OF EYOTA</b>						
<b>CHATFIELD PARTS HOUSE</b>						
971298		E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	\$17.43	HOSE CLAMP
971169		E 601-49400-210	Water Utilities (GE	Operating Expenses	\$1.18	DPLX PLT WHT SWT PLT WHT
971112		E 100-45200-212	Parks (GENERAL)	Vehicle Operating Suppli	\$199.99	2 YR WTY BAT CORE DPST
971249		E 601-49400-240	Water Utilities (GE	Small Tools and Minor E	\$124.99	RADIO EARMUFFS 26DB
971450		E 602-49450-210	Sewer (GENERAL)	Operating Expenses	\$3.57	CLR VINYL TUBE
970551		E 220-42280-212	Fire Department *	Vehicle Operating Suppli	\$155.99	6 MO WTY BAT CORE DPST
970730		E 100-42110-200	Police Administrati	Office Supplies (GENERA	\$4.49	COMMAND HOOK
970725		E 100-45200-210	Parks (GENERAL)	Operating Expenses	\$59.47	GRLLA TAPE TRASH CAN NTRL DSP G
971858		E 601-49400-240	Water Utilities (GE	Small Tools and Minor E	\$29.96	RAID WASP SPRY SLCN CLR STD
970777		E 100-45200-210	Parks (GENERAL)	Operating Expenses	\$2.99	1CUT KEY
970803		E 100-45200-210	Parks (GENERAL)	Operating Expenses	\$27.98	PADLOCK 4 PACK KEY
970861		E 100-43100-210	Street Maintenanc	Operating Expenses	\$4.20	SCREW
970418		E 100-45200-210	Parks (GENERAL)	Operating Expenses	\$29.99	TRASH CAN
971460		E 602-49450-210	Sewer (GENERAL)	Operating Expenses	\$6.58	HOSE CLMP
					\$668.81	
<b>CHATFIELD PARTS HOUSE</b>						
<b>GRIFFIN CONSTRUCTION</b>						
11896		E 100-45200-210	Parks (GENERAL)	Operating Expenses	\$36.21	SAND
					\$36.21	
<b>GRIFFIN CONSTRUCTION</b>						
<b>HAWKINS, INC.</b>						
719683		E 601-49400-210	Water Utilities (GE	Operating Expenses	\$40.00	WATER SUPPLY CHEMICALS
					\$40.00	
<b>HAWKINS, INC.</b>						
<b>INTEGRITY TREE SERVICE LLC</b>						
1100		E 100-43100-411	Street Maintenanc	Tree Maintenance	\$1,500.00	RMVD BURR OAK ON CLIFF ST
					\$1,500.00	
<b>INTEGRITY TREE SERVICE LLC</b>						
<b>QUILL.COM</b>						
456169		E 100-41940-210	Municipal Building	Operating Expenses	\$67.99	BIB FLD TWLS
					\$67.99	
<b>QUILL.COM</b>						
<b>RUSKELL OUTDOOR SERVICES INC</b>						
21330		E 100-43100-210	Street Maintenanc	Operating Expenses	\$47.67	WINONA RIVER ROCK
					\$47.67	
<b>RUSKELL OUTDOOR SERVICES INC</b>						



**City of Chatfield**  
**Batch Listing - Unposted Summary**  
 Current Period: September 2025  
 2025 09FA02U

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
<b>SOUTHEAST MECHANICAL</b>						
37501		E 100-41940-401	Municipal Building	Repairs/Maint Buildings	\$172.50	A/C INSPECTION- BELT FIX
					\$172.50	
<b>SOUTHEAST MECHANICAL</b>						
<b>THOMPSONS GARAGE DOOR CO. INC</b>						
122121		E 100-43100-401	Street Maintenanc	Repairs/Maint Buildings	\$766.04	DR 4,8,10,12,11 RPRS
					\$766.04	
<b>THOMPSONS GARAGE DOOR CO. INC</b>						
<b>WIT BOYZ INC.</b>						
10846		E 801-43100-550	Street Maintenanc	Cap. Outlay-Vehicles/Eq	\$1,005.63	S182 1999 STRLNG FLSHR FLT BD BUI
					\$1,005.63	
<b>WIT BOYZ INC.</b>						
2025 09FA02U					\$6,567.51	
					\$6,567.51	

((BatchID] in (21970))



**City of Chatfield**  
**Batch Listing - Unposted Summary**  
 Current Period: September 2025  
 2025 0911VNDRPR

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
<b>AFLAC</b>						
113086	333896	G 910-21724			\$281.84	PR VNDR LBLTY
	333896	G 910-21712			\$191.68	PR VNDR LBLTY
	333896	G 910-21713			\$155.48	PR VNDR LBLTY
	333896	G 910-21715			\$73.49	PR VNDR LBLTY
	333896	G 910-21718			\$54.47	PR VNDR LBLTY
					<u>\$756.96</u>	
<b>AFLAC</b>						
<b>BLUE CROSS BLUE SHIELD</b>						
113088	250902	G 910-21721			\$129.98	PR VNDR LBLTY
					<u>\$129.98</u>	
<b>BLUE CROSS BLUE SHIELD</b>						
<b>CHATFIELD PUBLIC LIBRARY</b>						
113090	2025-19	R 211-45500-3620	Libraries (GENERA		-\$125.00	PR VNDR LBLTY
	2025-19	G 910-21728			\$125.00	PR VNDR LBLTY
					<u>\$0.00</u>	
<b>CHATFIELD PUBLIC LIBRARY</b>						
<b>EFTPS</b>						
113080	634151	G 910-21701			\$6,207.47	PR VNDR LBLTY
	634151	G 910-21703			\$7,531.26	PR VNDR LBLTY
	634151	G 910-21709			\$2,319.40	PR VNDR LBLTY
					<u>\$16,058.13</u>	
<b>EFTPS</b>						
<b>HEALTH EQUITY</b>						
113084	grb6rpx	G 910-21726			\$3,791.69	PR VNDR LBLTY
					<u>\$3,791.69</u>	
<b>HEALTH EQUITY</b>						
<b>LAW ENFORCEMENT LABOR SERVICES</b>						
	SEP-25	G 910-21717			\$292.00	PR VNDR LBLTY
					<u>\$292.00</u>	
<b>LAW ENFORCEMENT LABOR SERVICES</b>						
<b>MN PEIP</b>						
113087	154870	G 910-21706			\$23,949.20	PR VNDR LBLTY
					<u>\$23,949.20</u>	
<b>MN PEIP</b>						
<b>MN REVENUE</b>						
113081	0-193-5	G 910-21702			\$3,042.37	PR VNDR LBLTY
					<u>\$3,042.37</u>	
<b>MN REVENUE</b>						
<b>NCPERS GROUP LIFE INSURANCE</b>						
	384000	G 910-21707			\$128.00	PR VNDR LBLTY
					<u>\$128.00</u>	
<b>NCPERS GROUP LIFE INSURANCE</b>						
<b>PERA</b>						
113082	SOMPE	G 910-21705			\$5,642.90	PR VNDR LBLTY
	SOMPE	G 910-21704			\$6,771.95	PR VNDR LBLTY
	SOMPE	E 230-42270-121	Ambulance	PERA	\$575.00	PR VNDR LBLTY-AUG
					<u>\$12,989.85</u>	
<b>PERA</b>						
<b>TASC</b>						
113089	09/11/2	G 910-21714			\$304.16	PR VNDR LBLTY
					<u>\$304.16</u>	
<b>TASC</b>						
<b>VOYA   EMPOWER   MNDP</b>						
113083	PAYROL	G 910-21719			\$931.92	PR VNDR LBLTY
					<u>\$931.92</u>	
<b>VOYA   EMPOWER   MNDP</b>						
					<u>\$62,374.26</u>	



**City of Chatfield**  
**Batch Listing - Unposted Summary**  
Current Period: September 2025  
2025 0911VNDPR

Check	Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
						\$62,374.26	

([BatchID] in (22002))



**City of Chatfield**  
**Batch Listing - Unposted Summary**

Current Period: September 2025  
 2025 09ADM04

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
<b>REVTRAK</b>						
113078	AUG 20	E 100-42110-323	Police Administrati	Admin Expense 323   34	\$2.62	TRNSCTN FEE
	AUG 20	E 100-41500-323	Administration	Admin Expense 323   34	\$2.62	TRNSCTN FEE
	AUG 20	E 240-46630-323	Cmmnty Dvlpmnt	Admin Expense 323   34	\$3.93	TRNSCTN FEE
	AUG 20	E 603-49500-323	Refuse/Garbage (	Admin Expense 323   34	\$249.77	2025 ADMIN FEE ALLOC 19.22%
	AUG 20	E 602-49450-323	Sewer (GENERAL)	Admin Expense 323   34	\$754.92	2025 ADMIN FEE ALLOC 58.09%
	AUG 20	E 601-49400-323	Water Utilities (GE	Admin Expense 323   34	\$294.87	2025 ADMIN FEE ALLOC 22.69%
					<u>\$1,308.73</u>	
<b>REVTRAK</b>						
2025 09ADM04					<u>\$1,308.73</u>	
					<u>\$1,308.73</u>	

([BatchID] in (22004))



**City of Chatfield**  
**Batch Listing - Unposted Summary**  
 Current Period: September 2025  
 2025 09ADM03

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
<b>AT&amp;T MOBILITY</b>						
061081	090320	E 230-42270-321	Ambulance	Telephone	\$38.23	507-551-8498 AMB CP IBR900 2
	090320	E 230-42270-321	Ambulance	Telephone	\$38.23	507.551.8200 AMB IBR900
	090320	E 100-42110-321	Police Administrati	Telephone	\$44.89	507.272.5382 POLICE 872
	090320	E 220-42280-321	Fire Department *	Telephone	\$49.93	507.884.4423 FIRE
	090320	E 100-42110-320	Police Administrati	Communications (GENER	\$48.23	507.551.8478 DELL LT SIM (2024)
	090320	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$41.23	507.551.8576 WLLHS3 AIRCARD MIFI
	090320	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$41.23	507.551.8577 WLLHS2 AIRCARD MIFI
	090320	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$41.23	507.551.8578 WWTP CLLCTR AIRCAR
	090320	E 100-42110-320	Police Administrati	Communications (GENER	\$38.23	507.513.5937 SQUAD 873 MODEM
	090320	E 100-42110-321	Police Administrati	Telephone	\$49.93	507.272.5506 POLICE CHIEF
	090320	E 100-42110-321	Police Administrati	Telephone	\$44.89	507.272.5386 POLICE 873
<b>AT&amp;T MOBILITY</b>					\$476.25	
<b>CHATFIELD BODY SHOP</b>						
	18323	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$219.20	2014 EXP TR MNT & BLNC 4
	18378	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$618.27	2018 EXP DIAGSCN BRK SWTCG & SLC
	18374	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	\$70.42	2025 FRD LOF
<b>CHATFIELD BODY SHOP</b>					\$907.89	
<b>GOPHER STATE ONE CALL</b>						
	506028	E 601-49400-310	Water Utilities (GE	Other Professional Servic	\$0.30	ACCOUNT #MN00240 CORRECTION P
<b>GOPHER STATE ONE CALL</b>					\$0.30	
<b>HBC</b>						
	09/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$42.36	50% 1520399 BNCH/RVR 1 OF 3 CLLC
	09/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$42.37	50% 1520399 BNCH/RVR 1 OF 3 CLLC
	09/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$110.98	1439299 BUS VALUE PKG 120MBPS
	09/02/2	E 602-49450-321	Sewer (GENERAL)	Telephone	\$43.65	1439299 867-4321BASIC & TOLL
	09/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$42.37	50% 1520399 WTR RSVR 1 OF 3 CLLC
	09/02/2	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	\$42.37	50% 1520399 UTLTY PL/HS 1 OF 3 CL
	09/02/2	E 100-45200-438	Parks (GENERAL) -	Internet Expenses	\$42.37	50% 1520399 19 2ND ST SW
	09/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$42.37	50% 1520399 19 2ND ST SW
	09/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$42.37	50% 1520399 UTLTY PL/HS 1 OF 3 CL
	09/02/2	E 601-49400-438	Water Utilities (GE	Internet Expenses	\$42.37	50% 1520399 WTR RSVR 1 OF 3 CLLC
<b>HBC</b>					\$493.58	
<b>MEDIACOM</b>						
	08/26/2	E 100-42110-438	Police Administrati	Internet Expenses	\$108.30	1/3 CITY HALL HSD & STATIC IPS
	08/26/2	E 100-41500-438	Administration	Internet Expenses	\$108.30	1/3 CITY HALL HSD & STATIC IPS
	08/26/2	E 230-42270-438	Ambulance	Internet Expenses	\$108.30	1/3 CITY HALL HSD & STATIC IPS
<b>MEDIACOM</b>					\$324.90	
<b>MIENERGY COOPERATIVE</b>						
	09/08/2	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$593.46	333119003 85007624 JOHNST WELL
	09/08/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$451.00	333119005 85010070 HSD STLGHTS
	09/08/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	\$40.47	333119001 8500759501 52 SIGN
	09/08/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$45.58	333119004 85007649 STALB LS
	09/08/2	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$624.96	333119002 85007612 HSD BS
<b>MIENERGY COOPERATIVE</b>					\$1,755.47	
<b>MINNESOTA ENERGY RESOURCES</b>						
	560411	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$7.69	00002 FH 15% WATER
	560688	E 100-45124-380	Swimming Pools -	Utility Services (GENERA	\$660.11	000011 POOL
	560579	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$53.51	00003 WWTP - LIBRARY LN



**City of Chatfield**  
**Batch Listing - Unposted Summary**  
 Current Period: September 2025  
 2025 09ADM03

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
	560411	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$30.76	00002 FH 60% FIRE
	560758	E 100-41940-380	Municipal Building	Utility Services (GENERA	\$17.83	00001 MUNI 1/3
	560758	E 100-42110-380	Police Administrati	Utility Services (GENERA	\$17.83	00001 MUNI - POLICE 1/3
	560758	E 230-42270-380	Ambulance	Utility Services (GENERA	\$17.84	00001 MUNI - AMB 1/3
	560411	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$12.82	00002 FH 25% STREET
	560374	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$47.30	00005 LIBRARY
<b>MINNESOTA ENERGY RESOURCES</b>					\$865.69	
<b>PEOPLES ENERGY COOPERATIVE</b>						
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$72.51	2436500 CR 2 HWY S
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$188.00	7823600 MEYERS AND TERMAR
	09/05/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	\$95.00	2438500 MILL CREEK PARK
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$64.57	2447300 UNION ST NE - XING
	09/05/2	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$892.53	3011701 BLUFF ST
	09/05/2	E 100-41940-380	Municipal Building	Utility Services (GENERA	\$308.66	2407900 1/3 21 2ND ST SE
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$2,124.00	3011800 STREET LIGHTS
	09/05/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	\$61.89	2432400 400 3RD ST SW
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$108.40	2410100 1/4 FIRE HALL
	09/05/2	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$197.77	2410000 318 S MAIN ST-WHISTLE
	09/05/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$146.11	242390 MILL CREEK PK - LIFT ST
	09/05/2	E 220-42280-380	Fire Department *	Utility Services (GENERA	\$325.19	2410100 3/4 FIRE HALL
	09/05/2	E 100-42110-380	Police Administrati	Utility Services (GENERA	\$308.67	2407900 1/3 21 2ND ST SE
	09/05/2	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	\$66.88	3211800 250 OLD TERRITORIAL RD
	09/05/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	\$214.03	2410200 MAIN ST-CITY PARK
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$100.77	2154400 10208 HILLSIDE DRIVE
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$428.63	2400202 PPLS 19 SCND ST SW
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$115.90	3260100 301 TH 52 - TRAFFIC SI
	09/05/2	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	\$499.73	2402500 LIBRARY 322 MAIN ST S
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$11.00	2182100 SIREN - 10210 HILLSIDE
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$81.89	3376900 EV CHARGER - 405 MAIN ST
	09/05/2	E 230-42270-380	Ambulance	Utility Services (GENERA	\$308.67	2407900 1/3 21 2ND ST SE
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$183.48	3260000 52 3RD ST SW - STL MTR
	09/05/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	\$63.00	2432200 CHATFIELD SIGN
	09/05/2	E 100-45124-380	Swimming Pools -	Utility Services (GENERA	\$2,768.17	3237701 107 UNION ST NE
	09/05/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	\$936.71	2428000 MILL CREEK PARK
	09/05/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	\$178.95	3265100 20 2ND ST SE - LIGHTS
	09/05/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	\$2,948.83	2430200 126 LIBRARY LN WWTP
<b>PEOPLES ENERGY COOPERATIVE</b>					\$13,799.94	
<b>QUADIENT - POSTAGE</b>						
	09/01/2	E 100-41500-322	Administration	Postage	\$300.00	POSTAGE ADD ON 9/5/25
<b>QUADIENT - POSTAGE</b>					\$300.00	
<b>QUILL.COM</b>						
	455534	E 602-49450-210	Sewer (GENERAL)	Operating Expenses	\$30.20	UB PERF PAPER ALLOC 2025 58.09%
	455534	E 603-49500-210	Refuse/Garbage (	Operating Expenses	\$9.99	UB PER PAPER ALLOC 2025 19.22%
	455534	E 601-49400-210	Water Utilities (GE	Operating Expenses	\$11.80	UB PERF PAPER ALLOC 2025 22.69%
<b>QUILL.COM</b>					\$51.99	
<b>ZOLL MEDICAL CORPORATION</b>						
	910004	E 230-42270-403	Ambulance	Prev. Maint. Agreements	\$3,540.00	2 DFB 1 YR SRVC PLAN SN AR15E0132
<b>ZOLL MEDICAL CORPORATION</b>					\$3,540.00	
2025 09ADM03					\$22,516.01	



# City of Chatfield

## Batch Listing - Unposted Summary

Current Period: September 2025

2025 09ADM03

09/12/25 12:25 PM

Page 3

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
					\$22,516.01	

([BatchID] in (21991))



**City of Chatfield**

**Batch Listing - Unposted Summary**

Current Period: September 2025

2025 09ADM06

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
<b>DELUXE</b>						
113092	192064	E 100-41500-210	Administration	Operating Expenses	\$167.31	DEPOSIT SLIPS
					<u>\$167.31</u>	
2025 09ADM06					<u>\$167.31</u>	
					<u>\$167.31</u>	

([BatchID] in (22018))



**CITY COUNCIL MEETING STAFF REPORT**

**Meeting Date:** September 22, 2025

**Agenda Item:** Fall-al-poolza October 4, 2025 - Street Closure and Use of City Park Request

**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:**

[Fall-alpoolza City Request 2025.pdf](#)



# Chatfield Alliance

PARTNER, PROMOTE, PROSPER

---

Date: 9.9.25

## **Requesting the use of city-owned property for Chatfield Alliance Fall-al-poolza and Family Fun Ag Day October 4, 2025**

EVENT GOAL: To offer fall activities to the community and opportunities kids and families to enjoy no cost events as well as collaborate with the CHS Ag students.

The Chatfield Alliance, in conjunction with the Stacy Fritz, Chatfield FFA Advisor is requesting use of one block of Twiford Street adjacent to the Chatfield City Park and Fourth Street adjacent to the city park on Saturday, October 4.

Other information to note:

- We would like to use the street barricades for either end of the Twiford/ and Fourth Street block.

### City Park/Fourth Street Block

- Ride Pedal Tractors
- Growers Market
- Little Farmhands Interactive exhibit
- Pumpkin Painting
- Pumpkin Tic-Tac-Toe
- Photo backdrop

Thank you for your consideration of this request.  
Alison Bentley



**CITY COUNCIL MEETING STAFF REPORT**

**Meeting Date:** September 22, 2025

---

**Agenda Item:** Approve EMT new hire Janoah Haugen

---

**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:**

[New EMT Janoah.pdf](#)

---

---

**INTEROFFICE MEMORANDUM**

---

---

**TO:** CHATFIELD CITY COUNCIL

**FROM:** ROCKY BURNETT

**SUBJECT:** NEW EMT

**DATE:** 9/16/2025

**CC:**

---

The ambulance service is looking to add Janoah Haugen as a volunteer EMT to its roster.

Janoah went through our training center this spring. Janoah lives in town and would be able to respond from home when on call. Janoah has been doing ride a longs with us since he was in class and has gained some great knowledge by doing so.

It is my recommendation to hire Janoah with all the requirements of the other volunteers, minimum of 24 hours a month of on call time, 12 hours of holiday time throughout the year and attendance of regular monthly meetings/trainings.

Thanks for the consideration

Rocky



**CITY COUNCIL MEETING STAFF REPORT**

**Meeting Date:** September 22, 2025

---

**Agenda Item:** Resolution 2025-44 Supporting the development of the design and construction to the Chatfield Wastewater Treatment Facility to Minnesota Management and Budget

---

**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:**

[2025-44 Bonding Bill Resolution.pdf](#)

**City of Chatfield**  
**RESOLUTION NO. 2025-44**

A RESOLUTION IN SUPPORT OF THE DEVELOPMENT OF THE DESIGN AND  
CONSTRUCTION TO THE CHATFIELD WASTEWATER TREATMENT FACILITY

**WHEREAS**, the City of Chatfield (“City”) participates in Minnesota Management and Budget’s (MMB) biennial process for reviewing state capital investment requests;

**WHEREAS**, MMB is required by Minnesota Statute §16A.86, subd. 3a (6) to consider whether the governing body of the political subdivision requesting the project has passed a resolution in support of the project when reviewing capital improvement funding requests;

**WHEREAS**, submitting project information is a vital component of the state capital investment process, and provides needed background to the Governor and Legislators in determining state investments;

**WHEREAS**, MMB requests final capital budget request edits by October 17, 2025 for the 2026 State capital budget preparations;

**WHEREAS**, the City Council of Chatfield has included funding in its 2026 budget for the development of the design and construction updates to the Chatfield Wastewater Treatment Facility (“Project”), to satisfy the required local match;

**WHEREAS**, the City will seek state funding for the Project in the amount of \$20,000,000

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

1. The City Council supports the development and bonding for the Project in the upcoming legislative session.
2. The Project shall be submitted to MMB with a bonding request in the amount of \$20,000,000.00.

Passed by the City Council of Chatfield, Minnesota this 22nd day of September, 2025.

\_\_\_\_\_  
Mayor

Attested:

\_\_\_\_\_  
City Clerk



**CITY COUNCIL MEETING STAFF REPORT**

**Meeting Date:** September 22, 2025

---

**Agenda Item:** Resolution 2025-66 Accepting Library 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:**

[2025-66 Accepting Donations Library.docx](#)

**RESOLUTION 2025-66**  
**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
SUE DORNACK QUILTERS	\$45.00
STITCH WITCHES QUILTERS	\$108.00

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

\$153.00 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 22<sup>nd</sup> Day of September, 2025.

/s/Beth M Carlson  
City Clerk  
City of Chatfield



**CITY COUNCIL MEETING STAFF REPORT**

**Meeting Date:** September 22, 2025

---

**Agenda Item:** Southern MN Initiative Foundation - Aaron Johnson

---

**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:**



**CITY COUNCIL MEETING STAFF REPORT**

**Meeting Date:** September 22, 2025

---

**Agenda Item:** Rolling Hills Transit - Bill Spitzer

---

**Subject | Summary:**

---

**Agenda Category:**

**Submitted By:** Michele Peterson

---

**Recommended Motion:** Update and overview of current services, recent developments, and future plans.

---

**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:**

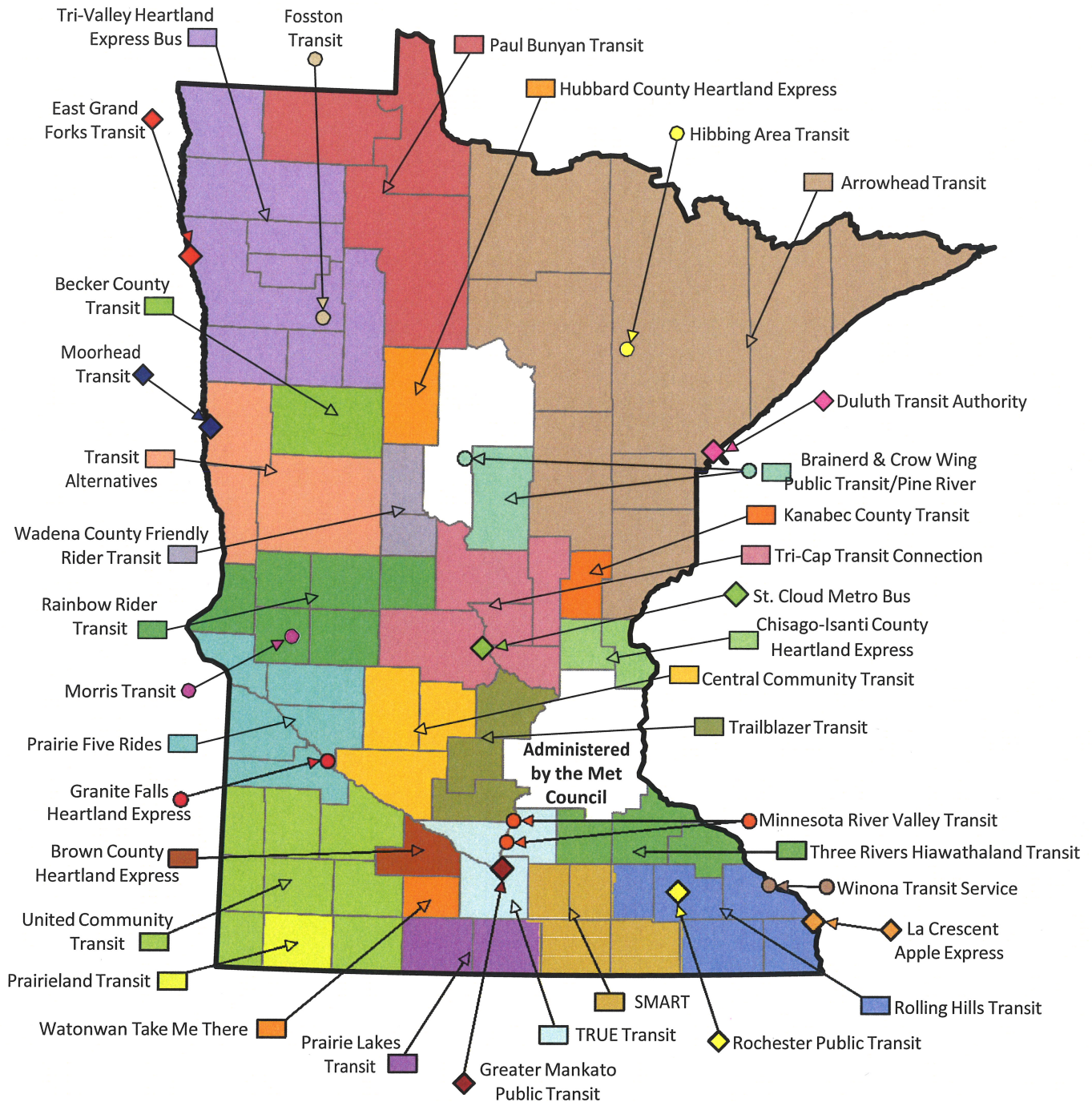
---

**Attachments:**

[Chatfield Council.pdf](#)

# Greater Minnesota Public Transit Map

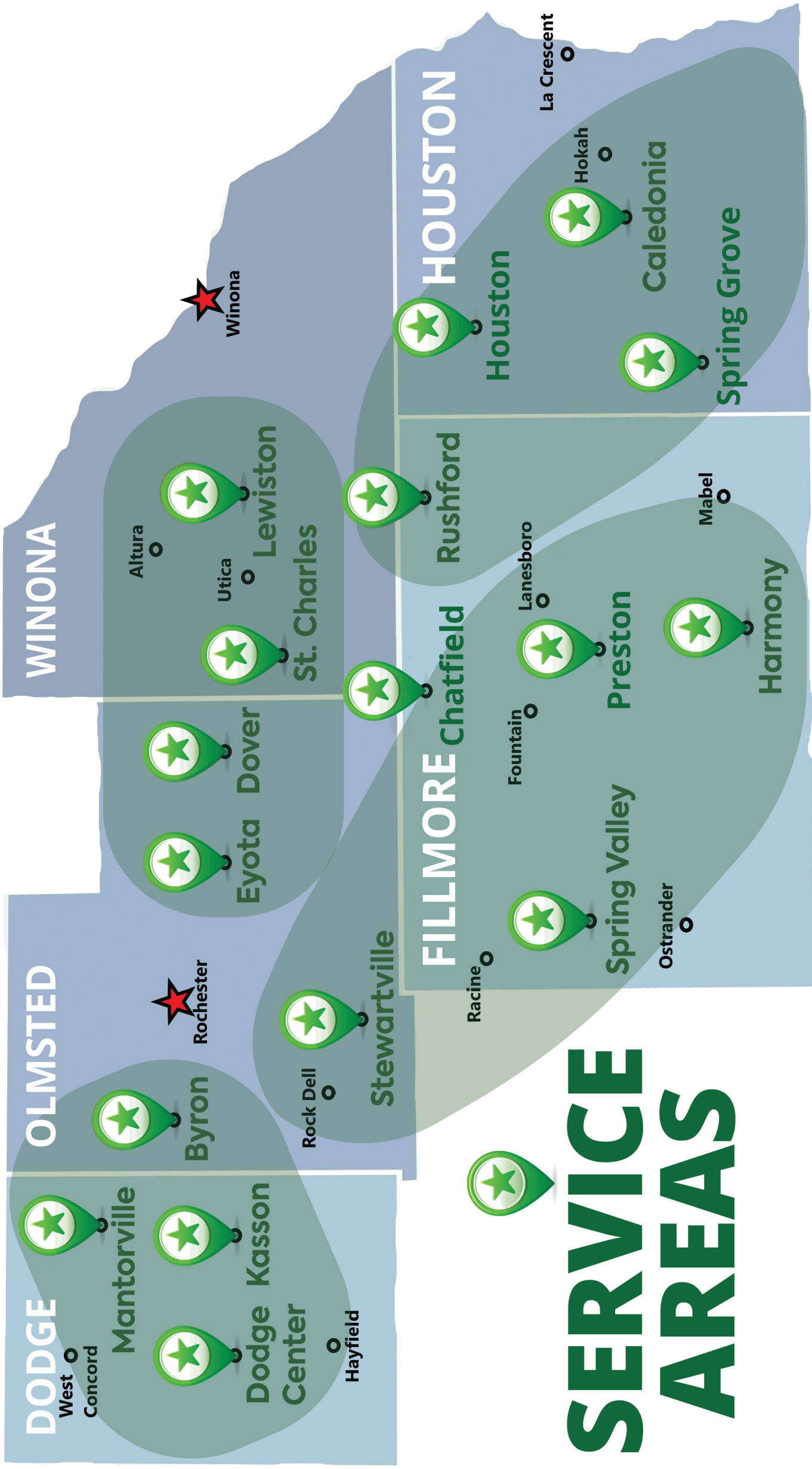
Systems Administered by the Minnesota Department of Transportation  
Current as of January 2019



Urbanized Area Funding Program (pop 50,000+), includes ADA Paratransit Services  
 Rural County Systems  
 Rural Community Systems



For more information go to: [www.dot.state.mn.us/transit/riders](http://www.dot.state.mn.us/transit/riders)



# SERVICE AREAS

# PUBLIC TRANSPORTATION

WE GO THE EXTRA MILE TO SERVE OUR PASSENGERS!

## CHATFIELD/HARMONY, MN

FTD 2025 Ridership



1675 passengers || AUG25 -107  
(1677-2024)

2024 Annual Data



Jan - Dec 2024 Ridership

2550 passengers

2024 Bus Facts



26773 Miles driven  
(28603-2023)

2024 Harmony



336 rides

2024 Service Hours

1566 hours



[www.rhtbus.com](http://www.rhtbus.com)

# Our Fleet

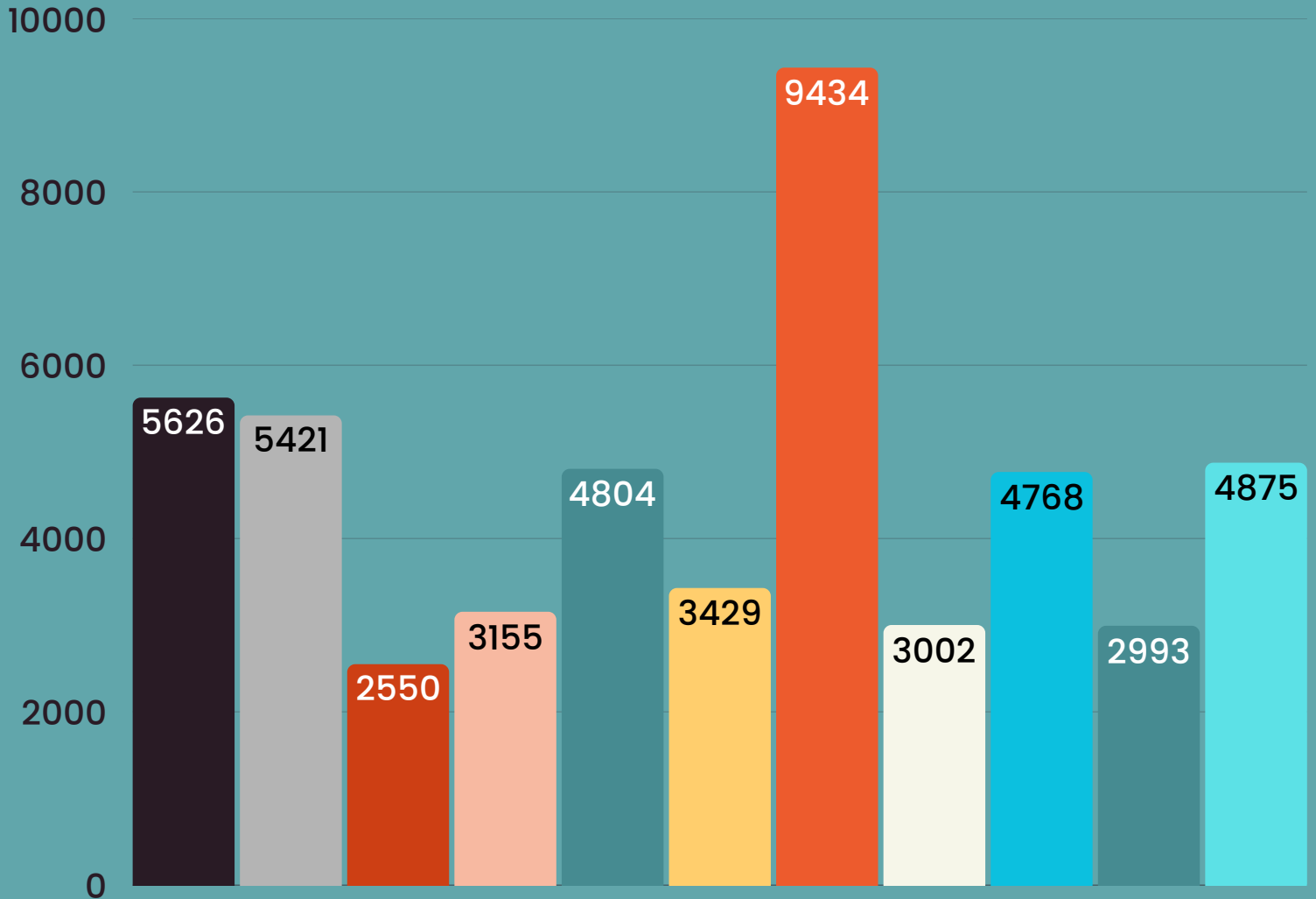


# RIDERSHIP DATA 2024

by community



- Byron
- Caledonia
- Chatfield
- Dodge Center
- Dover/Eyota
- Lewiston
- Kasson
- Rushford
- St. Charles
- Spring Valley
- Stewartville



[www.rhtbus.com](http://www.rhtbus.com)

SOURCE: MNDOT Data 2024

# RIDERSHIP DATA

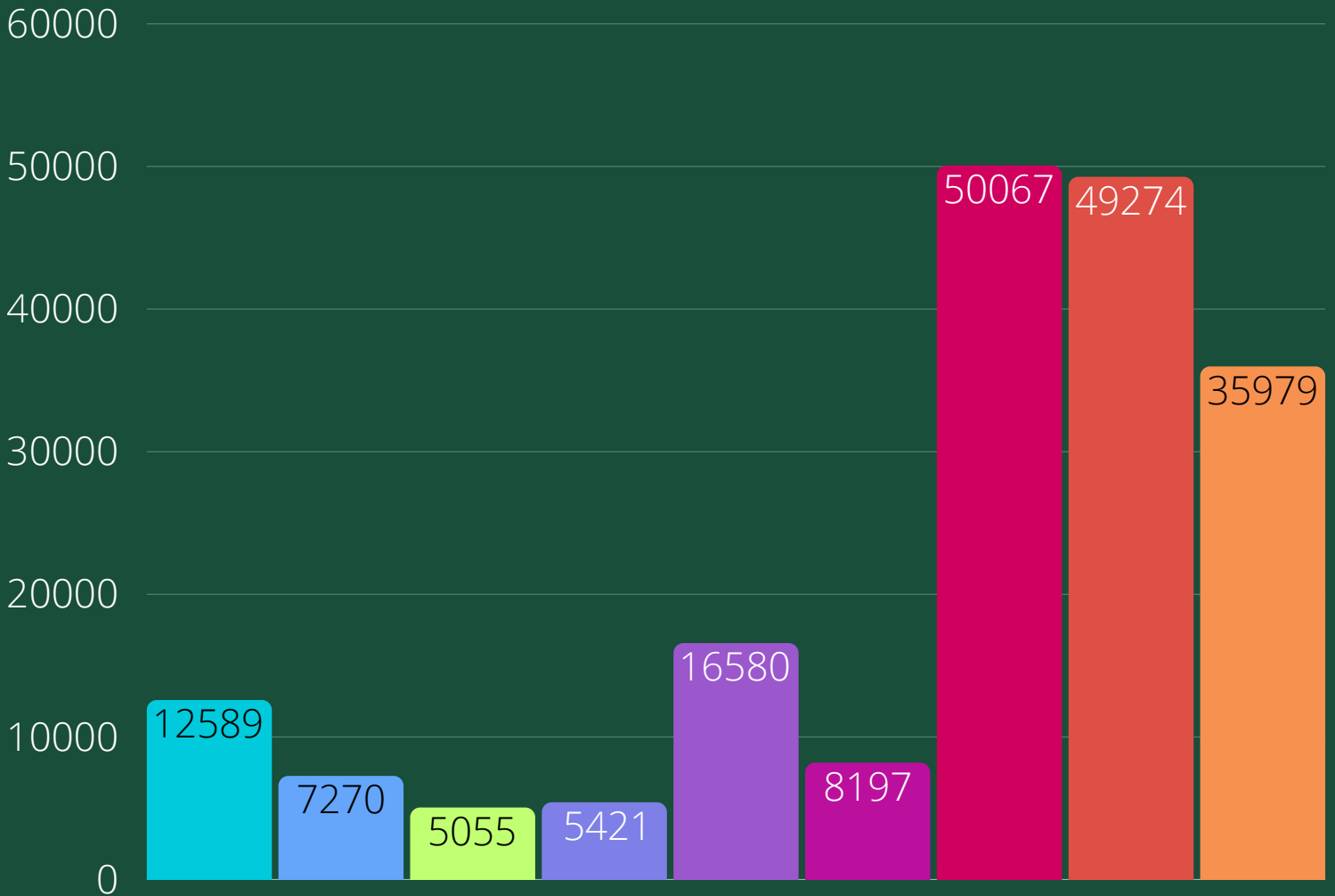


# SEMCAAC

TRANSPORTATION



- Dodge
- Fillmore
- Fillmore25
- Houston
- Olmsted
- Winona
- System 2024
- System 2023
- System YTD 2025



[www.rhtbus.com](http://www.rhtbus.com)

SOURCE: MNDOT DATA 2024/2025 NOTE: CHATFIELD/HARMONY SPLIT 50/50 OLMSTED/FILLMORE



### Volunteer Driver Year-end Stats

Blue Rides	2612	DODGE	1856
Dodge MA	342	FILLMORE	1330
Donation Rides	2008	HOUSTON	844
Fillmore MA	77	STEELE	608
Houston MA	195	WASECA	1414
Medica	312	WINONA	4435
Medica Advantage	8	OTHER	21
SCHA	1632	<b>Grand Total</b>	<b>10508</b>
Steele MA	189		
Ucare	2469		
Waseca MA	193		
Other Rides	429		
Donation Non-Medical	39		
No Service Type	3		
<b>Grand Total</b>	<b>10508</b>		

	Loaded	Unloaded	Total
Mileage	240,905	92,433	333,338
Hours	14,815.80		14,816

### VDP - No Show

Blue Rides	36	DODGE	30
Dodge MA	5	FILLMORE	29
Donation Rides	12	HOUSTON	14
Fillmore MA	5	STEELE	21
Houston MA	2	WASECA	48
Medica	9	WINONA	50
Medica Advantage	0	OTHER	0
SCHA	72	<b>Grand Total</b>	<b>192</b>
Steele MA	2		
Ucare	45		
Waseca MA	2		
Other Rides	1		
Donation Non-Medical	1		
No Service Type	0		
<b>Grand Total</b>	<b>192</b>		

	Unloaded	Total
Mileage	3,140	3,140
Hours	128	128

### VDP - Donation

DODGE	446
FILLMORE	209
HOUSTON	97
STEELE	32
WASECA	203
WINONA	1060
OTHER	0
<b>Grand Total</b>	<b>2047</b>
<b>SEMAAA Total</b>	<b>1844</b>

### Clients Served

County	Clients
DODGE	90
FILLMORE	122
HOUSTON	62
STEELE	67
WASECA	93
WINONA	243
OTHER	18
<b>Grand Total</b>	<b>695</b>

	Loaded	Unloaded	Total
Mileage	34,989	13,966	48,955
Hours	2,937.95		2,938



Kasson	128	Blue Rides	220	DODGE	78
Rushford (Utica)	107	Medica	2	FILLMORE	82
VAXX	97	Medica Advantage	0	HOUSTON	33
		SCHA	0	STEELE	3
		Ucare	82	WASECA	26
		Other Rides	24	WINONA	84
		STS Private Pay	4	OTHER	26
<b>Grand Total</b>	<b>332</b>	<b>Grand Total</b>	<b>332</b>	<b>Grand Total</b>	<b>332</b>

NOTE: VAXX Van was split in Kasson/Utica Jun 2024

	Loaded	Unloaded	Total
Mileage	8,831	11,263	20,094
Hours	860.50		861





# 2025

## Volunteer Driver Stats

	Q1	Q2	Q3	Q4	TOTAL	County	Q1	Q2	Q3	Q4	TOTAL
Blue Rides	538	565			1103	DODGE	320	390			710
Dodge MA	22	43			65	FILLMORE	274	349			623
Donation Rides	386	529			915	HOUSTON	196	250			446
Fillmore MA	14	22			36	STEELE	158	219			377
Houston MA	24	74			98	WASECA	324	396			720
Medica	75	79			154	WINONA	881	939			1820
Medica Advantage	0	0			0	OTHER	5	0			5
SCHA	411	533			944	<b>Grand Total</b>	<b>2158</b>	<b>2543</b>	<b>0</b>	<b>0</b>	<b>4701</b>
Steele MA	26	31			57						
Ucare	536	533			1069						
Waseca MA	42	34			76						
Other Rides	82	98			180						
Donation Non-Medical	0	2			2						
No Service Type	2	0			2						
<b>Grand Total</b>	<b>2158</b>	<b>2543</b>	<b>0</b>	<b>0</b>	<b>4701</b>						
<b>Loaded</b>						<b>Unloaded</b>					
	Q1	Q2	Q3	Q4	TOTAL		Q1	Q2	Q3	Q4	TOTAL
Mileage	49,867	58,991			108,858		18,750	23,355			42,105
Hours	3,121	3,821			6,942						

## VDP - No Show

	Q1	Q2	Q3	Q4	TOTAL		Q1	Q2	Q3	Q4	TOTAL
Blue Rides	5	10			15	DODGE	6	7			13
Dodge MA	1	2			3	FILLMORE	2	4			6
Donation Rides	0	6			6	HOUSTON	3	7			10
Fillmore MA	0	0			0	STEELE	3	5			8
Houston MA	0	0			0	WASECA	5	6			11
Medica	3	2			5	WINONA	7	10			17
Medica Advantage	0	0			0	OTHER	0	0			0
SCHA	8	8			16	<b>Grand Total</b>	<b>26</b>	<b>39</b>	<b>0</b>	<b>0</b>	<b>65</b>
Steele MA	1	0			1						
Ucare	8	10			18						
Waseca MA	0	1			1						
Other Rides	0	0			0						
Donation Non-Medical	0	0			0						
No Service Type	0	0			0						
<b>Grand Total</b>	<b>26</b>	<b>39</b>	<b>0</b>	<b>0</b>	<b>65</b>						
<b>Unloaded</b>						<b>Unloaded</b>					
	Q1	Q2	Q3	Q4	TOTAL		Q1	Q2	Q3	Q4	TOTAL
Mileage	424	689			1,113						
Hours	91	108			-						

## VDP - Donation

	Q1	Q2	Q3	Q4	TOTAL
DODGE	36	35			71
FILLMORE	54	92			146
HOUSTON	12	26			38
STEELE	14	48			62
WASECA	40	84			124
WINONA	230	246			476
OTHER	0	0			0
<b>Grand Total</b>	<b>386</b>	<b>531</b>	<b>0</b>	<b>0</b>	<b>917</b>
<b>SEMAAA Total</b>	<b>346</b>	<b>447</b>	<b>0</b>	<b>0</b>	<b>793</b>
<b>Loaded</b>					
	Q1	Q2	Q3	Q4	TOTAL
Mileage	5,495	9,092			14,587
Hours	608	868			1,476

## Clients Served

County	Clients					TOTAL
County	Q1	Q2	Q3	Q4	TOTAL	TOTAL
DODGE	37	35			72	72
FILLMORE	34	37			71	71
HOUSTON	28	34			62	62
STEELE	32	27			59	59
WASECA	37	40			77	77
WINONA	53	65			118	118
OTHER	4	0			4	4
<b>Grand Total</b>	<b>225</b>	<b>238</b>	<b>0</b>	<b>0</b>	<b>463</b>	<b>463</b>
<b>Unloaded</b>						
	Q1	Q2	Q3	Q4	TOTAL	
Mileage	2,126	3,239			5,365	



	Q1	Q2	Q3	Q4	TOTAL		Q1	Q2	Q3	Q4	TOTAL		Q1	Q2	Q3	Q4	TOTAL	
Kasson	44	110			154	Blue Rides	33	102			135	DODGE	10	97			107	
Rushford (Utica)	58	58			116	Medica Advantage	0	0			0	FILLMORE	34	18			52	
Common Carrier					0	SCHA	32	27			59	HOUSTON	4	15			19	
Kasson					0	Ucare	37	33			70	STEELE	8	7			15	
Rushford (Utica)					0	Other Rides	0	1			1	WASECA	26	6			32	
					0	STS Private Pay	0	5			5	WINONA	14	18			32	
<b>Grand Total</b>	<b>102</b>	<b>168</b>	<b>0</b>	<b>0</b>	<b>270</b>	<b>Grand Total</b>	<b>102</b>	<b>168</b>	<b>0</b>	<b>0</b>	<b>270</b>	<b>Grand Total</b>	<b>102</b>	<b>168</b>	<b>0</b>	<b>0</b>	<b>270</b>	
<b>Loaded</b>						<b>Unloaded</b>												
	Q1	Q2	Q3	Q4	TOTAL		Q1	Q2	Q3	Q4	TOTAL		Q1	Q2	Q3	Q4	TOTAL	
Mileage	2,670	4,302			6,972		3,114	3,099			6,213							
Hours	244	385			629													



# NEED TRANSPORTATION?

# Care❤️avan

## MEDICAL TRANSPORT

**MONDAY-FRIDAY | 6:00AM - 6:00PM**

**OUR MISSION** Providing appropriate transportation services to assist people in achieving or maintaining their independence.



## WHAT IS CARE-A-VAN?

The Care-a-Van program offers specialized transportation for clients who use wheelchairs or need extra assistance, ensuring safe and reliable mobility tailored to their needs.

**DO YOU QUALIFY?** This service accepts private pay or insurance providers, including Blue Plus, Medica, UCare, and South Country, making it accessible to a wide range of clients regardless of age.

## TO MAKE RESERVATIONS

Please call at least two business days prior to ride.

# 800-528-7622 Opt. 3

Contact your insurance provider to ask if they cover your medical rides.

*Serving Serving Dodge, Fillmore, Freeborn, Houston, Mower, Olmsted, Rice, Steele, Waseca and Winona Counties.*





## VOLUNTEER DRIVER PROGRAM

***"It has given me the freedom to be independent of friends and families schedules and make it to my appointments."***

### WHO QUALIFIES?

- All persons age 60 or over without Medical Assistance.(those that Transportation is not covered by insurance will receive a request for donation letter based upon the miles traveled).
- Persons on Medical Assistance (MA) that covers transportation in Dodge, Fillmore, Houston, Steele, and Waseca Counties.
- Anyone 18 years and older (17 and under with an adult) to help them reach essential visits like medical appointments whose insurance coverage, Blue Plus, Medica, South Country, and UCare, includes transportation.
- Please call your insurance carrier to see if you qualify.

### WHO IS A VOLUNTEER DRIVER?

A volunteer driver is an individual who donates their time and vehicle to provide transportation for community members in need. These drivers are essential in providing transportation to important appointments, promoting independence and enhancing well-being through their service. They are compassionate, dependable, and committed to making a positive impact through their service.

### TO MAKE RESERVATIONS

# 800-528-7622 Opt. 2

The Semcac Volunteer Driver Program is funded in part by the Southeast Minnesota Area Agency on Aging through Title IIIB of the Older American's Act, the Minnesota Department of Human Services, Blue Plus of Minnesota, UCare of Minnesota, Medica, South Country, local governments and senior donations.

This program is for use by Medical Assistance clients, Department of Human Services clients, and all people 60 years or older regardless of race, color, or national origin.

*Serving Dodge, Fillmore, Houston,  
Steele, Waseca and Winona Counties.*



# BE A VOLUNTEER DRIVER



**OUR MISSION** Providing appropriate transportation services to assist people in achieving or maintaining their independence.

## HOW YOU CAN BECOME A VOLUNTEER DRIVER

If you are at least 21 years of age, have a valid drivers license, proof of insurance and a good driving record, you can become a Volunteer Driver and make a difference in your community.

**PLEASE CALL FOR MORE INFORMATION:  
800-528-7622 opt.2**

*Serving Dodge, Fillmore, Houston,  
Steele, Waseca and Winona Counties.*



# OUR CORE VALUES

*Passion to Serve. Integrity. Respect. Accountability.*

## ABOUT US

The Volunteer Driver Program connects community members with essential services, like medical appointments, through the dedication of volunteer drivers. The program is available to anyone 18 years and older (17 and under with an adult) to help them reach essential appointments. Focused on safety, flexibility, and community collaboration, the program fosters independence and meaningful connections, bridging transportation gaps and strengthening communities.

## WHO IS A VOLUNTEER DRIVER?

A volunteer driver is an individual who donates their time and vehicle to provide transportation for community members in need. These drivers are essential in providing transportation to important appointments, promoting independence and enhancing well-being through their service. They are compassionate, dependable, and committed to making a positive impact through their service.

## BENEFITS

- Provide essential transportation that supports independence.
- Flexible schedule based on your availability.
- Build meaningful connections with those you assist.
- Personal fulfillment from giving back to the community.
- Expense reimbursement (Mileage - IRS rate, parking, meal).
- Contribute to a stronger, more connected community.

**JOIN NOW!**

**800-528-7622 opt.2**

## SEMCAC VOLUNTEER DRIVER PROGRAM

**400 Commerce Dr. SE  
Kasson, MN 55944**

The Semcac Volunteer Driver Program is funded in part by the Southeast Minnesota Area Agency on Aging through Title III B of the Older American's Act, the Minnesota Department of Human Services, Blue Plus of Minnesota, UCare of Minnesota, Medica, South Country, local governments and senior donations.

This program is for use by Medical Assistance clients, Department of Human Services clients, and all people 60 years or older regardless of race, color, or national origin.

# Need a Ride?



## Rolling Hills Transit



# ANYBODY CAN RIDE!

SCHEDULE YOUR RIDE  
800-528-7622

Public Transportation for all your needs:

- ✓ School
- ✓ Appointments
- ✓ Work
- ✓ Shopping
- ✓ Anywhere you want to go



More info?  
[rhtbus.com](http://rhtbus.com)



Book & pay on the app!

**TRANSIT**



Serving Dodge, Fillmore, Houston,  
Olmsted and Winona Counties



# ¿Necesita transporte?



## Rolling Hills Transit



AGENDE SU  
TRANSPORTE  
800-528-7622

## CUALQUIERA PUEDE MONTAR

Transporte público para todas sus necesidades:

- ✓ Escuela
- ✓ CITAS
- ✓ Trabajo
- ✓ Compras
- ✓ Donde quieras ir



¿Más información?  
[rhtbus.com](http://rhtbus.com)



¡Reserve y pague en la app!  
**TRANSIT**

*Sirviendo a los condados de Dodge,  
Fillmore, Houston, Olmsted y Winona*





# 10 Reasons for Public Transit

Public bus transit in rural areas offers several benefits to the community and its residents:

1. **Accessibility:** Public bus transit provides transportation options for individuals who do not have access to personal vehicles, especially in areas where private transportation might be limited or non-existent. It ensures that people can travel to work, school, healthcare facilities, and other essential services.
2. **Affordability:** Public bus transit tends to be more affordable than owning and maintaining a personal vehicle. This affordability is especially crucial for residents in rural areas, where incomes may be lower and transportation costs can be a significant burden.
3. **Social Equity:** Public bus transit promotes social equity by providing transportation services to all members of the community, regardless of income level or physical ability. It helps reduce transportation-related barriers and ensures that everyone has access to essential services and opportunities.
4. **Environmental Sustainability:** Public buses are generally more fuel-efficient and produce fewer emissions per passenger than private vehicles. By promoting public transit, rural areas can contribute to environmental conservation efforts and reduce their carbon footprint as well as conserve natural resources.
5. **Community Connectivity:** Public bus transit facilitates community connectivity by linking rural areas with urban centers and neighboring towns. It helps resident's access employment opportunities, educational institutions, healthcare services, shopping centers, and recreational facilities beyond their immediate vicinity.
6. **Economic Development:** Public bus transit can stimulate economic development in rural areas by improving access to markets and attracting businesses and investors. It enables workers to commute to job opportunities, encourages tourism by making attractions more accessible, and enhances the overall economic vitality of the region.
7. **Reduced Traffic Congestion:** By providing an alternative mode of transportation, public bus transit helps alleviate traffic congestion on rural roads and highways. This can improve safety for both motorists and pedestrians and reduce the wear and tear on infrastructure.
8. **Health and Well-being:** It allows residents to access healthcare services, recreational facilities, and social activities, which can contribute to improved health and well-being outcomes.
9. **Emergency Evacuation:** In times of emergencies, such as natural disasters, public bus transit can play a crucial role in evacuating people from rural areas efficiently and safely.
10. **Mobility for Non-Drivers:** Public bus transit is essential for individuals who do not drive, such as the elderly, youth, or those with disabilities. It ensures that these populations can still access necessary services and participate in community activities.

Overall, Implementing and maintaining a successful public bus transit system in rural areas requires community support, local government involvement, and strategic planning which helps to improve access to essential services, fostering economic development, and addresses the specific needs and challenges of the region.



William J Spitzer, Director of Transportation  
(507) 634-4468  
bill.spitzer@semcac.org

I am writing on behalf of Semcac – Rolling Hills Transit, *a regional public transit service committed to enhancing accessibility and connectivity for everyone in rural communities. With a focus on inclusivity, our transit system strives to serve a diverse range of individuals, offering reliable and affordable transportation solutions*, to express our urgent need for increased financial support for rural public transit in your community which is a part of our 5-county system serving SE Minnesota.

### **SAMPLE Resolution**

**WHEREAS**, rural residents face unique challenges in accessing transportation services due to limited availability of private transportation options; and

**WHEREAS**, public transit plays a crucial role in connecting rural communities with essential services such as healthcare, education, and employment; and

**WHEREAS**, the existing rural public transit infrastructure requires additional financial assistance to maintain as well as improve service coverage, frequency, and overall accessibility; and

**WHEREAS**, investing in rural public transit is essential for enhancing the economic development of our rural areas, reducing social and economic disparities, and ensuring the well-being of our residents; and

**WHEREAS**, participating in public transit aligns with our community's goals of promoting economic development, improving the quality of life for residents, and addressing accessible and efficient transportation concerns; and

**NOW, THEREFORE, BE IT RESOLVED** that the \_\_\_\_\_ will allocate financial resources in the amount of \$\_\_\_\_\_ each year for the next 5 years to help with the local match funding specifically dedicated to the improvement and maintaining of rural public transit services; and

**FURTHER BE IT RESOLVED** that Semcac – Rolling Hills Transit calls upon \_\_\_\_\_ to engage in collaborative efforts with regional stakeholders, local governments, and transit authorities to identify sustainable funding solutions and implement measures that will enhance the efficiency and reach of rural public transit services.



**CITY COUNCIL MEETING STAFF REPORT**

**Meeting Date:** September 22, 2025

**Agenda Item:** Resolution 2025-65 Certifying the Preliminary Tax Levy for Taxes Payable in 2026

**Subject | Summary:**

**Agenda Category:**

**Submitted By:** Michele Peterson

**Recommended Motion:** Motion to approve resolution 2025-65 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:**

[2026-65 2026 Preliminary Tax Levy.pdf](#)

[Budget at a Glance 2026.MASTER.2025 0825 COW 5.378% w Arbtrg Adj.pdf](#)

**Resolution 2025-65  
Certifying the Preliminary Property Tax Levy for Taxes Payable in 2026**

**WHEREAS**, the City of Chatfield has prepared a budget for the operations of the City of Chatfield for the 2026 calendar year, and

**WHEREAS**, it has been determined that a property tax levy in the amount stated below is necessary to meet the needs outlined in the budget:

Fund Name	2026
<b>General Fund</b>	<b>\$1,483,285</b>
<b>Library Fund</b>	<b>\$242,231</b>
<b>Fire Department Fund</b>	<b>\$74,000</b>
<b>Ambulance Fund</b>	<b>\$149,428</b>
<b>Community Development</b>	<b>\$171,458</b>
<b>Center for the Arts Fund</b>	<b>\$87,907</b>
<b>Debt Service:</b>	
<b>2016A (335) Disposal Syst. Debt Service</b>	<b>\$98,000</b>
<b>2019A (342) Street Light Debt Service</b>	<b>\$10,000</b>
<b>2022A (343) Water/Storm Debt Service</b>	<b>\$3,448</b>
<b>2022B (344) PW Facility Debt Service</b>	<b>\$61,886</b>
<b>2023A (323) Grnd&amp; Prspct Debt Service</b>	<b>\$198,902</b>
<b>2025A (325) Mill &amp; Overlay</b>	<b>\$95,645</b>
<b>Total Non-Referendum Base Levy</b>	<b>\$467,881</b>
<b>2018A (340) Referendum Based Levy</b>	<b>\$209,450</b>
<b>Total Tax Asking</b>	<b>\$2,885,640</b>

**And WHEREAS**, the budget and proposed tax levy will be presented to the public at a regular meeting of the City Council in compliance with Truth in Taxation regulations, and

**WHEREAS**, the City Council would like to declare a date, time and place of that regular meeting at which public input will be invited,

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Chatfield, County of Fillmore, Minnesota, that the 2026 preliminary budget and property tax levy be adopted,

**BE IT FURTHER RESOLVED** that the special levies established by prior resolutions hereby be amended to the above stated amounts.

**AND BE IT YET FURTHER RESOLVED** that the proposed budget and tax levy will be discussed at 7:00 p.m. on Monday, December 8, 2025, during the regularly scheduled meeting of the Chatfield City Council which will be held at the Thurber Community Building, at 21 Second Street SE.

Approved September 22, 2025  
/s/Beth M Carlson  
City Clerk  
City of Chatfield



Includes: 3% Pay Grid | 50% LvCnversn | 95,645 2025A M&O covered by 2018A 2022A & 2022B Arbtrg Adj | PD 42x2184 | PW Wknd & OT | +1PW | Rdcd to Cameras | CptIGds | ER Benefits | 2012A 2019A & 2022A Adj | PFML \$17,979

w PB Review

2026 Proposed Preliminary Budget		2025v3 08 25 COW		
Budget At A Glance				
Budget at a Glance -Proposed 2026 Prelim Levy 08/25/2025 COW				
GENERAL FUND	Revenues (excludng Levy)	Expenses	Fund Balance   Bdgt Adj +Inc(low)   - Dec(High) Cash Flow Policy Adj.	
			Levy	
			% Change 2025 to 2026	
			Comments	
LGA / PERA Aid-41000-33401   33405	\$ 952,141		0.19%	Certified
Interest Income-36210	\$ 25,000		47.06%	
41000 General Services Transfer In-34020	\$ 147,342		3.00%	
41100- Legislative Dept.	0	\$ 68,990	2.09%	
41200- Hist. Society ? Add to MncplBldg	\$ -	\$ -	0.00%	Combine with MncplBldng?
41410- Elections	\$ -	\$ 3,825	112.50%	2026 1 Elections
41500- Administration/Finance	\$ 11,680	\$ 702,715	10.42%	
<del>41910- Planning &amp; Zoning</del>	\$ -	\$ -	-100.00%	Moved to 240 Community Development
41940- Municipal Building	\$ 500	\$ 82,833	-6.57%	
42110- Police Department	\$ 73,119	\$ 804,761	3.09%	
<del>42400 Building Code</del>	\$ -	\$ -	-100.00%	Moved to 240 Community Development
43100- Street Maintenance	\$ 6,980	\$ 624,730	-17.43%	+1 Vacant PW 51k to Prk103 \$41,930 1x2025AIntoffset
45124- Swimming Pool	\$ 98,748	\$ 219,021	5.53%	
45200- Parks	\$ 660	\$ 292,580	26.44%	+1 Vacant PW51kFrmStrt101
<b>General Fund Total Rev   Exp</b>	<b>\$ 1,316,170</b>	<b>\$ 2,799,455</b>	<b>\$ -</b>	<b>\$ -</b> -3.94%
<b>GENERAL GOVERNMENT LEVY-31010</b>			<b>\$ -</b>	<b>\$ 1,483,285</b> -3.94%
<b>Services</b>	<b>Revenues</b>	<b>Expenses</b>		<b>Levy</b>
211-31010 Library Levy	\$ 109,478	\$ 351,709		\$ 242,231 7.85%
220-31010 Fire Department Levy	\$ 84,400	\$ 158,400		\$ 74,000 5.71%
230-31010 Ambulance Levy	\$ 314,640	\$ 464,068		\$ 149,428 4.46%
240-31010 Community Development Levy	\$ 5,750	\$ 177,208		\$ 171,458 70.81%
250-31010 Center for the Arts Levy	\$ 2,000	\$ 89,907		\$ 87,907 16.13%
614-31010 CCTV Levy	\$ 16,000	\$ 16,000	0	\$ - -100.00%
<b>TOTAL SERVICES LEVY</b>				<b>\$ 725,024</b> 14.95%
<b>Debt Service</b>				<b>Levy</b>
2012A   332-Wtr Twr (2027)				\$ - 0.00%
2016A   335-WWTP (2028)				\$ 98,000 3.16%
2018A   340-Pool (2039)				\$ 209,450 -30.25%
2019A   342-Street Lights (2027)				\$ 10,000 -71.67%
2022A   343-Wtr Storm (2043)				\$ 3,448 -80.87%
2022B   344-PW Facility (2043)				\$ 61,886 -10.09%
2023A   323-Grand Prospect St				\$ 198,902 331.45%
2025A   325 Mill & Overlay Street Prjct				\$ 95,645 0.00%
<b>DEBT SERVICE LEVY</b>				<b>\$ 677,331</b> 20.19%
<b>Levy Total</b>				<b>\$ 2,885,640</b>
<b>Increase in Tax Levy</b>				<b>\$ 147,277</b>
<b>Percent Increase over Prior Year</b>				<b>5.378%</b>
<b>NET TAX CAPACITY</b>				<b>2025v3 08 25 COW</b>
Fillmore County NTC				\$ -
Olmsted County NTC				\$ -
Net Taxable Tax Capacity				\$ -
Increase in Tax Capacity				\$ -
% Increase in Tax Capacity				0%
<b>Certified Final Levy</b>				<b>\$ 2,885,640</b>
<b>City Tax Rate</b>				<b>#DIV/0!</b>
<b>Goal: Maintain a steady, predictable local tax rate.</b>				<b>0</b>
<b>Debt Per Capita</b>				<b>\$ -</b>



**CITY COUNCIL MEETING STAFF REPORT**

**Meeting Date:** September 22, 2025

---

**Agenda Item:** Service Recognition Program

---

**Subject | Summary:** Past practice has been to provide "Chatfield Dollars" to team members with a 5, 10, 15, 20, 25, 30, and 35 year anniversaries as a service recognition.

---

**Agenda Category:** **Submitted By:** Michele Peterson

---

**Recommended Motion:** Motion to approve the policy as presented and recommended by the Personnel Budget Committee.

---

**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:**

[Chatfield\\_Employee\\_Recognition\\_Policy 2025.08.12.docx](#)

# City of Chatfield

## Employee Service Recognition Policy

---

### **Purpose**

To formally recognize and honor the dedication and continued service of City of Chatfield employees through a structured service recognition program, awarded in five-year increments.

### **Scope**

This policy applies to all regular full-time and part-time employees of the City of Chatfield.

### **Policy Statement**

The City of Chatfield values the commitment and contributions of its employees. Recognizing years of service fosters employee morale, retention, and a culture of appreciation. This policy establishes a consistent and equitable framework for acknowledging employee service milestones.

### **Eligibility**

- Employees must be in good standing at the time of recognition.
- Recognition is based on cumulative years of service with the City, regardless of breaks in service, provided reemployment occurs within 12 months.
- Temporary, seasonal, and contract workers are not eligible.

### **Recognition Intervals**

Employees will be recognized at the following service milestones:

- 5 years - \$50.00
- 10 years - \$100.00
- 15 years - \$150.00
- 20 years - \$200.00
- 25 years - \$250.00
- 30 years - \$300.00

\*Part-time employees receive awards that are ½ the value as stated above.

## **Forms of Recognition**

Recognition may include:

- A certificate or plaque of appreciation.
- Chatfield Dollars, subject to budget availability.
- Public acknowledgment at a City Council meeting or employee event.

## **Administration**

- The City Administrator or designee will maintain service records and coordinate recognition events.
- Awards will be presented annually, typically during a City Council meeting.
- The City reserves the right to adjust the form of recognition based on budgetary constraints.

## **Funding**

Reasonable expenses for recognition items and events will be included in the annual budget and must comply with applicable public expenditure guidelines.



**CITY COUNCIL MEETING STAFF REPORT**

**Meeting Date:** September 22, 2025

---

**Agenda Item:** Public Services Committee

---

**Subject | Summary:**

---

**Agenda Category:**

**Submitted By:** Michele Peterson

---

**Recommended Motion:** [September 22, 2025 Public Services Committee 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:** September 22, 2025

**Agenda Item:** Park & Recreation Committee

**Subject | Summary:**

**Agenda Category:**

**Submitted By:** Michele Peterson

**Recommended Motion:** [September 22, 2025 Park & Recreation 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:** September 22, 2025

---

**Agenda Item:** MN Association of Small Cities - Beth Carlson

---

**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:**

[MN Small Cities.pdf](#)



There are more than 700 small cities in Minnesota with populations under 5,000. More than 650,000 Minnesotans call these cities “home”. Many small communities struggle to thrive, as they simply do not have the tax base, tools, or staffing resources afforded to larger MN cities. While we try to partner with the federal agencies, we often encounter barriers and road blocks.

→ Infrastructure

- ◆ Updated Wastewater Systems & Safe Drinking Water: Cities are increasingly in need of updating their water systems, and the costs only continue to rise. At the same time, the availability of target federal funding is diminishing and programs that *are* available often have complex applications that are a challenge for many cities with limited staff.
- ◆ Roads Maintenance: Small Cities receive virtually no federal support for our failing transportation infrastructure. Most Federal grants are targeted towards larger cities or toward transit that is not available in small cities.

→ Public Safety / EMS

There are over 90 EMS services operated by small cities in Minnesota. Our small cities rely largely on a volunteer workforce to meet public safety needs. There is a significant need for more training and higher reimbursement rates for the services our public safety staff provide. Federal Medicare reimbursement rates have not kept pace with the growing needs and expenses. As a result, our ability to provide reliable and adequate Public Safety Services to our residents is growing increasingly tenuous.

→ Funding Access

Federal funding for small cities is becoming increasingly challenged. Several programs simply limit the size of projects, but the larger issue is the complexity of many federal applications. With a smaller staff managing a wide range of duties, taking the time to properly apply to federal projects is often the biggest barrier. We need a simplified application, specifically designed for small municipalities.

Thank you for supporting MN Small Cities' priorities. We look forward to working with your office to find and access any available resources and/or to craft new policies that simplify applications so Minnesota's small cities can participate.

**Cap O'Rourke, Executive Director**  
**Minnesota Association of Small Cities**  
 612-483-1863 • cap@maosc.or