

CITY OF CHATFIELD PUBLIC WORKS COMMITTEE

AGENDA

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

July 13, 2026, 5:30 P.M.

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

A. Minutes

A1.. [June 8, 2026 Public Works Meeting Minutes](#)

Review minutes from the previous meeting.

B. City Engineer Report

B1.. [Water Storage Tank Replacement Project](#)

Review estimated costs.

C. Public Works Director Report

C1.. [Twiford Street to Mill Creek Park Drainage](#)

Review recommendations.

C2.. [Amco Update](#)

D. Other Items

D1.. [Water Leak - Chatfield Mobile Home Village](#)

Consider recommendation for billing of unaccounted for water loss.

D2.. [Nitrate Levels](#)

E. Committee Member Input



PUBLIC WORKS COMMITTEE MEETING STAFF REPORT

Meeting Date: July 13, 2026

Agenda Item: June 8, 2026 Public Works Meeting Minutes

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: Review minutes from the previous meeting.

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:

[2026.06.08 Public Works Meeting Notes.pdf](#)



CITY OF CHATFIELD PUBLIC WORKS COMMITTEE

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

June 8, 2026, 5:30 P.M.

Members Present: Councilors Paul Novotny and Mike Urban

Members Absent: None

Others Present: Brian Burkholder, Craig Britton, and Michele Peterson

A. Minutes: Minutes from May 11, 2026, meeting were reviewed. No amendments were suggested.

B. Public Works Director Report:

- a. Twiford Street to Mill Creek Park Drainage:** Discussion was had regarding flow of the storm sewer in the area, the direction of the flow, and the current pipe size. Members also discussed property pins and requested to verify any easements in the area as well as extending to the wastewater treatment plant. Discussion to be continued.

C. Other Items:

- a. Alley Closure:** Members reviewed the request to close a portion of the alley between 2nd and 3rd Street next to Olmsted Medical Center's parking lot. The recommendation will be to approve contingent on the approval of the homeowner impacted. Discussion will be shared with Council today.
- b. Developer's Fees:** Developers' fees were first charged in 2018. The specifics of a development determine if the fee is needed to help cover any costs associated with engineering time for review. For this reason, the developer's fees will continue to be included in development agreements, until such time it is determined that they are not needed. Any remaining balance is refunded to the developer.
- c. Water Storage Tank Replacement Project:** Members discussed the next steps for this project. City Engineer Craig Britton will update the figures they had estimated for the project several years back. The project is slated for 2030, given this the members did not feel that additional design was needed at this time. Given the community logistics we would not be eligible for grants through the USDA, therefore we will continue to request Legislative directed funding. Discussion to be continued.
- d. Amco 3rd Water and Sewer Extension:** Members discussed extension of water and sewer services for the properties north of the Amco development. The development agreement for Amco 3rd requests the developer install sewer to the southern edge of the northern development. At that time, the Council can consider extension of water services as well.



PUBLIC WORKS COMMITTEE MEETING STAFF REPORT

Meeting Date: July 13, 2026

Agenda Item: Water Storage Tank Replacement Project

Subject | Summary: Consideration for requesting an engineering review and design for the project.

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: Review estimated costs.

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:



PUBLIC WORKS COMMITTEE MEETING STAFF REPORT

Meeting Date: July 13, 2026

Agenda Item: Twiford Street to Mill Creek Park Drainage

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: Review recommendations.

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:



PUBLIC WORKS COMMITTEE MEETING STAFF REPORT

Meeting Date: July 13, 2026

Agenda Item: Amco Update

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:



PUBLIC WORKS COMMITTEE MEETING STAFF REPORT

Meeting Date: July 13, 2026

Agenda Item: Water Leak - Chatfield Mobile Home Village

Subject | Summary: Based on the pictures, it appears that a loss of approximately 5,000 gallons of water was lost on a private service line prior to the meter. The loss was documented first on April 30th, 2026 and was repaired as of June 26, 2026.

Total documented days that leak occurred: 59 days

Gallons per day: 5,000

Total estimated water loss: 295,000 Gallons

Price per gallon: \$.008

Total estimated billing: \$2,360

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: Consider recommendation for billing of unaccounted for water loss.

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:



PUBLIC WORKS COMMITTEE MEETING STAFF REPORT

Meeting Date: July 13, 2026

Agenda Item: Nitrate Levels

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: