



CITY COUNCIL MEETING AGENDA

August 13, 2025 ~ 5:00 p.m. ~ Frazee Event Center

[ZOOM LINK](#)

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. **Open Forum** - The City of Frazee welcomes you to this meeting. We have the desire to provide an opportunity to hear from members of the public. This portion of the agenda will be limited to a total of not more than 30 minutes, unless otherwise determined by the council. Individual speakers are asked to limit their comments to not more than 10 minutes, unless otherwise determined by the council. The council requests that all comments be in keeping with, and contribute to, an atmosphere of civil, courteous, thoughtful, and respectful public discourse. The council will not respond to comments at the time of the guest's spot on the agenda; however, if the council feels there needs to be a discussion, comments, or a decision it will be taken up at the New Business part of the agenda with a possibility of future council agenda items. Thank you for attending.
6. **Consent Agenda**
 - a. Meeting Minutes – [July 23, 2025](#)
 - b. [Liquor Store Income Statement – June 2022 – June 2025](#)
 - c. [Resolution 0813-2025A – Rescue Department Donation Resolution](#)
 - d. [Resolution 0813-2025B – Fire Department Donation Resolution](#)
 - e. [Resolution 0813-2025C – Donation to the City of Frazee Resolution](#)
 - f. [LG220 Application for Exempt Permit - CornerStone](#)
7. **Committee & Liaison Reports**
 - a. [Parks & Recreation Committee – July 23, 2025](#)
 - b. [Wannigan Regional Park Committee – July 22, 2025](#)
 - c. [Planning & Zoning – July 22, 2025](#)
 - d. [Personnel Committee – August 5, 2025](#)
 - e. Finance Committee – No Meeting
 - f. [Economic Development Authority – July 22, 2025](#)
 - g. Lakeside Cemetery Liaison
 - h. Frazee School District Liaison
 - i. Frazee Area Action Fund Liaison
 - j. Frazee-Burlington-Silver Leaf Joint Powers Board Liaison
 - k. Lake Agassiz Regional Library Liaison

8. Old Business

- a. [Resolution 0813-2025D – Accept Solar Proposal from Holsen Solar](#)
- b. [Holsen Solar Installation Agreement](#)
- c. [Resolution 0813-2025E – Support Seeking Solar Project Financing from West Central Initiative](#)
- d. [ARMER Grant Contract Agreement](#)
- e. [Resolution 0813-2025F – To Accept Grant Terms and Conditions for the Active Transportation Program Grant Agreement SAP 003-590-003](#)
- f. [State of Minnesota Active Transportation Program Grant Agreement](#)
- g. [Wannigan ATI Grant Construction Management Agreement](#)

9. New Business

- a. [Main Street 2027 Presentation](#)

10. Council Member Comments

11. Addendum

- a. [Approval of Claims](#)
- b. Closing of TIF 1-1
- c. [Rescue Squad Outfitting](#)

12. Adjournment

Consent Agenda

MINUTES – JULY 23, 2025

1. Call the Meeting to Order
 - a. Meeting called to order by Mayor Mike Sharp at 5:00 pm at the Frazee Event Center
2. Roll Call
 - a. Members Present: Andrew Daggett, Andrea Froeber, Mark Kemper, James Rader, Mike Sharp
 - b. Members Absent: None
 - c. Staff: Jason Kropuenske, Stephanie Poegel, Larry Stephenson, Joleen Tappe, Tyler Trieglaff, Amanda Young
 - d. Contracted Services: Chris Thorson – Ulteig Engineering; Griffin Peck – West Central Initiative; Ben Holsen – Holsen Solar

Guests: Phil Hansen, Robert Ostermann
3. Pledge of Allegiance
4. Open Forum - None
5. Approve Agenda

M/S/CU: Rader/Froeber to approve agenda as presented

6. Consent Agenda
 - a. Meeting Minutes – July 9, 2025

M/S/CU: Kemper/Daggett to approve consent agenda as presented

7. Staff Reports
 - a. Fire Department
 - i. Written report reviewed
 - b. Rescue
 - i. Written report reviewed
 - c. Event Center
 - i. Air conditioner issue – compressor went out, potentially during a power surge
 - ii. Turkey Days – 15 events being held at the Event Center
 - iii. Fully booked until November
 - d. Liquor Store
 - i. Written report reviewed
 - e. Police Department
 - i. Written report reviewed
 - ii. 510 South Lake is cleaned up
 - iii. Rest area & guy in river incidents

- iv. Turkey Days is similar to previous years with only addition being the beer gardens; Hansen said Becker County is available for assistance if needed
- v. MnDOT notified us that there are two cameras within their right-of-way that need to be moved; Question on if there is a camera back-up plan

f. Public Works

- i. Daily operations
- ii. Tidying up for Turkey Days
- iii. Got transfer valve installed at wastewater plant; issue was removing the stuck turtle
- iv. East Main Project – has millings that were left 700-800 yards for \$5,000 and may need to pay for rental

M/S/CU: Kemper/Rader to approve getting millings at a cost of \$5,000 to R.L. Larson

g. Administration

- i. Written report reviewed

M/S/CU: Froeber/Daggett to approve staff reports as presented

8. Old Business

a. City Attorney

- i. Winters removed his name
- ii. Consensus to proceed with Ramstad, Skoyles & Bakken

b. River Drive North Maintenance Agreement

M/S/CU: Rader/Froeber to approve with typo being corrected

9. New Business

a. LCSC IT Services Agreement

M/S/CU: Rader/Kemper to approve LCSC IT Services Agreement as presented

b. Organizational Structure

M/S/CU: Froeber/Daggett to approve organizational structure as presented

10. Council Member Comments

- a. Rader – likes the way town is looking for Turkey Days

11. Addendum

a. Claims

M/S/CU: Daggett/Rader to approve written and verbal claims as presented

b. Holsen Solar Installation Agreement

M/S/CU: Rader/Kemper to table to August 13, 2025 meeting

12. Adjournment

M/S/CU: Froeber/Rader to adjourn at 5:48 pm

Respectfully submitted,
Stephanie Poegel
Frazee City Administrator

Consent Agenda

LIQUOR STORE INCOME STATEMENT – JUNE 2022- JUNE 2025

Liquor Fund							
		6/30/2022	6/30/2023	6/30/2024	6/30/2025	2024 YTD	2025 YTD
REVENUE							
Off Sale		\$ 37,724.29	\$ 38,032.51	\$ 41,355.77	\$ 11,483.11	\$ 195,979.36	\$ 95,826.55
On Sale		\$ 12,184.47	\$ 16,296.69	\$ 25,945.28	\$ 19,124.53	\$ 150,450.10	\$ 133,542.62
Event Center		\$ 4,702.00	\$ 13,889.43	\$ 8,005.42	\$ 13,655.00	\$ 26,326.03	\$ 32,209.65
EXPENSES							
Off Sale		\$ 54,163.82	\$ 51,324.65	\$ 64,489.14	\$ 40,646.29	\$ 262,663.27	\$ 211,298.56
On Sale		\$ 13,550.26	\$ 9,826.45	\$ 24,932.04	\$ 12,108.00	\$ 107,531.48	\$ 72,328.58
Event Center		\$ 3,112.27	\$ 12,976.49	\$ 3,909.83	\$ 6,546.55	\$ 80,393.25	\$ 42,491.85
Combined							
REVENUE		\$ 54,610.76	\$ 68,218.63	\$ 75,306.47	\$ 44,262.64	\$ 372,755.49	\$ 261,578.82
EXPENSES		\$ 70,826.35	\$ 74,127.59	\$ 93,331.01	\$ 59,300.84	\$ 450,588.00	\$ 326,118.99
PROFIT/LOSS		\$ (16,215.59)	\$ (5,908.96)	\$ (18,024.54)	\$ (15,038.20)	\$ (77,832.51)	\$ (64,540.17)
Off-Sale							
REVENUE		\$ 37,724.29	\$ 38,032.51	\$ 41,355.77	\$ 11,483.11	\$ 195,979.36	\$ 95,826.55
EXPENSES		\$ 54,163.82	\$ 51,324.65	\$ 64,489.14	\$ 40,646.29	\$ 262,663.27	\$ 211,298.56
PROFIT/LOSS		\$ (16,439.53)	\$ (13,292.14)	\$ (23,133.37)	\$ (29,163.18)	\$ (66,683.91)	\$ (115,472.01)
On-Sale							
REVENUE		\$ 12,184.47	\$ 16,296.69	\$ 25,945.28	\$ 19,124.53	\$ 150,450.10	\$ 133,542.62
EXPENSES		\$ 13,550.26	\$ 9,826.45	\$ 24,932.04	\$ 12,108.00	\$ 107,531.48	\$ 72,328.58
PROFIT/LOSS		\$ (1,365.79)	\$ 6,470.24	\$ 1,013.24	\$ 7,016.53	\$ 42,918.62	\$ 61,214.04
Event Center							
REVENUE		\$ 4,702.00	\$ 13,889.43	\$ 8,005.42	\$ 13,655.00	\$ 26,326.03	\$ 32,209.65
EXPENSES		\$ 3,112.27	\$ 12,976.49	\$ 3,909.83	\$ 6,546.55	\$ 80,393.25	\$ 42,491.85
PROFIT/LOSS		\$ 1,589.73	\$ 912.94	\$ 4,095.59	\$ 7,108.45	\$ (54,067.22)	\$ (10,282.20)

OFF SALE					
		6/30/2022	6/30/2023	6/30/2024	6/30/2025
REVENUE					
R 609-31750 Grant Revenue		\$ -	\$ -	\$ -	\$ -
R 609-31760 Loan Revenue		\$ -	\$ -	\$ -	\$ -
R 609-36212 Interest Earnings - Off Sale		\$ -	\$ -	\$ 22.42	\$ -
R 609-37811 Liquor Sales -Off Sale		\$ 8,341.85	\$ 8,353.68	\$ 10,629.66	\$ 10,145.14
R 609-37812 Beer Sales -Off Sale		\$ 28,338.05	\$ 29,068.25	\$ 27,996.17	\$ 25,387.77
R 609-37813 Wine Sales -Off Sale		\$ 1,501.04	\$ 1,458.45	\$ 1,474.95	\$ 1,353.40
R 609-37815 Misc Sales -Off Sale		\$ 724.60	\$ 694.67	\$ 654.64	\$ 595.58
R 609-37818 Cannabis/THC Sales - Off Sale		\$ -	\$ -	\$ 601.84	\$ 1,037.35
R 609-37840 Cash Over/Short -Off Sale		\$ 111.98	\$ (33.42)	\$ (13.91)	\$ 1.01
R 609-37850 Credit Cards - Off Sale		\$ (1,153.84)	\$ (1,484.12)	\$ -	\$ (27,037.14)
R 609-37860 Gift Card Sales - Off Sale		\$ (139.39)	\$ (25.00)	\$ (10.00)	\$ -
R 609-37880 Misc Income - Off Sale		\$ -	\$ -	\$ -	\$ -
TOTALS		\$ 37,724.29	\$ 38,032.51	\$ 41,355.77	\$ 11,483.11
EXPENSES					
E 609-49750-101 Full-Time Employees Regular		\$ -	\$ 3,033.13	\$ 1,996.80	\$ 3,290.17
E 609-49750-102 Full-Time Employees Overtime		\$ -	\$ -	\$ -	\$ -
E 609-49750-103 Part-Time Employees		\$ 2,942.07	\$ -	\$ 2,066.24	\$ 2,692.32
E 609-49750-121 PERA		\$ 164.02	\$ 228.62	\$ 188.30	\$ 498.31
E 609-49750-122 FICA		\$ 225.00	\$ 268.14	\$ 192.07	\$ 492.09
E 609-49750-131 Employer Paid Health		\$ -	\$ -	\$ -	\$ 438.64
E 609-49750-132 Employer Health Savings Acct		\$ -	\$ -	\$ -	\$ 288.45
E 609-49750-134 Employer Paid Life		\$ -	\$ -	\$ -	\$ 1.74
E 609-49750-135 Employer Paid Acc/Death/Dismem		\$ -	\$ -	\$ -	\$ 24.79
E 609-49750-142 Unemployment Benefit Payments		\$ -	\$ -	\$ -	\$ -
E 609-49750-151 Worker s Comp Insurance Prem		\$ -	\$ -	\$ -	\$ -
E 609-49750-200 Office Supplies (GENERAL)		\$ -	\$ -	\$ 49.42	\$ 16.27
E 609-49750-210 Operating Supplies (GENERAL)		\$ 137.44	\$ 207.29	\$ 306.83	\$ 165.92
E 609-49750-211 Cleaning Supplies		\$ 129.74	\$ 66.88	\$ 87.59	\$ 144.94
E 609-49750-214 Liquor Store Glass/Bar Supply		\$ -	\$ -	\$ -	\$ -
E 609-49750-218 Uniforms		\$ -	\$ -	\$ -	\$ -
E 609-49750-250 Merchandise Resale (GENERAL)		\$ -	\$ -	\$ -	\$ -
E 609-49750-251 Liquor For Resale		\$ 11,809.75	\$ 7,597.05	\$ 12,628.20	\$ 6,921.78
E 609-49750-252 Beer For Resale		\$ 29,545.09	\$ 31,349.50	\$ 29,461.90	\$ 21,571.92
E 609-49750-253 Wine For Resale		\$ 559.00	\$ 1,174.74	\$ 1,269.53	\$ 1,184.49
E 609-49750-254 Soft Drinks/Mix For Resale		\$ 155.30	\$ 161.55	\$ 613.51	\$ 376.31
E 609-49750-255 Drink Ingredients For Resale		\$ 175.89	\$ -	\$ -	\$ -
E 609-49750-256 THC/CBD For Resale		\$ -	\$ -	\$ 790.80	\$ 567.00
E 609-49750-259 Food for Resale		\$ -	\$ -	\$ (47.55)	\$ -
E 609-49750-260 Pizza for Resale		\$ 237.75	\$ -	\$ -	\$ -
E 609-49750-261 Clothing for Resale		\$ -	\$ -	\$ -	\$ -
E 609-49750-265 Gift Cards for Resale		\$ -	\$ -	\$ -	\$ -
E 609-49750-304 Legal Fees		\$ -	\$ -	\$ -	\$ -
E 609-49750-321 Telephone		\$ 84.82	\$ 177.51	\$ 110.83	\$ 220.17
E 609-49750-324 Technology/Computer Expenses		\$ 2,077.39	\$ 49.81	\$ 52.30	\$ 56.23

	6/30/2022	6/30/2023	6/30/2024	6/30/2025
E 609-49750-331 Travel/Training Expenses	\$ -	\$ -	\$ -	\$ 53.20
E 609-49750-340 Advertising	\$ -	\$ -	\$ -	\$ -
E 609-49750-341 Advertising for Employment	\$ -	\$ -	\$ -	\$ -
E 609-49750-355 Printing & Publishing	\$ -	\$ -	\$ -	\$ -
E 609-49750-361 General Liability Ins	\$ -	\$ -	\$ -	\$ -
E 609-49750-362 Property Ins	\$ -	\$ -	\$ -	\$ -
E 609-49750-364 Dram Shop	\$ 158.75	\$ 161.86	\$ -	\$ -
E 609-49750-381 Electric Utilities	\$ 462.50	\$ 389.00	\$ 409.50	\$ 327.50
E 609-49750-382 Water/Sewer Utilities	\$ -	\$ -	\$ -	\$ 157.16
E 609-49750-383 Gas Utilities	\$ 191.00	\$ 137.99	\$ -	\$ 170.00
E 609-49750-384 Refuse/Garbage Disposal	\$ 76.05	\$ 111.53	\$ 105.56	\$ 113.56
E 609-49750-401 Repairs/Maint Buildings	\$ 4,370.00	\$ 318.56	\$ 172.55	\$ 108.79
E 609-49750-404 Repairs/Maint Machinery/Equip	\$ -	\$ -	\$ -	\$ -
E 609-49750-432 Uncollectable Checks	\$ -	\$ -	\$ -	\$ -
E 609-49750-433 Dues and Subscriptions	\$ 662.26	\$ 5,891.49	\$ 462.26	\$ 1,230.05
E 609-49750-440 Fuel/Delivery Surcharge	\$ -	\$ -	\$ -	\$ 59.49
E 609-49750-500 Capital Outlay (GENERAL)	\$ -	\$ -	\$ 13,572.50	\$ (525.00)
TOTALS	\$ 54,163.82	\$ 51,324.65	\$ 64,489.14	\$ 40,646.29
REVENUE	\$ 37,724.29	\$ 38,032.51	\$ 41,355.77	\$ 11,483.11
EXPENSES	\$ 54,163.82	\$ 51,324.65	\$ 64,489.14	\$ 40,646.29
PROFIT/LOSS	\$ (16,439.53)	\$ (13,292.14)	\$ (23,133.37)	\$ (29,163.18)

ON SALE					
		6/30/2022	6/30/2023	6/30/2024	6/30/2025
REVENUE					
R 609-31750 Grant Revenue		\$ -	\$ -	\$ -	\$ -
R 609-31760 Loan Revenue		\$ -	\$ -	\$ -	\$ -
R 609-36211 Interest Earnings - On Sale		\$ -	\$ -	\$ 22.42	\$ -
R 609-37911 Liquor Sales -On Sale		\$ 3,177.75	\$ 4,696.67	\$ 7,709.75	\$ 6,535.50
R 609-37912 Beer Sales -On Sale		\$ 6,713.50	\$ 8,388.00	\$ 11,546.00	\$ 11,593.00
R 609-37913 Wine Sales -On Sale		\$ 140.50	\$ 4.00	\$ 31.00	\$ 14.50
R 609-37914 Soft Drinks -On Sale		\$ -	\$ -	\$ -	\$ -
R 609-37915 Misc Sales - On Sale		\$ 135.00	\$ 229.75	\$ 300.00	\$ 392.08
R 609-37916 Pizza Sales - On Sale		\$ -	\$ -	\$ 468.00	\$ 443.00
R 609-37917 Food Sales - On Sale		\$ 363.00	\$ 1,339.85	\$ 2,914.69	\$ 4,311.34
R 609-37918 Gaming Income		\$ -	\$ -	\$ 2,676.51	\$ 3,202.78
R 609-37919 Clothing Income		\$ -	\$ -	\$ 40.00	\$ 10.00
R 609-37920 Vending Machine Sales -On Sale		\$ -	\$ -	\$ -	\$ -
R 609-37921 Darts/Pool Table - On Sale		\$ -	\$ -	\$ -	\$ 68.00
R 609-37922 Jukebox/Mega Touch - On Sale		\$ -	\$ -	\$ -	\$ 127.00
R 609-37940 Cash Over/Short -On Sale		\$ 13.76	\$ 6.18	\$ (9.59)	\$ 13.73
R 609-37950 Credit Cards - On Sale		\$ 8.75	\$ (20.91)	\$ -	\$ (7,778.50)
R 609-37951 ATM Machine - On Sale		\$ -	\$ 185.30	\$ 246.50	\$ 192.10
R 609-37980 Misc Income - On Sale		\$ 1,632.21	\$ 1,467.85	\$ -	\$ -
TOTALS		\$ 12,184.47	\$ 16,296.69	\$ 25,945.28	\$ 19,124.53
EXPENSES					
E 609-49751-101 Full-Time Employees Regular		\$ -	\$ 3,978.34	\$ 1,996.80	\$ 3,290.17
E 609-49751-102 Full-Time Employees Overtime		\$ -	\$ -	\$ -	\$ -
E 609-49751-103 Part-Time Employees		\$ 2,942.12	\$ -	\$ 2,066.93	\$ 2,692.96
E 609-49751-121 PERA		\$ 164.06	\$ 228.71	\$ 495.84	\$ 498.48
E 609-49751-122 FICA		\$ 225.14	\$ 268.24	\$ 480.00	\$ 492.26
E 609-49751-131 Employer Paid Health		\$ -	\$ -	\$ 681.40	\$ 438.64
E 609-49751-132 Employer Health Savings Acct		\$ -	\$ -	\$ 370.36	\$ 288.45
E 609-49751-134 Employer Paid Life		\$ -	\$ -	\$ 80.74	\$ 1.76
E 609-49751-135 Empr Paid Acc/Death/Dismem		\$ -	\$ -	\$ 66.58	\$ 24.82
E 609-49751-142 Unemp Benefit Pmts		\$ -	\$ -	\$ -	\$ -
E 609-49751-151 Worker s Comp Insurance Prem		\$ -	\$ -	\$ -	\$ -
E 609-49751-200 Office Supplies (GENERAL)		\$ -	\$ -	\$ 49.42	\$ 16.26
E 609-49751-210 Operating Supplies (GENERAL)		\$ 255.91	\$ 301.45	\$ 386.16	\$ 418.90
E 609-49751-211 Cleaning Supplies		\$ 129.74	\$ 66.87	\$ 93.88	\$ 269.53
E 609-49751-213 Operating Supplies - Food		\$ -	\$ 89.15	\$ 186.55	\$ 141.33
E 609-49751-218 Uniforms		\$ -	\$ -	\$ -	\$ -
E 609-49751-251 Liquor For Resale		\$ 303.45	\$ 435.93	\$ -	\$ -
E 609-49751-252 Beer For Resale		\$ 805.83	\$ 794.25	\$ -	\$ -
E 609-49751-253 Wine For Resale		\$ 8.00	\$ 1.66	\$ -	\$ -
E 609-49751-254 Soft Drinks/Mix For Resale		\$ -	\$ -	\$ 145.59	\$ 80.50
E 609-49751-257 Ice For Resale		\$ -	\$ -	\$ -	\$ -
E 609-49751-259 Food for Resale		\$ -	\$ 585.39	\$ 1,671.27	\$ 1,012.51

	6/30/2022	6/30/2023	6/30/2024	6/30/2025
E 609-49751-260 Pizza for Resale	\$ 115.00	\$ 365.75	\$ 544.50	\$ 369.25
E 609-49751-261 Clothing for Resale	\$ -	\$ -	\$ -	\$ -
E 609-49751-265 Gift Cards for Resale	\$ -	\$ -	\$ -	\$ -
E 609-49751-266 Misc for Resale	\$ 90.53	\$ 125.61	\$ -	\$ -
E 609-49751-304 Legal Fees	\$ -	\$ -	\$ -	\$ -
E 609-49751-314 Cont/Pro Serv - Entertainment	\$ 348.31	\$ 358.38	\$ 461.90	\$ -
E 609-49751-321 Telephone	\$ 84.82	\$ 177.50	\$ 379.46	\$ 865.47
E 609-49751-322 Postage	\$ -	\$ -	\$ -	\$ -
E 609-49751-324 Technology/Computer Expenses	\$ 2,077.40	\$ 49.81	\$ 52.30	\$ 56.23
E 609-49751-331 Travel/Training Expenses	\$ -	\$ -	\$ -	\$ 53.20
E 609-49751-340 Advertising	\$ -	\$ -	\$ -	\$ -
E 609-49751-341 Advertising for Employment	\$ -	\$ -	\$ -	\$ -
E 609-49751-361 General Liability Ins	\$ -	\$ -	\$ -	\$ -
E 609-49751-362 Property Ins	\$ -	\$ -	\$ -	\$ -
E 609-49751-364 Dram Shop	\$ 158.75	\$ 161.86	\$ -	\$ -
E 609-49751-381 Electric Utilities	\$ 462.50	\$ 389.00	\$ 409.50	\$ 327.50
E 609-49751-382 Water/Sewer Utilities	\$ -	\$ -	\$ -	\$ 157.15
E 609-49751-383 Gas Utilities	\$ 191.00	\$ 137.98	\$ -	\$ 170.00
E 609-49751-384 Refuse/Garbage Disposal	\$ 76.05	\$ 100.53	\$ 105.56	\$ 113.56
E 609-49751-401 Repairs/Maint Buildings	\$ 4,449.38	\$ 318.55	\$ 172.54	\$ 108.78
E 609-49751-404 Repairs/Maint Machinery/Equip	\$ -	\$ -	\$ -	\$ -
E 609-49751-432 Uncollectable Checks	\$ -	\$ -	\$ -	\$ -
E 609-49751-433 Dues and Subscriptions	\$ 662.27	\$ 891.49	\$ 462.26	\$ 745.29
E 609-49751-440 Fuel/Delivery Surcharge	\$ -	\$ -	\$ -	\$ -
E 609-49751-481 Petty Cash	\$ -	\$ -	\$ -	\$ -
E 609-49751-500 Capital Outlay (GENERAL)	\$ -	\$ -	\$ 13,572.50	\$ (525.00)
TOTALS	\$ 13,550.26	\$ 9,826.45	\$ 24,932.04	\$ 12,108.00
REVENUE	\$ 12,184.47	\$ 16,296.69	\$ 25,945.28	\$ 19,124.53
EXPENSES	\$ 13,550.26	\$ 9,826.45	\$ 24,932.04	\$ 12,108.00
PROFIT/LOSS	\$ (1,365.79)	\$ 6,470.24	\$ 1,013.24	\$ 7,016.53

EVENT CENTER					
		6/30/2022	6/30/2023	6/30/2024	6/30/2025
REVENUE					
R 610-31750 Grant Revenue		\$ -	\$ -	\$ -	\$ -
R 610-31760 Loan Revenue		\$ -	\$ -	\$ -	\$ -
R 610-34101 Rent Revenue		\$ 1,700.00	\$ 775.00	\$ 3,580.00	\$ 3,959.00
R 610-36210 Interest Earnings		\$ -	\$ -	\$ 22.42	\$ -
R 610-37511 Liquor Sales - EC		\$ 1,436.00	\$ 5,728.00	\$ 2,178.00	\$ 4,784.00
R 610-37512 Beer Sales - EC		\$ 810.00	\$ 1,822.00	\$ 1,558.00	\$ 4,013.00
R 610-37513 Wine Sales - EC		\$ 180.00	\$ 236.00	\$ 350.00	\$ 143.00
R 610-37540 Cash Over/Short - EC		\$ 2.00	\$ -	\$ -	\$ -
R 610-37550 Credit Cards - EC		\$ -	\$ -	\$ -	\$ -
R 610-37580 Misc Income - EC		\$ 290.00	\$ 5,173.43	\$ 142.00	\$ 319.00
R 610-37581 Linens Rental Fees		\$ 284.00	\$ 155.00	\$ 175.00	\$ 437.00
TOTALS		\$ 4,702.00	\$ 13,889.43	\$ 8,005.42	\$ 13,655.00
EXPENSES					
E 610-49752-103 Part-Time Employees		\$ 730.05	\$ 2,013.86	\$ 542.36	\$ 2,306.40
E 610-49752-121 PERA		\$ 43.23	\$ 104.81	\$ 40.68	\$ 133.38
E 610-49752-122 FICA		\$ 55.85	\$ 131.65	\$ 41.48	\$ 176.45
E 610-49752-142 Unemployment Benefit Payments		\$ -	\$ -	\$ -	\$ -
E 610-49752-151 Worker s Comp Insurance Prem		\$ -	\$ -	\$ -	\$ -
E 610-49752-200 Office Supplies (GENERAL)		\$ -	\$ -	\$ 49.42	\$ 20.03
E 610-49752-210 Operating Supplies (GENERAL)		\$ -	\$ 187.89	\$ 285.06	\$ 185.41
E 610-49752-211 Cleaning Supplies		\$ 209.21	\$ 226.18	\$ 270.12	\$ 296.33
E 610-49752-251 Liquor For Resale		\$ 41.08	\$ 1,493.30	\$ 177.98	\$ 667.38
E 610-49752-252 Beer For Resale		\$ 56.96	\$ 1,043.78	\$ 57.00	\$ 96.30
E 610-49752-253 Wine For Resale		\$ 2.44	\$ 3.51	\$ 73.98	\$ 66.62
E 610-49752-254 Soft Drinks/Mix For Resale		\$ 66.22	\$ 614.27	\$ 545.78	\$ 37.27
E 610-49752-266 Misc for Resale		\$ -	\$ -	\$ -	\$ -
E 610-49752-265 Gift Cards for Resale		\$ -	\$ -	\$ -	\$ -
E 610-49752-314 Cont/Pro Serv - Entertainment		\$ -	\$ -	\$ -	\$ -
E 610-49752-321 Telephone		\$ -	\$ 177.26	\$ 100.24	\$ 199.75
E 610-49752-324 Technology/Computer Expenses		\$ 10.00	\$ 99.62	\$ 104.61	\$ 112.45
E 610-49752-331 Travel/Training Expenses		\$ -	\$ -	\$ -	\$ -
E 610-49752-322 Postage		\$ -	\$ -	\$ -	\$ -
E 610-49752-340 Advertising		\$ 100.00	\$ 100.00	\$ -	\$ 100.00
E 610-49752-361 General Liability Ins		\$ -	\$ -	\$ -	\$ -
E 610-49752-362 Property Ins		\$ -	\$ -	\$ -	\$ -
E 610-49752-364 Dram Shop		\$ 158.75	\$ 161.87	\$ -	\$ -
E 610-49752-381 Electric Utilities		\$ 660.00	\$ 541.00	\$ 574.00	\$ 487.00
E 610-49752-382 Water/Sewer Utilities		\$ -	\$ -	\$ -	\$ 144.08
E 610-49752-383 Gas Utilities		\$ 643.00	\$ 395.00	\$ -	\$ 1,113.89
E 610-49752-384 Refuse/Garbage Disposal		\$ 76.05	\$ 111.53	\$ 105.55	\$ 113.57
E 610-49752-401 Repairs/Maint Buildings		\$ 74.69	\$ 359.19	\$ 172.55	\$ 108.79
E 610-49752-404 Repairs/Maint Machinery/Equip		\$ -	\$ -	\$ 666.66	\$ -
E 610-49752-410 Rentals (GENERAL)		\$ 184.74	\$ 191.77	\$ 82.36	\$ 151.45
E 610-49752-432 Uncollectable Checks		\$ -	\$ -	\$ -	\$ -

	6/30/2022	6/30/2023	6/30/2024	6/30/2025
E 610-49752-433 Dues and Subscriptions	\$ -	\$ 5,020.00	\$ 20.00	\$ 30.00
E 610-49752-481 Petty Cash	\$ -	\$ -	\$ -	\$ -
E 610-49752-500 Capital Outlay (GENERAL)	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 3,112.27	\$ 12,976.49	\$ 3,909.83	\$ 6,546.55
REVENUE	\$ 4,702.00	\$ 13,889.43	\$ 8,005.42	\$ 13,655.00
EXPENSES	\$ 3,112.27	\$ 12,976.49	\$ 3,909.83	\$ 6,546.55
PROFIT/LOSS	\$ 1,589.73	\$ 912.94	\$ 4,095.59	\$ 7,108.45

Consent Agenda

RESOLUTION 0813-2025A – RESCUE DEPARTMENT DONATION RESOLUTION



P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

City Phone: 218-334-4991 | City Fax: 218-334-4992

RESOLUTION No. 0813-2025A

A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION FOR FRAZEE RESCUE DEPARTMENT DONATIONS

WHEREAS; the City of Frazee is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS; The Frazee Rescue Department is a vital necessity for the City of Frazee, surrounding Townships, and Counties; and

WHEREAS; the following persons have generously donated the amounts set forth below to the Frazee Rescue Department:

<u>Name of Donor</u>	<u>Amount</u>
Frazee Wrestling Booster Club	\$500.00

WHEREAS; It is the desire of the donor to use this donation towards the needs of the Frazee Rescue Department; and

WHEREAS; the City Council is appreciative of these donations and commend the donors for their civic efforts and contributions.

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

1. that the donations are accepted and acknowledged with gratitude.
2. that the donations will be used towards the needs of the Frazee Rescue Department.

THEREFORE, BE IT KNOWN; Adoption of this resolution this 13th of August, 2025 by the City Council of Frazee. With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

Mike Sharp,
Mayor

Stephanie Poegel,
City Administrator

Consent Agenda

RESOLUTION 0813-2025B – FIRE DEPARTMENT DONATION RESOLUTION



Waters Trails Shops Parks

P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

City Phone: 218-334-4991 | City Fax: 218-334-4992

RESOLUTION No. 0813-2025B

A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION FOR FRAZEE FIRE DEPARTMENT DONATIONS

WHEREAS; the City of Frazee is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS; The Frazee Fire Department is a vital necessity for the City of Frazee, surrounding Townships, and Counties; and

WHEREAS; the following persons have generously donated the amounts set forth below to the Frazee Fire Department:

<u>Name of Donor</u>	<u>Amount</u>
Little Toad Lake Campground	\$445.00
Lake Seven Lake Association	\$200.00
Frazee Wrestling Booster Club	\$1,000.00
LTLC, Inc.	\$250.00
Thomas & K.A. Hanson	\$25.00
Robert & Rebecca Muhs	\$25.00
Darrell & Lila Krabbenhoft	\$25.00
David & Jane Moorhead	\$50.00

WHEREAS; It is the desire of the donor to use this donation towards the needs of the Frazee Fire Department; and

WHEREAS; the City Council is appreciative of these donations and commend the donors for their civic efforts and contributions.

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

1. that the donations are accepted and acknowledged with gratitude.
2. that the donations will be used towards the needs of the Frazee Fire Department.

THEREFORE, BE IT KNOWN; Adoption of this resolution this 13th of August, 2025 by the City Council of Frazee.

With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

Mike Sharp,
Mayor

Stephanie Poegel,
City Administrator

Consent Agenda

RESOLUTION 0813-2025C – DONATION TO THE CITY OF FRAZEE RESOLUTION



P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

Waters Trails Shops Parks

City Phone: 218-334-4991 | City Fax: 218-334-4992

RESOLUTION No. 0813-2025C

A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION FOR DONATION TO THE CITY OF FRAZEE

WHEREAS; the City of Frazee is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS; The Frazee GROW/MVP has made the decision to utilize grant funding to design and make three benches to be installed at parks in Frazee; and

WHEREAS; the utilization of said benches would benefit the community as a whole; and

WHEREAS; the City Council is appreciative of these donations and commend the Frazee GROW/MVP for their civic efforts and contributions.

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

1. that the donations are accepted and acknowledged with gratitude.

THEREFORE, BE IT KNOWN; Adoption of this resolution this 13th of August, 2025 by the City Council of Frazee. With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

Mike Sharp,
Mayor

Stephanie Poegel,
City Administrator

Consent Agenda

LG220 APPLICATION FOR EXEMPT PERMIT - CORNERSTONE

Consent Agenda

APPROVAL OF CLAIMS

Committee Reports

PARKS & RECREATION COMMITTEE – JULY 23, 2025

1. Call the Meeting to Order - Roll Call
 - a. Meeting called to order by Erik Anderson at 3:34 pm at the Frazee Event Center
 - b. Present were Erik Anderson, Andrea Froeber, Mark Kemper, Tom Watson, Stephanie Poegel

2. Review of Minutes – June 25, 2025

M/S/CU: Froeber/Watson to approve minutes as presented

3. Open Forum - None

4. August Meeting Date

- a. Consensus to keep meeting on August 27 as usual

5. Parks

- a. Wannigan Regional Park
 - i. Lion's Shelter is in place by the troll
 - ii. Event on July 24 for the Alumni Challenge donors
 - iii. Total count for 2025 as of July 22 – 22,376 total of 2 way traffic (10 day stretch with no counts); Busiest day in 2025 was July 19 – 962
 - iv. Project 412 is working on a kiosk about Jacob Everear – it will go near the existing kiosk
 - v. Lighting has been added and approved by the State for the ATI project

M/S/CU: Froeber/Watson to recommending to Council the approval of the Change Order for the lighting addition of \$66,472.50

- vi. Construction Administration bid is coming
 - vii. Romtec shelter is coming in August
 - viii. All State will be working on cameras tomorrow
 - b. Eagle Lake Park Update
 - c. Hank Ludtke/Riverside Park
 - d. Lions Park
 - i. Froeber, Lori Thorpe, and Polly Anderson cleaned the park for the Heartland Trail meeting today

- e. Corner Park
 - i. Mural committee is meeting Tuesday to review current design
 - f. JoAnn Niemann Memorial Park
 - g. Little Turkey Park
 - i. Turkey is coming back
5. Recreation
- a. Heartland Trail Update
 - i. Ribbon cutting today
 - ii. Rest of funds can be used for:
 - 1. Clay Count to Detroit Lakes
 - 2. Park Rapids to Osage
 - 3. Osage to Frazee
 - b. Town Lake Beach
 - i. Construction Update/Punchlist Review
 - ii. Rental Plan
 - iii. CornerStone Items
 - iv. PartnerSHIP 4 Health Grant Request
 - c. Splash Pad
 - d. Walking Path/Unidentified Parcel
 - i. Maps
 - e. Bicycle Friendly Community
 - i. Rally
 - ii. Safe Routes to School
 - f. Basketball Court – Waiting for info from Backcourt Club
6. Comp Plan Task Updates

7. Adjournment

M/S/CU: Watson/Kemper to adjourn at 4:41 pm

Respectfully submitted,
Stephanie Poegel
 Frazee City Administrator

WANNIGAN REGIONAL PARK COMMITTEE – JULY 22, 2025

- 1. Meeting Chair & Note Taker – Stephanie Poegel and Polly Andersen
 - a. Attending: Polly Andersen, Stephanie Poegel, Jililan Reiner, Hank Ludtke, Rachel Johnson, Karen Pifher, Zoe Hoffman, Patrick Hollister, Mitch Lundeen (Becker County Parks & Rec)
- 2. Minutes – April 22, 2025 – No changes
- 3. Projects
 - a. LCCMR Shelter & River Access – Discussion on \$34,213.75 shortfall gap funding of fishing pad and kayak launch area. Committee recommends to FCDC to

- complete a final review of the project and fund the gap. Discussion that Rotary plans to assemble shelter this fall & that Jim Radar will be our liaison on that.
- b. ATI Trail – Discussion on \$15,000 troll spur is it's own bid item due to the North Country Trail requirement that the spur be none asphalt. State will not cover this cost of class #2 gravel installed for ADA accessible. Committee recommends to FCDC to complete a final review the project and fund the gap.
 - h. Jillian will execute change order to accommodate for a & b with FCDC funding the gap.
 - i. ii. Discussion that the environmental review process is moving forward with Jillian leading.
 - ii. Discussion on who signs what for the city, process, invoicing, Stephanie working on process
 - c. GMRPTC Grant for Phase 1 – Discussion that environmental team needs to sign off. Environmental assessment summary can not be completed until we have a more final design.
4. Capital Campaign Update – Updated numbers from Erik Anderson 138 donations, \$36,0000 in donations from 45 classes with 70 class contacts. 1978 in the lead with \$5,465. Donations from Pat Ebeltoff first Miss Frazee Pat Pifher. Donor recognition board will be printed / laminated and displayed at the park.
 5. Grant Updates – a bike rack is coming from Becker County – Steve Skoog is our contact. The arch study pre-grant application has been completed and submitted. An application to Essentia Health is in the works.
 6. Committee Member Comments – Discussion on benches and table, concepts of different looks for different areas. Looking eventually about 8 benches on the trail, about 10 tables under shelters with a map of sponsorships and placements. Style of benches could be undertaken by this committee – discussion on naturescape play area. Discussion on bike friendly concept study for Main Ave. Survey located at: <https://engage.hei.mysocialpinpoint.com/heartland-trail-study>
 7. Next meeting: October 28, 2025 – 1:30-3:00 pm.

Respectfully submitted,
Polly Anderson
 FCDC Board Member

PLANNING & ZONING – JULY 22, 2025

1. Call the Meeting to Order - Roll Call
 - a. Meeting opened at 5:00 pm at the Frazee Fire Hall
 - b. Present were: Erik Anderson, Mark Kemper, Ken Miosek, Mike Sharp, Tyler Trieglaff, Stephanie Poegel
2. Review Minutes – June 24, 2025
M/S/CU: Trieglaff/Kemper to approve minutes as presented
3. Open Forum - None

4. Old Business

- a. Comprehensive Plan Task Updates Reviewed
- b. River Drive North Maintenance Agreement
 - i. Agreement has been given to Frazee School District and Frazee Community Development Corporation
 - ii. Need to change [State] to Minnesota

M/S/CU: Kemper/Miosek to recommend approval to City Council

- c. Native Landscapes
 - i. Continue with status quo
- d. Front Yard Setback – No updates yet

5. New Business

- a. August Meeting Date
 - i. Meeting date to be kept the same in August
- b. Rezoning Request
 - i. Request from property owner to rezone

M/S/CU: Miosek/Anderson to add part sales as a permitted use to the Service Commercial (C-2) district and proceed with the public hearing

6. Adjournment

M/S/CU: Miosek/Anderson to adjourn at 5:34 pm

Respectfully submitted,
Stephanie C. Poegel
Frazee City Administrator

PERSONNEL COMMITTEE – AUGUST 5, 2025

1. Call the Meeting to Order - Roll Call

- a. Meeting opened at 5:00 pm
- b. Present: James Rader, Mike Sharp, Stephanie Poegel, Tyler Trieglaff, Amanda Young, Matt Johnson

2. Minutes – June 23, 2025

- a. Minutes reviewed with no changes

3. Old Business

- a. Amendment to Personnel Policy
 - i. Make changes to ensure consistency, remove last line before Section 14.04, and change to ensure everything is “Respectful Workplace”

4. New Business

- a. Rescue Standards
 - i. Proposed minimum standards reviewed
- b. Gaming Attendant Job Description

- i. Will be a Grade 1 non-exempt position
 - ii. Add “Non-Profit Organizations” prior to Gaming Manager; add “winnings” after pull-tab
 - iii. Consensus to send to Council for approval with stated changes
- c. Code Enforcement
 - i. Discussion on repeat offenders and if we are making progress
 - ii. Poegel to check with attorney on:
 - 1. Ordinance 4-2-4 – can “or verbal” be added to the type of notice
 - 2. Immediately fining repeat offender properties
- d. City Hall Hours
 - i. Discussion on potential new City Hall hours

5. Adjournment

- a. Meeting adjourned at 6:08 pm

Respectfully submitted,
Stephanie C. Poegel
 Frazee City Administrator

FINANCE COMMITTEE – NO MEETING

ECONOMIC DEVELOPMENT AUTHORITY – JULY 22, 2025

- 1. Call the Meeting to Order
 - a. Meeting called to order by President Heath Peterson at 11:30 am at the Frazee Fire Hall
- 2. Roll Call
 - a. Members Present: Andrew Daggett, Andrea Froeber, Hank Ludtke, John Olson, Heath Peterson, Ashley Renollet
 - b. Members Absent: Bill Daggett
 - c. Staff: Stephanie Poegel
 - d. Contracted Services: Rachel Johnson, Karen Pifher
 - Guests: Bob Williams, LaRae Danielson, Doreen Schwarzrock
- 3. Approval of Agenda
M/S/CU: Froeber/Daggett to approve agenda as presented
- 4. Open Forum - None
- 5. Meeting Minutes – June 24, 2025
M/S/CU: Froeber/Daggett to approve minutes as presented

6. Old Business

a. DTI

i. Construction Updates

1. Suites A and C are going well
2. Suite B wants to use carpet squares they purchased instead of vinyl that was in the plans; Poegel to find out what restocking fee is and if there is a difference in the installation costs

ii. Change Order #4

iii. Change Order #5

M/S/CU: Renollet/Olson to approve Change Order #4 and Change Order #5 as presented

b. August Meeting Date

M/S/CU: Froeber/Dagget to change August meeting to August 19, 2025 at 9:30 am at Frazee Fire Hall

c. Hwy 10 Sign Updating

- i. Pifher to find quote for wrapping the sign on the west side of town

7. New Business

a. Red Willow Potential Buyer Request

- i. Request to purchase 2 lots and build a house on one and a detached garage/shop on the other
- ii. Zoning and covenants do not allow an accessory structure on a parcel without a primary structure

8. EDA Financials

M/S/CU: Daggett/Olson to approve EDA Financials as presented

9. Consultant Report

- a. Conversation with FCDC, City and EDA to discuss potential for a staff member
- b. Pifher is moving out of town; her business is staying in Frazee and will continue to service the EDA with Rachel Johnson leading the housing initiative and Karen Downing taking on the Frazee Forward and TV3 duties
- c. EDA needs to go over their goals and what they want completed; this will be added to the August agenda

M/S/CU: Froeber/Olson to approve as presented

10. Commissioner Comments - None

11. Adjournment

M/S/CU: Froeber/Olson to adjourn at 12:35 pm

Respectfully submitted,
Stephanie C. Poegel
Frazee City Administrator



P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

Waters Trails Shops Parks

City Phone: 218-334-4991 | City Fax: 218-334-4992

RESOLUTION No. 0813-2025D

A RESOLUTION TO ACCEPT SOLAR PROPOSAL FROM HOLSEN SOLAR

WHEREAS; West Central Initiative has worked with city staff to analyze energy use and solar potential for City of Frazee Public Works Building; and

WHEREAS, West Central initiative staff have analyzed the potential for solar and an expected project cost of \$106,439.14 and expected project incentives of \$102,576.00; and

WHEREAS, the project will save the City of Frazee \$\$182,954 in energy costs over the project's lifetime; and

WHEREAS, West Central Initiative and Lakes Country Service Cooperative prepared a cooperative RFP for cities that are interested in receiving bids from contractors for solar projects; and

WHEREAS; the selection committee chose the final bid from Holsen Solar; and

WHEREAS, Holsen Solar has prepared a detailed estimate and full project proposal to add a solar array (and battery storage where applicable) to the City of Frazee Public Works Building; and

WHEREAS, the proposal from Holsen Solar has a total cost of \$106,439.14;

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

1. Accepts the full proposal from Holsen Solar and agrees to move forward with solar installation on the City of Frazee Public Works Building

THEREFORE, BE IT KNOWN; Adoption of this resolution this 13th of August, 2025 by the City Council of Frazee. With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

Mike Sharp,
Mayor

Stephanie Poegel,
City Administrator

Old Business

HOLSEN SOLAR INSTALLATION AGREEMENT

Holsen Solar Installation Agreement - Minnesota

This Installation Agreement (the "Agreement") is made and entered into on _____,
by and between:

Owner: City of Frazee

Project Location: 515 Birch Ave W, Frazee, MN 56544

Contractor: BWRH LTD, DBA HOLSEN SOLAR, 1709 1st Ave N, Suite M, Fargo, ND 58102

MN Contractor: BC807978, MN Electrical Contractor: EA807321

In exchange for the mutual terms and conditions set forth herein, Owner and Provider hereby agree as follows:

1. Contractor shall provide all equipment to be installed as listed below:

EQUIPMENT

- a. Qty. 90: Longi 545W PV Panels (LR5-72HBD-545M0)
- b. Qty. 4: SolarEdge 10kW Inverter (SE10000H-US)
- c. Qty. 90: SolarEdge Optimizer (U650)
- d. Roof Mount Racking System
- e. Qty. 1: 200A Fused Disconnect, Outdoor Rated
- f. Qty. 1: 200A Service Panel with Circuit Breakers

2. Contractor shall apply on Owner's behalf and pay for:

- a. Interconnection agreement with: Otter Tail Power Company
- b. Electrical Generation Contract with: Otter Tail Power Company
- c. Electrical Permits & Inspection
- d. Building Permits & Inspection

3. Contract Price. Total Contract Price is: \$106,439.14

4. Description of the Project and Description of the Significant Materials to be Used and Equipment to be Installed:

DESCRIPTION

Installation of roof-mounted 49.05kW DC DC Solar Energy System using 90 Longi 545W PV Panels, 90 SolarEdge Optimizers, four SolarEdge 10kW inverters, 200A Service Panel, and 200A Fused disconnect. Interconnection application will be submitted and facilitated on Owner's behalf with Otter Tail Power Company.

5. **Warranty provided by Manufacturer** and repairs performed by Holsen Solar at no cost to Owner for the duration of specific manufacturer warranty.
6. **Schedule of Progress Payments.** Owner shall make the following progress payments when the work, services, materials and/or equipment has been provided:
 - a. **Milestone #1:** Initial deposit - 10% of Contract Price (\$10,643.91) - Due upon signing of this contract. Electrician site visit, engineering, electrical diagrams, project plan and schedule created, meeting with grid provider.
 - b. **Milestone #2:** Project Commencement - 70% of contract price (\$74,507.40) - Due 6 weeks before on-site installation begins. Interconnection application initiated, electrical and building permitting, materials ordered, installation of system.
 - c. **Milestone #3:** Mechanical Completion - 10% of contract price (\$10,643.91) - Due upon mechanical completion of system.
 - d. **Milestone #4:** Commissioning of System - 10% of contract price (\$10,643.92) - Due upon final permit approval, interconnection complete, grid tie-in, and commissioning of system.
7. **Late Charge and Service Charge.** A late charge in the amount of \$150.00 will be charged on all Late Payments under this Agreement. "Late Payments" are defined as any payment not received within 14 days of invoice date.
8. **Schedule:**
 - a. Definition Substantial Commencement of Work: Shall occur when Contractor first supplies materials to job site, or begins physical installation of system.
 - b. Definition Construction Completion: When contractor has completed construction phase of project and is prepared for city/county and utility inspection.
 - c. Contractor shall be entitled to an extension of the construction time due to the following: holidays; acts of god; acts of public utilities; governmental bodies, or inspectors; inclement weather; accidents; delay in receipt of solar panels from manufacturer, shortage of labor or materials; additional time required for change orders and additional work; vandalism; Owner's failure to provide Contractor with continual uninterrupted access to job site; delays caused by Owner, Owner's design professionals, agents, and separate contractors, jurisdictional delays, scheduling conflicts; and other delays unavoidable or beyond the control of the Contractor.
9. **Contractor's Performance.** Contractor shall furnish all labor and materials to perform the Project as described in Section 4 above in a good and workmanlike manner for the Contract Price subject to the Exclusions set forth below in Section 11 below. All work shall be performed during normal working hours. If Owner desires work to be done on weekends or non-business hours (before 7AM or after 6PM). Owner will be charged

additional fees to cover overtime wages. Non-standard working hours work will require a signed change order prior to commencement of work.

10. Workmanship Warranty. The Contractor warrants that all Work will be performed in a workmanlike manner and will be free from defects in materials and workmanship for a period of ten (10) years from the date of completion. This warranty is provided in compliance with the Minnesota Statutes, Chapter 327A.

a. Scope of Warranty. This warranty includes:

- i. Defects caused by faulty workmanship or materials.
- ii. Violations of applicable building codes in effect at the time of construction.

b. Exclusions. This warranty does not cover:

- i. Damage caused by normal wear and tear, natural disasters, or owner neglect.
- ii. Defects caused by improper maintenance or alterations made by the owner or a third party.

c. Owner's Obligations.

- i. Operate the system as instructed by Holsen Solar and follow any maintenance recommendations
- ii. Notify Holsen Solar within 30 days of discovering a potential issue covered under this warranty
- iii. Allow Holsen Solar reasonable access to inspect and perform any required warranty repairs

d. Limitations. The Contractor's liability under this warranty is limited to the repair or replacement of defective work. The Contractor is not responsible for any incidental or consequential damages.

e. Dispute Resolution. Any disputes arising under this warranty will be resolved in accordance with the procedures outlined in Minnesota Statutes, Chapter 327A.

11. Owner Acknowledgements Regarding Items Excluded from Project Scope. Owner acknowledges and agrees that Contractor's scope of work on this Project does not Include the following works:

a. Standard Exclusions:

- i. Any cost associated with municipal design or architectural review, or other specialty permits. This includes: cost to attend any public hearings, notification of neighbors, or additional drawings required.
 - ii. Correction of concealed substandard framing.
 - iii. Any expenses incurred to correct pre-existing deficient conditions or code violations.
 - iv. Removal and replacement of existing dry rot or insect infestation.
 - v. Moving any of Owner's property around the site.
 - vi. Removal of any Asbestos that Contractor may be exposed to during construction.
 - vii. Cost to replace or source broken roof tiles.
 - viii. Failure of surrounding part of existing structure, despite Contractor's good faith efforts to minimize damage, such as plaster or drywall cracking and popped nails in adjacent rooms or blockage of pipes or plumbing fixtures caused by loosened rust within pipes.
 - ix. Owner acknowledges that Contractor is not responsible for pre-existing roof condition and normal wear and tear during installation. Contractor recommends that Owner replace roof that has less than 10-years of expected usable lifetime prior to commencement of project. Composite roofs typically have 20-30 years of usable life. Flat roofs range from 10-20 years.
 - x. Risk of loss or theft of solar panels after delivery of solar panels and other construction materials to the Project site.
- b. Project Specific Exclusions.
- i. No upgrade of Owner's existing electrical service/panel or building electrical grounding system, unless otherwise stated in project scope.
 - ii. No painting of conduit or other electrical boxes, unless otherwise stated in project scope.
 - iii. Any required structural reinforcement of roof.
 - iv. Installation of any smoke detectors, sprinklers, or life safety equipment required by city/county due to this project.

- v. Any removal or relocation of equipment, obstacles or vegetation in the vicinity of equipment or components.
- vi. Any digging, trenching or excavation work, unless otherwise stated in project scope.
- vii. Preparation or implementation of a Stormwater Pollution and Prevention Plan if required by city/county.
- viii. Repair of damage to concealed underground pipes, conduits and utilities or other underground equipment not physically staked out by Owner or located and marked by Gopher State One Call. (Contractor will procure the services of Gopher State One Call to assist in locating underground utilities but Contractor is not liable for items not located by said service or Owner).

12. Owner Responsibilities. Owner agrees to provide the following:

- a. Owner to allow Contractor use of Owner's utilities (electric and water) while on job site;
- b. Owner is responsible for granting utility any required access to property, meter, and system. Any failure or delay of owner to meet utility access requirements is not the responsibility of contractor.
- c. Owner is responsible for making sure property is ready for city/county and utility inspection (includes execution of Interconnection Agreement) within 30 days of Construction Completion.
- d. PREEXISTING CODE VIOLATIONS: If any pre-existing violations prevent the execution of the interconnection agreement, then Owner agrees to fix such violations within thirty (30) days after receiving notice thereof from Contractor.
- e. Owner agrees to promptly furnish Contractor with all details and decisions about unspecified construction decisions, and to consent to or deny changes in the scope of work that may arise so as not to delay the progress of the work.
- f. Owner bears risk of loss or theft of solar panels and other construction materials after they are delivered to Project site. Owner should provide a safe location for Contractor to store construction materials during installation.
- g. Preparation or implementation of a Stormwater Pollution and Prevention Plan if required by city/county.

- h. Physically stake out any concealed underground pipes, conduits and utilities or other underground equipment prior to commencement of work. Owner liable for repair of all damaged, concealed underground pipes, conduits and utilities or other underground equipment not physically staked out by Owner or not.

13. Notes and Clarifications. Owner understands and acknowledges the following items:

- a. Contractor has no control over the speed at which the Rebate / Tax Credits will be paid to Owner. Contractor agrees to furnish, complete, and submit required paperwork in a timely manner.
- b. Owner grants Contractor permission to use photos, system technical details, owner's last name and city in marketing materials.
- c. Owner agrees to allow Contractor to post sign or banner on or in front of building during course of construction.
- d. If any web-based data monitoring/information technology is included as part of the scope of work, the lump sum Contract Price referred to in Section 3 above includes 4 hours of Installation time and troubleshooting. Any additional time required to install the data monitoring software or hardware will be billed as extra work as rates outlined in Section 17 below.
- e. Owner is responsible for providing a wired or wireless connection to the local area network and internet connectivity at the location of the Inverter for data monitoring equipment, when DATA MONITORING is included in this agreement.
- f. Please note the system cannot be turned on until passing utility inspection (see Section 14 below).
- g. Contractor is not liable for damage to equipment (including but not limited to solar modules and inverters) caused by electrical grid fluctuations.
- h. Any necessary trenching will be performed using walk behind or drive behind trenching machines. Trench can be up to 28" deep. Owner agrees to allow Contractor to excavate the most direct path possible between any two points. The repair of any underground irrigation conduits damaged during construction is not included and will be billed as extra work.

14. Interconnection Agreement and Utility Inspection. The system to be installed under this Agreement cannot be activated until Owner executes an Interconnection(Net Metering) Agreement with the utility having jurisdiction of the subject property, allowing

the system to be legally connected to the utility's grid. Contractor will file the Interconnection agreement on the owners behalf. In addition the utility having jurisdiction will likely require an inspection of the system prior to interconnection. Inspection usually occurs from 1-4 weeks after passing city/county building inspection.

- 15. Extra Work/Change Orders.** Should Owner, Owner's agent, Owner's design professional, the construction lender or any public body or inspector direct any modification or addition to the work covered by this Contract, the cost shall be added to the Contract Price. The cost of the Change Order will include the direct labor, material and subcontracted costs plus supervision, general conditions, overhead and profit. If there is a deductive Change Order, the direct costs of the change will be credited back to the Owner. Expenses incurred because of unusual or unanticipated conditions (such as inadequate roof support structure or inadequate electrical service) shall be paid for by Owner as extra work. No Extras or Change Order work shall be required to be performed without prior written authorization of Owner. Any Change Order for extra work shall be paid in full as provided in the Change Order or if not specifically state, at the completion of the extra work covered by the Change Order.

16. **Rates Charged for Allowance Only and Time & Materials Work.** Contractor's rates for work performed at regular hourly rates(not overtime) on allowance items, on a time and materials basis, or for extra work, shall be as follows: Installer: \$100.00 per hour Designer: \$125.00 per hour Clerical: \$100.00 per hour Laborer: \$125.00 per hour Data Monitoring/IT: \$125.00 per hour Project Manager: \$150.00 per hour Subcontractor performed work at amount charged by Subcontractor- Materials at cost On all of the foregoing, Contractor shall charge Owner a markup of 15% for overhead and 10% for profit.

- 17. Persons Authorized to Sign Change Orders.** The following people are authorized to sign Change Orders:

FOR OWNER:
CITY OF FRAZEE
Stephanie Poegel

FOR CONTRACTOR:

18. **Owner Termination.** Should Owner seek to terminate this Agreement for any reason other than Contractor's breach after Contractor initiated design process, substantially commenced its work, or purchased project specific materials Owner shall then be in material default hereunder and Contractor shall be entitled to retain the deposit (which shall be applied against Contractor's damages) and may recover from Owner all other damages allowable under law such as: labor costs, design and permitting costs, and materials purchased. Owner will also be charged a restocking fee of 25% for any materials ordered by Contractor prior to termination.
19. **Contractor Termination or Suspension of Work.** Contractor shall have the right to stop all work on the Project and keep the job idle if payments are not made to Contractor strictly in accordance with the Payment Schedule in this Agreement, or if Owner repeatedly fails or refuses to furnish Contractor with access to the job site and/or product selections or information necessary for the advancement of Contractor's work. Simultaneous with stopping work on the project, the Contractor shall give Owner written notice of the nature of Owner's material breach of this Agreement and shall also give the Owner a 14-day period in which to cure this breach of contract. Owner to follow this same notice procedure with Contractor if Owner alleges Contractor is in material breach of this Agreement.
20. **Owner Supplied Fixtures and Materials.** Contractor cannot and will not warrant any Owner supplied materials or owner performed labor (whether new or used). If Owner-supplied fixtures or materials fail due to a defect in the materials or fixtures themselves, Contractor will charge for all labor and materials required to repair or replace both the defective materials or fixtures, and any surrounding work that is damaged by these defective materials or fixtures.
21. **Arbitration.** Any and all claims and disputes arising out of or related to the Contract shall be resolved by binding arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association then in effect. The demand for arbitration shall be filed in writing with the other party to the Contract and with the American Arbitration Association. No demand for arbitration shall be made after the date when the institution of legal or equitable proceedings based on such claim would be barred by the applicable statute of limitations. An award rendered by an arbitrator(s) may include an award of attorney's fees, costs and pre award interest at the legal rate, in addition to any other relief granted.
22. **Attorneys Fees.** The prevailing party in any arbitration or legal proceeding related to this Agreement shall be entitled to payment of reasonable attorney's fees and expert costs.
23. **Entire Agreement and Severability.** The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. If any conflict should arise between the plans, specifications, addenda to plans, and this Agreement, then the terms

and conditions of this Agreement shall be controlling and binding upon the parties to this Agreement. In the event that any provision of this Agreement is at any time held by a Court to be invalid or unenforceable, the parties agree that all other provisions of this Agreement will remain in full force and effect. Any future modification of this Agreement should be made in writing and executed by Owner and Contractor.

24. Additional Required Legal Notices. Information and Disclosures. Contractor provides the following information, notices and disclosures to Owner as required by applicable law which is expressly incorporated as part of this Contract.

- a. Notice about Extra Work and Change Orders. Extra Work and Change Orders become part of the contract once the order is prepared in writing and signed by the parties. The order must describe the scope of the extra or change, the cost to be added or subtracted from the contract, and the effect the order will have on the schedule of progress payments. Change orders required by the building department at the jobsite shall be considered incorporated into the contract without being signed by both parties.
- b. Lien Releases. Upon satisfactory payment being made for a portion of the work performed, Contractor shall, prior to any further payment being made, furnish Owner a full and unconditional release from any claim of mechanic's lien for that portion of the work for which payment has been made.
- c. Notice concerning Commercial General Liability Insurance (CGL). This contractor carries commercial general liability insurance written by HLE Insurance.
- d. Notice concerning Workers' Compensation Insurance. This contractor carries workers' compensation insurance for all employees.
- e. Notice about Performance of Extra or Change Order Work:
 - i. Owner may not require Contractor to perform extra or change-order work without providing written authorization prior to the commencement of any work covered by the new change order;
 - ii. Extra work or a change order is not enforceable against Owner unless the change order also identifies all of the following in writing prior to the commencement of any work covered by the new change order:
 1. The scope of work encompassed by the order.
 2. The amount to be added or subtracted from the contract.

3. The effect the order will make in the progress payments or the completion date.

- iii. Contractor's failure to comply with the requirements of this paragraph does not preclude the recovery of compensation for work performed based upon legal or equitable remedies designed to prevent unjust enrichment.
- f. Notice to Buyer/Owner. You are entitled to a completely filled in copy of this agreement, signed by both you and the Contractor, before any work may start.
- g. Right to Require Contractor to Provide Performance and Payment Bond. Owner has a right to require Contractor to have a performance and payment bond for the project. The cost of the premium for such performance and payment bond would be an extra cost to Owner in addition to the Contract Price. Owner has elected not to request Contractor provide a performance and payment bond.

I have read and understood, and I agree to, all of the terms and conditions in the Agreement above.

City of Frazee

Jessica Grondahl

Stephanie Poegel (Signature)

COO, Holsen Solar (Signature)

Date Signed

Date Signed

ESTIMATE

BWRH Ltd
1709 1st Ave N Ste M
Fargo, ND 58102

jess@holsensolar.com
+1 (701) 219-5038
www.holsensolar.com



Bill to
City of Frazee

Ship to
City of Frazee
515 Birch Ave W
Frazee, MN 56544

Estimate details

Estimate no.: 515-SOLAR
Estimate date: 07/02/2025

#	Product or service	Description	Qty	Rate	Amount
1.	Solar Energy System	40.0kW AC/49.05kW DC Solar System • Interconnection Agreement and Fees • Permits and Fees • All work done by licensed Electrician • Visual Power Disconnect	1	\$0.00	\$0.00
2.	Solar Panel	Longi 545W Bifacial Commercial PV Panel (LR5-72HBD-545M) Qualifies for Domestic Content Bonus 12 Year Panel Warranty 30 Year Linear Performance Warranty	90	\$240.50	\$21,645.00
3.	Inverter	SolarEdge 10kW Inverter (SE10000H-US) (240V) Qualifies for Domestic Content Bonus 12 Year Warranty	4	\$3,332.16	\$13,328.64
4.	Materials	SolarEdge Optimizer (U650)	90	\$143.00	\$12,870.00
5.	Interconnection	Interconnection Application Submission (Includes fees paid to utility)	1	\$400.00	\$400.00
6.	Labor	Solar System Installation	360	\$100.00	\$36,000.00
7.	Services	Electrical Engineering - Stamped Electrical Drawings of Solar Energy System	20	\$250.00	\$5,000.00
8.	Racking System	Iron Ridge Pitched Roof Aluminum Solar Racking (priced per panel) Qualifies for Domestic Content Bonus	90	\$104.00	\$9,360.00
9.					

	Services	Permitting (Includes electrical and building permit application, inspection, fees)	1	\$2,000.00	\$2,000.00
10.	Materials	200A Service Panel with Circuit Breakers	1	\$910.00	\$910.00
11.	Materials	200A Fused Disconnect, Outdoor Rated	1	\$850.00	\$850.00
12.	Materials		1	\$4,075.50	\$4,075.50
Total					\$106,439.14

Accepted date

Accepted by



Design 1 Cooperative Purchasing Connection - Frazee, 515 Birch Ave W, Frazee, MN 56544

Report

Project Name	Cooperative Purchasing Connection - Frazee
Project Address	515 Birch Ave W, Frazee, MN 56544
Prepared By	Benjamin Holsen holsenb@gmail.com

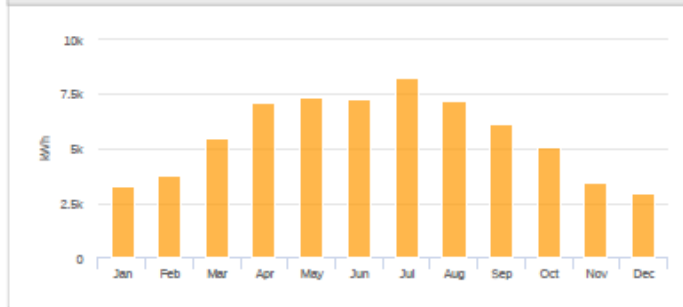
System Metrics

Design	Design 1
Module DC Nameplate	49.60 kW
Inverter AC Nameplate	40.00 kW Load Ratio: 1.24
Annual Production	67.34 MWh
Performance Ratio	84.3%
kWh/kWp	1,357.8
Weather Dataset	TMY, 10km Grid (46.75,-95.75), NREL (prospector)
Simulator Version	8b72228b6a-e1244220b1- 10c7654d6d-87297510be

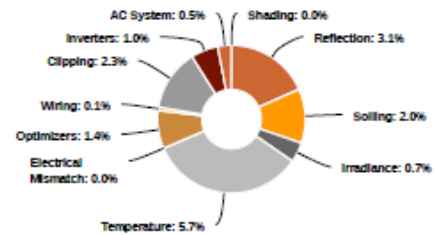
Project Location



Monthly Production



Sources of System Loss





⚡ Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m²)	Annual Global Horizontal Irradiance	1,353.5	
	POA Irradiance	1,610.8	19.0%
	Shaded Irradiance	1,610.5	0.0%
	Irradiance after Reflection	1,561.0	-3.1%
	Irradiance after Soiling	1,529.8	-2.0%
	Total Collector Irradiance	1,529.8	0.0%
Energy (kWh)	Nameplate	75,886.6	
	Output at Irradiance Levels	75,330.3	-0.7%
	Output at Cell Temperature Derate	71,029.1	-5.7%
	Output after Electrical Mismatch	71,028.7	0.0%
	Optimizer Output	70,034.2	-1.4%
	Optimal DC Output	69,943.8	-0.1%
	Constrained DC Output	68,367.3	-2.3%
	Inverter Output	67,678.7	-1.0%
	Energy to Grid	67,340.3	-0.5%
Temperature Metrics			
Avg. Operating Ambient Temp		9.2 °C	
Avg. Operating Cell Temp		24.5 °C	
Simulation Metrics			
Operating Hours		4665	
Solved Hours		4665	

☁ Condition Set												
Description		Condition Set 1										
Weather Dataset		TMY, 10km Grid (46.75, -95.75), NREL (prospector)										
Solar Angle Location		Meteo Lat/Lng										
Transposition Model		Perez Model										
Temperature Model		Sandia Model										
Temperature Model Parameters	Rack Type	a	b	Temperature Delta								
	Fixed Tilt	-3.56	-0.075	3°C								
	Flush Mount	-2.81	-0.0455	0°C								
	East-West	-3.56	-0.075	3°C								
	Carport	-3.56	-0.075	3°C								
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	2	2	2	2	2	2	2	2	2	2	2	2
Irradiation Variance		5%										
Cell Temperature Spread		4° C										
Module Binning Range		-2.5% to 2.5%										
AC System Derate		0.50%										
Module & Component Characterizations	Type	Component						Characterization				
	Module	LR5-72HBD-545M (2024) (Longi)						Spec Sheet Characterization, PAN				
	Inverter	SE10000H-US (Hub) (240V) (SolarEdge)						Spec Sheet				
	Buck Boost Optimizer	U650 B (Solar Edge)						Mfg Spec Sheet				



Components		
Component	Name	Count
Inverters	SE10000H-US (Hub) (240V) (SolarEdge)	4 (40.00 kW)
Strings	10 AWG (Copper)	11 (587.3 ft)
Optimizers	U550 B (Solar Edge)	91 (59.15 kW)
Module	Longi, LRS-72HBD-545M (2024) (545W)	91 (49.60 kW)

Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	7-9	Along Racking

Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Flush Mount	Landscape (Horizontal)	30°	180°	0.0 ft	1x1	91	91	49.60 kW



Detailed Layout2





P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

Waters Trails Shops Parks

City Phone: 218-334-4991 | City Fax: 218-334-4992

RESOLUTION No. 0813-2025E

A RESOLUTION TO SUPPORT SEEKING SOLAR PROJECT FINANCING FROM WEST CENTRAL INITIATIVE

WHEREAS; West Central Initiative has worked with city staff to analyze energy use and solar potential for City of Frazee Public Works Building; and

WHEREAS, West Central Initiative staff have analyzed the potential for solar and an expected project cost of \$106,439.14 and expected project incentives of \$102,576.00; and

WHEREAS, the project will save the City of Frazee \$\$182,954 in energy costs over the project's lifetime; and

WHEREAS, West Central Initiative has prepared a financing mechanism to support small communities with a 0% interest loan, no origination fee, and flexible terms for payback; and

WHEREAS; West Central Initiative has identified MN Statutes' MN 475.521 and MN 412.301, which allow municipalities to receive loan capital for purchasing the solar array equipment; and

WHEREAS, the West Central Initiative loan will cover all up-front project expenses from the Holsen Solar Proposal;

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

1. Accepts to move forward with loan financing from West Central Initiative for the solar installation on the City of Frazee Public Works Building

THEREFORE, BE IT KNOWN; Adoption of this resolution this 13th of August, 2025 by the City Council of Frazee. With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

Mike Sharp,
Mayor

Stephanie Poegel,
City Administrator

Old Business

ARMER GRANT CONTRACT AGREEMENT



Minnesota Department of Public Safety ("State") Emergency Communication Networks Division 445 Minnesota Street, Suite 1725 St. Paul, MN 55101	Grant Program: 2024-2026 Allied Radio Matrix for Emergency Response (ARMER) Equipment Grant Program Grant Contract Agreement No.: A-DECN-ARMER-2024-FRAZEECI-016
Grantee: City of Frazee 222 Main Ave W Frazee, MN 56544-0001	Grant Contract Agreement Term: Effective Date: 11/1/2024 Expiration Date: 6/30/2026
Grantee's Authorized Representative: Adam Walker, Chief Frazee Fire Department 222 Main Ave W Frazee, MN 56544-0001 Phone: 218-234-0532 Email: frazee.fire@frazeecity.com	Grant Contract Agreement Amount: Original Agreement \$ 38,887.91 Matching Requirement \$ 2,046.73
State's Authorized Representative: Rebecca Roberts, Grant Coordinator Minnesota Department of Public Safety, Emergency Communication Networks Division 445 Minnesota Street, Suite 1725 St. Paul, MN 55101 Phone: 612-280-2456 Email: rebecca.m.roberts@state.mn.us	Federal Funding: None FAIN: N/A State Funding: 2023 Minnesota Session Laws, Ch. 52, Art. 2, Sec. 3, Subd. 9(e) Special Conditions Attached and incorporated into this grant contract agreement. See page 3.

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: Per Minn. Stat. § 16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. § 16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved 2024-2026 Allied Radio Matrix for Emergency Response (ARMER) Equipment Grant Program Application ["Application"] which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 1725, St. Paul, MN 55101. The Grantee shall also comply with all requirements referenced in the 2024-2026 ARMER Equipment Grant Program Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.



Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No./ P.O. No.: A-DECN-ARMER-2024-FRAZEECI-016 / PO# 3000106163

Project No. (indicate N/A if not applicable): N/A

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: ADAM WALKER

Title: FIRE CHIEF

Date: 06 AUG 25

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

Budget Summary (Report)

Budget			
Budget Category		Award	Match
Equipment			
The Frazee Fire Department will purchase 10 new radios			
Total		\$38,887.91	\$2,046.73
		\$38,887.91	\$2,046.73
Total		\$38,887.91	\$2,046.73
Allocation		\$38,887.91	\$2,046.73
Balance		\$0.00	\$0.00

Old Business

RESOLUTION 0813-2025F – To ACCEPT GRANT TERMS AND CONDITIONS FOR THE ACTIVE TRANSPORTATION PROGRAM GRANT AGREEMENT SAP 003-590-003



Waters Trails Shops Parks

P.O. Box 387, 222 Main Ave. W., Frazee, MN 56544

City Phone: 218-334-4991 | City Fax: 218-334-4992

RESOLUTION No. 0813-2025F

A RESOLUTION TO ACCEPT GRANT TERMS AND CONDITIONS FOR THE ACTIVE TRANSPORTATION PROGRAM
GRANT AGREEMENT SAP 003-590-003
AUGUST 13, 2025

WHEREAS; the City of Frazee has applied to the Commissioner of Transportation for a grant from the Active Transportation Account; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be **\$613,334.00** by reason of the lowest responsible bid;

NOW, THEREFORE BE IT RESOLVED, that the City of Frazee does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.38, and will pay any additional amount by which the cost exceeds the estimate and will return to the Active Transportation Account any amount appropriated for the project but not required. The proper City officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

THEREFORE, BE IT KNOWN; Adoption of this resolution this 13th of August, 2025 by the City Council of Frazee. With the following voting:

	Daggett	Froeber	Kemper	Rader	Sharp
Aye					
Nay					
Abstain					
Absent					

Mike Sharp,
Mayor

Stephanie Poegel,
City Administrator



MnDOT Agreement No. 1060093
SAP No. 003-590-003

**STATE OF MINNESOTA
ACTIVE TRANSPORTATION PROGRAM
GRANT AGREEMENT**

This Grant Agreement (the "Agreement") is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and ("Grantee"):

Public Entity (Grantee) name, address and contact person:

City of Frazee

PO Box 387

Frazee MN 56544

Contact: Stephanie Poegel

RECITALS

1. Minn. Stat. § 174.38 authorizes State to enter into this Agreement.
2. General Funds were appropriated for the Active Transportation Program in Minnesota Laws 2023, Chapter 68- H.F. 2887.
3. Grantee has been awarded Active Transportation (AT) Program funds under Minn. Stat. § 174.38.
4. Grantee represents that it is duly qualified and agrees to perform all services described in this Agreement to the satisfaction of State. Pursuant to [Minn. Stat. § 16B.98](#), Subd. 1, Grantee agrees that administrative costs must be necessary and reasonable as a condition of this Agreement.
5. Pursuant to [Minn. Stat. § 16B.98](#), Subd. 5(d) and as a condition of this Agreement, Grantee agrees that it must clearly post on Grantee's website the names of, and contact information for, the organization's leadership and the employee or other persons who directly manage and oversee the grant.

AGREEMENT TERMS

- 1 **Term of Agreement, Survival of Terms, and Incorporation of Exhibits**
 - 1.1 **Effective Date.** This Agreement will be effective on the date State obtains all required signatures under [Minn. Stat. § 16B.98](#) Subd. 5. As required by [Minn. Stat. § 16B.98](#) Subd. 7, no payments will be made to Grantee until this Agreement is fully executed. Grantee must not begin work under this Agreement until this Agreement is fully executed and Grantee has been notified by State's Authorized Representative to begin the work.
 - 1.2 **Expiration Date.** This Agreement will expire on **December 31, 2028**, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
 - 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 8. Liability; 9. State Audits; 10. Government Data Practices; 11. Workers' Compensation; 12. Governing Law, Jurisdiction, and Venue; and 14. Data Disclosure.
 - 1.4 **Exhibits.** Exhibit A: Sources and Uses of Funds Schedule; Exhibit B: Grant Application; Exhibit C: Grantee Resolution Approving Grant Agreement are attached and incorporated into this Agreement.
- 2 **Grantee's Duties**
 - 2.1 Grantee will conduct activities in accordance with its grant application, or in the case of legislatively selected projects, in accordance with the enabling session law. Collectively, activities set forth in the grant project application and/or the enabling session law will be referred to as the "Project". See Exhibit B.
 - 2.2 Grantee will comply with all required grants management policies and procedures set forth through [Minn. Stat. § 16B.97](#), Subd. 4 (a) (1).
 - 2.3 **Asset Monitoring.** If Grantee uses funds obtained by this Agreement to acquire a capital asset, Grantee is required to use that asset for a public purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this Agreement without the prior written consent of State and an agreement executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

3 Time

3.1 Grantee must comply with all the time requirements described in this Agreement. In the performance of this grant Agreement, time is of the essence.

4 Consideration and Payment

4.1 **Consideration.** State will pay for all services performed by Grantee under this Agreement as follows:

4.1.1 **Compensation.** Grantee will be reimbursed for actual, incurred costs that are eligible under Minn. Stat. § 174.38. Grantee shall use this grant solely to reimburse itself for expenditures it has already made to pay for the costs of one or more of the activities listed under section 2.1.

4.1.2 **Sources and Uses of Funds.** Grantee represents to State that the Sources and Uses of Funds Schedule attached as Exhibit A accurately shows the total cost of the Project and all of the funds that are available for the completion of the Project. Grantee agrees that it will pay for any costs that are ineligible for reimbursement and for any amount by which the costs exceed State's total obligation in section 4.1.3. Grantee will return to State any amount appropriated but not required.

4.1.3 **Total Obligation.** The total obligation of State for all compensation and reimbursements to Grantee under this Agreement will not exceed \$613,344.00.

4.2 Payment

4.2.1 **Invoices.** Grantee will submit state aid pay requests for reimbursements requested under this Agreement. State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and State's Authorized Representative accepts the invoiced services.

4.2.2 **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

4.2.3 **State's Payment Requirements.** State will promptly pay all valid obligations under this Agreement as required by Minn. Stat. § 16A.124. State will make undisputed payments no later than thirty (30) days after receiving Grantee's invoices and progress reports for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Grantee within ten (10) days of discovering the error. After State receives the corrected invoice, State will pay Grantee within thirty (30) days of receipt of such invoice.

4.2.4 **Grant Monitoring Visit and Financial Reconciliation.** During the period of performance, State will make at least annual monitoring visits and conduct annual financial reconciliations of Grantee's expenditures.

4.2.4.1 State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided with at least seven (7) calendar days of notice prior to any monitoring visit or financial reconciliation.

4.2.4.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by State.

4.2.4.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

4.2.5 **Unexpended Funds.** Grantee must promptly return to State at grant closeout any unexpended funds that have not been accounted for in a financial report submitted to State.

4.2.6 **Closeout.** State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

4.3 **Contracting and Bidding Requirements.** If Grantee is a municipality as defined by Minn. Stat. § 471.345, Subd. 1, then Grantee shall comply with the requirements of Minn. Stat. § 471.345 for all procurement under this Agreement.

5 Conditions of Payment

All services provided by Grantee under this Agreement must be performed to State's satisfaction, as determined at the sole discretion of State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Grantee will not receive payment for work found by State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representatives**6.1 State's Authorized Representative is:**

Marc Briese,
 Programs Manager,
 MnDOT State Aid Office
 395 John Ireland Boulevard, MS 500
 St. Paul, MN 55155
 Office: 651-366-3802
marc.briese@state.mn.us

or his/her successor. State's Authorized Representative has the responsibility to monitor Grantee's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 Grantee's Authorized Representative is:

Stephanie Poegel, City Administrator, PO Box 387 Frazee MN 56544, 218-334-4991, cityadmin@frazeecity.com

If Grantee's Authorized Representative changes at any time during this Agreement, Grantee will immediately notify State.

7 Assignment Amendments, Waiver, and Grant Agreement Complete

- 7.1 Assignment.** Grantee may neither assign nor transfer any rights or obligations under this Agreement without the prior written consent of State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 7.2 Amendments.** Any amendments to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
- 7.3 Waiver.** If State fails to enforce any provision of this Agreement, that failure does not waive the provision or State's right to subsequently enforce it.
- 7.4 Grant Agreement Complete.** This Agreement contains all negotiations and agreements between State and Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.
- 7.5 Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.
- 7.6 Certification.** By signing this Agreement, Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

8 Liability

Grantee and State agree that each will be responsible for its own acts and the results thereof to the extent authorized by law, and neither shall be responsible for the acts of the other party and the results thereof. The liability of State is governed by the provisions of Minn. Stat. § 3.736. If Grantee is a "municipality" as that term is used in Minn. Stat. Chapter 466, then the liability of Grantee is governed by the provisions of Chapter 466. Grantee's liability hereunder shall not be limited to the extent of insurance carried by or provided by Grantee, or subject to any exclusion from coverage in any insurance policy.

9 State Audits

Under Minn. Stat. § 16B.98, Subd. 8, the Grantee's books, records, documents, and accounting procedures and practices of Grantee, or other party relevant to this Agreement or transaction, are subject to examination by State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

10 Government Data Practices

Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to

all data provided by State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by Grantee under this agreement. The civil remedies of [Minn. Stat. § 13.08](#) apply to the release of the data referred to in this clause by either Grantee or State.

11 Workers' Compensation

Grantee certifies that it is in compliance with [Minn. Stat. § 176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way State's obligation or responsibility.

12 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

13 Termination; Suspension

13.1 Termination by the State. State may terminate this Agreement with or without cause, upon thirty (30) days' written notice to Grantee. Upon termination, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

13.2 Termination for Cause. State may immediately terminate this grant Agreement if State finds that there has been a failure to comply with the provisions of this Agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

13.3 Termination for Insufficient Funding. State may immediately terminate this Agreement if:

13.3.1 It does not obtain funding from the Minnesota Legislature; or

13.3.2 If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to Grantee. State is not obligated to pay for any services that are provided after notice and effective date of termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. State will not be assessed any penalty if the Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. State will provide the Grantee notice of the lack of funding within a reasonable time of State's receiving that notice.

13.4 Suspension. State may immediately suspend this Agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

14 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

15 Fund Use Prohibited. Grantee will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent Grantee from utilizing these funds to pay any party who might be disqualified or debarred after Grantee's contract award on this Project.

16 Discrimination Prohibited by Minnesota Statutes § 181.59. Grantee will comply with the provisions of Minn. Stat. § 181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town,

township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.

- 17 **Limitation.** Under this Agreement, State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. State may provide technical advice and assistance as requested by Grantee, however, Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

18 Additional Provisions

18.1 **Prevailing Wages.** Grantee agrees to comply with all of the applicable provisions contained in Minn. Stat. Chapter 177, and specifically those provisions contained in Minn. Stat. § 177.41 through 177.435 as they may be amended or replaced from time to time with respect to the Project. By agreeing to this provision, Grantee is not acknowledging or agreeing that the cited provisions apply to the Project.

18.2 **E-Verification.** Grantee agrees and acknowledges that it is aware of Minn. Stat. § 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such order.

18.3 **Telecommunications Certification.** If federal funds are included in Exhibit A, by signing this Agreement, Grantee certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), Grantee does not and will not use any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Grantee will include this certification as a flow down clause in any contract related to this Agreement.

18.4 **Title VI/Non-discrimination Assurances.** Grantee agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. If federal funds are included in Exhibit A, Grantee will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. State may conduct a review of the Grantee's compliance with this provision. Grantee must cooperate with State throughout the review process by supplying all requested information and documentation to State, making Grantee staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by State.

18.5 **Use, Maintenance, Repair and Alterations.** Grantee shall not, without the written consent of State and the Commissioner, (i) permit or allow the use of any of the Property improved with these grant funds (the "Real Property") for any purpose other than in conjunction with or for nonmotorized transportation, (ii) substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in section (i), (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law,

ordinance, or regulation.

If Grantee fails to maintain the Real Property in accordance with this Section, State may perform whatever acts and expend whatever funds necessary to so maintain the Real Property, and Grantee irrevocably authorizes State to enter upon the Real Property to perform such acts as may be necessary to so maintain the Real Property. Any actions taken or funds expended by State shall be at its sole discretion, and nothing contained herein shall require State to take any action or incur any expense and State shall not be responsible, or liable to Grantee or any other entity, for any such acts that are performed in good faith and not in a negligent manner. Any funds expended by State pursuant to this Section shall be due and payable on demand by State and will bear interest from the date of payment by State at a rate equal to the lesser of the maximum interest rate allowed by law or 18% per year based upon a 365-day year.

[The remainder of this page has intentionally been left blank.]

GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Approval and Certifying Encumbrance as required by Minnesota Statutes § 16A.15 and 16C.05

By: _____

State Aid Programs Manager
(with delegated authority)

Date: _____

**DEPARTMENT OF TRANSPORTATION
CONTRACT MANAGEMENT**

By: _____

Date: _____

EXHIBIT A
SOURCES AND USES OF FUNDS SCHEDULE

SOURCES OF FUNDS		USES OF FUNDS	
Entity Supplying Funds	Amount	Expenses	Amount
State Funds:		Items Paid for with AT General Fund Grant	
2023 AT General Fund Grant, SAAS Acct 416	\$613,344.00		
Other:		Funds:	
		Construction of multi-use trail improvements	\$613,344.00
	\$		\$
	\$		\$
	\$		\$
Subtotal	\$613,344.00	Subtotal	\$613,344.00
Public Entity Funds:		Items paid for with Non-AT General Fund Grant Funds:	
Matching Funds		Construction of multi-use trail improvements	\$92,140.50
Local Match	\$15,888.75		
Other:			
LCCMR Grant Funds	\$76,251.75		
Subtotal	\$92,140.50	Subtotal	\$92,140.50
TOTAL FUNDS	\$705,484.50	= TOTAL PROJECT COSTS	\$705,484.50

EXHIBIT B

GRANT APPLICATION

Attach the grant application for the project

EXHIBIT C
GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

**Alexandria**610 Fillmore Street
Alexandria MN 56308

320.762.8149

Alexandria@Widseth.com

Widseth.com

CONFIRMATION OF REQUEST FOR ENGINEERING SERVICES

Client: City of Frazee**Location:** Frazee, MN**Service Request By:****Date:** August 4, 2025**Project:** Construction Services for SAP 003-590-003

Project Understanding and Scope of Services: The construction of a bituminous path along with supporting elements have been included in and bid under SAP 003-590-003. Utilizing State Bond Funds for construction requires adherences to certain requirements set forth in the plans and specifications. This agreement is for observation and documentation of construction of this project. It is assumed that this project will take approximately 4 weeks to construct.

Estimated Engineering Costs:

Construction Observation

Contract Administration

Construction Staking

Total

Widseth Labor & Expenses

\$30,000

\$ 8,000

\$ 6,000

\$44,000

Any service not specifically described herein to be performed, if mutually agreed to by the Owner and Widseth, will be considered an Additional Service.

Design Schedule: Based on our project understanding, Widseth's Scope of Services will be consistent with normal construction timelines and procedures for similar type projects.

Billing Method:☒ Hourly☐ Percentage**Billing Schedule:**☒ Monthly☐ Phased

Remarks: Billing to be on an hourly basis per attached Fee Schedule and General Provisions. Widseth will not exceed stated cost without additional authorization from client.

Widseth Smith Nolting & Associates, Inc. (dba Widseth) agrees to perform the described work as set forth above. The Client agrees to make payment for work performed within thirty (30) days after receipt of billing.

Submitted:**Approved:****WIDSETH**


 8/4/2025
 Kent Rohr
 Vice President

 City of Frazee
 Date

2025 FEE SCHEDULE

CLASSIFICATION	RATE
Engineer/Architect/Surveyor/Scientist/Wetland Specialist/Geographer/Project Manager	
Level I	\$140 / Hour
Level II	\$165 / Hour
Level III	\$192 / Hour
Level IV	\$200 / Hour
Level V	\$210 / Hour
Technician	
Level I	\$100 / Hour
Level II	\$120 / Hour
Level III	\$140 / Hour
Level IV	\$155 / Hour
Level V	\$170 / Hour
Computer Systems Specialist	\$180 / Hour
Senior Funding Specialist	\$145 / Hour
Marketing Specialist	\$123 / Hour
Funding Specialist	\$120 / Hour
Administrative Assistant	\$ 85 / Hour

OTHER EXPENSES	RATE
Mileage (Federal Standard Rate) <i>subject to IRS Guidelines</i>	
Meals/Lodging	Cost
Stakes & Expendable Materials	Cost
ATV 4-Wheeler Rental	\$100 / Day
ATV Side by Side Rental	\$200 / Day
Waste Water Sampler	\$40 / Day
ISCO Flow Recorder	\$80 / Day
Photoionization Detection Meter	\$100 / Day
Explosimeter	\$50 / Day
Product Recovery Equipment	\$35 / Day
Survey-Grade GPS (Global Positioning System)	\$75 / Hour
Mapping GPS (Global Positioning System)	\$150 / Day
Lath & Hubs	\$150 / Day
Soil Drilling Rig	\$35 / Hour
Groundwater Sampling Equipment	\$125 / Day
Hydrographic Survey System	\$500 / Day
Subcontractors	Cost plus 10%

REPRODUCTION COSTS	
Black & White Copies: 8-1/2" x 11"	\$0.10 Each
Black & White Copies: 11" x 17"	\$0.50 Each
Black & White Copies: 24" x 36"	\$3 Each
Color Copies: 8-1/2" x 11"	\$2 Each
Color Copies: 11" x 17"	\$4 Each
Color Copies: 24" x 36"	\$12 Each
Color Plots: 42" x 48"	\$22 Each

These rates are effective for only the year indicated and are subject to yearly adjustments which reflect equitable changes in the various components.

General Provisions of Professional Services Agreement

These General Provisions are intended to be used in conjunction with a letter-type Agreement or a Request for Services between Widseth Smith Notting & Assoc., Inc., a Minnesota Corporation, hereinafter referred to as WIDSETH, and a CLIENT, wherein the CLIENT engages WIDSETH to provide certain Architectural, and/or Engineering services on a Project.

As used herein, the term "this Agreement" refers to (1) the WIDSETH Proposal Letter which becomes the Letter Agreement upon its acceptance by the Client, (2) these General Provisions and (3) any attached Exhibits, as if they were part of one and the same document. With respect to the order of precedence, any attached Exhibits shall govern over these General Provisions, and the Letter Agreement shall govern over any attached Exhibits and these General Provisions. These documents supersede all prior communications and constitute the entire Agreement between the parties. Amendments to this Agreement must be in writing and signed by both CLIENT and WIDSETH.

ARTICLE 1. PERIOD OF SERVICE

The term of this Agreement for the performance of services hereunder shall be as set forth in the Letter Agreement. In this regard, any lump sum or estimated maximum payment amounts set forth in the Letter Agreement have been established in anticipation of an orderly and continuous progress of the Project in accordance with the schedule set forth in the Letter Agreement or any Exhibits attached thereto. WIDSETH shall be entitled to an equitable adjustment to its fee should there be an interruption of services, or amendment to the schedule.

ARTICLE 2. SCOPE OF SERVICES

The scope of services covered by this Agreement shall be as set forth in the Letter Agreement or a Request for Services. Such scope of services shall be adequately described in order that both the CLIENT and WIDSETH have an understanding of the expected work to be performed.

If WIDSETH is of the opinion that any work they have been directed to perform is beyond the Scope of this Agreement, or that the level of effort required significantly exceeds that estimated due to changed conditions and thereby constitutes extra work, they shall notify the CLIENT of that fact. Extra work, additional compensation for same, and extension of time for completion shall be covered by a revision to the Letter Agreement or Request for Services and entered into by both parties.

ARTICLE 3. COMPENSATION TO WIDSETH

A. Compensation to WIDSETH for services described in this Agreement shall be on a Lump Sum basis, Percentage of Construction, and/or Hourly Rate basis as designated in the Letter Agreement and as hereinafter described.

1. A Lump Sum method of payment for WIDSETH's services shall apply to all or parts of a work scope where WIDSETH's tasks can be readily defined and/or where the level of effort required to accomplish such tasks can be estimated with a reasonable degree of accuracy. The CLIENT shall make monthly payments to WIDSETH within 30 days of date of invoice based on an estimated percentage of completion of WIDSETH's services.
2. A Percentage of Construction or an Hourly Rate method of payment of WIDSETH's services shall apply to all or parts of a work scope where WIDSETH's tasks cannot be readily defined and/or where the level of effort required to accomplish such tasks cannot be estimated with any reasonable degree of accuracy. Under an Hourly Rate method of payment, WIDSETH shall be paid for the actual hours worked on the Project by WIDSETH technical personnel times an hourly billing rate established for each employee. Hourly billing rates shall include compensation for all salary costs, payroll burden, general, and administrative overhead and professional fee. In a Percentage of Construction method of payment, final compensation will be based on actual bids if the project is bid and WIDSETH's estimate to the CLIENT if the project is not bid. A rate schedule shall be furnished by WIDSETH to CLIENT upon which to base periodic payments to WIDSETH.
3. In addition to the foregoing, WIDSETH shall be reimbursed for items and services as set forth in the Letter Agreement or Fee Schedule and the following Direct Expenses when incurred in the performance of the work:
 - (a) Travel and subsistence.
 - (b) Specialized computer services or programs.
 - (c) Outside professional and technical services with cost defined as the amount billed WIDSETH.
 - (d) Identifiable reproduction and reprographic costs.
 - (e) Other expenses for items such as permit application fees, license fees, or other additional items and services whether or not specifically identified in the Letter Agreement or Fee Schedule.
4. The CLIENT shall make monthly payments to WIDSETH within 30 days of date of invoice based on computations made in accordance with the above charges for services provided and expenses incurred to date, accompanied by supporting evidence as available.

B. The CLIENT will pay the balance stated on the invoice unless CLIENT notifies WIDSETH in writing of the particular item that is alleged to be incorrect within 15 days from the date of invoice, in which case, only the disputed item will remain undue until resolved by the parties. All accounts unpaid after 30 days from the date of original invoice shall be subject to a service charge of 1 % per month, or the maximum amount authorized by law, whichever is less. WIDSETH shall be entitled to recover all reasonable costs and disbursements, including reasonable attorneys fees, incurred in connection with collecting amount owed by CLIENT. In addition, WIDSETH may, after giving seven days written notice to the CLIENT, suspend services and withhold deliverables under this Agreement until WIDSETH has been paid in full for all amounts then due for services, expenses and charges. CLIENT agrees that WIDSETH shall not be responsible for any claim for delay or other consequential damages arising from suspension of services hereunder. Upon payment in full by Client and WIDSETH's resumption of services, the time for performance of WIDSETH's services shall be equitably adjusted to account for the period of suspension and other reasonable time necessary to resume performance.

ARTICLE 4. ABANDONMENT, CHANGE OF PLAN AND TERMINATION

Either Party has the right to terminate this Agreement upon seven days written notice. In addition, the CLIENT may at any time, reduce the scope of this Agreement. Such reduction in scope shall be set forth in a written notice from the CLIENT to WIDSETH. In the event of unresolved dispute over change in scope or changed conditions, this Agreement may also be terminated upon seven days written notice as provided above.

In the event of termination, and upon payment in full for all work performed and expenses incurred to the date of termination, documents that are identified as deliverables under the Letter Agreement whether finished or unfinished shall be made available by WIDSETH to the CLIENT pursuant to Article 5, and there shall be no further payment obligation of the CLIENT to WIDSETH under this Agreement except for payment of an amount for WIDSETH's anticipated profit on the value of the services not performed by WIDSETH and computed in accordance with the provisions of Article 3 and the Letter Agreement.

In the event of a reduction in scope of the Project work, WIDSETH shall be paid for the work performed and expenses incurred on the Project work thus reduced and for any completed and abandoned work, for which payment has not been made, computed in accordance with the provisions of Article 3 and the Letter Agreement.

ARTICLE 5. DISPOSITION OF PLANS, REPORTS AND OTHER DATA

All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by WIDSETH or its consultants are Instruments of Service and shall remain the property of WIDSETH or its consultants, respectively. WIDSETH and its subconsultants retain all common law, statutory and other reserved rights, including, without limitation, copyright. WIDSETH and its subconsultants maintain the right to determine if production will be made, and allowable format for production, of any electronic media or data to CLIENT or any third-party. Upon payment in full of monies due pursuant to the Agreement, WIDSETH shall make hard copies available to the CLIENT, of all documents that are identified as deliverables under the Letter Agreement. If the documents have not been finished (including, but not limited to, completion of final quality control), then WIDSETH shall have no liability for any claims expenses or damages that may arise out of items that could have been corrected during completion/quality control. Any Instruments of Service provided are not intended or represented to be suitable for reuse by the CLIENT or others on extensions of the Project or any other project. Any modification or reuse without written verification or adaptation by WIDSETH for the specific purpose intended will be at CLIENT's sole risk and without liability or legal exposure to WIDSETH. CLIENT shall indemnify, defend and hold harmless WIDSETH from any and all suits or claims of third parties arising out of use of unfinished documents, or modification or reuse of finished documents, which is not specifically verified, adapted, or authorized in writing by WIDSETH. This indemnity shall survive the termination of this Agreement.

Should WIDSETH choose to deliver to CLIENT documents in electronic form, CLIENT acknowledges that differences may exist between any electronic files delivered and the printed hard-copy. Copies of documents that may be relied upon by CLIENT are limited to the printed hard-copies that are signed and/or sealed by WIDSETH. Files in electronic form are only for convenience of CLIENT. Any conclusion or information obtained or derived from such electronic documents will be at user's sole risk. CLIENT acknowledges that the useful life of some forms of electronic media may be limited because of deterioration of the media or obsolescence of the computer hardware and/or software systems. Therefore, WIDSETH makes no representation that such media will be fully usable beyond 30 days from date of delivery to CLIENT.

ARTICLE 6. CLIENT'S ACCEPTANCE BY PURCHASE ORDER OR OTHER MEANS

In lieu of or in addition to signing the acceptance blank on the Letter Agreement, the CLIENT may accept this Agreement by permitting WIDSETH to commence work on the project or by issuing a purchase order signed by a duly authorized representative. Such purchase order shall incorporate by reference the terms and conditions of this Agreement. In the event of a conflict between the terms and conditions of this Agreement and those contained in the CLIENT's purchase order, the terms and conditions of this Agreement shall govern. Notwithstanding any purchase order provisions to the contrary, no warranties, express or implied, are made by WIDSETH.

WIDSETH
ARCHITECTS • ENGINEERS
SCIENTISTS • SURVEYORS

ARTICLE 7. CLIENT'S RESPONSIBILITIES

A. To permit WIDSETH to perform the services required hereunder, the CLIENT shall supply, in proper time and sequence, the following at no expense to WIDSETH:

1. Provide all program, budget, or other necessary information regarding its requirements as necessary for orderly progress of the work.
2. Designate in writing, a person to act as CLIENT's representative with respect to the services to be rendered under this Agreement. Such person shall have authority to transmit instructions, receive instructions, receive information, interpret and define CLIENT's policies with respect to WIDSETH's services.
3. Furnish, as required for performance of WIDSETH's services (except to the extent provided otherwise in the Letter Agreement or any Exhibits attached hereto), data prepared by or services of others, including without limitation, core borings, probes and subsurface explorations, hydrographic and geohydrologic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; and other special data not covered in the Letter Agreement or any Exhibits attached hereto.
4. Provide access to, and make all provisions for WIDSETH to enter upon publicly or privately owned property as required to perform the work.
5. Act as liaison with other agencies or involved parties to carry out necessary coordination and negotiations; furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.
6. Examine all reports, sketches, drawings, specifications and other documents prepared and presented by WIDSETH, obtain advice of an attorney, insurance counselor or others as CLIENT deems necessary for such examination and render in writing, decisions pertaining thereto within a reasonable time so as not to delay the services of WIDSETH.
7. Give prompt written notice to WIDSETH whenever CLIENT observes or otherwise becomes aware of any development that affects the scope of timing of WIDSETH's services or any defect in the work of Construction Contractor(s), Consultants or WIDSETH.
8. Initiate action, where appropriate, to identify and investigate the nature and extent of asbestos and/or pollution in the Project and to abate and/or remove the same as may be required by federal, state or local statute, ordinance, code, rule, or regulation now existing or hereinafter enacted or amended. For purposes of this Agreement, "pollution" and "pollutant" shall mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Hazardous or toxic waste means any substance, waste pollutant or contaminant now or hereafter included within such terms under any federal, state or local statute, ordinance, code, rule or regulation now existing or hereinafter enacted or amended. Waste further includes materials to be recycled, reconditioned or reclaimed.

If WIDSETH encounters, or reasonably suspects that it has encountered, asbestos or pollution in the Project, WIDSETH shall cease activity on the Project and promptly notify the CLIENT, who shall proceed as set forth above. Unless otherwise specifically provided in the Letter Agreement, the services to be provided by WIDSETH do not include identification of asbestos or pollution, and WIDSETH has no duty to identify or attempt to identify the same within the area of the Project.

With respect to the foregoing, CLIENT acknowledges and agrees that WIDSETH is not a user, handler, generator, operator, treater, storer, transporter or disposer of asbestos or pollution which may be encountered by WIDSETH on the Project. It is further understood and agreed that services WIDSETH will undertake for CLIENT may be uninsurable obligations involving the presence or potential presence of asbestos or pollution. Therefore, CLIENT agrees, except (1) such liability as may arise out of WIDSETH's sole negligence in the performance of services under this Agreement or (2) to the extent of insurance coverage available for the claim, to hold harmless, indemnify and defend WIDSETH and WIDSETH's officers, subcontractor(s), employees and agents from and against any and all claims, lawsuits, damages, liability and costs, including, but not limited to, costs of defense, arising out of or in any way connected with the presence, discharge, release, or escape of asbestos or pollution. This indemnification is intended to apply only to existing conditions and not to conditions caused or created by WIDSETH. This indemnification shall survive the termination of this Agreement.

9. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as CLIENT may require or WIDSETH may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by Contractor(s), such auditing service as CLIENT may require to ascertain how or for what purpose any Contractor has used the moneys paid under the construction contract, and such inspection services as CLIENT may require to ascertain that Contractor(s) are complying with any law, rule, regulation, ordinance, code or order applicable to their furnishing and performing the work.

10. Provide "record" drawings and specifications for all existing physical features, structures, equipment, utilities, or facilities which are pertinent to the Project, to the extent available.
11. Provide other services, materials, or data as may be set forth in the Letter Agreement or any Exhibits attached hereto.

B. WIDSETH may use any CLIENT provided information in performing its services. WIDSETH shall be entitled to rely on the accuracy and completeness of information furnished by the CLIENT. If WIDSETH finds that any information furnished by the CLIENT is in error or is inadequate for its purpose, WIDSETH shall endeavor to notify the CLIENT. However, WIDSETH shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by CLIENT.

ARTICLE 8. OPINIONS OF COST

Opinions of probable project cost, construction cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and maintenance costs provided for in the Letter Agreement or any Exhibits attached hereto are to be made on the basis of WIDSETH's experience and qualifications and represent WIDSETH's judgment as an experienced design professional. It is recognized, however, that WIDSETH does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or contractors' methods of determining their prices, and that any evaluation of any facility to be constructed, or acquired, or work to be performed on the basis of WIDSETH's cost opinions must, of necessity, be speculative until completion of construction or acquisition. Accordingly, WIDSETH does not guarantee that proposals, bids or actual costs will not substantially vary from opinions, evaluations or studies submitted by WIDSETH to CLIENT hereunder.

ARTICLE 9. CONSTRUCTION PHASE SERVICES

CLIENT acknowledges that it is customary for the architect or engineer who is responsible for the preparation and furnishing of Drawings and Specifications and other construction-related documents to be employed to provide professional services during the Bidding and Construction Phases of the Project, (1) to interpret and clarify the documentation so furnished and to modify the same as circumstances revealed during bidding and construction may dictate, (2) in connection with acceptance of substitute or equal items of materials and equipment proposed by bidders and Contractor(s), (3) in connection with approval of shop drawings and sample submittals, and (4) as a result of and in response to WIDSETH's detecting in advance of performance of affected work inconsistencies or irregularities in such documentation. CLIENT agrees that if WIDSETH is not employed to provide such professional services during the Bidding (if the work is put out for bids) and the Construction Phases of the Project, WIDSETH will not be responsible for, and CLIENT shall indemnify and hold WIDSETH, its officers, consultant(s), subcontractor(s), employees and agents harmless from, all claims, damages, losses and expenses including attorneys' fees arising out of, or resulting from, any interpretation, clarification, substitution acceptance, shop drawing or sample approval or modification of such documentation issued or carried out by CLIENT or others. Nothing contained in this paragraph shall be construed to release WIDSETH, its officers, consultant(s), subcontractor(s), employees and agents from liability for failure to perform in accordance with professional standards any duty or responsibility which WIDSETH has undertaken or assumed under this Agreement.

ARTICLE 10. REVIEW OF SHOP DRAWINGS AND SUBMITTALS

WIDSETH may review and approve or take other appropriate action on the contractor's submittals or shop drawings for the limited purpose of checking for general conformance with information given and design concept expressed in the Contract Documents. Review and/or approval of submittals is not conducted for the purpose of determining accuracy and completeness of other details or for substantiating instructions for installation or performance of equipment or systems, all of which remain the exclusive responsibility of the contractor. WIDSETH's review and/or approval shall not constitute approval of safety precautions, or any construction means, methods, techniques, sequences or procedures. WIDSETH's approval of a specific item shall not indicate approval of an assembly of which the item is a component. WIDSETH's review and/or approval shall not relieve contractor for any deviations from the requirements of the contract documents nor from the responsibility for errors or omissions on items such as sizes, dimensions, quantities, colors, or locations. Contractor shall remain solely responsible for compliance with any manufacturer requirements and recommendations.

ARTICLE 11. REVIEW OF PAY APPLICATIONS

If included in the scope of services, any review or certification of any pay applications, or certificates of completion shall be based upon WIDSETH's observation of the Work and on the data comprising the contractor's application for payment, and shall indicate that to the best of WIDSETH's knowledge, information and belief, the quantity and quality of the Work is in general conformance with the Contract Documents. The issuance of a certificate for payment or substantial completion is not a representation that WIDSETH has made exhaustive or continuous inspections, reviewed construction means and methods, verified any back-up data provided by the contractor, or ascertained how or for what purpose the contractor has used money previously paid by CLIENT.

ARTICLE 12. REQUESTS FOR INFORMATION (RFI)

If included in the scope of services, WIDSETH will provide, with reasonable promptness, written responses to requests from any contractor for clarification, interpretation or information on the requirements of the Contract Documents. If Contractor's RFI's are, in WIDSETH's professional opinion, for information readily apparent from reasonable observation of field conditions or review of the Contract Documents, or are reasonably inferable therefrom, WIDSETH shall be entitled to compensation for Additional Services for WIDSETH's time in responding to such requests. CLIENT may wish to make the Contractor responsible to the CLIENT for all such charges for additional services as described in this article.

ARTICLE 13. CONSTRUCTION OBSERVATION

If included in the scope of services, WIDSETH will make site visits as specified in the scope of services in order to observe the progress of the Work completed. Such site visits and observations are not intended to be an exhaustive check or detailed inspection, but rather are to allow WIDSETH to become generally familiar with the Work. WIDSETH shall keep CLIENT informed about the progress of the Work and shall advise the CLIENT about observed deficiencies in the Work. WIDSETH shall not supervise, direct or have control over any Contractor's work, nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor. WIDSETH shall not be responsible for any acts or omissions of any Contractor and shall not be responsible for any Contractor's failure to perform the Work in accordance with the Contract Documents or any applicable laws, codes, regulations, or industry standards.

If construction observation services are not included in the scope of services, CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation, and the CLIENT waives any claims against WIDSETH that are connected with the performance of such services.

ARTICLE 14. BETTERMENT

If, due to WIDSETH's negligence, a required item or component of the Project is omitted from the construction documents, WIDSETH shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. In no event, will WIDSETH be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

ARTICLE 15. CERTIFICATIONS, GUARANTEES AND WARRANTIES

WIDSETH shall not be required to sign any documents, no matter by who requested, that would result in WIDSETH having to certify, guarantee or warrant the existence of conditions whose existence WIDSETH cannot ascertain. CLIENT agrees not to make resolution of any dispute with WIDSETH or payment of any amount due to WIDSETH in any way contingent upon WIDSETH signing such certification.

ARTICLE 16. CONTINGENCY FUND

CLIENT and WIDSETH agree that certain increased costs and changes may be required because of possible omissions, ambiguities or inconsistencies in the plans and specifications prepared by WIDSETH, and therefore, that the final construction cost of the Project may exceed the bids, contract amount or estimated construction cost. CLIENT agrees to set aside a reserve in the amount of 5% of the Project construct costs as a contingency to be used, as required, to pay for any such increased costs and changes. CLIENT further agrees to make no claim by way of direct or third-party action against WIDSETH with respect to any increased costs within the contingency because of such changes or because of any claims made by any Contractor relating to such changes.

ARTICLE 17. INSURANCE

WIDSETH shall procure and maintain insurance for protection from claims against it under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims against it for damages because of injury to or destruction of property including loss of use resulting therefrom.

Also, WIDSETH shall procure and maintain professional liability insurance for protection from claims arising out of performance of professional services caused by any negligent act, error, or omission for which WIDSETH is legally liable.

Certificates of insurance will be provided to the CLIENT upon request.

ARTICLE 18. ASSIGNMENT

Neither Party to this Agreement shall transfer, sublet or assign any rights or duties under or interest in this Agreement, including but not limited to monies that are due or monies that may be due, without the prior written consent of the other party. Subcontracting to subconsultants, normally contemplated by WIDSETH as a generally accepted business practice, shall not be considered an assignment for purposes of this Agreement.

ARTICLE 19. NO THIRD-PARTY BENEFICIARIES

Nothing contained in this Agreement shall create a contractual relationship or a cause of action by a third-party against either WIDSETH or CLIENT. WIDSETH's services pursuant to this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against WIDSETH because of this Agreement.

ARTICLE 20. CORPORATE PROTECTION

It is intended by the parties to this Agreement that WIDSETH's services in connection with the Project shall not subject WIDSETH's individual employees, officers or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary, CLIENT agrees that as the CLIENT's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against WIDSETH, a Minnesota corporation, and not against any of WIDSETH's individual employees, officers or directors.

ARTICLE 21. CONTROLLING LAW

This Agreement is to be governed by the laws of the State of Minnesota.

ARTICLE 22. ASSIGNMENT OF RISK

In recognition of the relative risks and benefits of the project to both the CLIENT and WIDSETH, the risks have been allocated such that the CLIENT agrees, to the fullest extent permitted by law, to limit the liability of WIDSETH, employees of WIDSETH and sub-consultants, to the CLIENT and to all construction contractors, subcontractors, agents and assigns on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that total aggregate liability of WIDSETH, employees of WIDSETH and sub-consultants, to all those named shall not exceed WIDSETH's total fee received for services rendered on this project. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

ARTICLE 23. NON-DISCRIMINATION

WIDSETH will comply with the provisions of applicable federal, state and local statutes, ordinances and regulations pertaining to human rights and non-discrimination.

ARTICLE 24. SEVERABILITY

Any provision or portion thereof in this Agreement which is held to be void or unenforceable under any law shall be deemed stricken and all remaining provisions shall continue to be valid and binding between CLIENT and WIDSETH. All limits of liability and indemnities contained in the Agreement shall survive the completion or termination of the Agreement.

ARTICLE 25. PRE-LIEN NOTICE

PURSUANT TO THE AGREEMENT WIDSETH WILL BE PERFORMING SERVICES IN CONNECTION WITH IMPROVEMENTS OF REAL PROPERTY AND MAY CONTRACT WITH SUBCONSULTANTS OR SUBCONTRACTORS AS APPROPRIATE TO FURNISH LABOR, SKILL AND/OR MATERIALS IN THE PERFORMANCE OF THE WORK. ACCORDINGLY, CLIENT IS ENTITLED UNDER MINNESOTA LAW TO THE FOLLOWING NOTICE:

- (a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR ITS CONTRIBUTIONS.**
- (b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIALS FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.**

- a. Resolution 0813-2025F – To Accept Grant Terms and Conditions for the Active Transportation Program Grant Agreement SAP 003-590-003

CITY OF FRAZEE
BECKER COUNTY HIGHWAY DEPARTMENT

-COMPLETE STREET STUDY-
MAIN AVENUE DOWNTOWN FRAZEE



AUGUST 2025

UEI No. 24.04281



ULTEIG ENGINEERS, INC.
Consulting Municipal Engineers
Detroit Lakes, Minnesota

COMPLETE STREETS STUDY

MAIN AVENUE
DOWNTOWN FRAZEE

TABLE OF CONTENTS

1.	COMPLETE STREETS STUDY COMMITTEE.....	3
2.	COMPLETE STREETS STUDY	3
3.	EXISTING MAIN AVENUE CONDITIONS.....	4
4.	"COMPLETE STREETS" STUDY RECOMMENDED DESIGN ASPECTS.....	4
5.	STUDY IDENTIFIED PROJECT BENEFITS	5
6.	STUDY IDENTIFIED PROJECT HURDLES.....	5

EXHIBITS

COMPLETE STREETS STUDY AREA
PROPOSED LAYOUTS SHOWING BIKE LANES
PROPOSED TYPICAL STREET SECTIONS
EXISTING AND PROPOSED LAYOUTS

1. COMPLETE STREETS STUDY COMMITTEE

The Complete Streets Study Committee consists of the following members:

Andrea Froeber – Frazee City Council Member
Jim Rader - Frazee City Council Member
Stephanie Poegel – Frazee City Administrator
Larry Stephenson – Frazee Public Works Department
David Jopp – Frazee Resident
Tabitha Branden – Frazee Resident
Mary Safgren – Minnesota Department of Transportation
James Olson – Becker County Highway Department
Patrick Hollister – PartnerSHIP 4 Health

The Committee held two planning meetings, March 25 & April 22, 2025. From the planning efforts, a community open house event was held on June 12, 2025. The open house event for public input was well attended by the community where a presentation was given on the Complete Streets Study and time was given for a question-and-answer session.

2. COMPLETE STREETS STUDY

Frazee along with the Becker County Highway Department have started the planning for the reconstruction of the Main Avenue corridor planned for the summer of 2027. Preliminary project scoping consists of:

- The County will reconstruct the pavement and concrete curb/sidewalk
- The project will be designed with ADA pedestrian access requirements
- The City is planning to install a new street lighting system
- Minimal underground utility work is planned

The planning scope of the Committee was to determine a future layout for the downtown segments of Main Avenue while taking a Complete Streets approach. A Complete Streets Study is an approach to planning, designing, building, operating and maintaining streets to reasonably address the safety and accessibility needs of people of all ages and abilities using the corridor. "Complete Streets" considers the needs of motorists, pedestrians, bicyclists and commercial and emergency vehicles using the corridor.

The Complete Streets Study will be used during the final project plan design process.

3. EXISTING MAIN AVENUE CONDITIONS

- 1) **Main Avenue West** – (5th Street to Lake Street)
 - Current Street Width—range of 47 feet to 49 feet
 - Current Sidewalk Width—range of 5 feet to 8 feet
 - No sidewalk on south side of street from 5th Street to 3rd Street
 - 2 driving lanes with 2 parking lanes
- 2) **Main Avenue East** – (Lake Street to Bridge)
 - Current Street Width—range of 45 feet to 49 feet
 - Current Sidewalk Width—range of 6 feet to 8 feet
 - 2 driving lanes with 2 parking lanes

4. “COMPLETE STREETS” STUDY RECOMMENDED DESIGN ASPECTS

The committee agrees that the addition of Share the Road Bike Travel Lanes is a great amenity to accommodate bike riders through the corridor. This amenity will also add to the City’s commitment to creating a bicycling-friendly community.

The committee also agrees that the addition of sidewalk on the south side of Main Avenue West from 3rd Street to 4th Street be built into the project.

See attached street sections for dimensional layouts of the following segments:

- 1) **Segment A** – 5th Street NW to 2nd Street NW
 - Driving Lanes – 11 foot width
 - Parking Lanes - 8 foot width
 - Bike Travel Lanes – 5 foot width
 - Sidewalk on both sides of the street – 5 foot thru 9 foot width (varies)
- 2) **Segment B** – 2nd Street NW to 2nd Street NE
 - Driving Lanes – 11 foot width
 - Parking Lanes – 7.5 foot width
 - Bike Travel Lanes – 5 foot width
 - Sidewalk on both sides of the street – 9 foot width
- 3) **Segment C** – 2nd Street NE to Bridge
 - Driving Lanes – 11.5 foot width
 - Parking Lanes - 8 foot width
 - Bike Travel Lanes – 5 foot width
 - Sidewalk on both sides of the street – 6 foot thru 9 foot width (varies)

5. STUDY IDENTIFIED PROJECT BENEFITS

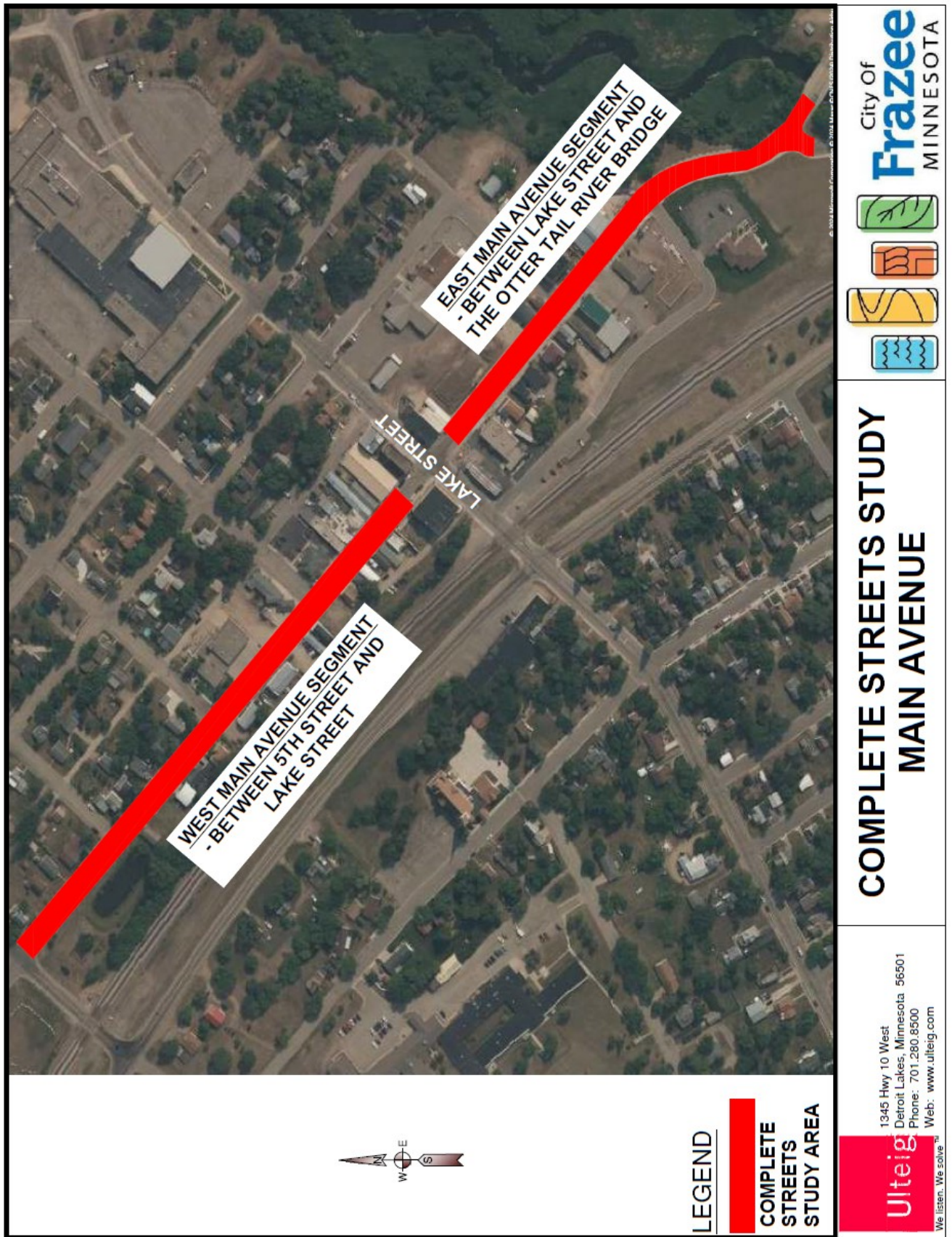
- Continuous sidewalk on both sides of the street by adding sidewalk along the Goose Pond/Ice Rink areas
- Increase width of sidewalk in the Downtown Business District
- Two-Directional Bike Travel Lanes thru the corridor

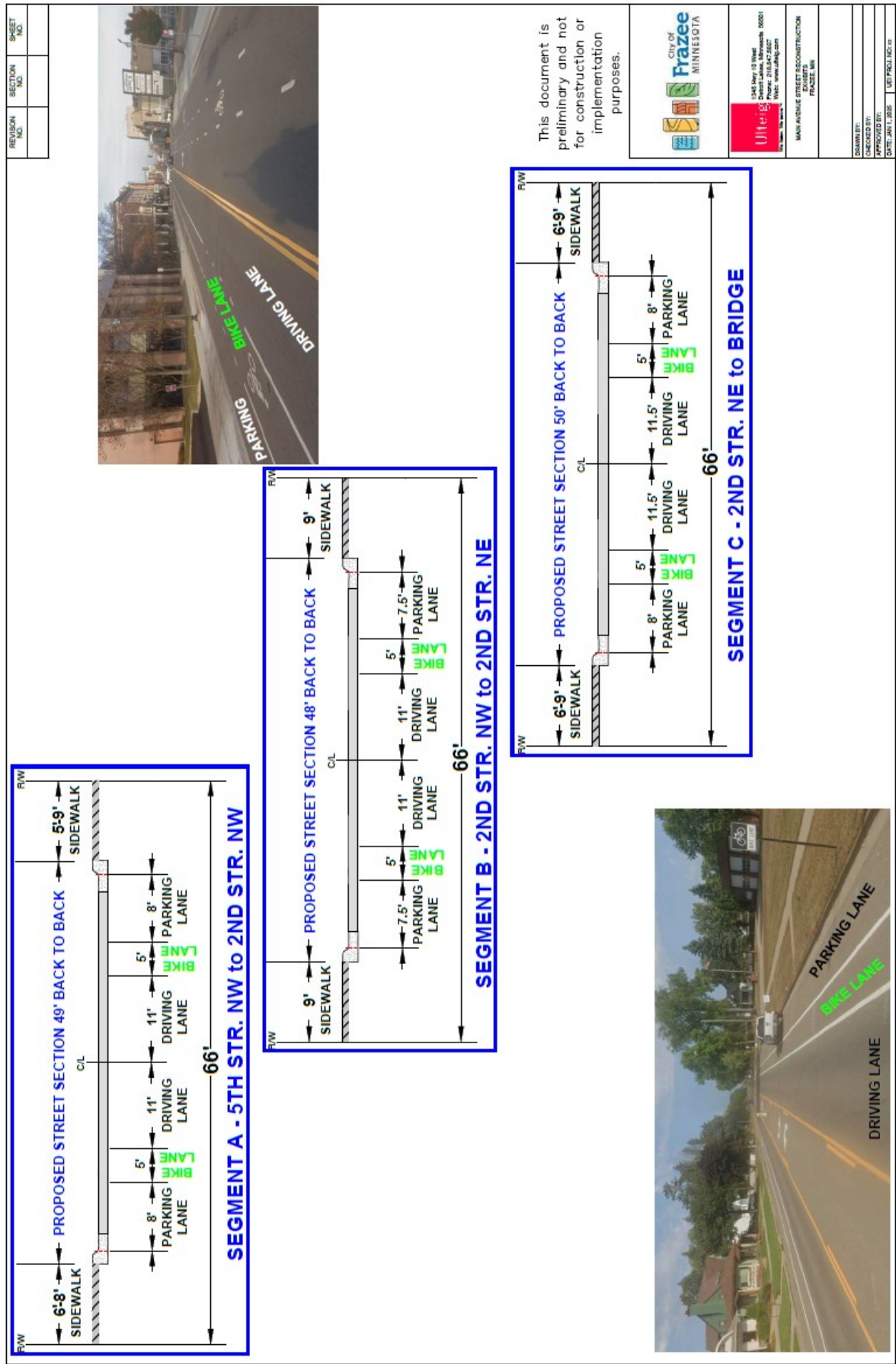
6. STUDY IDENTIFIED PROJECT HURDLES

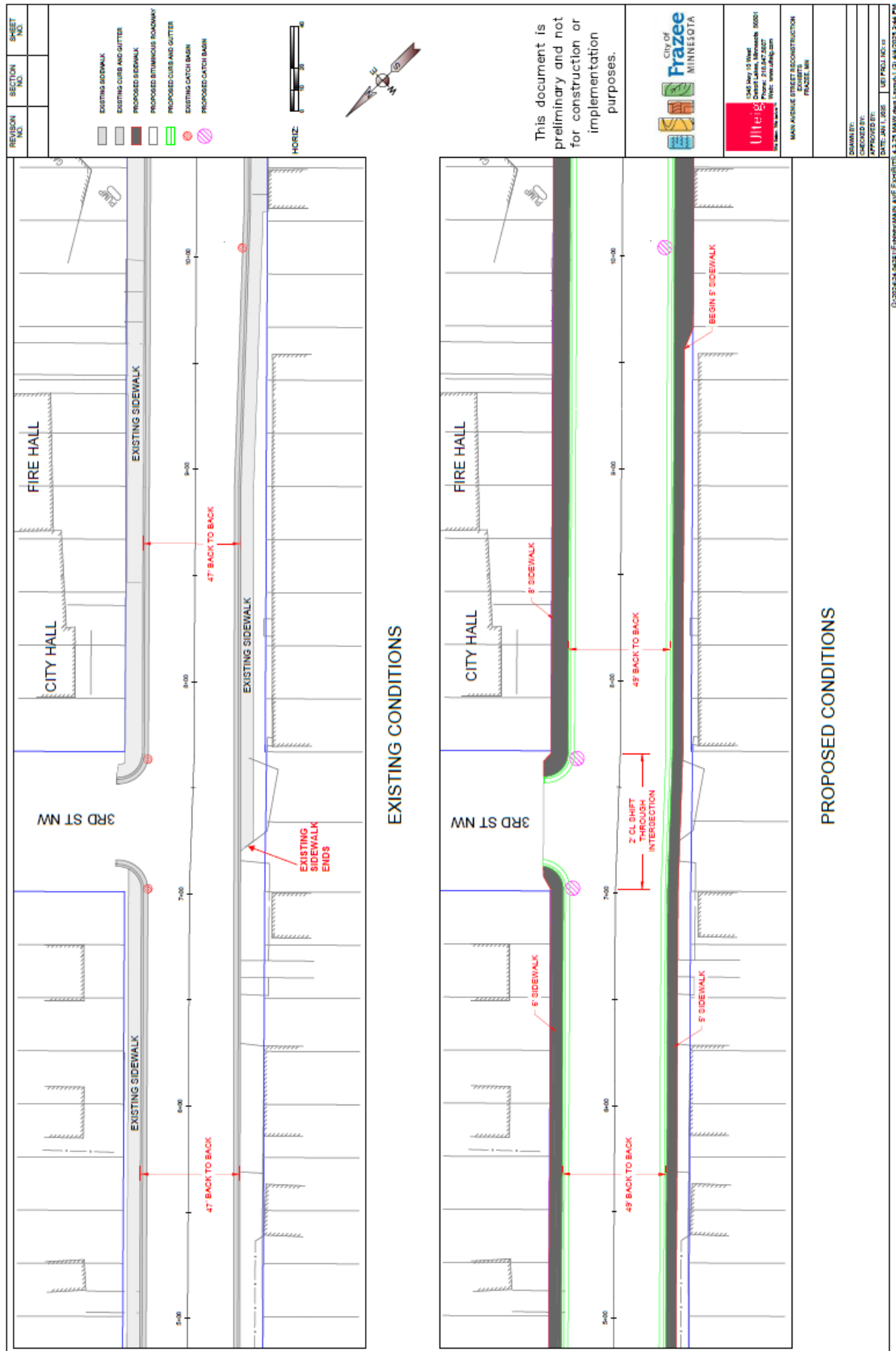
- Close proximity of homes/buildings in the 300 block of Main Avenue West on the south side of the street. May have to decrease the proposed sidewalk width to 4 feet to accommodate in certain areas.

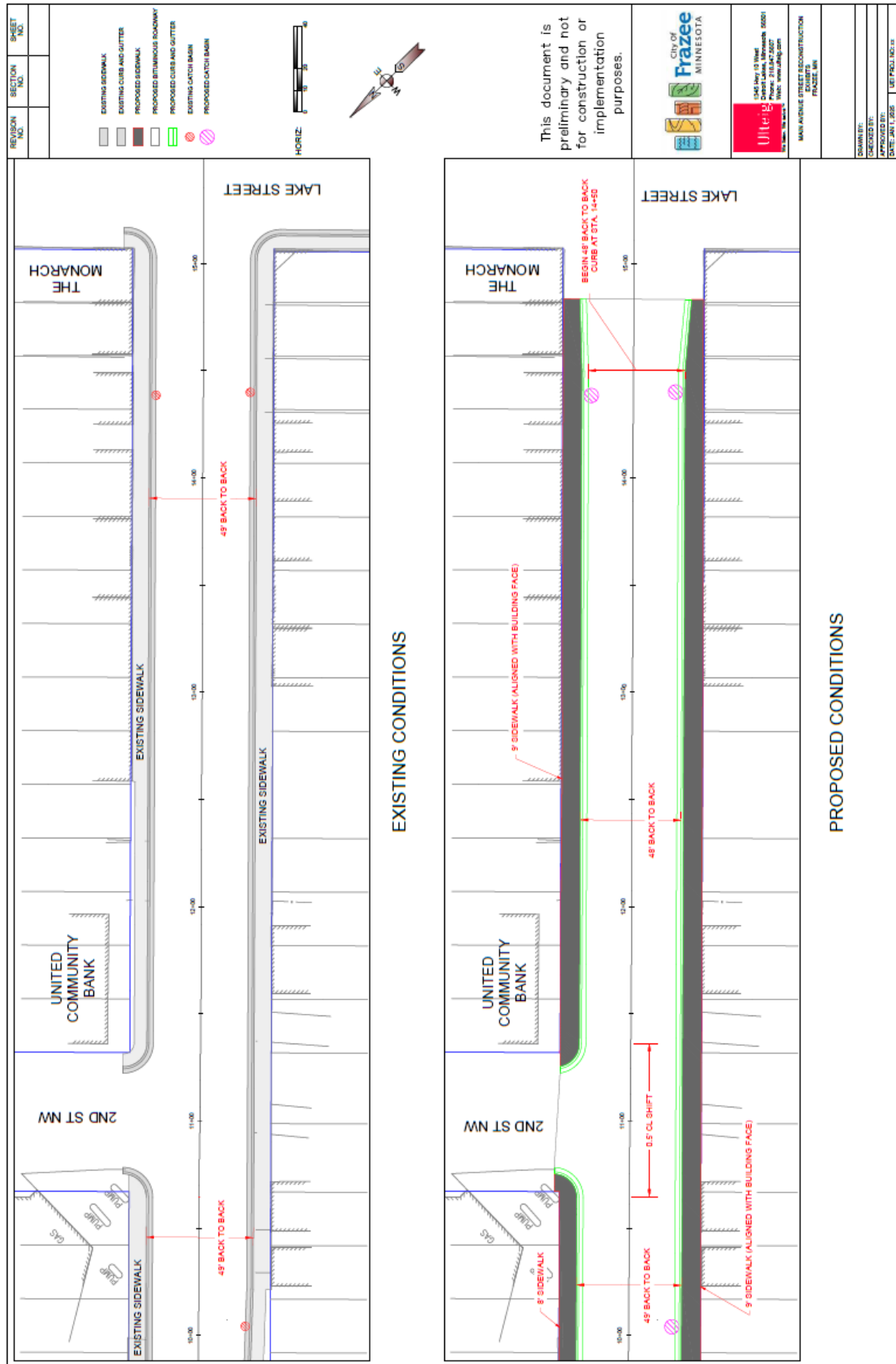
Respectfully submitted,

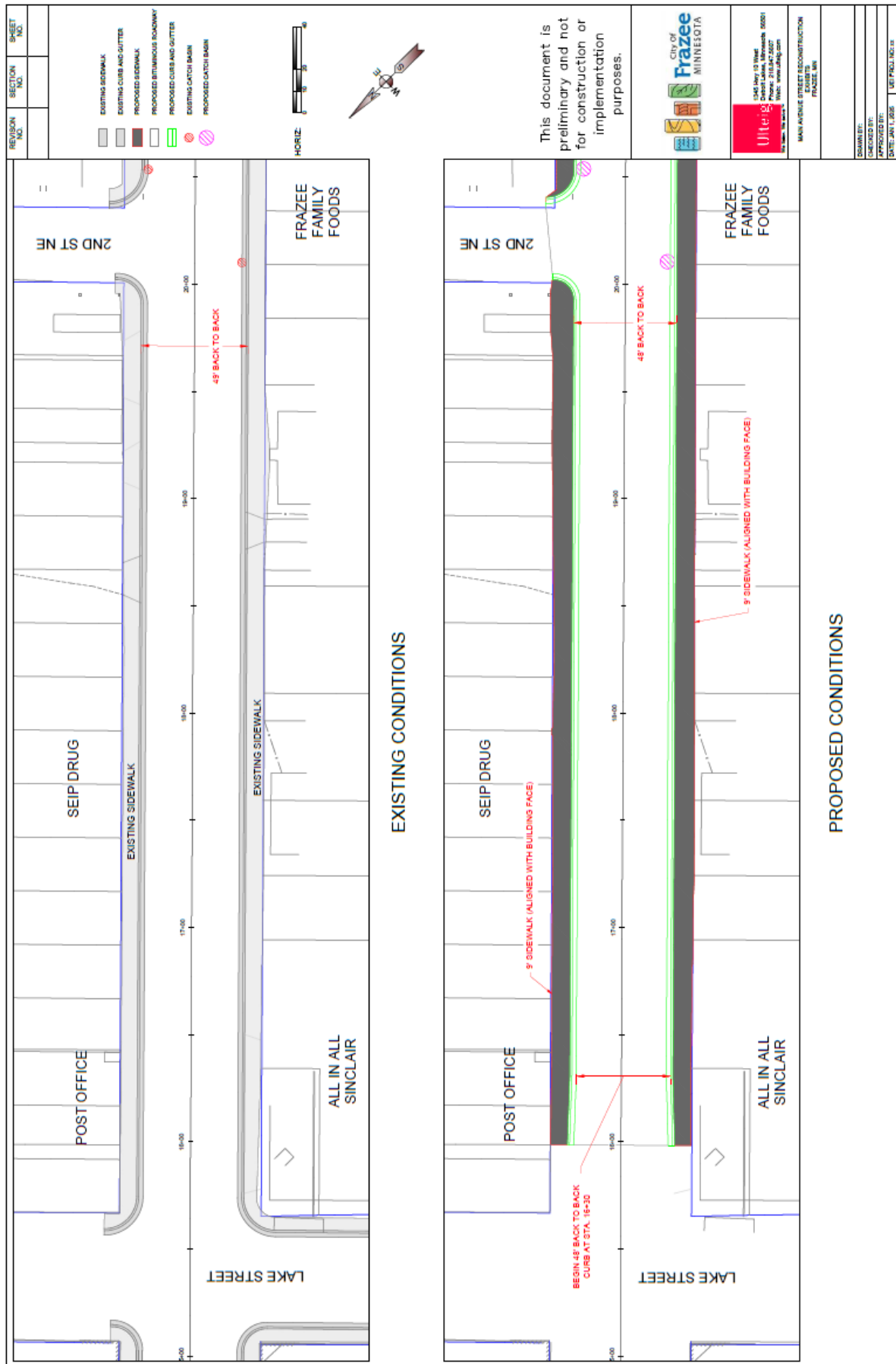
COMPLETE STREETS STUDY COMMITTEE











Addendum

APPROVAL OF ADDITIONAL CLAIMS



CITY OF FRAZEE

08/13/25 1:43 PM

Page 1

Payments

Current Period: July 2025

Payments Batch 07312025GEN

\$9,417.10

Refer	0 TASC LLC	Ck# 000351E 7/25/2025		
Cash Payment	E 100-41400-433 Dues and Subscriptions	Per Participant Fee 08/01/2025-08/31/2025		\$41.19
Invoice	IN3507354	7/25/2025		
Transaction Date	8/13/2025	Main Checking	10100	Total \$41.19
Refer	0 TASC LLC	Ck# 000352E 7/25/2025		
Cash Payment	E 100-41400-433 Dues and Subscriptions	COBRA - Administration Fee		\$28.30
Invoice	IN3507152	7/25/2025		
Transaction Date	8/13/2025	Main Checking	10100	Total \$28.30
Refer	0 MN PERA	Ck# 000353E 7/28/2025		
Cash Payment	G 100-21704 PERA	GEN Employee Withholding - PP #15		\$3,179.60
Invoice				
Cash Payment	G 601-21704 PERA	GEN Employee Withholding - PP #15		\$354.44
Invoice				
Cash Payment	G 602-21704 PERA	GEN Employee Withholding - PP #15		\$504.73
Invoice				
Transaction Date	8/13/2025	Main Checking	10100	Total \$4,038.77
Refer	0 MN DEPT OF REVENUE - WH	Ck# 000354E 7/28/2025		
Cash Payment	G 100-21702 State Withholding	GEN Employee Withholding - PP #15		\$815.41
Invoice				
Cash Payment	G 601-21702 State Withholding	GEN Employee Withholding - PP #15		\$122.58
Invoice				
Cash Payment	G 602-21702 State Withholding	GEN Employee Withholding - PP #15		\$137.94
Invoice				
Transaction Date	8/13/2025	Main Checking	10100	Total \$1,075.93
Refer	0 MN DEPT OF REVENUE - WH	Ck# 000355E 7/28/2025		
Cash Payment	G 100-21701 Federal Withholding	GEN Employee Withholding - PP #15		\$1,259.73
Invoice				
Cash Payment	G 100-21703 FICA Tax Withholding	GEN Employee Withholding - PP #15		\$1,629.62
Invoice				
Cash Payment	G 601-21701 Federal Withholding	GEN Employee Withholding - PP #15		\$190.98
Invoice				
Cash Payment	G 601-21703 FICA Tax Withholding	GEN Employee Withholding - PP #15		\$368.60
Invoice				
Cash Payment	G 602-21702 State Withholding	GEN Employee Withholding - PP #15		\$297.02
Invoice				
Cash Payment	G 602-21703 FICA Tax Withholding	GEN Employee Withholding - PP #15		\$488.98
Invoice				
Transaction Date	8/13/2025	Main Checking	10100	Total \$4,232.91



Payments

Current Period: July 2025

Fund Summary

	10100 Main Checking
100 GENERAL FUND	\$8,953.85
601 WATER FUND	\$1,036.58
602 SEWER FUND	\$1,426.67
	\$9,417.10

Pre-Written Checks	\$9,417.10
Checks to be Generated by the Computer	\$0.00
Total	\$9,417.10



CITY OF FRAZEE

08/13/25 1:34 PM

Page 1

Payments

Current Period: July 2025

Payments Batch 07312025LS \$4,301.38

Refer	0 MERCHANT BANK	Ck# 000272E 7/31/2025		
Cash Payment	E 609-49750-433 Dues and Subscriptions	Credit Card Fees		\$934.72
Invoice				
Cash Payment	E 609-49751-433 Dues and Subscriptions	Credit Card Fees		\$934.72
Invoice				
Transaction Date	8/11/2025	Liquor Store	10101	Total \$1,869.44
Refer	0 MN PERA	Ck# 000273E 7/28/2025		
Cash Payment	G 609-21704 PERA	LS/EC Employee Withholding - PP #15		\$873.15
Invoice				
Cash Payment	G 610-21704 PERA	LS/EC Employee Withholding - PP #15		\$94.17
Invoice				
Transaction Date	8/13/2025	Liquor Store	10101	Total \$967.32
Refer	0 IRS	Ck# 000274E 7/28/2025		
Cash Payment	G 609-21701 Federal Withholding	LS/EC Employee Withholding - PP #15		\$217.38
Invoice				
Cash Payment	G 609-21703 FICA Tax Withholding	LS/EC Employee Withholding - PP #15		\$925.68
Invoice				
Cash Payment	G 610-21703 FICA Tax Withholding	LS/EC Employee Withholding - PP #15		\$120.02
Invoice				
Transaction Date	8/13/2025	Liquor Store	10101	Total \$1,263.08
Refer	0 MN DEPT OF REVENUE - WH	Ck# 000275E 7/28/2025		
Cash Payment	G 609-21702 State Withholding	LS/EC Employee Withholding - PP #15		\$197.32
Invoice				
Cash Payment	G 610-21702 State Withholding	LS/EC Employee Withholding - PP #15		\$4.22
Invoice				
Transaction Date	8/13/2025	Liquor Store	10101	Total \$201.54

Fund Summary

	10101 Liquor Store
609 MUNICIPAL LIQUOR FUND	\$4,082.97
610 EVENT CENTER FUND	\$218.41
	<u>\$4,301.38</u>

Pre-Written Checks	\$4,301.38
Checks to be Generated by the Computer	\$0.00
Total	<u>\$4,301.38</u>



CITY OF FRAZEE

08/13/25 2:38 PM
Page 1

Payments

Current Period: August 2025

Payments Batch 08132025GEN

\$368,616.26

Refer	0 ANDERSON PUMPING AND PORTA				
Cash Payment	E 100-45183-300 Professional Svcs (GEN	Portable Service - Primitive Campground			\$327.01
Invoice 45423	8/1/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$327.01
Refer	0 ANDERSON PUMPING AND PORTA				
Cash Payment	E 100-45183-300 Professional Svcs (GEN	Portable Service - RV Campground			\$327.01
Invoice 45424	8/1/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$327.01
Refer	0 ANDERSON PUMPING AND PORTA				
Cash Payment	E 202-45000-300 Professional Svcs (GEN	Portable Service - Wannigan			\$854.01
Invoice 45422	8/1/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$854.01
Refer	0 AFLAC				
Cash Payment	G 100-21709 Aflac/Colonial Life	Employee Withholdings			\$202.92
Invoice 657487	8/1/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$202.92
Refer	0 BLACK DOG PROPERTY SERVICE				
Cash Payment	E 100-49010-311 Contracts/Professional S	Mowing 7/10/25-7/14/25 & 7/25/25-7/29/25			\$928.00
Invoice 4528	8/4/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$928.00
Refer	0 CORE & MAIN LP				
Cash Payment	E 601-49400-399 Repairs/Maint Meters	2" Meter & FLG Set for High School Football Field Watering			\$1,622.42
Invoice CNV1000008952	7/31/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$1,622.42
Refer	0 CREATING COMMUNITY CONSULT				
Cash Payment	E 651-46500-300 Professional Svcs (GEN	Monthly Contract			\$3,000.00
Invoice 823	8/1/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$3,000.00
Refer	0 COLONIAL LIFE & ACCIDENT INS C				
Cash Payment	G 601-21709 Aflac/Colonial Life	Employee Withholding			\$83.24
Invoice 43200730603954	6/3/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$83.24
Refer	0 COLONIAL LIFE & ACCIDENT INS C				
Cash Payment	G 601-21709 Aflac/Colonial Life	Employee Withholding			\$94.86
Invoice 43200730701865	7/1/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$94.86
Refer	0 DSG - DAKOTA SUPPLY GROUP				
Cash Payment	E 100-43180-403 Repair/Maint Light Poles	LEOTEK			\$1,458.92
Invoice S104803384.001	7/25/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$1,458.92
Refer	0 FRAZEE EVENT CENTER				
Cash Payment	G 100-20200 Accounts Payable	Transfer of Bond Funds for LS/EC Roof			\$111,000.00
Invoice					



CITY OF FRAZEE

08/13/25 2:38 PM

Page 2

Payments

Current Period: August 2025

Transaction Date	8/12/2025	Main Checking	10100	Total	\$111,000.00
Refer	0 FRAZEE ELECTRIC, INC	-			
Cash Payment	E 100-43160-403 Repair/Maint Light Poles	Street Lights Repairs			\$241.40
Invoice	13934	7/28/2025			
Transaction Date	8/12/2025	Main Checking	10100	Total	\$241.40
Refer	0 FRAZEE-VERGAS PUBLIC SCHOO	-			
Cash Payment	E 100-45500-410 Rentals (GENERAL)	Library Facility Lease - April - June 2025			\$825.00
Invoice					
Transaction Date	8/12/2025	Main Checking	10100	Total	\$825.00
Refer	0 GOPHER STATE ONE CALL	-			
Cash Payment	E 801-49400-433 Dues and Subscriptions	80 Locate Tickets			\$108.00
Invoice	5070406	7/31/2025			
Transaction Date	8/12/2025	Main Checking	10100	Total	\$108.00
Refer	0 HENNING PUBLICATIONS, LLC	-			
Cash Payment	E 403-43100-304 Legal Fees	Legal - East Main/Alley Special Assessments			\$203.38
Invoice	35585	6/30/2025			
Transaction Date	8/12/2025	Main Checking	10100	Total	\$203.38
Refer	0 Home Sweet Bakehouse	-			
Cash Payment	E 656-46500-430 Miscellaneous (GENER	August 2025 Loan Payment			\$440.56
Invoice					
Transaction Date	8/12/2025	Main Checking	10100	Total	\$440.56
Refer	0 LAKES AUDIO AND RC	-			
Cash Payment	E 100-42110-406 Repairs/Maint Vehicles	Dealer Shop Labor			\$37.50
Invoice	317	7/25/2025			
Transaction Date	8/12/2025	Main Checking	10100	Total	\$37.50
Refer	0 LAKE REGION ELECTRIC COOPER	-			
Cash Payment	E 802-49450-381 Electric Utilities	07-01-2025 to 08-01-2025 Electricity			\$1,843.38
Invoice					
Cash Payment	E 100-43160-381 Electric Utilities	07-01-2025 to 08-01-2025 Electricity			\$106.20
Invoice					
Cash Payment	E 100-45200-381 Electric Utilities	07-01-2025 to 08-01-2025 Electricity			\$23.60
Invoice					
Cash Payment	E 100-46200-381 Electric Utilities	07-01-2025 to 08-01-2025 Electricity			\$25.34
Invoice					
Cash Payment	E 651-46500-381 Electric Utilities	07-01-2025 to 08-01-2025 Electricity			\$51.04
Invoice					
Cash Payment	E 202-45000-381 Electric Utilities	07-01-2025 to 08-01-2025 Electricity			\$43.69
Invoice					
Transaction Date	8/12/2025	Main Checking	10100	Total	\$2,093.25
Refer	0 L&M FLEET SUPPLY	-			
Cash Payment	E 100-43100-210 Operating Supplies (GE	Tire Seal			\$15.08
Invoice	DET-01-10027600	7/11/2025			
Cash Payment	E 100-43100-406 Repairs/Maint Vehicles	Headlamp			\$14.00
Invoice	DET-01-10027600	7/11/2025			
Cash Payment	E 100-45200-404 Repairs/Maint Machinery	Tire Tubes & Valves			\$77.62
Invoice	DET-03-10009826	7/28/2025			



CITY OF FRAZEE

08/13/25 2:38 PM
Page 3

Payments

Current Period: August 2025

Transaction Date	8/12/2025	Main Checking	10100	Total	\$106.70
Refer	0 LEIGHTON BROADCASTING-DETR	-			
Cash Payment	E 651-46500-300 Professional Svcs (GEN TV3 - July 17, 2025 Air				\$135.00
Invoice	245907-7 7/31/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$135.00
Refer	0 MN CHILD SUPPORT	-			
Cash Payment	G 100-21712 Garishment Payable	Remittance ID 0014815090 - Pay Period 2025-15			\$18.27
Invoice					
Cash Payment	G 100-21712 Garishment Payable	Remittance ID 0014815090 - Pay Period 2025-16			\$15.22
Invoice					
Transaction Date	8/12/2025	Main Checking	10100	Total	\$33.49
Refer	0 MCFOA	-			
Cash Payment	E 100-41400-331 Travel/Training Expense	Region 1 Training - 08/14/2025			\$20.00
Invoice					
Transaction Date	8/12/2025	Main Checking	10100	Total	\$20.00
Refer	0 MARCO TECHNOLOGIES LLC	-			
Cash Payment	E 100-41110-200 Office Supplies (GENER 07/25/2025 to 08/25/2025 Copier Service				\$64.56
Invoice	561273186 8/1/2025				
Cash Payment	E 100-41400-200 Office Supplies (GENER 07/25/2025 to 08/25/2025 Copier Service				\$81.78
Invoice	561273186 8/1/2025				
Cash Payment	E 651-46500-200 Office Supplies (GENER 07/25/2025 to 08/25/2025 Copier Service				\$43.05
Invoice	561273186 8/1/2025				
Cash Payment	E 100-42110-200 Office Supplies (GENER 07/25/2025 to 08/25/2025 Copier Service				\$43.05
Invoice	561273186 8/1/2025				
Cash Payment	E 100-49500-200 Office Supplies (GENER 07/25/2025 to 08/25/2025 Copier Service				\$51.65
Invoice	561273186 8/1/2025				
Cash Payment	E 601-49400-200 Office Supplies (GENER 07/25/2025 to 08/25/2025 Copier Service				\$51.65
Invoice	561273186 8/1/2025				
Cash Payment	E 602-49450-200 Office Supplies (GENER 07/25/2025 to 08/25/2025 Copier Service				\$51.65
Invoice	561273186 8/1/2025				
Cash Payment	E 200-42200-200 Office Supplies (GENER 07/25/2025 to 08/25/2025 Copier Service				\$10.77
Invoice	561273186 8/1/2025				
Cash Payment	E 201-42300-200 Office Supplies (GENER 07/25/2025 to 08/25/2025 Copier Service				\$10.77
Invoice	561273186 8/1/2025				
Transaction Date	8/12/2025	Main Checking	10100	Total	\$408.93
Refer	0 MN PUBLIC FACILITIES AUTHORIT	-			
Cash Payment	E 601-49400-800 Debt Srv Principal (GEN Water Fund - PFA Bond Principal				\$93,761.90
Invoice					
Cash Payment	E 601-49400-811 Bond Interest	Water Fund - PFA Bond Interest			\$9,221.44
Invoice					
Cash Payment	E 602-49450-801 Debt Srv Bond Principal	Sewer Fund - PFA Bond Principal			\$39,161.00
Invoice					
Cash Payment	E 602-49450-811 Bond Interest	Sewer Fund - PFA Bond Interest			\$9,232.54
Invoice					
Transaction Date	8/12/2025	Main Checking	10100	Total	\$151,376.88
Refer	0 NORTH STATE INSPECTION, LLC	-			



CITY OF FRAZEE

08/13/25 2:38 PM

Page 4

Payments

Current Period: August 2025

Cash Payment	E 100-42400-300	Professional Svcs (GEN	January -March 2025 Services & 2 Building Permits	\$1,802.83
Invoice FR-01-2025	8/10/2025			
Transaction Date	8/12/2025	Main Checking	10100	Total \$1,802.83
Refer	0	NORTH STATE INSPECTION, LLC	-	
Cash Payment	E 100-42400-300	Professional Svcs (GEN	April-June 2025 Inspection Services, 1 Plan Review, 15 Building Permits	\$5,322.88
Invoice FR-02-2025	8/10/2025			
Transaction Date	8/12/2025	Main Checking	10100	Total \$5,322.88
Refer	0	NANCY KAY KIEHL	-	
Cash Payment	E 656-46500-311	Contracts/Professional S	July 2025 Cleaning Services	\$315.00
Invoice				
Transaction Date	8/12/2025	Main Checking	10100	Total \$315.00
Refer	0	OK LUMBER & HARDWARE	-	
Cash Payment	E 100-43100-401	Repairs/Maint Buildings	Tape, Batteries, Grass Seed, Plastic	\$104.85
Invoice 57458	6/1/2025			
Cash Payment	E 100-42110-406	Repairs/Maint Vehicles	Oil	\$26.27
Invoice 57457				
Cash Payment	E 100-42110-404	Repairs/Maint Machinery	Spray Paint	\$11.99
Invoice 57457				
Transaction Date	8/12/2025	Main Checking	10100	Total \$143.11
Refer	0	OTTER TAIL POWER	-	
Cash Payment	E 656-46500-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$85.67
Invoice				
Cash Payment	E 654-46500-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$129.74
Invoice				
Cash Payment	E 100-41400-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$194.37
Invoice				
Cash Payment	E 200-42200-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$194.38
Invoice				
Cash Payment	E 100-42110-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$13.47
Invoice				
Cash Payment	E 100-42110-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$122.79
Invoice				
Cash Payment	E 100-45200-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$121.27
Invoice				
Cash Payment	E 100-43160-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$1,105.13
Invoice				
Cash Payment	E 100-43160-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$95.85
Invoice				
Cash Payment	E 100-43160-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$25.19
Invoice				
Cash Payment	E 100-43160-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$32.74
Invoice				
Cash Payment	E 100-43160-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$33.04
Invoice				
Cash Payment	E 100-43160-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$39.44
Invoice				



CITY OF FRAZEE

08/13/25 2:38 PM

Page 5

Payments

Current Period: August 2025

Cash Payment Invoice	E 601-49400-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$803.06
Cash Payment Invoice	E 602-49450-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$201.51
Cash Payment Invoice	E 602-49450-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$73.35
Cash Payment Invoice	E 602-49450-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$35.58
Cash Payment Invoice	E 602-49450-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$32.61
Cash Payment Invoice	E 100-45200-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$25.19
Cash Payment Invoice	E 100-45200-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$32.84
Cash Payment Invoice	E 100-45200-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$9.24
Cash Payment Invoice	E 100-45200-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$149.62
Cash Payment Invoice	E 404-45200-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$29.78
Cash Payment Invoice	E 100-45200-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$44.35
Cash Payment Invoice	E 100-45200-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$37.11
Cash Payment Invoice	E 100-43100-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$224.49
Cash Payment Invoice	E 100-49010-381	Electric Utilities	06/18/2025 - 07/18/2025 Electricity	\$25.09
Transaction Date	8/12/2025	Main Checking	10100	Total \$3,896.90
Refer	0 OTTER TAIL POWER	-		
Cash Payment Invoice	E 656-46500-381	Electric Utilities	Suite C Electricity	\$24.07
Transaction Date	8/12/2025	Main Checking	10100	Total \$24.07
Refer	0 OTTER TAIL POWER	-		
Cash Payment Invoice	E 656-46500-381	Electric Utilities	Suite A Electricity	\$22.62
Transaction Date	8/13/2025	Main Checking	10100	Total \$22.62
Refer	0 OTTER TAIL POWER	-		
Cash Payment Invoice	E 421-46500-381	Electric Utilities	Suite B Electricity	\$31.19
Transaction Date	8/13/2025	Main Checking	10100	Total \$31.19
Refer	0 RAMSTAD, SKOYLES, WINTERS &	-		
Cash Payment Invoice	E 651-46500-304	Legal Fees	Warranty Deed & State Deed Tax for Sanders property	\$187.90
Invoice 15638	8/6/2025			
Transaction Date	8/13/2025	Main Checking	10100	Total \$187.90
Refer	0 RAMSTAD, SKOYLES, WINTERS &	-		



CITY OF FRAZEE

08/13/25 2:38 PM

Page 6

Payments

Current Period: August 2025

Cash Payment	E 656-46500-304	Legal Fees	Advance for service on Boit Excavating	\$48.50
Invoice	15639	8/6/2025		
Transaction Date	8/13/2025	Main Checking	10100	Total \$48.50
Refer	0 ROMTEC COMPANIES	-		
Cash Payment	E 202-45000-500	Capital Outlay (GENER	Invoicing Delivery of Building Package	\$49,072.29
Invoice	INV2472	8/5/2025		
Transaction Date	8/13/2025	Main Checking	10100	Total \$49,072.29
Refer	0 RL LARSON EXCAVATING	-		
Cash Payment	E 100-43100-224	Repair/Maint - Streets	Reclaimed Class 5 Aggregate Base	\$5,000.00
Invoice	170	8/1/2025		
Transaction Date	8/13/2025	Main Checking	10100	Total \$5,000.00
Refer	0 RMB ENVIRONMENTAL LABORAT	-		
Cash Payment	E 601-49400-313	Samples/Testing	Data Mangaement	\$57.48
Invoice	D076980	7/11/2025		
Cash Payment	E 602-49450-313	Samples/Testing	Effluent - 07/08/2025	\$150.48
Invoice	D076913	7/16/2025		
Cash Payment	E 602-49450-313	Samples/Testing	Monitoring Wells - 07/17/2025	\$505.78
Invoice	D077467	7/23/2025		
Transaction Date	8/13/2025	Main Checking	10100	Total \$713.74
Refer	0 SUNDHEIM WINDOW CLEANING LL	-		
Cash Payment	E 100-41400-311	Contracts/Professional S	Window Washing - 8/11/2025	\$80.00
Invoice				
Transaction Date	8/13/2025	Main Checking	10100	Total \$80.00
Refer	0 STEPHANIE POEGEL	-		
Cash Payment	E 100-41400-322	Postage	Postage - Wrong Credit Card Used	\$248.77
Invoice				
Transaction Date	8/13/2025	Main Checking	10100	Total \$248.77
Refer	0 STEVES SANITATION	-		
Cash Payment	E 100-49500-312	Cont/Pro Serv - Refuse/	July 2025 Residential Garbage Service	\$14,713.41
Invoice				
Transaction Date	8/13/2025	Main Checking	10100	Total \$14,713.41
Refer	0 STEVES SANITATION	-		
Cash Payment	E 100-43100-384	Refuse/Garbage Dispos	July 2025 City Garbage Services - Shop	\$403.86
Invoice				
Cash Payment	E 100-45200-384	Refuse/Garbage Dispos	July 2025 City Garbage Services - Parks	\$403.86
Invoice				
Cash Payment	E 200-42200-384	Refuse/Garbage Dispos	July 2025 City Garbage Services - Fire	\$43.95
Invoice				
Cash Payment	E 654-46500-384	Refuse/Garbage Dispos	July 2025 City Garbage Services - MAHUBE	\$21.00
Invoice				
Cash Payment	E 656-46500-384	Refuse/Garbage Dispos	July 2025 City Garbage Services - DTI	\$347.70
Invoice				
Cash Payment	E 100-41400-384	Refuse/Garbage Dispos	July 2025 City Garbage Services - City Hall	\$32.31
Invoice				
Transaction Date	8/13/2025	Main Checking	10100	Total \$1,252.88
Refer	0 VERIZON	-		



CITY OF FRAZEE

08/13/25 2:38 PM

Page 7

Payments

Current Period: August 2025

Cash Payment	E 100-42110-324	Technology/Computer E	PD Jetpack						\$105.03
Invoice	6119264489		7/23/2025						
Transaction Date	8/13/2025	Main Checking	10100	Total					\$105.03
Refer	0	VERIZON	-						
Cash Payment	E 100-42110-321	Telephone	Cell Phones - July 2025						\$49.52
Invoice	6119320447		7/23/2025						
Cash Payment	E 100-43100-321	Telephone	Cell Phones - July 2025						\$49.52
Invoice	6119320447		7/23/2025						
Cash Payment	E 602-49450-321	Telephone	Cell Phones - July 2025						\$49.52
Invoice	6119320447		7/23/2025						
Transaction Date	8/13/2025	Main Checking	10100	Total					\$148.56
Refer	0	WIDSETH	-						
Cash Payment	E 423-45207-303	Engineering Fees	ATI Trail - Bidding						\$2,045.75
Invoice	239491		7/23/2025						
Transaction Date	8/13/2025	Main Checking	10100	Total					\$2,045.75
Refer	0	MARSHMALLOW ANIMAL SHELTE	-						
Cash Payment	E 100-42110-311	Contracts/Professional S	Lucy - 07/14/2025 - 07/21/2025						\$175.00
Invoice	INV_753		7/31/2025						
Cash Payment	E 100-42110-311	Contracts/Professional S	Mya - 07/16/2025 - 07/23/2025						\$175.00
Invoice	INV_753		7/31/2025						
Transaction Date	8/13/2025	Main Checking	10100	Total					\$350.00
Refer	0	ELAN FINANCIAL SERVICES	-						
Cash Payment	E 601-49400-313	Samples/Testing	PW - UPS Mailing						\$16.85
Invoice									
Cash Payment	E 100-42110-322	Postage	PD - BCA Blood Kit Mailing						\$6.95
Invoice									
Cash Payment	E 200-42200-401	Repairs/Maint Buildings	FD - No Parking Signs						\$376.92
Invoice									
Cash Payment	E 200-42200-323	Radio Units	FD - Batteries						\$20.28
Invoice									
Cash Payment	E 100-45200-210	Operating Supplies (GE	TLB - Mountable First Aid Kit						\$189.65
Invoice									
Cash Payment	E 100-49500-200	Office Supplies (GENER	Garbage - Red Tag Postage						\$170.34
Invoice									
Cash Payment	E 601-49400-200	Office Supplies (GENER	Water - Red Tag Postage						\$170.33
Invoice									
Cash Payment	E 602-49450-200	Office Supplies (GENER	Sewer - Red Tag Postage						\$170.33
Invoice									
Cash Payment	E 100-45200-210	Operating Supplies (GE	TLB - Chairs & Safety Ring						\$262.96
Invoice									
Cash Payment	E 100-45200-266	Misc for Resale	TLB - Sunscreen & Swim Diapers						\$35.76
Invoice									
Cash Payment	E 656-48500-210	Operating Supplies (GE	DTI - Paper Towels						\$42.55
Invoice									
Cash Payment	E 100-41400-200	Office Supplies (GENER	ADMIN - Magnets/Cardstock						\$28.44
Invoice									
Cash Payment	E 100-41400-210	Operating Supplies (GE	ADMIN - Keyboard/Mouse						\$75.99
Invoice									



CITY OF FRAZEE

08/13/25 2:38 PM

Page 8

Payments

Current Period: August 2025

Cash Payment Invoice	E 100-41400-324	Technology/Computer E	ADMIN - ZOOM Webinar July 2025		\$51.54
Cash Payment Invoice	E 100-41400-324	Technology/Computer E	ADMIN - Microsoft 17 Subscriptions July 2025		\$228.17
Cash Payment Invoice	E 100-41400-324	Technology/Computer E	ADMIN - Microsoft 7 Subscriptions July 2025		\$42.00
Cash Payment Invoice	E 201-42300-340	Advertising	Rescue - Parade Candy		\$97.80
Cash Payment Invoice	E 201-42300-234	Medical Supplies	Rescue - Blood Pressure Monitor		\$79.96
Cash Payment Invoice	E 201-42300-235	Medical Equipment	Rescue - Bandages/Glucose/Asprin		\$56.67
Cash Payment Invoice	E 201-42300-235	Medical Equipment	Rescue - Responder Bags		\$330.97
Cash Payment Invoice	E 201-42300-407	Repairs/Maint Equipmen	Rescue - Batteries		\$245.69
Cash Payment Invoice	E 201-42300-235	Medical Equipment	Rescue - Blood Pressure/Stethoscope Kit		\$71.10
Cash Payment Invoice	E 201-42300-407	Repairs/Maint Equipmen	Rescue - Batteries		\$19.23
Transaction Date	8/13/2025	Main Checking	10100	Total	\$2,790.48
Refer	0 ALL N ALL INC				
Cash Payment Invoice	E 100-42110-406	Repairs/Maint Vehicles	PD - Car Washes		\$42.00
Cash Payment Invoice	E 100-42110-212	Motor Fuels	PD - Fuel		\$980.00
Cash Payment Invoice	E 100-43100-212	Motor Fuels	Streets - Fuel		\$777.20
Cash Payment Invoice	E 100-45200-212	Motor Fuels	Parks - Fuel		\$251.45
Cash Payment Invoice	E 651-46500-300	Professional Srvs (GEN	RWH EDA Owned Lots - Mowing		\$281.65
Cash Payment Invoice	E 602-49450-212	Motor Fuels	Sewer - Fuel		\$103.59
Cash Payment Invoice	E 603-43150-212	Motor Fuels	Storm Water - Fuel		\$84.38
Cash Payment Invoice	E 200-42200-212	Motor Fuels	Fire - Fuel		\$147.83
Cash Payment Invoice	E 201-42300-212	Motor Fuels	Rescue - Fuel		\$83.00
Transaction Date	8/13/2025	Main Checking	10100	Total	\$2,751.10
Refer	0 ARVIG ENTERPRISES INC				
Cash Payment Invoice	E 100-41400-321	Telephone	Clerk - Phone/Inet		\$244.68
Cash Payment Invoice	E 100-42110-321	Telephone	PD - Phone/Inet		\$186.52
Cash Payment Invoice	E 601-49400-321	Telephone	Water - Phone/Inet		\$90.95



CITY OF FRAZEE

08/13/25 2:38 PM

Page 9

Payments

Current Period: August 2025

Cash Payment	E 100-43100-321 Telephone	Streets - Phone/Inet			\$78.95
Invoice					
Transaction Date	8/13/2025	Main Checking	10100	Total	\$601.10
Refer	0 LINCOLN NATIONAL LIFE INS CO	-			
Cash Payment	G 100-21704 PERA	Employee Benefits			\$448.84
Invoice					
Cash Payment	G 601-21705 Short-Long Term-Acc-Dth-D	Employee Benefits			\$60.95
Invoice					
Cash Payment	G 602-21705 Short-Long Term-Acc-Dth-D	Employee Benefits			\$81.36
Invoice					
Transaction Date	8/13/2025	Main Checking	10100	Total	\$591.15
Refer	0 MET LIFE INSURANCE COMPANY	-			
Cash Payment	G 100-21706 Insurance Payable	Employee Deductions			\$284.67
Invoice					
Cash Payment	G 601-21706 Insurance Payable	Employee Deductions			\$29.63
Invoice					
Cash Payment	G 602-21706 Insurance Payable	Employee Deductions			\$60.75
Invoice					
Transaction Date	8/13/2025	Main Checking	10100	Total	\$375.05
Refer	0 OK LUMBER & HARDWARE	-			
Cash Payment	E 100-43100-200 Office Supplies (GENER PW - Sharpie				\$2.99
Invoice					
Cash Payment	E 100-45200-220 Repair/Maint Supply (GE Parks - Weed String				\$49.98
Invoice					
Cash Payment	E 100-43100-240 Small Tools and Minor E Shop - Pliers				\$11.99
Invoice					
Transaction Date	8/13/2025	Main Checking	10100	Total	\$64.96
Refer	0 MARCO TECHNOLOGIES LLC	-			
Cash Payment	E 100-41110-200 Office Supplies (GENER 07/25/2025-08/25/2025 Copier Service				\$64.56
Invoice					
Cash Payment	E 100-41400-200 Office Supplies (GENER 07/25/2025-08/25/2025 Copier Service				\$81.78
Invoice					
Cash Payment	E 651-46500-200 Office Supplies (GENER 07/25/2025-08/25/2025 Copier Service				\$43.05
Invoice					
Cash Payment	E 100-42110-200 Office Supplies (GENER 07/25/2025-08/25/2025 Copier Service				\$43.05
Invoice					
Cash Payment	E 100-49500-200 Office Supplies (GENER 07/25/2025-08/25/2025 Copier Service				\$51.65
Invoice					
Cash Payment	E 601-49400-200 Office Supplies (GENER 07/25/2025-08/25/2025 Copier Service				\$51.65
Invoice					
Cash Payment	E 602-49450-200 Office Supplies (GENER 07/25/2025-08/25/2025 Copier Service				\$51.65
Invoice					
Cash Payment	E 200-42200-200 Office Supplies (GENER 07/25/2025-08/25/2025 Copier Service				\$10.77
Invoice					
Cash Payment	E 201-42300-200 Office Supplies (GENER 07/25/2025-08/25/2025 Copier Service				\$10.77
Invoice					
Transaction Date	8/13/2025	Main Checking	10100	Total	\$408.93



Payments

Current Period: August 2025

Fund Summary

	10100 Main Checking
100 GENERAL FUND	\$151,432.38
200 FIRE FUND	\$804.90
201 RESCUE FUND	\$1,005.98
202 WANNIGAN REGIONAL PARK	\$49,789.99
403 CAP PROJ - EAST MAIN	\$203.38
404 CAP PROJ - TOWN LAKE BEACH	\$29.78
421 CAP PROJ - DTI	\$31.19
423 WRP - ATI 2025 Trails	\$2,045.75
601 WATER FUND	\$108,204.41
602 SEWER FUND	\$51,805.08
603 STORM WATER FUND	\$84.38
651 ECONOMIC DEVELOPMENT AUTHORITY	\$3,741.89
654 EDA - BUSINESS CENTER	\$150.74
656 EDA - Downtown Infill	\$1,306.87
	\$368,616.26

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	
	\$368,616.26
Total	
	\$368,616.26



CITY OF FRAZEE

08/13/25 2:01 PM

Page 1

Payments

Current Period: August 2025

Payments Batch 08132025LSEC

\$33,946.71

Refer	0 BERGSETH BROS	-			
Cash Payment	E 609-49750-256 THC/CBD For Resale	LS - THC Gummies			\$187.00
Invoice	460847 7/23/2025				
Cash Payment	E 609-49751-252 Beer For Resale	LS - CREDIT - Coors Light & Truly Wild Berry			-\$251.00
Invoice	462336 7/31/2025				
Cash Payment	E 609-49750-252 Beer For Resale	LS - Beer			\$3,505.25
Invoice	462337 7/31/2025				
Cash Payment	E 610-49752-252 Beer For Resale	EC - Liquor			\$74.40
Invoice	460914 7/24/2025				
Cash Payment	E 610-49752-252 Beer For Resale	EC - Carbliss			\$574.00
Invoice	460915 7/24/2025				
Cash Payment	E 609-49751-252 Beer For Resale	LS - Coors & Mikes			\$994.60
Invoice	460915 7/24/2025				
Cash Payment	E 609-49750-252 Beer For Resale	LS - Liquor			\$1,394.20
Invoice	46015 7/24/2025				
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$6,478.45
Refer	0 BEVERAGE WHOLESALERS, INC	-			
Cash Payment	E 609-49751-252 Beer For Resale	Shandy			\$390.00
Invoice	392382 7/24/2025				
Cash Payment	E 609-49750-252 Beer For Resale	Beer			\$686.95
Invoice	392382 7/24/2025				
Cash Payment	E 609-49751-252 Beer For Resale	RETURN Shandy			-\$195.00
Invoice	972844 7/31/2025				
Cash Payment	E 609-49750-252 Beer For Resale	Beer			\$629.45
Invoice	972844 7/31/2025				
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$1,511.40
Refer	0 BREAKTHRU BEVERAGE	-			
Cash Payment	E 609-49751-251 Liquor For Resale	Liquor for Resale			\$217.00
Invoice	122575864 7/29/2025				
Cash Payment	E 609-49750-251 Liquor For Resale	Liquor for Resale			\$1,014.77
Invoice	122575864 7/29/2025				
Cash Payment	E 609-49750-440 Fuel/Delivery Surcharge	Service Fee			\$8.80
Invoice	122575864 7/29/2025				
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$1,240.57
Refer	0 BREAKTHRU BEVERAGE	-			
Cash Payment	E 609-49750-251 Liquor For Resale	Fireball			\$615.90
Invoice	122683854 8/5/2025				
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$615.90
Refer	0 BREAKTHRU BEVERAGE	-			
Cash Payment	E 609-49750-251 Liquor For Resale	CREDIT - Staggs Jr Bourbon Whiskey			-\$46.58
Invoice	413825539 8/4/2025				
Transaction Date	8/11/2025	Liquor Store	10101	Total	-\$46.58
Refer	0 BUCKS MILL BREWING	-			
Cash Payment	E 609-49751-252 Beer For Resale	Beer for Resale			\$108.00
Invoice	072425B 7/24/2025				



CITY OF FRAZEE

08/13/25 2:01 PM

Page 2

Payments

Current Period: August 2025

Cash Payment	E 609-49750-252 Beer For Resale	Beer for Resale			\$333.60
Invoice	072425B	7/24/2025			
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$441.60
Refer	0 CASH-WA DISTRIBUTING	-			
Cash Payment	E 609-49751-254 Soft Drinks/Mix For Res	Food for Resale			\$508.65
Invoice	4509331	7/24/2025			
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$508.65
Refer	0 DACOTAH PAPER CO	-			
Cash Payment	E 609-49751-211 Cleaning Supplies	Can Liner			\$46.35
Invoice	66272	7/14/2025			
Cash Payment	E 609-49750-211 Cleaning Supplies	Can Liner			\$46.35
Invoice	66272	7/14/2025			
Cash Payment	E 609-49751-210 Operating Supplies (GE	Gloves			\$208.03
Invoice	66272	7/14/2025			
Cash Payment	E 609-49751-210 Operating Supplies (GE	Cups			\$132.69
Invoice	69651	7/21/2025			
Cash Payment	E 609-49751-210 Operating Supplies (GE	Toilet Paper			\$25.83
Invoice	69651	7/21/2025			
Cash Payment	E 609-49750-210 Operating Supplies (GE	Toilet Paper			\$25.83
Invoice	69651	7/21/2025			
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$485.08
Refer	0 BERGSETH BROS	-			
Cash Payment	E 609-49751-252 Beer For Resale	CREDIT Beer			-\$60.00
Invoice	454-00687	8/7/2025			
Transaction Date	8/11/2025	Liquor Store	10101	Total	-\$60.00
Refer	0 BERGSETH BROS	-			
Cash Payment	E 609-49750-252 Beer For Resale	Beer			\$1,631.95
Invoice	463753	8/7/2025			
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$1,631.95
Refer	0 BEVERAGE WHOLESALERS, INC	-			
Cash Payment	E 609-49750-252 Beer For Resale	Beer & Liquor for Resale			\$2,630.75
Invoice	394561	8/7/2025			
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$2,630.75
Refer	0 CASH-WA DISTRIBUTING	-			
Cash Payment	E 609-49751-259 Food for Resale	Food for Resale			\$152.70
Invoice	4513612	8/7/2025			
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$152.70
Refer	0 D-S BEVERAGES, INC	-			
Cash Payment	E 609-49750-256 THC/CBD For Resale	LS - Overpmt on Acct			-\$72.00
Invoice	894927c	7/16/2025			
Cash Payment	E 609-49750-252 Beer For Resale	LS - CREDIT			-\$3,038.00
Invoice	1582-01231	7/23/2025			
Cash Payment	E 609-49751-252 Beer For Resale	LS - Beer			\$1,702.75
Invoice	896852	7/23/2025			
Cash Payment	E 609-49750-252 Beer For Resale	LS - Beer & Liquor			\$6,151.15
Invoice	896852	7/23/2025			



CITY OF FRAZEE

08/13/25 2:01 PM

Page 3

Payments

Current Period: August 2025

Cash Payment	E 609-49750-252	Beer For Resale	LS - Beer			\$112.25
Invoice	1582-01234	7/25/2025				
Cash Payment	E 609-49750-252	Beer For Resale	LS - CREDIT			-\$112.25
Invoice	1582-01238	7/25/2025				
Cash Payment	E 609-49751-252	Beer For Resale	LS - Return			-\$432.00
Invoice	898831	7/30/2025				
Cash Payment	E 609-49750-252	Beer For Resale	LS - Beer & Liquor			\$2,032.60
Invoice	898831	7/30/2025				
Cash Payment	E 610-49752-210	Operating Supplies (GE	EC - Beer			\$227.40
Invoice	898851	7/23/2025				
Cash Payment	E 610-49752-252	Beer For Resale	EC - Beer			\$147.00
Invoice	898830	7/30/2025				
Transaction Date	8/11/2025		Liquor Store	10101	Total	\$6,718.90
Refer	0 D-S BEVERAGES, INC					
Cash Payment	E 609-49750-252	Beer For Resale	Beer & Liquor			\$997.05
Invoice	900722	8/6/2025				
Transaction Date	8/11/2025		Liquor Store	10101	Total	\$997.05
Refer	0 ELAN FINANCIAL SERVICES					
Cash Payment	E 610-49752-404	Repairs/Maint Machinery	EC - Filter Cartridge			\$94.48
Invoice						
Cash Payment	E 610-49752-210	Operating Supplies (GE	EC - Toilet Paper			\$54.18
Invoice						
Cash Payment	E 610-49752-210	Operating Supplies (GE	EC - Paper Towels			\$53.68
Invoice						
Cash Payment	E 610-49752-210	Operating Supplies (GE	EC - Disposable Shot Glasses			\$21.46
Invoice						
Cash Payment	E 610-49752-210	Operating Supplies (GE	EC - Chair Closet Hider			\$38.64
Invoice						
Cash Payment	E 609-49751-259	Food for Resale	LS - Ingredients			\$42.30
Invoice						
Cash Payment	E 609-49751-213	Operating Supplies - Fo	LS - Ingredients			\$30.61
Invoice						
Cash Payment	E 609-49750-211	Cleaning Supplies	LS - Trash Bags			\$5.98
Invoice						
Cash Payment	E 609-49751-211	Cleaning Supplies	LS - Trash Bags			\$5.99
Invoice						
Cash Payment	E 609-49750-200	Office Supplies (GENER	LS - Pens			\$0.97
Invoice						
Cash Payment	E 609-49751-254	Soft Drinks/Mix For Res	LS - Soda			\$35.94
Invoice						
Cash Payment	E 609-49751-440	Fuel/Delivery Surcharge	LS - Sales Tax			\$3.84
Invoice						
Cash Payment	E 609-49750-200	Office Supplies (GENER	LS - Pens			\$4.50
Invoice						
Cash Payment	E 609-49751-200	Office Supplies (GENER	LS - Pens			\$4.50
Invoice						
Cash Payment	E 609-49750-254	Soft Drinks/Mix For Res	LS - Energy Drinks			\$146.53
Invoice						



CITY OF FRAZEE

08/13/25 2:01 PM

Page 4

Payments

Current Period: August 2025

Cash Payment	E 609-49751-254	Soft Drinks/Mix For Res	LS - Energy Drinks	\$369.14
Invoice				
Cash Payment	E 609-49751-210	Operating Supplies (GE	LS - Measuring Cups	\$45.98
Invoice				
Cash Payment	E 609-49750-200	Office Supplies (GENER	LS - Sticky Notes	\$4.47
Invoice				
Cash Payment	E 609-49751-200	Office Supplies (GENER	LS - Sticky Notes	\$4.48
Invoice				
Cash Payment	E 609-49750-210	Operating Supplies (GE	LS - Ice Bags	\$48.29
Invoice				
Cash Payment	E 609-49751-210	Operating Supplies (GE	LS - Plates	\$12.13
Invoice				
Cash Payment	E 609-49751-213	Operating Supplies - Fo	LS - Peppers	\$3.94
Invoice				
Cash Payment	E 609-49751-254	Soft Drinks/Mix For Res	LS - Juice	\$21.20
Invoice				
Cash Payment	E 609-49751-254	Soft Drinks/Mix For Res	LS - 4 Water 40 pks	\$19.68
Invoice				
Cash Payment	E 609-49751-440	Fuel/Delivery Surcharge	LS - Sales Tax	\$0.96
Invoice				
Cash Payment	E 609-49751-404	Repairs/Maint Machinery	LS - Ball Knob	\$8.42
Invoice				
Cash Payment	E 609-49750-404	Repairs/Maint Machinery	LS - Ball Knob	\$8.42
Invoice				
Cash Payment	E 609-49751-213	Operating Supplies - Fo	LS - Asparagus	\$6.99
Invoice				
Cash Payment	E 609-49751-500	Capital Outlay (GENER	LS - Freezer	\$149.50
Invoice				
Cash Payment	E 609-49750-500	Capital Outlay (GENER	LS - Freezer	\$149.50
Invoice				
Cash Payment	E 609-49751-440	Fuel/Delivery Surcharge	LS - Sales Tax	\$12.43
Invoice				
Cash Payment	E 609-49750-440	Fuel/Delivery Surcharge	LS - Sales Tax	\$12.44
Invoice				
Cash Payment	E 609-49751-500	Capital Outlay (GENER	LS - Coolers	\$208.63
Invoice				
Cash Payment	E 609-49751-210	Operating Supplies (GE	LS - Coffee Stirres	\$26.42
Invoice				
Cash Payment	E 609-49750-210	Operating Supplies (GE	LS - Cash Box	\$22.64
Invoice				
Cash Payment	E 609-49751-210	Operating Supplies (GE	LS - Cash Box	\$22.64
Invoice				
Cash Payment	E 609-49751-259	Food for Resale	LS - Food	\$49.92
Invoice				
Cash Payment	E 609-49751-210	Operating Supplies (GE	LS - Plates	\$5.58
Invoice				
Cash Payment	E 609-49751-213	Operating Supplies - Fo	LS - Ingredients	\$15.18
Invoice				
Cash Payment	E 609-49750-200	Office Supplies (GENER	LS - Dry Erase Markers	\$3.47
Invoice				



CITY OF FRAZEE

08/13/25 2:01 PM
Page 5

Payments

Current Period: August 2025

Cash Payment	E 609-49751-200	Office Supplies (GENER	LS - Dry Erase Markers		\$3.48
Invoice					
Cash Payment	E 609-49751-254	Soft Drinks/Mix For Res	LS - Drink Mixes		\$12.88
Invoice					
Cash Payment	E 609-49751-440	Fuel/Delivery Surcharge	LS - Sales Tax		\$1.69
Invoice					
Cash Payment	E 609-49750-210	Operating Supplies (GE	LS - Tip		\$4.52
Invoice					
Cash Payment	E 609-49751-210	Operating Supplies (GE	LS - Tip		\$4.52
Invoice					
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$1,803.14
Refer	0	GIOVANNIS FROZEN PIZZA	-		
Cash Payment	E 609-49751-280	Pizza for Resale	Pizza		\$588.75
Invoice	0307232504	7/23/2025			
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$588.75
Refer	0	JOHNSON BROTHERS LIQUOR CO	-		
Cash Payment	E 609-49750-251	Liquor For Resale	Liquor		\$27.12
Invoice	2843219	7/29/2025			
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$27.12
Refer	0	JOHNSON BROTHERS LIQUOR CO	-		
Cash Payment	E 609-49750-253	Wine For Resale	Liquor		\$64.00
Invoice	2848594	8/5/2025			
Cash Payment	E 609-49750-251	Liquor For Resale	Liquor		\$396.00
Invoice	2848594	8/5/2025			
Cash Payment	E 609-49750-440	Fuel/Delivery Surcharge	Sales Tax		\$8.00
Invoice	2848594	8/5/2025			
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$468.00
Refer	0	MN MUNICIPAL BEVERAGE ASSO	-		
Cash Payment	E 609-49750-433	Dues and Subscriptions	Dues July 2025-2026		\$300.00
Invoice					
Cash Payment	E 609-49751-433	Dues and Subscriptions	Dues July 2025-2026		\$300.00
Invoice					
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$600.00
Refer	0	ND CHILD SUPPORT	-		
Cash Payment	G 609-21712	Garishment Payable	Remittance ID 102107 - Pay Period 2025-15		\$191.64
Invoice					
Cash Payment	G 609-21712	Garishment Payable	Remittance ID 102107 - Pay Period 2025-16		\$191.64
Invoice					
Transaction Date	8/11/2025	Liquor Store	10101	Total	\$383.28
Refer	0	OTTER TAIL POWER	-		
Cash Payment	E 609-49750-381	Electric Utilities	LS Electricity		\$263.35
Invoice					
Cash Payment	E 609-49751-381	Electric Utilities	LS Electricity		\$263.34
Invoice					
Transaction Date	8/12/2025	Liquor Store	10101	Total	\$526.69
Refer	0	PHILLIPS WINE & SPIRITS	-		



CITY OF FRAZEE

08/13/25 2:01 PM
Page 6

Payments

Current Period: August 2025

Cash Payment	E 609-49750-251	Liquor For Resale	Liquor for resale				\$897.85
Invoice	5022105	8/5/2025					
Cash Payment	E 609-49750-440	Fuel/Delivery Surcharge	Delivery Charge				\$16.00
Invoice	5022105	8/5/2025					
Transaction Date	8/12/2025		Liquor Store	10101	Total		\$913.85
Refer	0	PHILLIPS WINE & SPIRITS	-				
Cash Payment	E 609-49750-251	Liquor For Resale	Liquor for resale				\$763.03
Invoice	5018077	7/29/2025					
Transaction Date	8/12/2025		Liquor Store	10101	Total		\$763.03
Refer	0	SYSCO NORTH DAKOTA, INC	-				
Cash Payment	E 609-49751-259	Food for Resale	Food				\$767.81
Invoice	295964523	7/22/2025					
Cash Payment	E 609-49751-213	Operating Supplies - Fo	Food				\$27.74
Invoice	295964523	7/22/2025					
Cash Payment	E 609-49751-210	Operating Supplies (GE	Operating Supplies				\$38.59
Invoice	295964523	7/22/2025					
Cash Payment	E 609-49751-440	Fuel/Delivery Surcharge	Fuel Surcharge				\$6.50
Invoice	295964523	7/22/2025					
Transaction Date	8/12/2025		Liquor Store	10101	Total		\$840.64
Refer	0	VIKING COCA COLA BOTTLING CO	-				
Cash Payment	E 609-49751-254	Soft Drinks/Mix For Res	Soda				\$389.25
Invoice	3880858	7/16/2025					
Cash Payment	E 609-49750-254	Soft Drinks/Mix For Res	Soda				\$44.70
Invoice	3880858	7/16/2025					
Cash Payment	E 609-49750-254	Soft Drinks/Mix For Res	Soda				\$196.80
Invoice	3880858	7/16/2025					
Cash Payment	E 609-49751-210	Operating Supplies (GE	CO2				\$159.00
Invoice	3880858	7/16/2025					
Transaction Date	8/12/2025		Liquor Store	10101	Total		\$789.75
Refer	0	VESTIS	-				
Cash Payment	E 609-49750-210	Operating Supplies (GE	Mat				\$19.45
Invoice	2520621724	7/17/2025					
Cash Payment	E 609-49751-210	Operating Supplies (GE	Mat				\$19.45
Invoice	2520621724	7/17/2025					
Cash Payment	E 609-49751-211	Cleaning Supplies	Mops				\$35.60
Invoice	2520621724	7/17/2025					
Cash Payment	E 609-49750-211	Cleaning Supplies	Mops				\$35.60
Invoice	2520621724	7/17/2025					
Cash Payment	E 609-49751-211	Cleaning Supplies	Mops				\$34.16
Invoice	2520628949	7/31/2025					
Cash Payment	E 609-49750-211	Cleaning Supplies	Mops				\$34.16
Invoice	2520628949	7/31/2025					
Transaction Date	8/12/2025		Liquor Store	10101	Total		\$178.42
Refer	0	JOHNSON BROTHERS LIQUOR CO	-				
Cash Payment	E 610-49752-251	Liquor For Resale	Liquor				\$263.00
Invoice	2848595	8/5/2025					
Transaction Date	8/12/2025		Liquor Store	10101	Total		\$263.00



CITY OF FRAZEE

08/13/25 2:01 PM

Page 7

Payments

Current Period: August 2025

Refer	0 PHILLIPS WINE & SPIRITS	-			
Cash Payment	E 610-49752-251 Liquor For Resale	Liquor			\$221.00
Invoice	5022106 8/5/2025				
Transaction Date	8/12/2025	Liquor Store	10101	Total	\$221.00
Refer	0 D-S BEVERAGES, INC	-			
Cash Payment	E 610-49752-252 Beer For Resale	CREDIT Beer			-\$30.00
Invoice	1582-01250 8/6/2025				
Transaction Date	8/12/2025	Liquor Store	10101	Total	-\$30.00
Refer	0 OTTER TAIL POWER	-			
Cash Payment	E 610-49752-381 Electric Utilities	EC Electricity			\$425.14
Invoice					
Transaction Date	8/12/2025	Liquor Store	10101	Total	\$425.14
Refer	0 MN ENERGY RESOURCES	-			
Cash Payment	E 610-49752-383 Gas Utilities	EC Natrual Gas			\$114.36
Invoice					
Transaction Date	8/12/2025	Liquor Store	10101	Total	\$114.36
Refer	0 VESTIS	-			
Cash Payment	E 610-49752-410 Rentals (GENERAL)	Linen Cleaning			\$178.19
Invoice	252009831 7/10/2025				
Cash Payment	E 610-49752-410 Rentals (GENERAL)	Linen Cleaning			\$199.78
Invoice	252009895 7/17/2025				
Cash Payment	E 610-49752-211 Cleaning Supplies	Mops & Rags			\$110.46
Invoice	2520621725 7/17/2025				
Cash Payment	E 610-49752-410 Rentals (GENERAL)	Linen Cleaning			\$103.62
Invoice	252009961 7/24/2025				
Cash Payment	E 610-49752-211 Cleaning Supplies	Mops & Rags			\$170.07
Invoice	2520628950 7/31/2025				
Transaction Date	8/12/2025	Liquor Store	10101	Total	\$762.12
Refer	0 ARVIG ENTERPRISES INC	-			
Cash Payment	E 609-49750-321 Telephone	LS - Phone/Inet			\$66.24
Invoice					
Cash Payment	E 609-49751-321 Telephone	LS - Phone/Inet/TV			\$388.26
Invoice					
Cash Payment	E 610-49752-321 Telephone	EC - Phone/Inet			\$56.06
Invoice					
Transaction Date	8/12/2025	Liquor Store	10101	Total	\$510.56
Refer	0 LINCOLN NATIONAL LIFE INS CO	-			
Cash Payment	G 609-21705 Short-Long Term-Acc-Dth-D	Employee Benefits			\$53.11
Invoice					
Transaction Date	8/12/2025	Liquor Store	10101	Total	\$53.11
Refer	0 MET LIFE INSURANCE COMPANY	-			
Cash Payment	G 609-21706 Insurance Payable	Employee Dental Insurance			\$29.63
Invoice					
Transaction Date	8/12/2025	Liquor Store	10101	Total	\$29.63
Refer	0 OK LUMBER & HARDWARE	-			



CITY OF FRAZEE

08/13/25 2:01 PM

Page 8

Payments

Current Period: August 2025

Cash Payment	E 609-49750-401	Repairs/Maint Buildings	LS - Toilet Repair		\$8.24
Invoice	57968	7/7/2025			
Cash Payment	E 609-49751-401	Repairs/Maint Buildings	LS - Toilet Repair		\$8.24
Invoice	57968	7/7/2025			
Cash Payment	E 609-49751-210	Operating Supplies (GE	LS - Street Dance Fencing		\$29.98
Invoice	57968	7/7/2025			
Transaction Date	8/12/2025	Liquor Store	10101	Total	\$46.46
Refer	0 STEVES SANITATION				
Cash Payment	E 609-49750-384	Refuse/Garbage Dispos	Weekly Dumpster Service July 2025		\$105.23
Invoice					
Cash Payment	E 609-49751-384	Refuse/Garbage Dispos	Weekly Dumpster Service July 2025		\$105.23
Invoice					
Cash Payment	E 610-49752-384	Refuse/Garbage Dispos	Weekly Dumpster Service July 2025		\$105.23
Invoice					
Transaction Date	8/13/2025	Liquor Store	10101	Total	\$315.69
Refer	0 BECKER CO ENVIRONMENTAL				
Cash Payment	E 609-49750-384	Refuse/Garbage Dispos	Recycling Services July 2025		\$8.33
Invoice					
Cash Payment	E 609-49751-384	Refuse/Garbage Dispos	Recycling Services July 2025		\$8.33
Invoice					
Cash Payment	E 610-49752-384	Refuse/Garbage Dispos	Recycling Services July 2025		\$8.34
Invoice					
Transaction Date	8/13/2025	Liquor Store	10101	Total	\$25.00
Refer	0 MARCO TECHNOLOGIES LLC				
Cash Payment	E 609-49750-200	Office Supplies (GENER	07/25/2025 to 08/25/2025 Copier Service		\$5.39
Invoice					
Cash Payment	E 609-49751-200	Office Supplies (GENER	07/25/2025 to 08/25/2025 Copier Service		\$5.39
Invoice					
Cash Payment	E 610-49752-200	Office Supplies (GENER	07/25/2025 to 08/25/2025 Copier Service		\$10.77
Invoice					
Transaction Date	8/13/2025	Liquor Store	10101	Total	\$21.55

Fund Summary

	10101 Liquor Store	
609 MUNICIPAL LIQUOR FUND	\$30,725.45	
610 EVENT CENTER FUND	\$3,221.26	
	\$33,946.71	

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$33,946.71
Total	\$33,946.71

Addendum

RESCUE SQUAD OUTFITTING

Guardian Fleet Safety
7020 State Highway 24
PO Box 70
Clear Lake MN 55319
Phone: (320) 245-4000
sales@guardianfleetsafety.com
www.guardianfleetsafety.com



GUARDIAN
FLEET SAFETY

Quote:
Date Quoted:
Payment Terms:
Service Writer:
PO #:

102802
8/6/2025
Net 30
Don Starry

QUOTE

Page: 1 of 5

Quote To: City of Frazee C/O Frazee Rescue 222 Main Avenue West Frazee MN 56544 Phone: 2186399673	Date: 8/6/2025 Expires: 9/5/2025 Reference: Sales Person: Don Starry
--	---

Customer supplied: Radio
 -Vehicle ordered with dual spotlight prep
 -Lay electronics box flat on floor in rear cargo area as it does not have a cage to attach to
 -Activate factory headlight flasher, flash taillights with Blueprint
 -NO front cage, Vehicle may get front cage later in life and be switched to patrol vehicle
 -Extra Trailer connector wired into rear of vehicle for future emergency lighting connection on trailer
 -Install portable radio chargers somewhere in the front of the vehicle or just behind the front seats in the middle?

Line	Part	Description	Rev	Drawing	Expected Qty	Unit Price	Ext. Price
1		FULL BUILD CONFIG1 2025 Ford PIU	A1		1.00EA	20,513.18	20,513.18

Bill of Materials

ASM Qty	UM	Part:	Unit Price	Ext Amount
1	1	FRONT CONFIG1 / FRONT CONFIGURATION1		
1	EA	100525 / WESTIN Heavy Duty Steel Bumper for 2020+ Ford Interceptor Utility.	410.00	410.00
1	EA	101729 / Short 4 Light Channel Black For (4) Barrage™ Series Lighthead	40.84	40.84
2	EA	102074 / BSM16-RW Barrage™ Series 16 LED Red/White Lighthead. 5 Year Warranty. SAE Class 1. Bumper channel	124.50	249.00
2	EA	102075 / BSM16-BW Barrage™ Series 16 LED Blue/White Lighthead. 5 Year Warranty. SAE Class 1. Bumper channel	124.50	249.00
2	EA	102341 / Barrage™ Series 2X Red/White Lighthead. 5 Year Warranty. SAE Class 1. Side of bumper and pit wrap	184.48	368.96
2	EA	102342 / Barrage™ Series 2X Blue/White Lighthead. 5 Year Warranty. SAE Class 1. Side of bumper and pit wrap	184.48	368.96
1	EA	100526 / WESTIN Heavy Duty PIT Wraps for 2020+ Ford Interceptor Utility.	420.40	420.40
1	EA	100527 / WESTIN Heavy Duty Steel Headlight Loops for 2020+ Ford Interceptor Utility	302.15	302.15

QuotForm:001:00

Guardian Fleet Safety
 7020 State Highway 24
 PO Box 70
 Clear Lake MN 55319
 Phone: (320) 245-4000
 sales@guardianfleetsafety.com
 www.guardianfleetsafety.com



GUARDIAN
 FLEET SAFETY

Quote:
 Date Quoted:
 Payment Terms:
 Service Writer:
 PO #:

102802
 8/6/2025
 Net 30
 Don Starry

QUOTE

Page: 2 of 5

Bill of Materials					Unit Price	Ext Amount
ASM	Qty	UM	Part:			
2	1		CABIN CONFIG1 / CABIN CONFIGURATION1			
1	EA	100909	bluePRINT Button Light & Siren Control Kit		2,075.54	2,075.54
			Kit includes: (2) Siren Speakers (1) Dual Tone Control Siren Amp (1) Button Control Head (1) Remote Node and Harness (1) Sync Module			
1	EA	100586	Console - PIU		339.74	339.74
			Gamber Johnson Console for 2020+ Ford Interceptor Utility Low-Profile Console Box (Accessories sold separate)			
1	EA	100581	Gamber Johnson Dual Cup Holder		59.14	59.14
1	EA	100579	Large 6" Console Pocket		49.29	49.29
1	EA	100587	Gamber Johnson Tall Console Armrest		145.49	145.49
1	EA	100847	3 Hole Outlet for 12V Accessories		24.33	24.33
2	EA	100768	Magnetic Mic Hang-Up Clip.		41.99	83.98
			For radio and PA-PA mounted in drivers door			
1	EA	100647	SoundOff Signal Red/White Interior Dome Light w/Switch for Driver's Compartment.		132.58	132.58
5	EA	102262	Flat 3" R/W Dome Light		75.60	378.00
			(1) Rear seat area for future use as cage light (2) Rear Cargo area and (2) Mounted on inside of Hatch.-cargo lights wired on dimmer switch			
1	EA	100582	Universal Electronics Box for Cargo Area		468.37	468.37
2	EA	100702	18" Remote Node Harness		49.69	99.38
			-additional			
2	EA	100703	SoundOff Signal Remote Node		402.11	804.22
			-additional			
1	EA		CUSTOMER SUPPLIED PART / CUSTOMER SUPPLIED PART		0.00	0.00
			Radio			
1	EA	102826	12V Dimmer Switch		24.41	24.41
			mounted in cargo area,Wired to cargo lights			
1	EA		CUSTOMER SUPPLIED PART / CUSTOMER SUPPLIED PART		0.01	0.01
			portable radio charger			

QuotForm:001:00



QUOTE

Bill of Materials

ASM	Qty	UM	Part:	Unit Price	Ext Amount
3	1		ROOF CONFIG1 / ROOF CONFIGURATION1		
	1	EA	100771 / NMO Cable Kit UHF Male	35.10	35.10
	1	EA	100617 / Low Profile Dual Band antenna 700/2500- PCTEL	43.64	43.64
	1	EA	100651 / mPOWER Lightbar 54" Tinted	2,675.71	2,675.71
			54" SoundOff Signal mPOWER Lightbar full Dual Color in front and side, with 3 Tri-Color Modules in rear for Rear Scene Lighting. Fully Tinted, black top. Better Resistance to dust. Thinnest lightbar on the market at only 1" tall.		
	1	EA	100827 / Strap - PIU SoundOff	81.43	81.43
			Strap Kit for 2020+ Ford PIU. Fits SoundOff Signal Lightbars.		
4	1		SIDES CONFIG1 / SIDES CONFIGURATION1		
	1	EA	100498 / Spotlight - PIU- LH	309.57	309.57
			218016-0002 LED 6" Spotlight Black (335) (S04) LH		
	1	EA	100499 / Spotlight - PIU- RH	309.57	309.57
			218017-0002 LED 6" Spotlight Black (335) (S04) RH		
	1	EA	101763 / 2025+ PIU Driver side Surface Mount Under Mirror Bracket. Works with Blind Spot Sensor	28.01	28.01
	1	EA	101764 / 2025+ PIU Pass Side Surface Mount Under Mirror Bracket. Works with Blind Spot Sensor	26.06	26.06
	1	EA	100711 / Intersector Surface Mount Red/White	201.94	201.94
			Under mirror		
	1	EA	100712 / Intersector Surface Mount Blue/White	201.94	201.94
			Under mirror		
	4	EA	102370 / Barrage L Bracket	13.21	52.84
			For mounting barrage single or 2x lights		
	1	EA	102341 / Barrage™ Series 2X Red/White Lighthead. 5 Year Warranty. SAE Class 1.	184.48	184.48
			Cargo window		
	1	EA	102342 / Barrage™ Series 2X Blue/White Lighthead. 5 Year Warranty. SAE Class 1.	184.48	184.48
			Cargo window		
	1	EA	100104 / Super 15 Auto eject w/black cover	372.40	372.40
	1	EA	100459 / Auto Interlock 2	244.60	244.60
			Auto Interlock 2 allows for entire shoreline power system to operation on either Shoreline 110V via the Auto Eject or the On-board Inverter.		
	1	EA	101560 / Samlex America Solar SEC-1215UL SEC-UL Series 12V Battery Charger, 15 Amp, Yellow	317.03	317.03

QuotForm:001:00

Guardian Fleet Safety
7020 State Highway 24
PO Box 70
Clear Lake MN 55319
Phone: (320) 245-4000
sales@guardianfleetsafety.com
www.guardianfleetsafety.com



GUARDIAN
FLEET SAFETY

Quote:
Date Quoted:
Payment Terms:
Service Writer:
PO #:

102802
8/6/2025
Net 30
Don Starry

QUOTE

Page: 4 of 5

Bill of Materials					Unit Price	Ext Amount
ASM	Qty	UM	Part:			
4	1		SIDES CONFIG1 / SIDES CONFIGURATION1			
	1	EA	101120 / 2000 Watt Professional Grade 12VDC - 115VAC Inverter. Modified Sine Wave, Universal Protection Circuit Mounted in rear cargo area for chargers		478.21	478.21
	2	EA	102650 / Steel Junction box W/Black Duplex Outlet Mounted in rear cargo area for chargers		12.76	25.52
	1	EA	102074 / BSM16-RW Barrage™ Series 16 LED Red/White Lighthead. 5 Year Warranty. SAE Class 1. Rear door window		124.50	124.50
	1	EA	102075 / BSM16-BW Barrage™ Series 16 LED Blue/White Lighthead. 5 Year Warranty. SAE Class 1. Rear door window		124.50	124.50
5	1		REAR CONFIG1 / REAR CONFIGURATION1			
	2	EA	102074 / BSM16-RW Barrage™ Series 16 LED Red/White Lighthead. 5 Year Warranty. SAE Class 1. Plastic above rear plate and under hatch to be visible when hatch is open		124.50	249.00
	2	EA	102075 / BSM16-BW Barrage™ Series 16 LED Blue/White Lighthead. 5 Year Warranty. SAE Class 1. Plastic above rear plate and under hatch to be visible when hatch is open		124.50	249.00
	3	EA	102135 / BSM18-RAW Barrage™ Series 18 LED Tri-Color Red/Amber/White Lighthead. 5 Year Warranty. SAE Class 1. Mounted on rear bumper-programmed to arrow stick to match lightbar-to be visible when hatch is open and blocking lightbar		156.50	469.50
	3	EA	102134 / BSM18-BAW Barrage™ Series 18 LED Tri-Color Blue/Amber/White Lighthead. 5 Year Warranty. SAE Class 1. Mounted on rear bumper-programmed to arrow stick to match lightbar-to be visible when hatch is open and blocking lightbar		156.50	469.50
	1	EA	102825 / 4 Pin Round Trailer Accesory Adapter Wire into rear of vehicle to hook to trailer in future that will have emergency lighting on it wired in(not for DOT lighting)		13.96	13.96
7	1		BUILD LABOR CONFIG1 / BUILD LABOR CONFIGURATION1			
	1	EA	BUILD LABOR / BUILD LABOR		4,840.00	4,840.00
	1	EA	100910 / SHOP SUPPLIES FULL		195.00	195.00
	1	EA	100912 / HARNESS - FULL		586.90	586.90
	1	EA	100914 / SHIPPING		325.00	325.00

QuoteForm:001:00

Guardian Fleet Safety
7020 State Highway 24
PO Box 70
Clear Lake MN 55319
Phone: (320) 245-4000
sales@guardianfleetsafety.com
www.guardianfleetsafety.com



GUARDIAN
FLEET SAFETY

Quote: 102802
Date Quoted: 8/6/2025
Payment Terms: Net 30
Service Writer: Don Starry
PO #:

QUOTE

Page: 5 of 5

Lines Total	20,513.18
Total Taxes	0.00
Quote Total	20,513.18

Quote Form: 001:00



55 North Third St.
 Fargo, ND 58102
 Phone #: 701.293.9561
 Fax #: 701.241.6725

QUOTATION
306000699

Page 1

Bill To:
 Frazee Rescue
 222 West Main St
 Frazee, MN 56544

Ship To:
 Frazee Rescue
 222 West Main St
 Frazee, MN 56544

Attn: Matthew Johnson

Date: 06/02/2025		Customer Rep: Tyler Wiser		Terms: Due Upon Receipt	
Qty	Item	Description	Unit Price	Extended	
1	HK2273ITU25	PB10 Steel Headlight Guard w/ Aluminum PB9	\$803.12	\$803.12	
1	BK2020ITU20	PB450L4 Aluminum Bumper ION With Whelen ION Tri-Color 2020-2024 Interceptor Utility	\$1,071.00	\$1,071.00	
1	PK0316ITU252ND	#12VS Coated Poly Partition 2025 Interceptor Utility	\$561.06	\$561.06	
1	AK0968ITU202ND	#12 Partition Radio Box 20-25 Interceptor Utility	\$405.45	\$405.45	
1	CEXAMP	WeCanX External Amplifier	\$293.00	\$293.00	
1	C399	CENCOM CORE WCX CONTROL CENTER	\$1,227.20	\$1,227.20	
1	CCTL6	WeCanX KNOB/SLIDE CONTROL HEAD	\$0.00	\$0.00	
1	SA315U	SA315U SPEAKER, BLACK PLASTIC, 100W	\$0.00	\$0.00	
1	SA315U	SA315U SPEAKER, BLACK PLASTIC, 100W	\$213.20	\$213.20	
1	SAK75D	SA-315 MT KIT DRVR 25 FORD PIU	\$0.00	\$0.00	
1	C399SP	SCANport KIT FOR C399	\$0.00	\$0.00	
1	EB2DEDE	Whelen Legacy WCX 54" Duo	\$2,533.70	\$2,533.70	



55 North Third St.
Fargo, ND 58102
Phone #: 701.293.9561
Fax #: 701.241.6725

QUOTATION
306000699

Page 2

Bill To:
Frazee Rescue
222 West Main St
Frazee, MN 56544

Ship To:
Frazee Rescue
222 West Main St
Frazee, MN 56544

Attn: Matthew Johnson

Date: 06/02/2025		Customer Rep: Tyler Wiser		Terms: Due Upon Receipt	
Qty	Item	Description	Unit Price	Extended	
1	C-VS-1400-INUT-1	Vehicle-Specific Low-Profile Flat Console 2020-2025 Ford Interceptor Utility	\$353.81	\$353.81	
1	C-ARM-104	Molded Armrest To Mount To Tunnel-Mount Base	\$221.00	\$221.00	
1	C-EB25-XTL-1P	1-Piece Equipment Mounting Bracket O5/E5 Control	\$0.00	\$0.00	
1	C-EB40-CCS-1P	1-Piece Equipment Mounting Bracket, 4" M	\$0.00	\$0.00	
1	C-LP3-BL2	Console Accessory Bracket Kit with 3 Lighter Plug Outlets and 2 Blanks for Rectangular Accessories	\$82.00	\$82.00	
1	C-CUP2-E-C	External Cup Holders	\$40.02	\$40.02	
1	NMOKHFUD	0-6000MHz,3/4 inMnt,RG58/U,No Connector	\$25.02	\$25.02	
1	BMLPVDB700/2500	PCTEL LO PROFILE CELL/PCS BLK	\$50.00	\$50.00	
1	ECVDMLTAL00	RED/WHITE DOME LIGHT SOUNDOFF	\$80.00	\$80.00	
5	3SRCCDCR	3" ROUND SPLIT RED/WHT COMPART	\$78.78	\$393.90	
2	U180JC	U-SERIES TRIO RED/BLU/WHT	\$257.40	\$514.80	



55 North Third St.
 Fargo, ND 58102
 Phone #: 701.293.9561
 Fax #: 701.241.6725

QUOTATION
306000699

Page 3

Bill To:
 Frazee Rescue
 222 West Main St
 Frazee, MN 56544

Ship To:
 Frazee Rescue
 222 West Main St
 Frazee, MN 56544

Attn: Matthew Johnson

Date: 06/02/2025		Customer Rep: Tyler Wiser		Terms: Due Upon Receipt	
Qty	Item	Description	Unit Price	Extended	
1	U18050	U-SERIES MIRROR MT FORD PIU	\$35.00	\$35.00	
3	TLI2D	ION T-Series Lighthead, Red/White Cargo Area Side lighting and LP Lighting	\$155.22	\$465.66	
3	TLI2E	ION T-Series Lighthead, Blue/White Cargo Area Side lighting and LP Lighting	\$155.22	\$465.66	
1	TIONBKT2	ION T-Series Adj. License Plate Bracket	\$38.22	\$38.22	
1	IONR	ION LIGHT RED Hatch lighting when hatch is open	\$113.10	\$113.10	
1	IONB	ION LIGHT BLUE Hatch lighting when hatch is open	\$113.10	\$113.10	
3	TLI2K	ION T-Series Lighthead, Red/Amber Emergency lighting mounted on rear bumper, and programmed for arrowstick for when the hatch is open.	\$152.00	\$456.00	
3	TLI2M	ION T-Series Lighthead, Blue/Amber Emergency lighting mounted on rear bumper, and programmed for arrowstick for when the hatch is open.	\$152.00	\$456.00	
2	I2D	DUO LINEAR ION RED/WHITE BLK	\$131.95	\$263.90	
2	I2E	DUO LINEAR ION BLUE/WHITE BLK	\$131.95	\$263.90	
1	SAM-2000-12	SAMLEX's SAM-2000-12 DC to AC power inverter. 2000 W continuous	\$456.10	\$456.10	



55 North Third St.
 Fargo, ND 58102
 Phone #: 701.293.9561
 Fax #: 701.241.6725

QUOTATION
306000699

Page 4

Bill To:
 Frazee Rescue
 222 West Main St
 Frazee, MN 56544

Ship To:
 Frazee Rescue
 222 West Main St
 Frazee, MN 56544

Attn: Matthew Johnson

Date: 06/02/2025		Customer Rep: Tyler Wiser		Terms: Due Upon Receipt	
Qty	Item	Description	Unit Price	Extended	
1	SEC1215UL	Battery Charger, 15A-UL Listed	\$274.50	\$274.50	
1	*PART	4 Pin Round Trailer Accessory adapter 4 Pin Round Trailer Accessory adapter	\$13.00	\$13.00	
1	KM-091-55-15-120-BLK	Super Auto Eject, 15 Amp Plug Black Cover	\$368.00	\$368.00	
1	*PART	AUTO INTERLOCK 2 AUTO INTERLOCK 2	\$240.00	\$240.00	
1	NMOKHFUD	0-6000MHz,3/4 inMnt,RG58/U,No Connector	\$25.02	\$25.02	
1	BMLPVDB700/2500	PCTEL LO PROFILE CELL/PCS BLK	\$50.00	\$50.00	
2	Mag Mic	Magnetic Mic	\$40.00	\$80.00	
1	PDU-8S	Power Distribution Unit	\$343.20	\$343.20	
1	SHOPSUPP	Shop Supplies	\$200.00	\$200.00	
1	SHIP	Shipping and Handling	\$300.00	\$300.00	
1	LABOR	LABOR	\$4,600.00	\$4,600.00	
1	DR-200-512	Two Camera Hd Drive Recorder Kit 512 gb	\$731.00	\$731.00	



55 North Third St.
Fargo, ND 58102
Phone #: 701.293.9561
Fax #: 701.241.6725

QUOTATION
306000699

Page 5

Bill To:
Frazee Rescue
222 West Main St
Frazee, MN 56544

Ship To:
Frazee Rescue
222 West Main St
Frazee, MN 56544

Attn: Matthew Johnson

Date: 06/02/2025		Customer Rep: Tyler Wiser		Terms: Due Upon Receipt	
Qty	Item	Description		Unit Price	Extended

Subtotal : \$19,219.64
Tax : \$0.00
Total Quote : \$19,219.64

Quote valid for 30 days

Quotes exceeding \$5,000 are subject to a pre-payment of all equipment. If applicable, progress payments may be required.