

**CITY OF CHATFIELD PERSONNEL / BUDGET COMMITTEE**  
**AGENDA**  
**City Council Chambers, 21 SE Second Street, Chatfield, MN 55923**  
**June 8, 2026, 4:30 P.M.**

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

A. Minutes

1. [May 11th, 2026 Meeting Minutes](#)  
Review minutes from the previous meeting.

B. Financial Report

1. [May Financial Report](#)

C. New Business

1. [Land Lease - E&J Underground](#)  
Review lease agreement, consider recommendation for approval.
2. [RFP for Legal Services Draft](#)  
Review RFP as drafted, consider recommendation for posting.
3. [Ambulance - Power Cot Replacement](#)  
Consider recommendation for approval for new cot, utilizing financing option.
4. [Consideration for waiving sewer fees](#)  
Review background and offer opinion on waiving fees.



**PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT**

**Meeting Date:** June 8, 2026

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**Agenda Item:** May 11th, 2026 Meeting Minutes

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review minutes from the previous meeting.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

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

**Account Code:**

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**Background:**

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**Attachments:**

[2026.05.11 Personnel Budget Meeting Notes.pdf](#)



**CITY OF CHATFIELD PERSONNEL / BUDGET COMMITTEE**

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

*May 11, 2026, 4:30 P.M.*

**Members Present:** Councilor Mike Urban

**Members Absent:** Councilor Paul Novotny

**Others Present:** Brian Burkholder, Scott Keigley, Kay Wangen, and Michele Peterson

- A. **Minutes:** The minutes of the April 13, 2026, committee meeting were reviewed, with no suggested amendments.
- B. **Financial Report:**
  - a. **April 2026 financial Report:** Kay Wangen reviewed the financial report, noting the current fund balances in accordance with our financial policies. Although balances are low, that is to be expected at this time of the year. Wangen also reviewed the current investments, noting they are doing well.
- C. **Continued Business**
  - a. **Thurber Building Repairs:** Members reviewed the quote to replace all of the upstairs windows. Given that the estimated cost is over \$175,000, sealed bids will need to be requested in order to award a contract. For this reason, as well as the total cost, committee members suggested moving forward with repair of the water damage, and replacement of the four windows within this area. This project will be brought forward to the City Council at the next meeting. Burkholder and Peterson will investigate sign options for the building for the next meeting.
- D. **New Business**
  - a. **Resolution 2026-38 Amending the Park Department Budget:** The request is to move funds previously budgeted under the operating budget for the Park Department, to the Capital fund for the Park Department. A recommendation will be shared for approval at the next Council meeting.
  - b. **Seasonal Position Recommendation:** The interview committee had met, and recommended appointing Drew O'Connor for the seasonal position for 2026. A recommendation will be forwarded to the City Council tonight for approval.
  - c. **Police Department – Lexipol Policy Quote:** Chief Keigley reviewed the proposal noting the importance of having the most up-to-date information for the officers. In addition to the policies and procedures being updated automatically when legislation changes, officers would also receive requests to review policies and procedures and be tested on the understanding on a regular basis. A recommendation will be shared with the City Council at the next meeting.

- d. Server Configuration & Cisco Licensing for Remote Access:** Kay Wangen reviewed the quote for the committee. The benefits would include additional security, and improved accessibility when working remotely. It was recommended to forward the discussion to City Council for approval.
- e. Municipal and Historical Funds History:** A suggestion was provided to combine two capital funds, that are both for the maintenance of the municipal building. A significant amount of research was done to determine if there were any specific requirements for the use of the funds, without any findings. It was recommended to forward the request to the City Council for approval.



**PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT**

**Meeting Date:** June 8, 2026

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**Agenda Item:** May Financial Report

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:**

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**Community Engagement and Outreach:**

---

**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

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

**Account Code:**

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**Background:**

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**Attachments:**

[Finance Cash & Investment Report.2026 05.pdf](#)

Monthly Finance Cash & Investment Report		May-26	May-26	May-26	May-26	May-26	May-26	May-26	May-26
100	100 GENERAL FUND	\$ 1,109,624.39	\$ 58,170.60	\$ 265,679.55	\$ 902,115.44	ME 32% - Slightly Blw 40-60%   Avg12MO 47% - In 40-60%   50% GF Expense Budget or \$1million wchvr >			
211	211 LIBRARY	\$ 73,457.97	\$ 413.93	\$ 27,921.84	\$ 45,950.06	ME 13% - Slightly Blw 20-40%   Avg12MO 25% - In 20-40%   20-40% expense bdtg.			
212	212 LIBRARY ENDOWMENT FUND	\$ 313,866.26	\$ 72.00	\$ -	\$ 313,938.26	Cash Balance 187% Collection Value   Annual Funding Rate 50%			
220	220 FIRE - OPERATIONS FUND	\$ 81,792.98	\$ 1,158.33	\$ 13,060.52	\$ 69,890.79	ME 44% - Slightly Abv 20-40%   Avg12MO 45% Slightly Abv 40-60% NY expense bdtg   Annl Twshp   High   ? Xfer to			
221	221 FIRE - CAPITAL FUND	\$ 1,093,234.29	\$ 50,000.00	\$ -	\$ 1,143,234.29	Cash Balance = 25% of Capital Goods Collection Value   Annual Funding Rate 53%			
230	230 AMBULANCE - OPERATIONS FUND	\$ 203,162.61	\$ 50,101.82	\$ 37,037.04	\$ 216,227.39	ME 47% - Slightly Abv 20-40%   Avg 12MO 41% - Slightly Abv 20-40%   Targe 20-40% expense bdtg   Annl Twshp   Slightly High Balanc			
231	231 AMBULANCE - CAPITAL FUND	\$ 114,368.32	\$ 5,890.00	\$ 2,605.08	\$ 117,653.24	Cash Balance = 12% of Capital Goods Collection Value   Funding Rate 74%			
240	240 COMMUNITY DEV - OPERATIONS	\$ 6,963.87	\$ 625.35	\$ 10,734.48	\$ (3,145.26)	ME -2% - Sgnfntly Low   Avg12MO 10% - Slightly Low   Target 20-40% expense bdtg			
242	242 COMMUNITY DEV - CPTL   358 DG OFFSET	\$ 570,642.68	\$ 55,126.87	\$ 10,352.42	\$ 615,417.13	\$ 319,554.60 Actual   358 Family Dollar Interfund Loan Offset			
250	250 CCA - OPERATIONS FUND	\$ 2,326.77	\$ 31.15	\$ 2,660.58	\$ (302.66)	ME 0% - Sgnfntly Low   Avg12MO 6% - Sgnfntly Low   Target 20-40% of expense budget   \$25,000 transferred			
251	251 CCA - CAPITAL FUND	\$ 74,668.53	\$ -	\$ -	\$ 74,668.53				
323	323 2023A GR&PR [623wtrDS] 1MoRsv	\$ 57,097.81	\$ -	\$ -	\$ 57,097.81				
325	325 2025A 2026 STRT PRJCT	\$ -	\$ -	\$ -	\$ -				
332	332 2012A-WATER TOWER GO REF 200	\$ 48,412.00	\$ -	\$ -	\$ 48,412.00				
335	335 2016A REF10A&11A 20%GF 1MoR	\$ 149,823.07	\$ -	\$ -	\$ 149,823.07				
336	336 2016B (WTR) 425K GO REV 3375W	\$ 24,580.88	\$ -	\$ -	\$ 24,580.88				
339	339 2017B (WTR) GO UTIL REV (IND)	\$ 7,923.81	\$ -	\$ -	\$ 7,923.81				
340	340 2018A GO POOL BOND	\$ 115,852.36	\$ -	\$ -	\$ 115,852.36				
342	342 2019A GO TAX ABTMT. ST LIGHT	\$ 31,116.67	\$ -	\$ -	\$ 31,116.67				
343	343 2022A StrmGF 18% (wtr82%303)	\$ 81,128.39	\$ -	\$ -	\$ 81,128.39				
344	344 2022B TXGO CIP PWFAC	\$ 8,620.99	\$ -	\$ -	\$ 8,620.99				
355	355 TIF DIST 2-7 GJERE ADDITION	\$ (667.60)	\$ -	\$ -	\$ (667.60)				
356	356 TIF DIST 3-6 GRNDST APT RDV	\$ 136.46	\$ -	\$ -	\$ 136.46				
358	358 TIF DIST 2-5 FAMILY DLLR   242	\$ (295,862.53)	\$ -	\$ -	\$ (295,862.53)	Interfund Loan from 242			
359	359 TIF DIST 2-6 CABIN COFFEE REDE	\$ 256.93	\$ -	\$ -	\$ 256.93				
360	360 REV LOAN FUND - FED/ORIG	\$ 142,489.38	\$ 3,244.40	\$ -	\$ 145,733.78				
361	361 REV LOAN FUND - STATE	\$ 97,091.99	\$ -	\$ -	\$ 97,091.99				
425	425 2025A 2026 STRT PRJCT-CLOSED 03/2026	\$ -	\$ -	\$ -	\$ -	Rsltn 2026-23 Closed 03/2026			
456	456 WHDP GRND ST APT DVLPMNT	\$ -	\$ -	\$ -	\$ -	Rsltn 2026-32 Close 04/27/2026			
601	601 WATER FUND	\$ 93,455.05	\$ 49,213.90	\$ 23,505.30	\$ 119,163.65	ME 23% - In Range   Avg12MO 16% - Slightly Low   Ta \$150,000 IFL frm 602 12/2024   Project #601WT			
602	602 SEWER FUND	\$ 271,560.89	\$ 85,704.20	\$ 38,053.18	\$ 319,211.91	ME 29% - In Range   Avg12MO 27% - In Range   Target 20-40% expense bdtg			
603	603 REFUSE (GARBAGE) FUND	\$ 44,173.04	\$ 24,406.84	\$ 41,824.90	\$ 26,754.98				
611	611 WATER-Cptl	\$ 3,200.00	\$ -	\$ -	\$ 3,200.00	Cash Balance = 0% of Capital Goods Collection Value   Funding Rate 0%			
612	612 WASTEWATER-Cptl	\$ 5,200.00	\$ -	\$ -	\$ 5,200.00	Cash Balance = 0% of Capital Goods Collection Value   Funding Rate 0%			
801	801 CAPITAL GOODS FUND	\$ 1,187,686.68	\$ 111,781.20	\$ 114,082.55	\$ 1,185,385.33				
803	803 ATV TRAIL	\$ -	\$ -	\$ -	\$ -				
807	807 SE MN TMO-III	\$ (2,682.75)	\$ 2,682.75	\$ -	\$ -	807 Added 09/2025			
900	900 MEMO FUND	\$ 13,275.34	\$ 13,363.70	\$ -	\$ 26,639.04				
910	910 PAYROLL PASSTHROUGH	\$ (15,989.87)	\$ 103,855.11	\$ 102,297.60	\$ (14,432.36)				
BANYON	Banyon Monthly Fund Cash Balance   Combine	\$ 5,711,987.66	\$ 615,842.15	\$ 689,815.04	\$ 5,638,014.77				

**General Fund Key**  
 YE FndCshBlncRvwKey  
 FndBlnc in Range 40-60%  
 SlightVnce <=10% (30-39% | 61-70%)  
 SgnfntVnce > 10% (<30% | >70%)

**SpecialRev|Ent Key**  
 YEFndCshBlncRvwKey  
 FndBlnc in Range 20-40%  
 SlightVnce <=10% (10-19% | 41-50%)  
 SgnfntVnce > 10% (<10% | >50%)

Cash & Money Fund Accts		Holdings   Valuations   Yields - Calculated BB accomodates balance changes due to deposits & withdrawals						
Description	BB   OrigVl	(+)	(-)	End Bal MV	Cash & MM Accts	Monthly Yield   NAV	Int%	CurValue
10200 Petty Cash	\$ 400.00			\$ 400.00	Petty Cash	\$ 400.00		\$ 400.00
10100   4100078 RRSB CB STMTNT BLNC	\$ 480,752.01	\$ 352,808.53	\$ 380,239.17	\$ 453,321.37	RRSB CB STMTNT BLNC	\$ 452,569.38	APY Yield Earned % 2.02%	\$ 453,321.37
10101   4000008 F&M MM	\$ 148,819.58	\$ 151.67	\$ -	\$ 148,971.25	F&M MM	\$ 148,823.17	APY Yield Earned % 1.21%	\$ 148,971.25
10102   767-154947 Northland MM	\$ 439,057.32	\$ 3,572.06	\$ -	\$ 442,629.38	Northland MM	\$ 441,342.13	30 Day Yield 3.50%	\$ 442,629.38
10104   35529-101 4M -Liquid 4M AMP & LTD Class	\$ 3,325,640.81	\$ 8,748.65	\$ -	\$ 3,334,389.46	4M - Average Monthly Rate	\$ 1,274,990.98	DNY   Annl Dvd/CrrntPr Per Share 3.64%	\$ 1,321,336.90
					LTD-11.54 NAV	\$ 1,943,663.76	DNY   Annl Dvd/CrrntPr Per Share 3.57%	\$ 2,013,052.56
<b>Subtotal</b>	<b>\$ 4,394,669.72</b>	<b>\$ 365,280.91</b>	<b>\$ 380,239.17</b>	<b>\$ 4,379,711.46</b>				<b>\$ 4,379,711.46</b>

CD's   Bonds #		CD's   Bonds #				Est Crnt Vlu			
Description	BB   OrigVl	(+)	(-)	End Bal   OrigVl	Mat Date	Market Value	Est Yld	BsdnFullMtrty	
10401   702127 F&M CD 60Mo-Mtrd 03/03/2026	\$ -			\$ -	3/3/2026	\$ -		\$ -	
10401   702128 F&M CD 60Mo-Mtrd 03/03/2026	\$ -			\$ -	3/3/2026	\$ -		\$ -	
10402   300185-LM-5 EVGRN BK GRP OAK BOOK IL - 42Mo	\$ 140,000.00			\$ 140,000.00	7/27/2026	\$ 139,966.40	3.85%	\$ 158,615	
10402   564759-RS-9 MNFCTRS&TRDRS CO - 48Mo	\$ 245,000.00			\$ 245,000.00	1/20/2027	\$ 245,009.80	4.00%	\$ 279,160	
10402   T-FN-2 CPTL ONE BK USA NTL - 60Mo	\$ 100,000.00			\$ 100,000.00	4/20/2027	\$ 99,935.00	2.80%	\$ 111,971	
10402   61768E-JR-5 MRGN STNLY PRVT BK NATL ASSN - 60Mo	\$ 113,000.00			\$ 113,000.00	5/19/2027	\$ 112,152.50	3.25%	\$ 128,440	
10402   254673L38 DSCVR BK GRNWD - 60Mo	\$ 100,000.00			\$ 100,000.00	7/6/2027	\$ 99,334.00	3.40%	\$ 113,827	
10402   3130ASN96 APY FDRL HM LN BKS - 84 Mo	\$ 200,000.00			\$ 200,000.00	7/27/2029	\$ 199,180.00	4.20%	\$ 234,147	
10404   71768-1 33682 State Bank of India, 856288EQ4 -24MO	\$ 245,000.00			\$ 245,000.00	3/9/2028	\$ 244,458.53	3.80%	\$ 246,343	
10404   71767-1 33124 Goldman Sachs Bank USA - 36MO	\$ 245,000.00			\$ 245,000.00	3/12/2029	\$ 243,638.27	3.75%	\$ 246,304	
<b>Subtotal</b>	<b>\$ 898,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,388,000.00</b>		<b>\$ 1,388,000.00</b>	<b>\$ 894,577.70</b>	<b>\$ 1,518,805.51</b>	

**TOTAL Institution Combined Cash | Money Fund & Cl** \$ 5,782,669.72 \$ 365,280.91 \$ 380,239.17 \$ 5,767,711.46

ACTL OpsCB BLNC | 4nmn Blnc Gdin \$750,000 (3yr avg mnthly ops wd) 43% \$ 323,624.68

CB Blnc Frmt Key: Low <90% Target | Monitoring CB Blnce Frmt Key: In Range 90-110% High >110% Low <90%

Prj# Dept		Reserve Fund "Bucket" Detail				CV-CllctnVlu   AF-AnnlFndng % of Portfolio by Institution				EB   Est. Crnt Value	
Description	BB	(+)	(-)	End Bal	CV-CllctnVlu	AF-AnnlFndng %	EB	Est. Crnt Value			
801AM3 AMCO 3rd Escrw   R 32214   E 310	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00	8%	RRSB	\$ -	\$ 453,721.37			
801CHP   801SMN.1of4 Chip Sealing 39214   Crckflng 801-43100-406	\$ 64,899.32	\$ -	\$ -	\$ 64,899.32	3%	F&M	\$ -	\$ 148,971.25			
801CLK 41500 Administration *use \$7,000 for MN DOT Prprty	\$ 50,690.58	\$ 500.00	\$ -	\$ 51,190.58	25%	Northland	\$ -	\$ 1,468,787.76			
801HS 41200 Historical Society R 34030  frm 100-41200-450	\$ 30,006.77	\$ -	\$ 30,006.77	\$ -	65%	4M	\$ -	\$ 3,827,036.60			
801HT4 43100 Hilltop 4th Escrw   R 32214   E 310	\$ (1,048.82)	\$ -	\$ -	\$ (1,048.82)	100%	TTL Holdings	\$ -	\$ 5,898,516.97			
801IT 49950 IT Shared Tech 39204   435 500 (Server / Comp / Lk	\$ 83,322.99	\$ -	\$ -	\$ 83,322.99	36% CV   72% AF						
801MB 41940 Municipal Building 39220 (Inc SNR CTZNS RES 202	\$ 165,846.80	\$ 30,006.77	\$ -	\$ 195,853.57	14% CV   51% AF						
801OVR   801SMN.2of4 Overlay 39215 (Incl Small Cities Assist)	\$ 14,602.23	\$ -	\$ -	\$ 14,602.23	1of4SMN 13% CV   115% AF						
801PD 42110 Police 39206 Vehicls & Cmptr Equip / Sftwr	\$ 181,285.34	\$ -	\$ -	\$ 181,285.34	76% CV   42% AF						
801PRK 45200 Park Imp & Ded. Fees 39219   37252   500 (inc BND	\$ 149,297.62	\$ 20,100.00	\$ 17,833.00	\$ 151,564.62	9% CV   40% AF						
ES-OS	\$ -	\$ 72.43	\$ 272.24	\$ (199.81)							
801SEQ 43100 Street Equip 39221   550 / Signs 240   39260 / Trees	\$ 100,522.03	\$ 1,000.00	\$ -	\$ 101,522.03	6% CV   44% AF						
801SP 45124 Swimming Pool 39201   500	\$ 127,189.27	\$ -	\$ -	\$ 127,189.27	16% CV   25% AF						
801SS   801SMN.3of4 Storm Sewer 39227   408 763 765	\$ 42,308.49	\$ -	\$ -	\$ 42,308.49	1of4SMN 13% CV   115% AF						
801SWK   801SMN.4of4 SDWLK 39213 SIDEWALK   CROSSWALK	\$ 3,445.95	\$ -	\$ 10,868.54	\$ (7,422.59)	1of4SMN 13% CV   115% AF						
801UND 41100 Legislative Undesignated   39201   500	\$ 99,708.18	\$ 55,102.00	\$ 55,102.00	\$ 99,708.18							
PDBRDG 45200 Pedestrian Bridge 45200	\$ 75,609.93	\$ -	\$ -	\$ 75,609.93							
<b>801 CAPITAL GOODS FUND</b>	<b>\$ 1,187,686.68</b>	<b>\$ 111,781.20</b>	<b>\$ 114,082.55</b>	<b>\$ 1,185,385.33</b>				<b>\$ 1,185,385.33</b>			

Portfolio Est Value Yield (Bsd on Fil Mtrty) Compared to 3 Mo Treasury Bill

Est BB | Face Value \$ 5,649,789.42  
 EB | Est. Crnt Value \$ 5,898,516.97  
 Est Yield 4.40%  
 3Mo Daily Tsrty Par Yield Curve Rate | Monthly Avg 3.69% 05/01-05/29  
 Above 0.72%

<https://home.treasury.gov/resource-center/data-chart-center/interest-rates/TextView?type=d>

RRSB CB STMTNT BLNC APY Yield Earned % 2.02%  
 F&M MM APY Yield Earned % 1.21%  
 Northland MM 30 Day Yield 3.50%  
 4M - Average Monthly Rate DNY | Annl Dvd/CrrntPr Pe 3.64%  
 LTD-11.54 NAV DNY | Annl Dvd/CrrntPr Pe 3.57%

General	Input	Note	Total
Fomat Key	Linked Cell	Calculation	Check Cell
	Good	Neutral	Bad



**PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT**

**Meeting Date:** June 8, 2026

**Agenda Item:** Land Lease - E&J Underground

**Subject | Summary:**

**Agenda Category:**

**Submitted By:** Michele Peterson

**Recommended Motion:** Review lease agreement, consider recommendation for approval.

**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:**

[Land Lease 2026 EandJ.pdf](#)

1  
LAND LEASE

This agreement entered into this 1st day of January 2026, by and between the City of Chatfield, a Minnesota municipal corporation (“City”) and E & J Underground a partnership organized under the laws of the State of Minnesota (“E & J”),

It is agreed between the parties as follows:

1. Term. For the monthly payment by E & J to City of the sum of \$500 per month, City demises and leases to E & J a portion of the property for the term of January 1, 2026, to December 31, 2026. Payment is due monthly on the 1<sup>st</sup> of the month.
  2. E & J will park equipment on the southeast side of the property on the existing concrete and gravel.
  3. E & J will mow the entire lot for the duration of the agreement.
  4. Work with the Public Works Director to ensure access for placement of excess snow.
2. Use. During the period that this lease, or any extension thereof is in effect, E & J, or its agents or assigns, shall be permitted to use the property for equipment storage purposes. E & J shall be required during the term of this lease to use and maintain the property in a manner that minimizes the uncontrolled drainage of surface water, erosion of soil and the growth of noxious weeds.
3. Termination Prior to December 31, 2026. Notwithstanding the provisions of ¶ 1 herein, City may terminate this lease at any time prior to the end of its term by giving E & J 30 days written prior notice of termination.

E & J Underground  
By: Chad Eide

City of Chatfield  
By: John McBroom

\_\_\_\_\_  
Owner  
  
By: Chad Johnson

\_\_\_\_\_  
Mayor  
  
Attest: Michele Peterson

\_\_\_\_\_  
Owner

\_\_\_\_\_  
City Administrator



**PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT**

**Meeting Date:** June 8, 2026

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**Agenda Item:** RFP for Legal Services Draft

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review RFP as drafted, consider recommendation for posting.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

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

**Account Code:**

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**Background:**

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**Attachments:**



**PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT**

**Meeting Date:** June 8, 2026

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**Agenda Item:** Ambulance - Power Cot Replacement

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Consider recommendation for approval for new cot, utilizing financing option.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

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

**Account Code:**

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**Background:**

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**Attachments:**

[Power Cot Replacement.pdf](#)

I'm attaching the quote for a new Power Pro 2 and a Certified Pre-Owned Power Pro 2 so you can decide which option would be best for your department.

**New Power Pro 2:**

- **\$33,163.92 with \$4,000 trade-in credit and 3 years ProCare Coverage (2-year product warranty plus 1 year Parts/Labor/Travel/PM)**
- **Available on a 3-year, 0% interest purchase agreement through 6/30/2026**
  - **Payment would be \$11,054.64 annually for 3 years**

**CPO Power Pro 2:**

- **\$21,128.10 with \$2,000 trade-in credit (less because it's used equipment trading in for used equipment) BUT no ProCare on the quote yet. CPO products come with a 1-year full product warranty, so if we wanted the same 3-year coverage period as your new cot quote, we would add roughly \$2,000 to the quote, bringing the total to \$23,128.10. That's only IF you wanted procare on the cot!**



## CPO PP2

Quote Number: 11316400

Remit to: Stryker Sales, LLC  
21343 NETWORK PLACE  
CHICAGO IL 60673-1213  
USA

Version: 1  
Prepared For: CHATFIELD AMB SVC  
Attn:

Division: Medical  
Rep: Ryan LaMarre  
Email: ryan.lamarre@stryker.com  
Phone Number:

Quote Date: 05/29/2026

Expiration Date: 08/27/2026

Delivery Address		Sold To - Shipping		Bill To Account	
Name:	CHATFIELD AMB SVC	Name:	CHATFIELD AMB SVC	Name:	CHATFIELD AMB SVC
Account #:	20029173	Account #:	20029173	Account #:	20029173
Address:	21 2ND ST SE CHATFIELD Minnesota 55923-1204	Address:	21 2ND ST SE CHATFIELD Minnesota 55923-1204	Address:	21 2ND ST SE CHATFIELD Minnesota 55923-1204

### Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	650705550001U	6507 POWER PRO 2, HIGH CONFIG	1	\$21,622.70	\$21,622.70
2.0	650707000002	KIT, ALVARIUM BATTERY, SERVICE	1	\$587.50	\$587.50
3.0	650700450301	ASSEMBLY, BATTERY CHARGER	1	\$840.50	\$840.50
4.0	650700450102	ASSEMBLY, POWER CORD, NORTH AM	1	\$19.50	\$19.50
Equipment Total:					\$23,070.20

### Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-SPCOT-PP2	TR-SYK PCOT TO PP2	1	-\$2,000.00	-\$2,000.00

### Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Shipping and Handling:	\$57.90
<b>Grand Total:</b>	<b>\$21,128.10</b>



## CPO PP2

Quote Number: 11316400

Remit to: Stryker Sales, LLC  
21343 NETWORK PLACE  
CHICAGO IL 60673-1213  
USA

Version: 1  
Prepared For: CHATFIELD AMB SVC  
Attn:

Division: Medical  
Rep: Ryan LaMarre  
Email: ryan.lamarre@stryker.com  
Phone Number:

Quote Date: 05/29/2026

Expiration Date: 08/27/2026

Prices: In effect for 30 days

Terms: Net 30 Days

### Shipping & Handling Includes:

Standard freight, special packaging, semi rigging cranes, labor & delivery of equipment to final location, removal of all packaging, pre-delivery site check, education/training

### Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at [https://techweb.stryker.com/Terms\\_Conditions/index.html](https://techweb.stryker.com/Terms_Conditions/index.html).

ENDING APPROVAL



## Chatfield New PP2

Quote Number: 11316394

Remit to: Stryker Sales, LLC  
21343 NETWORK PLACE  
CHICAGO IL 60673-1213  
USA

Version: 1  
Prepared For: CHATFIELD AMB SVC  
Attn:

Division: Medical  
Rep: Ryan LaMarre  
Email: ryan.lamarre@stryker.com  
Phone Number:

Quote Date: 05/29/2026

Expiration Date: 08/27/2026

Contract Start: 05/29/2026

Contract End: 05/28/2027

### Delivery Address

Name: CHATFIELD AMB SVC

Account #: 20029173

Address: 21 2ND ST SE

CHATFIELD

Minnesota 55923-1204

### Sold To - Shipping

Name: CHATFIELD AMB SVC

Account #: 20029173

Address: 21 2ND ST SE

CHATFIELD

Minnesota 55923-1204

### Bill To Account

Name: CHATFIELD AMB SVC

Account #: 20029173

Address: 21 2ND ST SE

CHATFIELD

Minnesota 55923-1204

### Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	650707000002	KIT, ALVARIUM BATTERY, SERVICE	1	\$587.50	\$587.50
2.0	650700450301	ASSEMBLY, BATTERY CHARGER	1	\$840.50	\$840.50
3.0	650700450102	ASSEMBLY, POWER CORD, NORTH AM	1	\$19.50	\$19.50
4.0	650705550001	6507 POWER PRO 2, HIGH CONFIG	1	\$34,242.49	\$34,242.49
Equipment Total:					\$35,689.99

### Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-SPCOT-PP2	TR-SYK PCOT TO PP2	1	-\$4,000.00	-\$4,000.00

### ProCare Products:

#	Product	Description	Qty	Sell Price	Total
6.1	POWERPRO-PROCARE	Power Pro 2 for 6507 POWER PRO 2, HIGH CONFIG Parts, Labor, Travel Preventative Maintenance	1	\$988.00	\$988.00
ProCare Total:					\$988.00



## Chatfield New PP2

Quote Number: 11316394

Remit to: Stryker Sales, LLC  
21343 NETWORK PLACE  
CHICAGO IL 60673-1213  
USA

Version: 1  
Prepared For: CHATFIELD AMB SVC  
Attn:

Division: Medical  
Rep: Ryan LaMarre  
Email: ryan.lamarre@stryker.com  
Phone Number:

Quote Date: 05/29/2026  
Expiration Date: 08/27/2026  
Contract Start: 05/29/2026  
Contract End: 05/28/2027

### Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Shipping and Handling:	\$485.93
<b>Grand Total:</b>	<b>\$33,163.92</b>

Prices: In effect for 30 days

Terms: Net 30 Days

### Shipping & Handling Includes:

Standard freight, special packaging, semi rigging cranes, labor & delivery of equipment to final location, removal of all packaging, pre-delivery site check, education/training

### Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's terms and conditions can be found at [https://techweb.stryker.com/Terms\\_Conditions/index.html](https://techweb.stryker.com/Terms_Conditions/index.html).



**PERSONNEL / BUDGET COMMITTEE MEETING STAFF REPORT**

**Meeting Date:** June 8, 2026

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**Agenda Item:** Consideration for waiving sewer fees

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**Subject | Summary:** A new lawn was recently planted, therefore a significant amount of water was used. The property owner is asking for forgiveness on the sewer portion of the bill.

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

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**Recommended Motion:** Review background and offer opinion on waiving fees.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

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

**Account Code:**

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**Background:**

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**Attachments:**