



CITY COUNCIL MEETING AGENDA

January 9, 2023 ~ 6:00 p.m.

Frazee Fire Hall

[ZOOM Link](#)

Oath of Offices

Mark Flemmer – Mayor (2023-2026)

Andrea Froeber – Councilwoman & James Rader – Councilman(2023-2026)

Public Hearing

On the application for an interim use to operate an interior remodeling business out of an existing accessory structure (i.e. shop) for a period of up to three (3) years at the property located at 500 Juniper Ave E., Frazee, MN 56544. This property is zoned Single and Two-Family Residential (R-1).

Regular Meeting

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Open Forum
5. Consent Agenda
 - a. [Meeting Minutes](#)
 - b. [Resolution 0109-23C A Resolution Expressing Acceptance of and Appreciation for the Donation of \\$1,500](#)
 - c. [Letter of Support for Wannigan Regional Park – Border Planting Phase I](#)
 - d. [Frazee Trap Team Booster Club Application for Lawful Gambling Exempt Permit](#)
 - e. [Administrator Report](#)
6. New Business
 - a. [Resolution 0109-23A Resolution Declaring a Vacancy & Appointing a Council Member](#)
 - b. [Resolution 0109-23B 2023 Organizational Resolution](#)
 - c. [City Assessor Request](#)
 - d. [Becker County Museum Donation Request](#)
7. Old Business
 - a. Quiet Zone
 - i. [Tough Curb Quote](#)
8. Adjournment

CONSENT AGENDA

Meeting Minutes – December 19

1. Call the Meeting to Order
 - a. Meeting called to order by Mayor Ken Miosek at 6:00 pm at the Frazee Fire Hall.
2. Roll Call
 - a. Members Present: Mark Flemmer, Mark Kemper, Ken Miosek, Mike Sharp, Nicole Strand
 - b. Members Absent: None
 - c. Staff: Jason Kropuenske, Scott Luhman, Adam Walker, Stephanie Poegel
 - d. Contracted Services: Kris Carlson – Ulteig; Tom Winters – Ramstad, Skoyles & Winters P.A.
 - e. Guests: Andrea Froeber, Jim Froeber, Hank Ludke, Ashley Renollet, Doug Anselmin, Chris Burton
3. Pledge of Allegiance
4. Open Forum
 - a. Hank Ludke provided an update on the Heartland Trail and asked if the Council would contribute towards the expenses for his lobbying.
5. Consent Agenda
 - a. Meeting Minutes: Special 11-18-2022; Regular 11-21-22; Meeting of the Whole 12-7-22
 - b. Approval of November Checks
 - c. Approval of Claims
 - d. Sportsman’s Club Gambling Permit
 - e. Resolution 1219-22B Expressing Acceptance of and Appreciation for Fire Department Donations
 - f. Resolution 1219-22C Approving a Grant Application to the Legislative Commission on Minnesota Resources (LCCMR) Environmental and Natural Resources Trust Fund for Development of Wannigan Regional Park
 - g. OtterTail Power Easement Approval
 - h. Resolution 1219-22D Approving City Election Results for the 2022 Election
 - i. Resolution 1219-22E Appointing a Responsible Authority and Assigning Duties
 - j. Resolution 1219-22F Appointing of Treasurer Duties to Stephanie Poegel
 - k. Resolution 1219-22G Approving Fee Schedule for Year 2023
 - l. Resolution 1219-22H Designating Polling Place for the City of Frazee for 2023
 - m. Administrator/Clerk/Treasurer Report

M/S/C: Strand/Flemmer to approve consent agenda as presented.

Regular meeting recessed at 6:07 PM to hold public hearings.

**PUBLIC HEARING ON PROPOSED ORDINANCE NO. 164:
AN ORDINANCE AMENDING PORTIONS OF CHAPTERS 2, 4, AND 5 OF THE
FRAZEE CITY CODE**

Public Hearing opened at 6:07 pm.

No public comments on Ordinance 164.

Public Hearing closed at 6:07 pm.

Public Hearing Truth in Taxation

Public Hearing opened at 6:07 PM for Truth in Taxation.

Questions on final levy amount compared to preliminary levy amount and the percentage differences.

Public Hearing closed at 6:10 pm.

Regular meeting reconvened at 6:10 pm.

6. New Business

- a. Ordinance 164 Amending Title 10 of the Frazee City Code

M/S/C: Sharp/Strand to approve Ordinance 164.

- b. Resolution 1219-22A Accepting the 2023 Tax Levy

M/S/C: Strand/Kemper to approve Resolution 1219-22A as presented

- c. Partnership for Health Trail Study – Patrick Hollister

- i. Hollister presented information regarding a grant for study to connect the Heartland Trail to Wannigan Park.

Strand left meeting at 6:15 pm.

M/S/C: Sharp/Flemmer to authorize City Administrator to execute agreement between PartnerSHIP4Health and the City of Frazee for a trail study to connect Wannigan Park to the Heartland Trail.

- d. Resolution 2019-22I Approving in Increase in the Frazee Fire Department Relief Association Pension Benefit from \$1,900 Per Year of Service to \$2,100 Per Year of Service

M/S/C: Kemper/Flemmer to approve Resolution 2019-22I Approving in Increase in the Frazee Fire Department Relief Association Pension Benefit from \$1,900 Per Year of Service to \$2,100 Per Year of Service.

- e. 2023 Fire Officers

M/S/C: Sharp/Kemper to approve 2023 fire officers as Chief Nathan Matejka, Assistant Fire Chief Adm Walker, and Deputy Fire Chief Jason Kropuenske

- f. Wannigan Park MOU

M/S/C: Sharp/Kemper to approve MOU and authorize Mayor to sign MOU between the FCDC and the City of Frazee.

7. Old Business

- a. Quiet Zone update from Kemp regarding the railroad approving the system that MNDOT is good with. Signage will need to be purchased and installed.
b. Street lighting update from Miosek regarding his and Stephenson's meeting with MNDOT on getting the lights working properly.

8. Administrator Report

M/S/C: Flemmer/Kemper to approve bills for December as presented.

9. Meeting Dates

- a. Flemmer requested to have next meeting on January 9, 2023, due to the holiday on January 16, 2023. Plan going forward is to have two regular meetings per month; one on the 2nd Monday, and one on the 4th Wednesday. The meeting on the 4th Wednesday will be similar to the Council of the Whole Meeting.

Adjournment

M/S/C: Kemper/Sharp to adjourn at 6:41 pm.

CONSENT AGENDA

Resolution 0109-23C A Resolution Expressing Acceptance of and Appreciation for the Donation of \$1,500

WHEREAS; Parks are an important and beautiful addition to the City of Frazee,
 WHEREAS; Michael and Michelle Sharp, have donated \$1,500.00
 WHEREAS: It is the desire of the Sharp Family to use these funds for the City Parks in whatever capacity the City deems necessary,
 WHEREAS; the City Council is appreciative of this donation and commends Michael and Michelle Sharp, for their civic efforts,
 NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Frazee, Minnesota:

1. that the donation is accepted and acknowledged with gratitude.
2. that the donation will be used for the beautification of city parks.

Adopted this 9th of January, 2023 by the City Council of Frazee.

CONSENT AGENDA

Letter of Support for Wannigan Regional Park – Border Planting Phase I January 9, 2023

Re: Wannigan Regional Park – Border Planting Phase I - Remove noxious weeds and restore native plant species along the northwestern boundary of the park.

To Whom It May Concern:

The City of Frazee supports the grant application “Wannigan Regional Park – Border Planting Phase I”, under project management by Becker County Soil & Water Conservation District. The benefits of the border planting include: 1) to create a visual screening 2) to provide a natural look and natural benefits for the neighbors 3) to provide a wind break for inside the park, and 4) to restore and provide a native plant habitat for birds and wildlife. The project will include a community wide planting day. This project will be an ideal opportunity for the City, due to its location along the park border area, and will provide the Frazee area a display of sustainable landscape management on what is currently agricultural land. We will support this project in coordination with Frazee Community Development.

Thank you for your consideration.
 Mark Flemmer
 Mayor

CONSENT AGENDA

Frazee Trap Team Booster Club Application for Lawful Gambling Exempt Permit

MINNESOTA LAWFUL GAMBLING LG220 Application for Exempt Permit

4/22
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An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Frazee Trap Team Booster Club Previous G Permit Nu _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: _____

Mailing Address: 50446 Wymer Lake Loop

City: Frazee State: MN Zip: 56544 County: Ottertail

Name of Chief Executive Officer (CEO): Tim Roble

CEO Daytime Phone: 218-849-7876 CEO Email: tcroble@yahoo.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

Fraternal Religious Veterans Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of **both** of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
(for raffles, list the site where the drawing will take place): Frazee Event Center

Physical Address (do not use P.O. box): 114 N Lake St

Check one:

City: Frazee Zip: 56544 County: Becker

Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 2/25/23

Check each type of gambling activity that your organization will conduct:

Bingo Paddlewheels Pull-Tabs Tipboards Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

CONSENT AGENDA

Administrator/Clerk/Treasurer Report

1. Banyon Goals
 - a. Payroll – by January 1, 2023 – It’s up and running!!!! We’re moving on to Utility Billing and getting that going by mid-year.
 - b. Utility Billing – by June-July 1, 2023
 - c. Fund Accounting – By January 1, 2024
 - d. I will be looking into modules for timecard and POS to determine if these are cost effective for us.
2. Payroll Schedule: These are the dates that Council will be paid for 2023. To ensure taxes are taken you, you may want to talk with your tax professional to determine any additional amounts to withhold each check. Most checks may be too small to have any taxes taken out.
 - a. January 16, 2023
 - b. February 27, 2023
 - c. March 27, 2023
 - d. April 24, 2023
 - e. May 22, 2023
 - f. June 19, 2023
 - g. July 24, 2023
 - h. August 21, 2023
 - i. September 25, 2023
 - j. October 23, 2023
 - k. November 20, 2023
 - l. December 26, 2023

Also – any changes to council salaries do not take effect until AFTER the next election when changes were made. They also need to be made by amending an ordinance. The current ordinance states:

1-5-1: COMPENSATION OF MAYOR AND COUNCIL MEMBERS:

The salary of the city council members is one thousand eight hundred dollars (\$1,800.00) per year, and the salary of the mayor is three thousand four hundred dollars (\$3,400.00) per year. The city council and mayor will be compensated fifty dollars (\$50.00) for each special meeting. (Ord. 140, 10-13-2008)

This is not what you have been getting paid. This will need to be discussed further with our attorney as to how to proceed.

3. Bylaw Changes
 - a. I am looking for the original copies of the bylaws to make changes. I anticipate having more information on this for our January 25 meeting.
4. 2nd Meeting Question/Suggestion
 - a. As the second meeting for the month is more geared towards staff reports and discussion, would it work to have this meeting at 4pm? This would allow for staff to not have to come in for overtime/comp time and the meeting could be held at the Fire Hall as it would be anticipated that it would be done prior to their meetings.

NEW BUSINESS

Resolution 0109-23A – Declaring a Vacancy & Appointing A Council Member

WHEREAS; Mark Flemmer was elected to the position of Council Member for the term of 2021-2024 in the 2020 election; and,

WHEREAS; In the 2022 election Mark Flemmer was elected to the position of Mayor for the term of 2023-2026; and,

WHEREAS: Elected Officials are only allowed to serve one position on a City Council at a time;

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

1. that the two office Mark Flemmer has been elected to are deemed incompatible
2. that Mark Flemmer vacates the position of Council Member effective on 01/09/2023 by taking the oath of Mayor
3. that an open position exists on the City Council for a Council Member for the remainder of the 2021-2024 term
4. that Mayor Mark Flemmer recommends Nicole Strand to the vacated position
5. that the City Council declares that Nicole Strand, who is eligible for election to this office, shall be appointed to said office until the end of said term.

Adopted this 9th of January, 2023 by the City Council of Frazee.

NEW BUSINESS

Resolution 0109-23B 2023 Organization Resolution

WHEREAS, the Rules for the Organization and Procedure of the City Council of Frazee, as well as Minnesota Statute Chapter 412 and 427, require certain action by the City Council at the annual organizational council meeting in January;

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Frazee, County of Becker, Minnesota, that it hereby approves the following designations for the year 2023:

Meetings: Regular meetings of the Frazee City Council shall be held on the ~~Third~~ (Date amended at the 1-11-2021 Council meeting) Second Monday of every month at 6:00 p.m., and the Fourth Wednesday of every month at 6:00 p.m. All meetings, including special and adjourned meetings; except the Fourth Wednesday meeting, shall be held at the meeting room in the Fire Hall, unless the City Council decided otherwise at a prior meeting. The Fourth Wednesday meeting shall be held at the Event Center.

Rules and Procedure: The official “Rules for the Organization and Procedure for the City Council” are hereby approved and attached to this resolution.

Official Newspaper: The official newspaper for the City of Frazee shall be the **Frazee-Vergas Forum**, whose main publication is located in Frazee, Minnesota.

Official City Depositories of City Funds: The following financial institutions shall be designated as the official city depositories: **United Community Bank** and the **4M Fund**.

Vice Mayor: In the absence of the Mayor, the Vice Mayor for the Frazee City Council shall be Mike Sharp.

Council Committees 2023: Council Members shall serve as representatives to these specific departments/committees:

Liquor Store Committee: **Mark Flemmer** and _____

Parks & Recreation: **Mike Sharp** and **Andrea Froeber**

Personnel & Finance Committee - **Mike Sharp** and **Mark Flemmer**

Public Safety Committee: **Mark Flemmer** and _____

Employee Safety Committee: **Mark Flemmer** and _____

Planning & Zoning: **Mike Sharp** and **Andrea Froeber**

Economic Development Authority: **Mark Flemmer** and **James Rader**

Council Member Liaisons: Council Members shall serve as liaisons to these specific groups/organizations:

Frazee Area Action Fund: **James Rader**

Frazee-Burlington-Silver Leaf Joint Powers Board: **James Rader** and **Larry Stephenson**

Lakeside Cemetery Liaison: **James Rader**

Lakes Area Regional Library:

Frazee School District: **James Rader**

Planning Commission: The Frazee City staff appointed by the City Council to the Planning Commission shall be **Andrea Froeber** and **Mike Sharp**. Other Planning Commission members with an annual appointment date of 01/09/2023 are:

Eric Anderson Brad Solberg
Tyler Trieglaff

Economic Development Authority Members: The Frazee City Council members appointed by the City Council to the Economic Development Authority shall be **Mark Flemmer** and **James Rader**. Other Economic Development Authority members are:

Ted Anderson	<i>Term Expires 1/1/2024</i>
Ashley Renollet	<i>Term Expires 1/1/2024</i>
Jon Olson	<i>Term Expires 1/1/2025</i>
Heath Peterson	<i>Term Expires 1/1/2025</i>
Hank Ludtke	<i>Term Expires 1/1/2025</i>

EDA - CEDA Contracted Representative – Don Lorsung

EDA – MHP Advisor – Jill Hendricksen

Legal Advisors: The firm of **Ramstad, Skoyles, & Winters P.A.** shall be retained as the law firm responsible for legal services and advice, with Tom Winters as the primary City Attorney and Karen Skoyles as the primary prosecuting attorney.

Audit Services: The Frazee City Council hereby retains **Hoffman, Phillip, & Knutson** as the firm to audit the financial records of the City of Frazee.

Engineering Services: The Frazee City Council hereby retains **Ulteig Engineering** as the engineering firm responsible for civil engineering services and advice, with Kris Carlson as the primary contact.

Assessing Services: The Frazee City Council hereby appoints **Becker County Assessor Lisa Will** as the responsible agent for property assessing for tax valuation purposes for the City of Frazee.

Building Official: The Frazee City Council hereby appoints **Jon Stewart** as the responsible agent for building inspections/rental inspections and code compliance for the City of Frazee.

Zoning Administrator: The Frazee City Council hereby appoints **City Administrator** as the Zoning Administrator for the City of Frazee.

Assistant Weed Inspector: The Frazee City Council hereby appoints **Public Works Superintendent Larry Stephenson** as the Assistant Weed Inspector (the mayor is the city weed inspector).

NEW BUSINESS

[City Assessor Request](#)

INDEPENDENT CONTRACTOR AGREEMENT

The agreement is hereby entered into on this 1st day of January 2023, by and between the City of Frazee a political subdivision of the County of Becker, Wesley L. Hegna, Accredited Minnesota Assessor, acting as an independent contractor.

The Becker County Assessor, who is responsible for the administration of the assessment, can verify that the contractors have the legal qualifications to perform the assessment for the Township and will administer an oath of office as required by MS 273.05 Subd. 2.

The purpose of this agreement is to establish a relationship between the City and the contractors to perform the duties of the City of Frazee Assessor. Wesley L. Hegna is an independent contractor, not an employee of the City, and shall not be considered as such in any manner or for any purpose.

The contractors shall maintain the required Accredited Minnesota Assessor license. The contractor will provide a copy of their license and a certificate of liability insurance in the amount of \$2,000,000 to the City for each year of contracted services.

Pursuant to MS 273.065 the completed assessment records shall be delivered to the County Assessor on or before February 1, of each contracted year.

However, pursuant to MS 273.064 the County Assessor shall examine and review the assessment records any time after December 1 of each year and give notice in writing to the City of any deficiencies in the assessment procedures, as of the date of review. The contractors shall answer all questions of the Becker County Assessor's Office relating to the assessment. Assessment records not completed as of February 1st shall be subject to provisions of MS 273.065.

Contractor shall comply with all Minnesota Laws and Regulations. The assessment will be completed according to Becker County guidelines unless the City Officials have different instructions. The duties of the contractors will

include on-site inspection of at least 20% of the parcels in the City, per year, verify sizes of all structures, report specific information pertaining to the improvements, verify mobile home occupancy, check all parcels with building permits, view all properties under construction, and view any other property identified by the City Officials or County Assessor's staff in need of review. The Becker County Assessor will provide the computer entry of assessment information (MS 273.061 Subd. 7).

The contractors shall maintain absolute confidentiality of all information, records, and data that may be revealed to them to which they may be exposed during the performance of their duties. The Contractors agree to be bound by the Data Privacy Act of the State of Minnesota.

As compensation for the complete assessment, referenced above, the Contractors shall receive the sum of Nine Thousand Dollars (\$9,000). This fee will include all real, exempt, personal, and mobile home assessments. There will be no additional charges for mileage, insurance etc.

Included in the fee are any meetings required by the County Assessor and all board of equalization meetings or tax court proceedings where properties in the Township are being contested.

The fee for this contract will be paid to the Contractors at the first regular meeting of the City Council after the records have been submitted to the Becker County Assessor and the contractor submits a bill. However, no bill will be submitted prior to December 1, of each year.

This agreement shall remain in effect for a period of five years, starting with the assessment year 2023. However, this agreement shall be terminated upon 30-day notice, in writing, delivered by mail or in person, to the other party.

IN WITNESSES THEREOF, the City of Frazee and the Contractor have executed this agreement this _____ day of _____ 2023.

City Clerk

Mayor

Contractor (License Number)

NEW BUSINESS

Becker County Museum Donation Request



December 21, 2022

Dear Museum Supporters,

Words cannot express the feelings we have to think in less than 2 months, we will be opening our doors to a brand-new facility. A facility that, thanks to your support and donations was made possible. If you have previously been a museum member, you may have recently received a membership letter inviting you to renew your membership before our rates go up in the new year. As a strong supporter, we wanted to be sure to extend this invitation to you. Current membership rates will be honored to you if you sign up before Feb 1st.

As we are nearing “the end”, we are still raising funds. Supply challenges, delays, and change orders have made this an unfortunate reality. The GREAT news is we will be opening our doors in February 2023, however that looks. We need to open and get back to the business of being a museum and serving our region. Our hope is to have several displays open with only a few still in the works but if there is anything we have learned in the last few years, it is to roll with whatever hand is dealt. If you have met your pledge commitment, please consider adding another year or two to your pledge, or donate a smaller amount to help us reach that remaining \$500,000 goal. Several years of hard work by many, along with a visioning process and multiple plan revisions, have brought us to this point. I often think of the MNHS saying, “when the right plan happens it will just all fall into place.” With input and support of many, plans were revised over and over and that is EXACTLY what happened! A thought-out plan developed with our stakeholders as well as the State awarding bonding of \$1.85 million, New Market Tax Credit support and pledges from our local county and city governments, and your donation turned a dire need into reality.

If you are able to make another donation or extend your commitment, please let us know. You can contact me via email at becky@beckercountyhistory.org, include a donation with your membership form, or make a donation online at www.beckercountyhistory.org. Every dollar helps! If your original commitment remains the same, again, thank you for your support!

We appreciate you for “hanging in there” with us! We cannot wait to share our new facility with you!

Again, thank you for your ongoing support of the Becker County Historical Society and Museum.

Sincerely,

A handwritten signature in cursive script that reads "Becky Mitchell".

Becky Mitchell, Executive Director

OLD BUSINESS

Tough Curb Quote

4956 Stout Dr.
 San Antonio, TX 78219
 Tel: 800-736-5258
 Fax: 210-734-8448
orden@impactrecovery.com






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Sales Quotation

Quote Number: 24236 Rev. 0
 Description:
 Quote Date: 12/19/2022
 Expires On: 1/18/2023
 Ship Via:
 Contact:
 Bill To:

Salesperson: TIMOTHY LANG
 Email: TLANG@IMPACTRECOVERY.COM
 FOB:
 Terms:
 Currency: US Dollar
 Contact E-mail:
 Ship To:

#	Part No. - Description	Qty	Unit Price	Tax	Total
1	 TCSY-QY-GSA - TUFF CURB®, YELLOW, QUICK RELEASE, YELLOW/YELLOW REFLECTORS GSA ONLY	78	119.70	0.00	9,336.60
2	 MP2-36YC-DY-DY-Q - MP FLEX POST, 36", YELLOW, BLACK CAP, QUICK RELEASE TWO BANDS YELLOW DG	83	47.30	0.00	3,925.90
3	 TCEY-GSA - TUFF CURB® END CAP, YELLOW GSA ONLY	11	81.90	0.00	900.90

ALL PRICES ARE FOB, SAN ANTONIO, TX | IMAGES ARE FOR REFERENCE ONLY

*All Prices Shown in US Dollar

SEE TERMS AND CONDITIONS ON REVERSE SIDE

The undersigned Buyer accepts the foregoing offer solely on the Terms and Conditions on the reverse side which shall be the prevailing terms and conditions. IRS shall disregard any additional or different terms and conditions proposed by Buyer in any confirmatory documents issued by Buyer.

Name: _____

Title: _____

PO No.: _____

_____ Date: _____

Total Price:	14,163.40
Freight:	600.00
Estimated Tax:	0.00
Grand Total:	14,763.40