

Agenda  
Silver Lake City Council  
Regular Meeting  
6:30pm, April 20, 2026  
Silver Lake Auditorium

Call Regular Meeting to Order

Consent Agenda:

1. Approve minutes from April 6, 2026 Open Book Hearing of the Board of Appeals and Equalization
2. Approve minutes from April 6, 2026 Quarterly Meeting
3. Approve Payroll 6, 7 & 8, March Council and Ambulance
4. Payment Application #11
5. Disbursement #11
6. Approve Claims

Public Comment

Old Business

1. The Broll Team

Department Business:

1. Public Works
  - a. SEH
  - b. Liaison Report
    - i. \*A portion of the meeting may be closed for employee performance evaluation (Pursuant to MN State Statute 13D.05 Subd.3a)
  - c. People Service Report
    - i. O&M Report
    - ii. WO Maintenance Report
2. Public Safety Liaison Report
  - a. Fire Department Report
  - b. Sheriff's Report
    - i. Event type report
    - ii. Police Hours for March
  - c. Ambulance Report
3. Municipal Liquor Liaison Report
4. Community Development
  - a. Commissioner's report
5. Administration
  - a. City Auditor Presentation
  - b. Clerk's report

New Business:

1. Request for Action Application for 1-Day Gambling License for Silver Lake Pools & Park Organization for Pola-Czesky Days raffle
2. Request for Action application for 1-Day Gambling License for Silver Lake Fire Relief for Pola-Czesky Days raffle.
3. Request for Action Temporary Liquor License for Pola-Czesky Days
4. Council Code of Ethics revision
5. Resolution 26-13: Resolution Approving Property/Liability Insurance Premiums

Open Discussion

Adjourn

# Consent Agenda

Minutes  
Silver Lake City Council  
Open Book Hearing Local Board of Appeals and Equalization  
April 6, 2026

Acting Mayor Josh Mason called the meeting to order at 6:04pm.

Members present: Mayor Bruce Bebo (arrived at 6:12), Councilor Joanna Jacobs, Councilor Josh Mason, Councilor Roxanne Yurek

Members absent: Councilor Ted Gehring

Staff Present: Diane Pedersen

Others Present: Shawn McCoy, County Assessor; Larry Lhotka, Jesse Posusta, Mark & Casey Schutz(Cars on Patrol)

Shawn McCoy reviewed residential, commercial, and apartment values for the city. Residents present were able to discuss their valuations. Residents have until June 5, 2026, to appeal their valuation and appear before the McLeod County Board.

***Motion by Councilor Yurek second by Councilor Jacobs to adjourn the open book hearing local board of appeals and equalization meeting of the Silver Lake City Council. Vote for: Unanimous. Motion carried.***

*Hearing adjourned at 6:38pm.*

Seal of the City:

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Diane E. Pedersen, Clerk/Treasurer

Minutes  
Silver Lake City Council  
Quarterly Meeting  
April 6, 2026  
Silver Lake Auditorium

Mayor Bebo called the regular meeting to order at 6:39\_pm.

Members present: Mayor Bruce Bebo, Councilor Josh Mason, Councilor Rozanne Yurek, Councilor Joanna Jacobs, Councilor Ted Gehring (arrived at 7:35pm)

Members Absent: None

Staff present: Diane Pedersen, Chris Penaz

Others present: Sam Fink, Brody Bratsch, Ken Janssen, Mark & Casey Schutz (Cars on Patrol)

***Motion by Councilor Jacobs second by Councilor Mason to approve the agenda. Vote for: Unanimous. Motion carried.***

Consent Agenda

1. Approve minutes from March 16, 2026, Regular Meeting.
2. Claims

***Motion by Councilor Mason second by Councilor Jacobs to approve the Consent Agenda. Vote for: Unanimous. Motion carried.***

Public Comment – None

New Business: None

Old Business

1. Reviewed Towing Contract with Mark & Casey from Cars on Patrol
  - a. The decision was made to work with a verbal agreement at this time.
  - b. The city will work on updating the blight ordinance.
2. SEH Infrastructure Update
  - a. Reviewed draft assessment policy – original policy was from 1994, revised in 2012
    - i. Section 9 Subd. 1, Item #2 – addition of Active Military.
    - ii. Section 9 Subd. 1, Item #5 – discussed addition of clarifying language for assessment deferrals.
    - iii. City Attorney will research how other cities handle deferrals. Do they have an application? Is that reviewed annually or another timeframe?
    - iv. Infrastructure Improvement Project assessment hearing will likely be held in September.
    - v. Policy to be adopted at the April 20, 2026, meeting.
  - b. R&R Excavating anticipated schedule
    - i. Tentatively planned to begin April 13.
  - c. Change Order 2 status update (Main Street and TH7 work)
    - i. Resolution Approving Plans and Specifications will be ready at the regular April 20<sup>th</sup> council meeting.

- ii. Will review budget status and whether or not to proceed mid-summer.
- d. 2026 Construction Open House
  - i. Open house events to be held on Thursday, April 9, 2026, from 12-1pm and 6-7pm.
- 3. Final reading of the sewer compliance ordinance 100 update.

**Motion by Councilor Jacobs second by Councilor Mason to approve the Sewer Compliance Ordinance 100 amendments Vote for: Unanimous. Motion carried.**

- 4. Reviewed mosquito contracts from Clarke Environmental Mosquito Management and VDCI.
  - a. Cost comparison for 11 treatments
    - i. Clarke Environmental \$514 per treatment or \$5654 for the season
    - ii. VDCI \$512 per treatment or \$5632 for the season (3% discount \$5463=\$496.64 for full payment prior to the season)  
If they get a contract with Lester Prairie as well, the cost would be \$468.06 per treatment or \$5148.66 per season (3% discount \$4993.62 for full payment prior to the season)
  - b. Request a spraying schedule

**Motion by Councilor Jacobs second by Councilor Mason to approve the contract with VDCI for 11 treatments at a cost not to exceed \$5,463 pending the potential additional discount. Vote for: Unanimous. Motion carried.**

- 5. Student Liaison to the City Council
  - a. Change the city contact to the city clerk, who will then forward the information to the appropriate council member.

#### Department Business

- 1. Public Works
  - a. Request for Action to approve street patching not to exceed \$10,000.
    - i. Plan to patch:
      - 1. Auditorium
      - 2. MLS
      - 3. Gehlen
      - 4. Park
      - 5. Frank
    - ii. The funds for patching will come out of Fund 411 Public Works Streets Improvement except for the auditorium and MLS.
      - 1. Checking \$14,800
      - 2. Savings \$25,200
      - 3. CD \$21,669
      - 4. Total \$61,672
    - iii. Two quotes received for 3,000 square feet
      - 1. First quote was for \$6.50 per foot
      - 2. Second quote was for \$2.50/foot

**Motion by Councilor Jacobs second by Councilor Gehring to approve street patching in an amount not to exceed \$10,000. Vote for: Unanimous. Motion carried.**

- 2. MLS Requests for Action
  - a. Request to close Main Street from PrinsBank to Lake Ave on May 9, 2026, from approximately 9am-9pm for Muni Jam. The McLeod County permit has been submitted and approved.

**Motion by Councilor Jacobs second by Councilor Mason to approve the request to close Main Street from Prinsbank to Lake Ave between the hours of 9am-9pm for Muni Jam. Vote for: Unanimous. Motion carried.**

- b. Request to approve an exception to the "Live Music" city ordinance outside of the hours of 2pm-1am as shown in Chapter 13 of the Silver Lake Ordinance Code 1986 (Section 2, Subd. 2). Muni Jam live music events will start at approximately 12pm on May 9<sup>th</sup> and continue through approximately 8pm outside.

**Motion by Councilor Mason second by Councilor Yurek to approve the request to allow live music outside from 12-8pm on May 9<sup>th</sup>. Vote for: Unanimous. Motion carried.**

- c. Request to close the MLS parking lot for Muni Jam for food trucks, employee parking and event setup.

**Motion by Councilor Yurek second by Councilor Gehring to approve the request to close the Muni parking lot for Muni Jam. Vote for: Unanimous. Motion carried.**

3. Administration

a. Fee schedule revision

- i. Revising the fee schedule to add Lower-Potency Hemp Edible Retail Registration and Annual Renew Fees.
  1. Retail Registration \$125
  2. Annual Renewal \$125

**Motion by Councilor Gehring second by Councilor Mason to approve the addition of Lower-Potency Hemp Edible Retailer Registration and Annual Renewal Fees of \$125 each to the fee schedule. Vote for: Unanimous. Motion carried.**

b. Requests for Action

- i. Request to Approve 2026 Lower-Potency Hemp Edible Retailer License for MLS.
  1. Application has been approved by the MN Office of Cannabis Management.

**Motion by Councilor Yurek second by Councilor Jacobs to approve the request Lower-Potency Hemp Edible Retailer License request by the MLS. Vote for: Unanimous. Motion carried.**

- i. Request to Approve 2026 Lower-Potency Hemp Edible Retailer for BFK Management.
  1. Application has been approved by the MN Office of Cannabis Management.

**Motion by Councilor Mason second by Councilor Jacobs to approve the request for Lower-Potency Hemp Edible Retail request by BFK Management. Vote for: Unanimous. Motion carried.**

- ii. Request to approve the hire of Anna Plath as a lifeguard at Grade 10 Step 0 \$12.27 per hour. Anna will be an additional 18+ lifeguard.

**Motion by Councilor Gehring second by Councilor Jacobs to approve the hire of Anna Plath as a lifeguard at Grade 10 Step 0 \$12.27 per hour. Vote for: Unanimous. Motion carried.**

- ii. Request to transfer \$40,000 from Fund #804 Ambulance equipment savings to a 6-month CD. This would leave \$7600 in checking, \$5300 in savings, and \$66,600 in CD's.

**Motion by Councilor Gehring second by Councilor Yurek to approve the transfer of \$40,000 from Fund 804 Ambulance Equipment savings to CD. Vote for: Unanimous. Motion carried.**

c. Capital Improvement Plan Review

- i. Reviewed the plan for:
  1. City Office
    - a. \$19,000 remodel
    - b. \$50,00 for playground equipment which will not be utilized as Pools and Parks has fundraised for this purpose.
  2. MLS

- a. \$5000 for off-sale compressor
  - b. \$5000 to paint building exterior
  - c. \$10,000 for bar cooler equipment
  - d. \$5000 for unforeseen building repairs
  - e. \$40,000 for new kitchen equipment
  - f. \$5000 for unforeseen equipment repairs
3. Public Works – Fund 411
    - a. \$30,000 for seal coating
    - b. \$1500 sidewalk program
    - c. \$10,000 for street patching
  4. Energy Audits Reviewed
    - a. Council approved changing all thermostats to smart thermostats and public works is to get bids for the other suggested work.

#### Open Discussion

1. Playground update
2. Youth ATV field training
3. Bike Rodeo to be held in May
4. Lion's donated an ice machine and 40 tables for the auditorium

***Motion by Councilor Yurek second by Councilor Mason to adjourn this quarterly meeting of the Silver Lake City Council. Vote for: Unanimous. Motion carried.***

Meeting adjourned at 8:31 pm.

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Diane E. Pedersen, Clerk/Treasurer

Seal of the City:

CITY OF SILVER LAKE

**\*Check Detail Register©**

Batch: 2603EFT

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 PRINSBANK SL-CHK</b>					
<b>2720 e</b>	04/03/26	<b>VERIZON WIRELESS</b>			
E 101-41940-321		Telephone	\$57.93	6135744564	JAN 11 - FEB 10, 2026 - CITY HALL
E 204-42153-321		Telephone	\$40.01	6135744564	JAN 11 - FEB 10, 2026 - AMB LAPTOP
E 607-49400-321		Telephone	\$38.62	6135744564	JAN 11 - FEB 10, 2026 - PW MAINTENANCE CELL
E 610-49750-321		Telephone	\$38.62	6135744564	JAN 11 - FEB 10, 2026 - MLS
E 608-49450-321		Telephone	\$38.62	6135744564	JAN 11 - FEB 10, 2026 - PW SUPERVISOR CELL
E 204-42153-321		Telephone	\$38.62	6135744564	JAN 11 - FEB 10, 2026 - AMB CELL PHONE
E 101-45124-321		Telephone	\$30.02	6135744564	JAN 11 - FEB 10, 2026 - POOL INTERNET
E 101-43100-321		Telephone	\$40.01	6135744564	JAN 11 - FEB 10, 2026 - PUBLIC WORKS
		Total	\$322.45		
<b>2721 e</b>	04/03/26	<b>RM PAYMENTS</b>			
E 610-49750-307		Credit Card Fees	\$1,842.95	022726	FEBRUARY 2026 CREDIT CARD FEES
		Total	\$1,842.95		
<b>2722 e</b>	04/03/26	<b>PUBLIC EMPLOYEE RETIREMENT</b>			
G 101-21705		PERA Withholding	\$106.40		AMB#3 - PERA WITHHOLDING
		Total	\$106.40		
<b>2723 e</b>	04/03/26	<b>MN DEPT OF REVENUE</b>			
G 101-21702		State Withholding	\$314.03		AMB#3 - STATE PAYROLL WITHHOLDING
		Total	\$314.03		
<b>2724 e</b>	04/03/26	<b>MN DEPT OF REVENUE</b>			
G 101-21702		State Withholding	\$691.33		PP#5 - STATE PAYROLL WITHHOLDING
		Total	\$691.33		
<b>2725 e</b>	04/03/26	<b>EFTPS</b>			
G 101-21703		Social Security Withholdin	\$1,354.76		AMB#3 - FEDERAL WITHHOLDING
G 101-21704		Medicare Withholding	\$316.84		AMB#3 - FEDERAL WITHHOLDING
G 101-21701		Federal Withholding	\$175.12		AMB#3 - FEDERAL WITHHOLDING
		Total	\$1,846.72		
<b>2726 e</b>	04/03/26	<b>PUBLIC EMPLOYEE RETIREMENT</b>			
G 101-21705		PERA Withholding	\$2,275.98		PP#5 - PERA WITHHOLDING
		Total	\$2,275.98		
<b>2727 e</b>	04/03/26	<b>EFTPS</b>			
G 101-21703		Social Security Withholdin	\$1,071.90		PP#5 - FEDERAL WITHHOLDING
G 101-21704		Medicare Withholding	\$438.74		PP#5 - FEDERAL WITHHOLDING
G 101-21701		Federal Withholding	\$1,876.06		PP#5 - FEDERAL WITHHOLDING
		Total	\$3,386.70		
<b>2728 e</b>	04/03/26	<b>MEDIACOM</b>			
E 101-41400-327		Internet Service	\$76.65		BILL FROM 2/26/26-3/25/26 - CITY HALL
E 204-42153-309		EDP, Software and Design	\$76.65		BILL FROM 2/26/26-3/25/26 - CITY HALL
E 101-41940-327		Internet Service	\$76.65		BILL FROM 2/26/26-3/25/26 - CITY HALL
		Total	\$229.95		

CITY OF SILVER LAKE

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**\*Check Detail Register©**

Batch: 2603EFT

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>2729 e</b>	04/03/26	<b>MN DEPT OF REVENUE</b>			
G 607-20821		MN Sales Tax Payable	\$83.00		FEBRUARY 2026 SALES TAX
G 610-20821		MN Sales Tax Payable	\$4,835.00		FEBRUARY 2026 SALES TAX
		Total	\$4,918.00		
<b>2730 e</b>	04/03/26	<b>REVTRAK</b>			
G 607-20822		Revtrak Fee Payable	\$29.95		MONTHLY FEE & DEVICE SOFTWARE
		Total	\$29.95		
<b>2731 e</b>	04/03/26	<b>REVTRAK</b>			
G 607-20822		Revtrak Fee Payable	\$460.42		FEBRUARY PROCESSING FEES
		Total	\$460.42		
<b>2732 e</b>	04/03/26	<b>KASEYA</b>			
E 610-49750-309		EDP, Software and Design	\$200.00		MLS COMPUTER SUPPORT - MARCH
		Total	\$200.00		
<b>2733 e</b>	04/03/26	<b>AFLAC</b>			
G 101-21717		Short Term Disability-AFL	\$112.01	941487	MARCH DEDUCATION
		Total	\$112.01		
<b>2734 e</b>	04/03/26	<b>XCEL ENERGY</b>			
E 101-45200-381		Electric Utilities	\$54.76	964701194	STATEMENT DATE 2/10/26
E 607-49400-381		Electric Utilities	\$515.78	964701194	STATEMENT DATE 2/10/26
E 608-49450-381		Electric Utilities	(\$40.75)	964701194	STATEMENT DATE 2/10/26
E 610-49750-381		Electric Utilities	(\$217.79)	964701194	STATEMENT DATE 2/10/26
E 205-42200-381		Electric Utilities	\$124.17	964701194	STATEMENT DATE 2/10/26
E 101-45181-381		Electric Utilities	\$80.45	964701194	STATEMENT DATE 2/10/26
E 101-41940-381		Electric Utilities	\$259.76	964701194	STATEMENT DATE 2/10/26
E 101-43100-381		Electric Utilities	\$1,729.57	964701194	STATEMENT DATE 2/10/26
		Total	\$2,505.95		
<b>2735 e</b>	04/03/26	<b>DEPARTMENT OF VETERANS AFFAIRS</b>			
G 205-11500		Accounts Receivable	\$353.86		VA OVERPAYMENT - AMB # 23-111, 24-036, 24-037
		Total	\$353.86		
<b>2736 e</b>	04/03/26	<b>CENTERPOINT ENERGY</b>			
E 101-41940-383		Gas Utilities	\$821.89		SERVICE DATES12/31/25-1/29/26
E 101-45181-383		Gas Utilities	\$880.44	8000014070-	SERVICE DATES12/31/25-1/29/26
E 101-41940-383		Gas Utilities	\$631.89	8000014070-	SERVICE DATES12/31/25-1/29/26
E 101-45124-383		Gas Utilities	\$34.16	8000014070-	SERVICE DATES12/31/25-1/29/26
E 205-42200-383		Gas Utilities	\$561.04	8000014070-	SERVICE DATES12/31/25-1/29/26
E 608-49450-383		Gas Utilities	\$131.86	8000014070-	SERVICE DATES12/31/25-1/29/26
E 610-49750-383		Gas Utilities	\$375.15	8000014070-	SERVICE DATES12/31/25-1/29/26
		Total	\$3,436.43		
<b>2737 e</b>	04/03/26	<b>US Bank</b>			
E 101-41400-309		EDP, Software and Design	\$48.12		MAR 6, 2026 STMT
E 101-43100-309		EDP, Software and Design	\$28.13		MAR 6, 2026 STMT
E 101-43125-404		Repairs & Maint Machine/	\$26.50		MAR 6, 2026 STMT - TRACTOR EXHAUST CAP

CITY OF SILVER LAKE

**\*Check Detail Register©**

Batch: 2603EFT

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-200		Office Supplies	\$5.37		MAR 6, 2026 STMT
E 101-43100-210		Operating Supplies	\$80.81		MAR 6, 2026 STMT - FORESTRY FIRST AID KIT
E 204-42153-309		EDP, Software and Design	\$14.11		MAR 6, 2026 STMT
E 205-42200-309		EDP, Software and Design	\$14.21		MAR 6, 2026 STMT
E 610-49750-267		On-Sale-Food	\$61.86		MAR 6, 2026 STMT
E 610-49750-307		Credit Card Fees	\$5.38		MAR 6, 2026 STMT
E 610-49750-437		Licenses & Permits	\$250.00		MAR 6, 2026 STMT- MN OFFICE OF CANNABIS
E 610-49750-210		Operating Supplies	\$469.21		MAR 6, 2026 STMT - PAPER TOWELS, SIGN HOLDER, COOKING PANS, DESK FAN,
E 610-49750-309		EDP, Software and Design	\$14.11		MAR 6, 2026 STMT
E 608-49450-322		Postage	\$10.77		MAR 6, 2026 STMT
		<b>Total</b>	<b>\$1,028.58</b>		
<b>2738 e</b>	04/03/26	<b>STATE OF MN</b>			
G 610-20800		Due to Other Government	\$2,169.14		10748203162 LOTTERY
		<b>Total</b>	<b>\$2,169.14</b>		
<b>2739 e</b>	04/03/26	<b>EFTPS</b>			
G 101-21703		Social Security Withholdin	\$122.94		COUNCIL PAY #3 - FEDERAL WITHHOLDING
G 101-21704		Medicare Withholding	\$28.76		COUNCIL PAY #3 - FEDERAL WITHHOLDING
		<b>Total</b>	<b>\$151.70</b>		
<b>2740 e</b>	04/03/26	<b>MN DEPT OF REVENUE</b>			
G 101-21702		State Withholding	\$696.04		PP#6 - STATE PAYROLL WITHHOLDING
		<b>Total</b>	<b>\$696.04</b>		
<b>2741 e</b>	04/03/26	<b>PUBLIC EMPLOYEE RETIREMENT</b>			
G 101-21705		PERA Withholding	\$2,316.32		PP#6 - PERA WITHHOLDING
		<b>Total</b>	<b>\$2,316.32</b>		
<b>2742 e</b>	04/03/26	<b>EFTPS</b>			
G 101-21703		Social Security Withholdin	\$1,963.38		PP#6 - FEDERAL WITHHOLDING
G 101-21704		Medicare Withholding	\$459.10		PP#6 - FEDERAL WITHHOLDING
G 101-21701		Federal Withholding	\$1,143.93		PP#6 - FEDERAL WITHHOLDING
		<b>Total</b>	<b>\$3,566.41</b>		
<b>2743 e</b>	04/03/26	<b>MEDIACOM</b>			
E 610-49750-386		Cable Television	\$169.02		BILL FROM 3/13/26 - 4/12/26 - MLS
E 610-49750-327		Internet Service	\$217.14		BILL FROM 3/13/26 - 4/12/26 - MLS
E 610-49750-321		Telephone	\$50.14		BILL FROM 3/13/26 - 4/12/26 - MLS
		<b>Total</b>	<b>\$436.30</b>		
<b>2744 e</b>	04/03/26	<b>MINNESOTA UI</b>			
G 101-21720		MN Paid Leave	\$1,147.14		MN PAID LEAVE - QUARTER 1/2026
		<b>Total</b>	<b>\$1,147.14</b>		
<b>2745 e</b>	04/03/26	<b>VERIZON WIRELESS</b>			
E 101-41940-321		Telephone	\$38.62		FEB 11 - MAR 10,2026 - CITY HALL
E 204-42153-321		Telephone	\$40.01		FEB 11 - MAR 10,2026 - LAPTOP
E 607-49400-321		Telephone	\$38.62		FEB 11 - MAR 10,2026 - PW MAINTENANCE CELL
E 610-49750-321		Telephone	\$38.62		FEB 11 - MAR 10,2026 - MLS

CITY OF SILVER LAKE

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**\*Check Detail Register©**

Batch: 2603EFT

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 608-49450-321		Telephone	\$38.62		FEB 11 - MAR 10,2026 - PW SUPERVISOR CELL
E 204-42153-321		Telephone	\$38.62		FEB 11 - MAR 10,2026 - AMB CELL PHONE
E 101-45124-321		Telephone	\$30.02		FEB 11 - MAR 10,2026 - POOL INTERNET
E 101-43100-321		Telephone	\$40.01		FEB 11 - MAR 10,2026 - PUBLIC WORKS
		Total		\$303.14	
		<b>10100</b>		<b>\$34,847.90</b>	

**Fund Summary**

**10100 PRINSBANK SL-CHK**

101 General Fund	\$21,682.54
204 Ambulance Fund	\$248.02
205 Fire Fund	\$1,053.28
607 Water Fund	\$1,166.39
608 Sewer Fund	\$179.12
610 Liquor Fund	\$10,518.55
	<b>\$34,847.90</b>

**\*Check Detail Register©**

Batch: 0204D01

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 PRINSBANK SL-CHK</b>					
<b>56000</b>	04/02/26	<b>LEAGUE OF MN CITIES INS TRUST</b>			
G 610-11500		Accounts Receivable	\$2,410.73	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (MLS)
E 607-49400-360		Insurance	\$2,392.09	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (WATER)
E 608-49450-360		Insurance	\$1,862.09	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (SEWER)
E 205-42200-360		Insurance	\$4,654.21	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (FD)
E 204-42153-360		Insurance	\$1,223.21	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (AMB)
E 101-45200-360		Insurance	\$2,396.09	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (PARKS)
E 101-45124-360		Insurance	\$3,489.71	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (POOL)
E 101-45181-360		Insurance	\$6,837.09	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (AUD)
E 101-41940-360		Insurance	\$3,089.09	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (MUN BLD)
E 101-43100-360		Insurance	\$3,154.71	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (PW)
E 101-41400-360		Insurance	\$730.71	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (ADMIN)
E 101-41300-360		Insurance	\$193.01	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (MAYOR)
E 101-41100-360		Insurance	\$334.26	10003342	PROPERTY & LIABILITY INSURANCE - 3/1/26-3/1/27 (COUNCIL)
		Total	\$32,767.00		
		<b>10100</b>	<b>\$32,767.00</b>		

**Fund Summary**

<b>10100 PRINSBANK SL-CHK</b>	
101 General Fund	\$20,224.67
204 Ambulance Fund	\$1,223.21
205 Fire Fund	\$4,654.21
607 Water Fund	\$2,392.09
608 Sewer Fund	\$1,862.09
610 Liquor Fund	\$2,410.73
	<b>\$32,767.00</b>

CITY OF SILVER LAKE

**\*Check Detail Register©**

Batch: 2604D02

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 PRINSBANK SL-CHK</b>					
<b>56001</b>	04/17/26	<b>AEM MECHANICAL SERVICES INC</b>			
E 610-49750-404		Repairs & Maint Machine/	\$318.16	53250	ICE MACHINE CLEANING, MAINT & SUPPLIES
E 610-49750-404		Repairs & Maint Machine/	\$659.09	53280	BEER COOLER MAINT AND SUPPLIES
		Total	\$977.25		
<b>56002</b>	04/17/26	<b>ALLINA MEDICAL TRANSPORTATION</b>			
E 204-42153-319		Contract Services	\$200.00	TR01442973	AMB # 26-007
E 204-42153-319		Contract Services	\$200.00	TR01447399	AMB # 26-011
E 204-42153-319		Contract Services	\$200.00	TR01451835	AMB # 26-016
		Total	\$600.00		
<b>56003</b>	04/17/26	<b>BELLBOY CORPORATION</b>			
E 610-49750-333		Freight and Express	\$1.65	0210836300	MLS
E 610-49750-251		Off-Sale Liquor For Resal	\$747.00	0210836300	MLS
E 610-49750-251		Off-Sale Liquor For Resal	\$339.00	0210836300	MLS (TO BE CREDITED)
E 610-49750-333		Freight and Express	\$3.30	0210868500	MLS
E 610-49750-251		Off-Sale Liquor For Resal	\$640.00	0210868500	MLS
		Total	\$1,730.95		
<b>56004</b>	04/17/26	<b>BENNYS MEAT MARKET</b>			
E 610-49750-267		On-Sale-Food	\$130.52	040126	15 # GB - 4/1/26
		Total	\$130.52		
<b>56005</b>	04/17/26	<b>BLUE CROSS BLUE SHIELD OF MN</b>			
G 101-21711		Health Insurance Deductio	\$5,602.97	26040222581	MAY 2026
		Total	\$5,602.97		
<b>56006</b>	04/17/26	<b>BORKA ESCAVATING</b>			
E 101-43125-319		Contract Services	\$2,250.00	040725-301	SNOW REMOVAL - 3/16/26 - 2 TRUCKS, 9 HOURS
		Total	\$2,250.00		
<b>56007</b>	04/17/26	<b>BRAUN INTERTEC CORPORATION</b>			
E 419-43100-319		Contract Services	\$2,182.50	IN1010324	INFRASTRUCTURE IMPROVEMENT - MATERIAL TESTING
		Total	\$2,182.50		
<b>56008</b>	04/17/26	<b>C&amp;L Distributing</b>			
E 610-49750-251		Off-Sale Liquor For Resal	(\$46.00)	2270624	MLS - CREDIT
E 610-49750-252		Off-Sale Beer For Resale	\$3,561.20	2270625	MLS
E 610-49750-333		Freight and Express	\$5.00	2270625	MLS
E 610-49750-254		Off-Sale N/A Bev For Res	\$36.00	2271339	MLS
E 610-49750-255		Off-Sale Drink Ingred/Res	\$105.60	2273218	MLS
E 610-49750-252		Off-Sale Beer For Resale	\$2,296.80	2274075	MLS
E 610-49750-333		Freight and Express	\$5.00	2274075	MLS
E 610-49750-252		Off-Sale Beer For Resale	(\$32.00)	2274080	MLS - CREDIT
E 610-49750-252		Off-Sale Beer For Resale	(\$28.55)	2277503	MLS - CREDIT
E 610-49750-333		Freight and Express	\$5.00	2277504	MLS
E 610-49750-252		Off-Sale Beer For Resale	\$1,198.62	2277504	MLS
E 610-49750-259		Off-Sale Other For Resale	\$420.00	2277504	MLS

CITY OF SILVER LAKE

**\*Check Detail Register©**

Batch: 2604D02

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$7,526.67		
<b>56009</b>	04/17/26	<b>Central Hydraulics-Hutchinson</b>			
E 205-42200-240		Small Tools,Minor Equip	\$71.17	00669321	FD - GRASS RIG REPAIR
Total			\$71.17		
<b>56010</b>	04/17/26	<b>CM2 SUPPLY</b>			
E 204-42153-217		Medical Supplies	\$14.74	473340	HIGH PRESSURE LARGE & MEDICAL
E 607-49400-240		Small Tools,Minor Equip	\$18.77	473635	HIGH PREASURE LARGE
Total			\$33.51		
<b>56011</b>	04/17/26	<b>DAHLHEIMER BEVERAGE - GREEN ISLE</b>			
E 610-49750-252		Off-Sale Beer For Resale	\$881.14	2732223	MLS
E 610-49750-252		Off-Sale Beer For Resale	(\$16.94)	2732534	MLS - CREDIT
E 610-49750-252		Off-Sale Beer For Resale	(\$216.00)	2733611	MLS - CREDIT
E 610-49750-252		Off-Sale Beer For Resale	\$1,429.34	2738265	MLS
E 610-49750-252		Off-Sale Beer For Resale	(\$14.80)	2738998	MLS - CREDIT
Total			\$2,062.74		
<b>56012</b>	04/17/26	<b>GAVIN, JANSSEN, STABENOW, LTD</b>			
E 101-41910-304		Legal Fees	\$132.00	344	FEBRUARY 2026 LEGAL FEES
E 101-42100-304		Legal Fees	\$726.00	429	FEBRUARY 2026 PROSECUTIONS
Total			\$858.00		
<b>56013</b>	04/17/26	<b>Gopher State One Call</b>			
E 608-49450-319		Contract Services	\$1.35	6030752	MARCH 2026 - 14 TICKETS
E 607-49400-319		Contract Services	\$1.35	6030752	MARCH 2026 - 14 TICKETS
E 419-43100-319		Contract Services	\$16.20	6030752	MARCH 2026 - 14 TICKETS
Total			\$18.90		
<b>56014</b>	04/17/26	<b>HEGGIES PIZZA LLC</b>			
E 610-49750-267		On-Sale-Food	\$70.70	1002653005	MLS
Total			\$70.70		
<b>56015</b>	04/17/26	<b>HEIMAN INC</b>			
E 205-42200-240		Small Tools,Minor Equip	\$91.66	0953810-IN	FD ADAPTER
Total			\$91.66		
<b>56016</b>	04/17/26	<b>Hermel Wholesale</b>			
E 610-49750-210		Operating Supplies	\$109.54	1111211	MLS
E 610-49750-254		Off-Sale N/A Bev For Res	\$198.79	1111211	MLS
E 610-49750-265		On-Sale Drink Ingred/Res	\$19.47	1111211	MLS
E 610-49750-267		On-Sale-Food	\$1,062.55	1111211	MLS
E 610-49750-210		Operating Supplies	\$35.55	1112076	MLS
E 610-49750-254		Off-Sale N/A Bev For Res	\$154.88	1112076	MLS
E 610-49750-265		On-Sale Drink Ingred/Res	\$14.82	1112076	MLS
E 610-49750-267		On-Sale-Food	\$392.58	1112076	MLS
Total			\$1,988.18		
<b>56017</b>	04/17/26	<b>HUTCHINSON CO-OP</b>			
E 101-43100-212		Motor Fuels	\$759.40	201487MAR2	MARCH 2026 STATEMENT

CITY OF SILVER LAKE

**\*Check Detail Register©**

Batch: 2604D02

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43125-212		Motor Fuels	\$209.57	201487MAR2	MARCH 2026 STATEMENT
E 205-42200-212		Motor Fuels	\$128.90	201487MAR2	MARCH 2026 STATEMENT
E 204-42153-212		Motor Fuels	\$208.18	201487MAR2	MARCH 2026 STATEMENT
E 610-49750-210		Operating Supplies	\$55.50	201487MAR2	MARCH 2026 STATEMENT - SOFTNER SALT
		Total	\$1,361.55		
<b>56018</b>	04/17/26	<b>CITY OF HUTCHINSON</b>			
E 101-45124-308		Training Fees	\$48.00	48947	LIFEGUARD CERTIFICATION CLASS - ADELINE PLATH
		Total	\$48.00		
<b>56019</b>	04/17/26	<b>INNOVATIVE OFFICE SOLUTIONS</b>			
E 101-41400-200		Office Supplies	\$143.22	IN5095276	3 CASES OF PAPER - CITY OFFICE
		Total	\$143.22		
<b>56020</b>	04/17/26	<b>Johnson Brothers Liquor Co</b>			
E 610-49750-251		Off-Sale Liquor For Resal	\$331.00	1018715	MLS
E 610-49750-253		Off-Sale Wine For Resale	\$100.00	1018715	MLS
E 610-49750-255		Off-Sale Drink Ingred/Res	\$126.10	1018715	MLS
E 610-49750-333		Freight and Express	\$12.20	1018715	MLS
E 610-49750-333		Freight and Express	\$15.44	1024068	MLS
E 610-49750-251		Off-Sale Liquor For Resal	\$757.06	1024068	MLS
		Total	\$1,341.80		
<b>56021</b>	04/17/26	<b>KRANZ LAWN &amp; POWER</b>			
E 101-45200-210		Operating Supplies	\$18.99	9985	OIL
		Total	\$18.99		
<b>56022</b>	04/17/26	<b>MARCO TECHNOLOGIES LLC</b>			
E 101-41400-319		Contract Services	\$243.86	579569054	PRINTER SERVICES 4/1/26 - 5/1/26
		Total	\$243.86		
<b>56023</b>	04/17/26	<b>MCLEOD CNTY SHERIFF'S OFFICE</b>			
E 101-42100-319		Contract Services	\$16,556.76	S26-019	MARCH 2026 CONTRACT HOURS
		Total	\$16,556.76		
<b>56024</b>	04/17/26	<b>Menards</b>			
E 101-43100-210		Operating Supplies	\$93.27	25038	PW SUPPLIES
E 411-43100-530		Capital Other Improvemen	\$57.45	25097	STREET PATCHING
E 101-45181-404		Repairs & Maint Machine/	\$47.04	25409	AUDITORIUM ICE MACHINE PARTS
E 101-45181-404		Repairs & Maint Machine/	\$11.63	25418	AUDITORIUM ICE MACHINE PARTS
		Total	\$209.39		
<b>56025</b>	04/17/26	<b>METRO BILLING SERVICES</b>			
E 204-42153-319		Contract Services	\$300.00	12792	12 CLAIMS SUBMITTED - MARCH 2026
		Total	\$300.00		
<b>56026</b>	04/17/26	<b>MKC, INC</b>			
E 419-43100-319		Contract Services	\$650.00	2026-3	PREVAILING WAGE
		Total	\$650.00		
<b>56027</b>	04/17/26	<b>Phillips Wine &amp; Spirits Inc</b>			

CITY OF SILVER LAKE

**\*Check Detail Register©**

Batch: 2604D02

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 610-49750-251		Off-Sale Liquor For Resal	\$291.25	5148319	MLS
E 610-49750-333		Freight and Express	\$4.80	5148319	MLS
E 610-49750-333		Freight and Express	\$3.78	5152072	MLS
E 610-49750-251		Off-Sale Liquor For Resal	\$147.75	5152072	MLS
		Total	\$447.58		
<b>56028</b>	04/17/26	<b>POTENTIA MN SOLAR FUND 1 LLC</b>			
E 608-49450-381		Electric Utilities	\$306.53	CS000053	BILLING PERIOD 2/1/26-2/28/26
E 610-49750-381		Electric Utilities	\$4,151.41	CS000053	BILLING PERIOD 2/1/26-2/28/26
E 101-45181-381		Electric Utilities	\$213.21	CS000053	BILLING PERIOD 2/1/26-2/28/26
E 607-49400-381		Electric Utilities	\$242.58	CS000053	BILLING PERIOD 2/1/26-2/28/26
E 608-49450-381		Electric Utilities	\$51.08	CS000053	BILLING PERIOD 2/1/26-2/28/26
E 608-49450-381		Electric Utilities	\$30.66	CS000053	BILLING PERIOD 2/1/26-2/28/26
		Total	\$4,995.47		
<b>56029</b>	04/17/26	<b>PRO PLAYGROUNDS</b>			
E 405-45200-530		Capital Other Improvemen	\$5,748.00	9106	LITTLE TOT PLAY EQUIPMENT
		Total	\$5,748.00		
<b>56030</b>	04/17/26	<b>R&amp;R EXCAVATING</b>			
E 419-43100-319		Contract Services	\$100,131.31	APP#11	PAY APPLICATION # 11 - 2/1/26-4/4/26
		Total	\$100,131.31		
<b>56031</b>	04/17/26	<b>RUNNINGS SUPPLY, INC.</b>			
E 101-43100-404		Repairs & Maint Machine/	\$9.99	6389387	PW EQUIPMENT REPAIR
E 205-42200-240		Small Tools,Minor Equip	\$86.53	6391563	FD - POLARIS FILL LINE
E 205-42200-240		Small Tools,Minor Equip	\$54.99	6394039	FD - GRASS RIG 1
E 205-42200-240		Small Tools,Minor Equip	\$19.99	6394397	FD - EXTENSION CORD
E 205-42200-404		Repairs & Maint Machine/	\$48.97	6395459	FD - GRASS RIG 1
		Total	\$220.47		
<b>56032</b>	04/17/26	<b>SECURITY BANK &amp; TRUST</b>			
G 101-21708		Health Savings Account	\$1,381.54	PP#7 2026	PP # 7/2026
		Total	\$1,381.54		
<b>56033</b>	04/17/26	<b>Short, Elliot, Hendrickson Inc</b>			
E 419-43100-319		Contract Services	\$47,350.82	503500	SILAK PROJECT # 171969
E 419-43100-319		Contract Services	\$495.50	503669	SILAK PROJECT # 189735
E 419-43100-319		Contract Services	\$53,493.46	505749	SILAK PROJECT # 171969
E 419-43100-319		Contract Services	\$36,781.60	506796	SILAK PROJECT # 171969
		Total	\$138,121.38		
<b>56034</b>	04/17/26	<b>Silver Lake, City of</b>			
E 101-45181-382		Water Utilities	\$46.50	MARCH2026	MARCH 2026 UTILITY BILLS
E 101-45181-385		Sewer Utilities	\$38.93	MARCH2026	MARCH 2026 UTILITY BILLS
E 101-45181-387		Storm Sewer Utility	\$60.00	MARCH2026	MARCH 2026 UTILITY BILLS
E 610-49750-382		Water Utilities	\$210.16	MARCH2026	MARCH 2026 UTILITY BILLS
E 610-49750-385		Sewer Utilities	\$173.06	MARCH2026	MARCH 2026 UTILITY BILLS
E 610-49750-387		Storm Sewer Utility	\$60.00	MARCH2026	MARCH 2026 UTILITY BILLS
E 101-45124-382		Water Utilities	\$16.77	MARCH2026	MARCH 2026 UTILITY BILLS
E 101-45124-385		Sewer Utilities	\$15.50	MARCH2026	MARCH 2026 UTILITY BILLS

CITY OF SILVER LAKE

**\*Check Detail Register©**

Batch: 2604D02

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45124-387		Storm Sewer Utility	\$120.00	MARCH2026	MARCH 2026 UTILITY BILLS
E 101-41940-382		Water Utilities	\$29.77	MARCH2026	MARCH 2026 UTILITY BILLS
E 101-41940-385		Sewer Utilities	\$26.94	MARCH2026	MARCH 2026 UTILITY BILLS
E 101-41940-387		Storm Sewer Utility	\$60.00	MARCH2026	MARCH 2026 UTILITY BILLS
E 205-42200-382		Water Utilities	\$22.02	MARCH2026	MARCH 2026 UTILITY BILLS
E 205-42200-385		Sewer Utilities	\$20.12	MARCH2026	MARCH 2026 UTILITY BILLS
E 205-42200-387		Storm Sewer Utility	\$45.00	MARCH2026	MARCH 2026 UTILITY BILLS
E 608-49450-382		Water Utilities	\$23.91	MARCH2026	MARCH 2026 UTILITY BILLS
E 608-49450-385		Sewer Utilities	\$20.42	MARCH2026	MARCH 2026 UTILITY BILLS
E 608-49450-387		Storm Sewer Utility	\$180.00	MARCH2026	MARCH 2026 UTILITY BILLS
E 101-45200-382		Water Utilities	\$16.77	MARCH2026	MARCH 2026 UTILITY BILLS
E 101-45200-385		Sewer Utilities	\$15.50	MARCH2026	MARCH 2026 UTILITY BILLS
E 101-45200-387		Storm Sewer Utility	\$240.00	MARCH2026	MARCH 2026 UTILITY BILLS
		Total	\$1,441.37		
<b>56035</b>	04/17/26	<b>SOUTHERN GLAZERS WINE &amp; SPIRITS</b>			
E 610-49750-251		Off-Sale Liquor For Resal	\$641.00	2742184	MLS
E 610-49750-251		Off-Sale Liquor For Resal	\$39.74	5138739	MLS
		Total	\$680.74		
<b>56036</b>	04/17/26	<b>TAPS</b>			
E 610-49750-404		Repairs & Maint Machine/	\$80.00	894177	MLS TAPS CLEANING
		Total	\$80.00		
<b>56037</b>	04/17/26	<b>US Postmaster</b>			
E 607-49400-322		Postage	\$122.00	APRIL2026	APRIL UTILITY POSTAGE
E 608-49450-322		Postage	\$122.00	APRIL2026	APRIL UTILITY POSTAGE
		Total	\$244.00		
<b>56038</b>	04/17/26	<b>VIKING BEVERAGES</b>			
E 610-49750-252		Off-Sale Beer For Resale	\$137.50	3898358	MLS
E 610-49750-252		Off-Sale Beer For Resale	\$1,847.10	3909828	MLS
		Total	\$1,984.60		
<b>56039</b>	04/17/26	<b>Viking Coca Cola Bottling Co</b>			
E 610-49750-254		Off-Sale N/A Bev For Res	\$25.25	3898357	MLS
E 610-49750-210		Operating Supplies	\$213.00	3909829	MLS
		Total	\$238.25		
<b>56040</b>	04/17/26	<b>XTREME PEST SOLUTIONS</b>			
E 205-42200-319		Contract Services	\$40.00	52791	FIRE DEPARTMENT - SERVICE DATE 4/9/26
E 101-45181-319		Contract Services	\$48.00	52792	AUDITORIUM - SERVICE DATE 4/9/26
E 101-41940-319		Contract Services	\$48.00	52793	CITY OFFICE - SERVICE DATE 4/9/26
E 101-45124-319		Contract Services	\$40.00	52794	CITY POOL - SERVICE DATE 4/9/26
E 610-49750-319		Contract Services	\$51.54	52806	MLS - SERVICE DATE 4/9/26
		Total	\$227.54		
<b>56041</b>	04/17/26	<b>ZARNOTH BRUSH WORKS INC</b>			
E 101-43100-404		Repairs & Maint Machine/	\$621.00	0205812-IN	ELGIN BROOM
		Total	\$621.00		

CITY OF SILVER LAKE

**\*Check Detail Register©**

Batch: 2604D02

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			<b>10100</b>	<b>\$303,632.54</b>	

**Fund Summary**

**10100 PRINSBANK SL-CHK**

101 General Fund	\$29,891.13
204 Ambulance Fund	\$1,122.92
205 Fire Fund	\$629.35
405 PARKS AND SWIMMING POOL	\$5,748.00
411 Public Works Streets Imp	\$57.45
419 Infrastructure Improvement Pro	\$241,101.39
607 Water Fund	\$384.70
608 Sewer Fund	\$735.95
610 Liquor Fund	\$23,961.65
	<b>\$303,632.54</b>

**Contractor's Application for Payment**

<b>Owner:</b> <u>City of Silver Lake, Minnesota</u>	<b>Owner's Project No.:</b> _____
<b>Engineer:</b> <u>Short Elliott Hendrickson Inc.</u>	<b>Engineer's Project No.:</b> <u>SILAK 171969</u>
<b>Contractor:</b> <u>R &amp; R Excavating, Inc.</u>	<b>Contractor's Project No.:</b> _____
<b>Project:</b> <u>Silver Lake Infrastructure Improvements Project</u>	
<b>Contract:</b> <u>Silver Lake Infrastructure Improvements Project</u>	
<b>Application No.:</b> <u>11</u>	<b>Application Date:</b> <u>4/13/2026</u>
<b>Application Period:</b> <b>From</b> <u>2/1/2026</u> <b>to</b> <u>4/4/2026</u>	

1. Original Contract Price	\$ 15,315,802.67
2. Net change by Change Orders	\$ 2,057,185.18
3. Current Contract Price (Line 1 + Line 2)	\$ 17,372,987.85
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 7,682,825.73
5. Retainage	
a. <u>5%</u> X <u>\$ 7,567,396.73</u> Work Completed	\$ 378,369.84
b. <u>5%</u> X <u>\$ 115,429.00</u> Stored Materials	\$ 5,771.45
c. Total Retainage (Line 5.a + Line 5.b)	\$ 384,141.29
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 7,298,684.44
7. Less previous payments (Line 6 from prior application)	\$ 7,198,553.13
8. Amount due this application	\$ 100,131.31
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 9,690,162.12

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

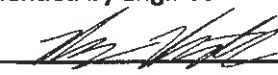
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor:** R & R Excavating, Inc.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>Recommended by Engineer</b>	<b>Approved by Owner</b>
<b>By:</b> <u></u>	<b>By:</b> <u></u>
<b>Title:</b> <u>Project Engineer</u>	<b>Title:</b> <u>Project Manager</u>
<b>Date:</b> <u>4/13/2026</u>	<b>Date:</b> <u>4/9/26</u>
<b>Approved by Funding Agency</b>	
<b>By:</b> _____	<b>By:</b> _____
<b>Title:</b> _____	<b>Title:</b> _____
<b>Date:</b> _____	<b>Date:</b> _____

AFP #11 FUNDING SPLIT  
 SILVER LAKE INFRASTRUCTURE IMPROVEMENT PROJECT  
 SILVER LAKE, MINNESOTA  
 02/01/2026-04/04/2026  
 SEH NO. SILAK 171969

	WORK COMPLETED	STORED MATERIAL	5% RETAINAGE	WORK COMPLETED AND STORED MATERIAL LESS RETAINAGE (TOTAL DUE THIS PAY APP)
WASTEWATER ELIGIBLE	\$ 80.00	\$ -	\$ 4.50	\$ 85.50
WATER ELIGIBLE	\$ 105,251.88	\$ -	\$ 5,262.33	\$ 110,514.21
STORM ELIGIBLE	\$ 80.00	\$ -	\$ 4.00	\$ 84.00
CITY COST (INELIGIBLE)	\$ -	\$ -	\$ -	\$ -
<b>TOTAL VALUE INSTALLED</b>	<b>\$ 105,401.88</b>	<b>\$ -</b>	<b>\$ 5,270.07</b>	<b>\$ 110,131.31</b>

<b><u>Company</u></b>	<b><u>Amount</u></b>	<b><u>Comment</u></b>
SEH	\$47,350.82	SILAK RD Project
SEH	\$495.50	2026 PFA Infrastructure Project information worksheet preparation
SEH	\$53,493.46	SILAK RD Project
Braun Intertec	\$2,182.50	Construction Materials Testing
MKC Consulting	\$650.00	Prevailing Wage
MKC consulting	\$650.00	Prevailing Wage
Gopher State One Call	\$16.20	locates
Juul Underground	\$179.50	sewer locate for SEH
Juul Underground	\$345.00	televising
Herald Journal	\$169.10	open hearing advertisement
McLeod County	\$150.00	change order 2 permit
SEH	\$36,781.60	SILAK RD Project
<b>Total</b>	<b>\$142,463.68</b>	

# Public Comment

# Old Business

# Department Business

# **Public Works Department**

**SEH**

**PeopleService**

**SEH**



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for All of Us®

## CITY COUNCIL MEETING AGENDA

**RE:** Silver Lake Infrastructure Improvement Project  
Silver Lake, Minnesota

**Date of Meeting:** April 20, 2026

**Project Manager:** Sam Fink, PE (Lic. MN, NE)  
**Project Engineer:** Brody Bratsch, PE (Lic. MN)

**Time of Meeting:** 6:30 p.m.

**SEH No.:** SILAK 171969 16.03

**Location of Meeting:** Silver Lake Auditorium

**Invitees:** City Council  
City Staff  
Sam Fink, SEH  
Brody Bratsch, SEH

### I. Review Assessment Policy with Gavin Law

- A. Review revisions to proposed assessment policy based on comments from last meeting
- B. Council to consider adopting the new policy
- C. Final assessment hearing to be held in September 2026

### II. Change Order 5 (709 and 713 Main Street Services)

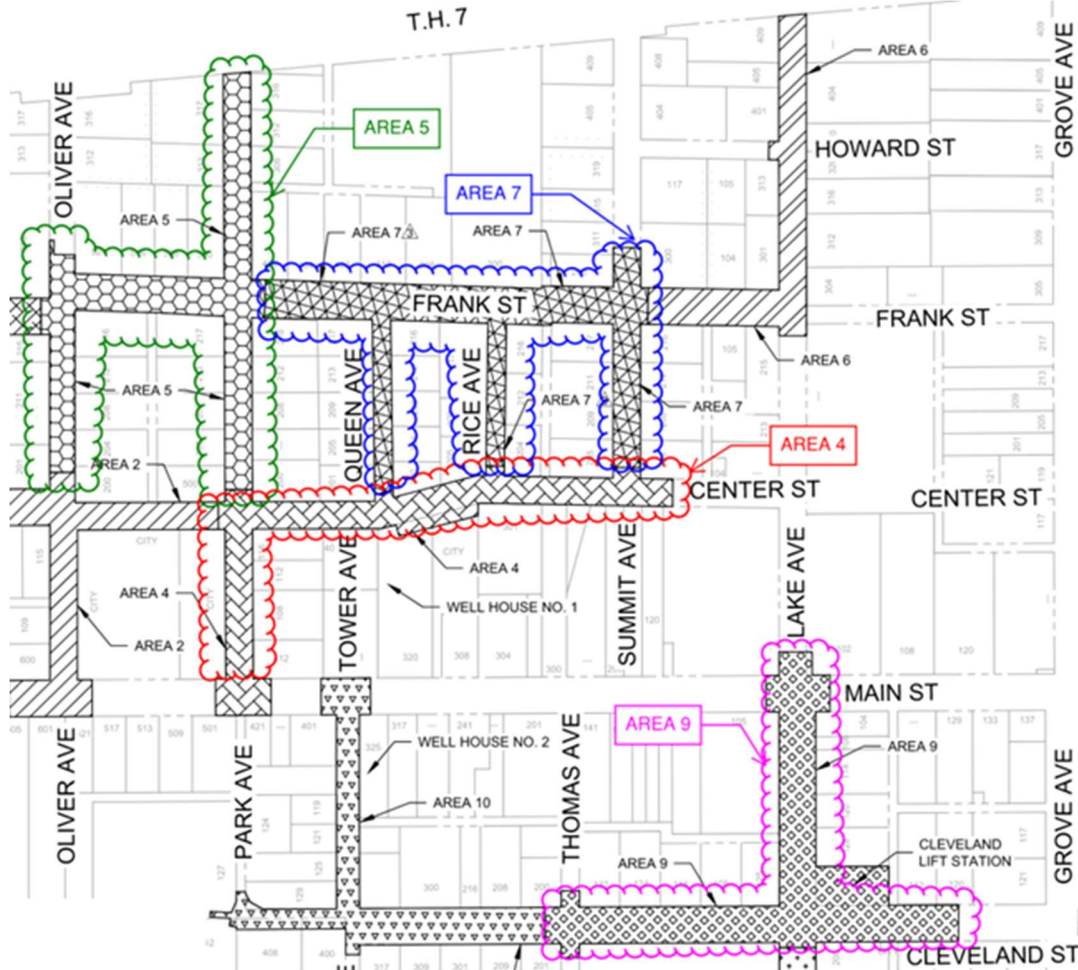
- A. Background
  1. City Staff identified the water service at 709 Main Street as lead as part of MDH's LSL inventory. Additionally, the sanitary sewer services for 709 and 713 Main Street appear to be shared.
- B. Proposed scope
  1. Change Order 5 is attached for consideration (includes draft of plan revision)
  2. All costs associated with this change order are water-eligible for USDA-RD funding (i.e. grant eligible).
  3. USDA-RD has concurred with the change order.
- C. Other Info
  1. As part of MDH's LSL inventory and the City's PPL applications, the City was listed on PFA's 2026 Intended Use Plan (IUP) to receive \$25,000 to replace the service. However, it is likely that the funding would have been loan only. Additionally, there would have been additional soft costs (design, public outreach, administrative work, etc.) associated with PFA requirements if this allocation was pursued.
  2. MDH will be requiring known lead service lines to be replaced in the coming years

### III. Change Order 2 (Main Street and TH7 work)

- A. A set of signed plans are attached
- B. A resolution to approve the plans is included in your packet for consideration
  1. This enables the city's ability to assess for the proposed improvements associated with CO #2.
- C. R&R's tentative plan is not to construct these areas until late summer to early fall. We will review the project's budget status in mid-summer to determine a go/no-go for the work on TH 7. Reminder that as of our last budget review, we are in good shape to proceed with the work to optimize utilization of grant-eligible funds

**IV. Project Status Update**

- A. All areas highlighted below currently are being (or already have been) reclaimed.
- B. Curb, driveways, sidewalks, and other items currently are being (or already have been) removed in Areas 4 and 5
- C. Underground utility work to commence in Areas 4 and 5 immediately
- D. Areas 7 and 9 will be maintained as gravel streets until adjacent underground work is completed



**V. Other Items**

- A. Application for Payment No. 11 is presented in the consent agenda.
- B. OneDrive link for SEH Daily logs from December 6, 2025, through April 10, 2026, sent from Diane.

# City of Silver Lake

## APPLICATION FOR DEFERREL OF SPECIAL ASSESSMENT FOR SENIOR CITIZENS, DISABLED AND ACTIVE DUTY MILITARY RESERVES FOR WHOM IT WOULD BE A HARDSHIP TO MAKE PAYMENTS

To the Mayor and Council, City of Silver Lake, State of Minnesota.

I am owner-occupant of the following described real estate situated in the City of Silver Lake.

### LEGAL DESCRIPTION:

I am 65 years or older, or I am on disability as defined by the Social Security Administration, or I am an active duty military reserve. Furthermore, I do own and occupy the above-described real estate as my homestead.

A special assessment in the amount of \$ \_\_\_\_\_ has been assessed on the above described property. Commencing in the year \_\_\_\_\_ with interest at the rate of \_\_\_\_\_% for special assessment:

Such special assessment amount causes a hardship for me to make payment thereof. The following information will help substantiate my claim for deferral of special assessments. An asset limitation of \$30,000 applies.

Annual Income from All Sources\* \$ \_\_\_\_\_  
(Federal Income Tax Form 1040, 1040A, 1040EZ, or MN property Tax Refund Form M-1PR must be submitted with this application)

Cash Assets	\$
Other Assets	\$
Other Real or Personal Property	\$
(Other than Homestead or Auto)	

I hereby request that above assessment of \$ \_\_\_\_\_ be deferred as provided under Minnesota Statutes 435.193 to 435.195. This application has been submitted no later than 90 days after the assessment has been adopted by the City Council.

I understand that the deferment shall be granted for as long as a period of time as the hardship exists and the conditions aforementioned have been met. I understand that it is my duty to notify the City Clerk of any change in my status that would affect my eligibility for deferment.

I hereby declare that the foregoing statements are true and I/we make application for deferral of special as outlined herein.

Date \_\_\_\_\_

Applicant \_\_\_\_\_

\*Verified By:

**CHANGE ORDER NO.: 5**

Owner: City of Silver Lake, Minnesota                      Owner's Project No.:  
Engineer: Short Elliott Hendrickson Inc.                      Engineer's Project No.:     SILAK 171969  
Contractor: R & R Excavating, Inc.                      Contractor's Project No.:  
Project: Silver Lake Infrastructure Improvements Project  
Contract Name: Silver Lake Infrastructure Improvements Project  
Date Issued: **April 20, 2026**                      Effective Date of Change Order: **April 20, 2026**

The Contract is modified as follows upon execution of this Change Order:

Description:

**The existing water service line for 709 Main St W has been identified as a known lead service line from the right-of-way to the water main on Main Street. Additionally, the sanitary sewer service for 709 Main St W appears to be a shared service with the sanitary sewer service for 713 Main St W. Per Silver Lake's city ordinance, each property should have separate sanitary services.**

**The proposed scope associated with this change order includes:**

- **Removal and replacement of the water services to 709 and 713 Main St W**
- **Removal and replacement of the sanitary service to 709 Main St W**
- **Installation of a sanitary sewer service stub towards 713 Main St W**
- **Street, curb and gutter, sidewalk, driveway, and turf restoration associated with the service installations**

**These properties are within the project limits, but the original scope was only to line the sanitary service. The scope presented above is proposed to be within City ROW (curb stop to the main). Due to the scope being associated with removal and replacement of a known lead service line, all costs associated with this change order is considered water-eligible for USDA-RD funding.**


Attachments:

**Attachment 1 – Estimated Quantities and Costs**

**Attachment 2 – Plan Revision to Sheet 213 Associated with Change Order 5**

**Change in Contract Times**  
 [State Contract Times as either a specific date or a number of days]

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>15,315,802.66</u>	Original Contract Times: Substantial Completion: <u>November 15, 2026</u> Ready for final payment: <u>July 16, 2027</u>
<b>Increase</b> from previously approved Change Orders No. 1 to No. 4: \$ <u>2,057,185.18</u>	<b>[Increase] [Decrease]</b> from previously approved Change Orders No.1 to No. <b>[Number of previous Change Order]</b> : Substantial Completion: <u>N/A</u> Ready for final payment: <u>N/A</u>
Contract Price prior to this Change Order: \$ <u>17,372,987.84</u>	Contract Times prior to this Change Order: Substantial Completion: <u>November 15, 2026</u> Ready for final payment: <u>July 16, 2027</u>
<b>Increase</b> this Change Order: \$ <u>25,703.96</u>	<b>[Increase] [Decrease]</b> this Change Order: Substantial Completion: <u>N/A</u> Ready for final payment: <u>N/A</u>
Contract Price incorporating this Change Order: \$ <u>17,398,691.80</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>November 15, 2026</u> Ready for final payment: <u>July 16, 2027</u>

Recommended by Engineer (if required) By: <u></u> Title: <u>Project Engineer</u> Date: <u>April 13, 2026</u> Authorized by Owner By: _____ Title: _____ Date: _____	Authorized by Contractor <u>Gregor Fraser</u> Project Manger 4/13/26 Approved by Funding Agency (if applicable) _____ _____ _____
--	--

**Change Order No. 5 Narrative**

- A. What are the circumstances that lead to this change?
  - 1. **The water service to 709 Main St W is known to be lead**
  - 2. **709 and 703 Main St appear to share a sanitary sewer service**
- B. Why is this change needed?
  - 1. **Lead in drinking water is a known health concern**
  - 2. **Per Silver Lake’s city ordinance, each property should have separate sanitary services.**
- C. Who initiated the change? (i.e., Owner, Engineer, or Contractor)
  - 1. **Owner and Engineer.**
- D. What did the Contract Documents originally require or specify regarding the Work of this change?
  - 1. **Lining of the sanitary sewer service**

- E. Where were these original requirements specified? (e.g., Drawing numbers, Specification citation)
  - 1. **Sheet 213**
- F. Where at the Site is the Work of this change located? (i.e., Drawing numbers)
  - 1. **Sheet 213**
- G. What specific Contract Documents, such as Drawings and Technical Specifications, apply to this change?
  - 1. **Sheet 213**
- H. What are the changes to the Contract Documents? (Describe, quantify, and reference attached Drawings, Specifications, etc.)
  - 1. **See description above, and Attachments 1 and 2**
- I. What are the alternatives to this change?
  - 1. **Do nothing**
- J. Why is the recommended alternative the preferred alternative?
  - 1. **Lead in drinking water is a known health concern and should be replaced when feasible**
- K. What is the amount of the change in Contract Price and how was this change established? (Attach table itemizing unit price quantity changes and new unit price items. Attach Proposal from Contractor.)
  - 1. **\$25,703.96 (See Attachment 1).**
- L. What is the change in the Contract Time(s) and how was this change determined? (Attach written request with justification from Contractor. Engineer's calculations are an option for Work added by Owner.)
  - 1. **No change in contract time.**
- M. How does this change impact other portions of this contract and other contracts of this Project in terms of scheduling, costs, and other factors?
  - 1. **No change in any other factors of this contract.**
- N. What are the impacts of this change on the non-construction costs, such as engineering fees, construction testing, and interim interest? (Include calculations.)
  - 1. **No change on any non-construction costs.**
- O. What construction and non-construction costs associated with this change are proposed to be eligible for RD funding? (Include cost breakdown by utility system and by eligible and ineligible.)
  - 1. **All construction costs associated with this change is proposed to be water-eligible for USDA-RD funding. Surface removal and replacement will be within 20' centered on each utility.**

ATTACHMENT 1  
CHANGE ORDER NO. 5  
SILVER LAKE INFRASTRUCTURE IMPROVEMENTS PROJECT  
SILVER LAKE, MINNESOTA  
SEH NO. SILAK 171969  
APRIL 20, 2026

<u>Line No.</u>	<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Qty.</u>	<u>Total Price</u>
<b><u>Street, Curb and Gutter, Driveways, Sidewalks</u></b>						
636	2021.501	MOBILIZATION - C.O. 5	LUMP SUM	\$2,000.00	1.0	\$2,000.00
637	2104.503	REMOVE CONCRETE CURB AND GUTTER	LIN FT	\$2.75	40.0	\$110.00
638	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$1.90	100.0	\$190.00
639	2104.504	REMOVE CONCRETE WALK	SQ YD	\$5.53	15.0	\$82.95
640	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$4.87	140.0	\$681.80
641	2104.504	REMOVE DRIVEWAY PAVEMENT	SQ YD	\$5.57	17.0	\$94.69
642	2105.504	GEOTEXTILE FABRIC, TYPE 7 (NON-WOVEN) - C.O. 1 TO TYPE 5 (WOVEN)	SQ YD	\$1.68	140.0	\$235.20
643	2105.507	COMMON EXCAVATION (EV)	CU YD	\$13.16	120.0	\$1,579.20
644	2112.519	SUBGRADE PREPARATION	RD ST	\$77.95	0.4	\$31.18
645	2211.507	AGGREGATE BASE, CLASS 5 (CV)	CU YD	\$18.46	70.0	\$1,292.20
646	2357.506	BITUMINOUS MATERIAL FOR TACK COAT (CSS-1H)	GAL	\$5.15	14.0	\$72.10
647	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C) (SPWEA240C)	TON	\$92.60	32.0	\$2,963.20
648	2360.509	TYPE SP 12.5 NON-WEARING COURSE MIX (2,B) (SPNWB230B)	TON	\$88.30	23.0	\$2,030.90
649	2521.518	4" CONCRETE WALK W/4" AGGREGATE BASE	SQ FT	\$7.46	135.0	\$1,007.10
650	2531.503	CONCRETE CURB & GUTTER, DESIGN B618	LIN FT	\$21.70	40.0	\$868.00
651	2531.504	7" CONCRETE DRIVEWAY PAVEMENT W/6" AGGREGATE BASE (RESIDENTIAL)	SQ YD	\$103.29	17.0	\$1,755.93
652	2563.601	TRAFFIC CONTROL - C.O. 5	LUMP SUM	\$500.00	1.0	\$500.00
653	2575.604	TURF ESTABLISHMENT	SQ YD	\$2.25	10.0	\$22.50
654	2575.604	OVER-SEEDING	SQ YD	\$1.00	10.0	\$10.00
655	2575.607	SELECT TOPSOIL BORROW (LV)	CU YD	\$28.41	2.0	\$56.82
<b>Street, Curb and Gutter, Drainage Pipe, Driveways Subtotal</b>						<b>\$15,583.77</b>
<b><u>Sanitary Sewer Services</u></b>						
656	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	\$60.69	1.0	\$60.69
657	2503.602	10" X 4" WYE	EACH	\$2,091.68	2.0	\$4,183.36
658	2503.602	VIDEO INSPECTION SEWER SERVICES (PRELIMINARY)	EACH	\$532.89	1.0	\$532.89
659	2503.602	CLEAN LATERAL	EACH	\$0.02	1.0	\$0.02
660	2503.603	4" SANITARY SEWER SERVICE PIPE (OPEN CUT)	LIN FT	\$2.46	70.0	\$172.20
661	2506.602	4" SANITARY SERVICE CLEANOUT	EACH	\$98.69	2.0	\$197.38
<b>Sanitary Sewer Subtotal</b>						<b>\$5,146.54</b>
<b><u>Water Services</u></b>						
662	2504.602	CONNECT TO EXISTING WATER SERVICE	EACH	\$211.85	2.0	\$423.70
663	2504.602	1" CORPORATION STOP W/SADDLE	EACH	\$1,658.53	2.0	\$3,317.06
664	2504.602	1" CURB STOP AND BOX	EACH	\$331.02	2.0	\$662.04
665	2504.603	1" SERVICE PIPE W/TRACER WIRE	LIN FT	\$3.39	45.0	\$152.55
666	2506.502	CASTING ASSEMBLY SPECIAL #1	EACH	\$209.15	2.0	\$418.30
<b>Water Main Subtotal</b>						<b>\$4,973.65</b>
<b>TOTAL CHANGE ORDER NO. FIVE</b>						<b>\$25,703.96</b>

**ATTACHMENT 2**

SEE SHEET 95



SEE SHEETS 8 AND 11 FOR SCHEDULE OF MAINS AND SERVICES  
 COORDINATE WITH CITY STAFF AND ENGINEER FOR ABANDONMENT OF EXISTING SERVICES  
 SEE SECTION 33 31 00 PARA. 2.03 FOR APPROVED PRODUCTS FOR LINED MANHOLES

**LEGEND**

- CIPP LINED SANITARY SEWER MAIN & LINED MANHOLE
- CIPP LINED SANITARY SERVICE

REMOVE 140 SY BIT. PAVEMENT AND CONST. PAVEMENT SECTION MATCHING EXISTING SECTION'S THICKNESS. ASSUME PLACEMENT OF 18" OF CLASS 5 AGGREGATE BASE OVER TYPE 5 GEOTEXTILE FABRIC, AND 6" OF BIT PLACED IN THREE LIFTS.

CONST. 23 LF OF 1" WTR SVC PIPE, 1" CORP STOP W/SADDLE, AND 1" CURB STOP & BOX (2)

STUB 35LF 4" SAN SVC PIPE TO 713

REMOVE & CONST. 4" CONC SW, 7" CONC. DW (RESIDENTIAL), & B618 C&G

F&I CASTING ASSEMBLY SPECIAL #1 (2)

SEE SHEET 101

SEE SHEET 103

SERVICES TO BE OPEN CUT (3) (SEE SHEET 101)

SERVICE TO BE OPEN CUT (SEE SHEET 103)

ABANDON SAN SVC IN PLACE (3) (INC.)

SEE SHEET 132

SEE SHEET 127

SEE SECTION 33 31 00 PARA. 2.03.A FOR APPROVED PRODUCTS FOR LINING MH SN-23

SEE SHEET 135

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SEH Project	SILAK 171969	Rev. #	Revision Issue Description	Date
Drawn By	SJP,SWF	1	APPENDIX 2 - NOTE UPDATES	1/23/2024
Designed By	SWF,BLB	2	CO5 - REPLACE KNOWN LSL	4/20/2024
Checked By	BLB			

PHONE: 320.327.2412  
 FAX: 320.327.2299  
 308 MAIN ST. W.  
 SILVER LAKE, MN 55381  
 www.cityofsilverlake.org



**DRAFT**

**INFRASTRUCTURE IMPROVEMENT PROJECT**  
 SILVER LAKE, MINNESOTA

**CIPP PLAN MAIN STREET**  
 Page 34 of 113

213  
 of 274

# CITY OF SILVER LAKE, MINNESOTA

## CONSTRUCTION PLANS FOR

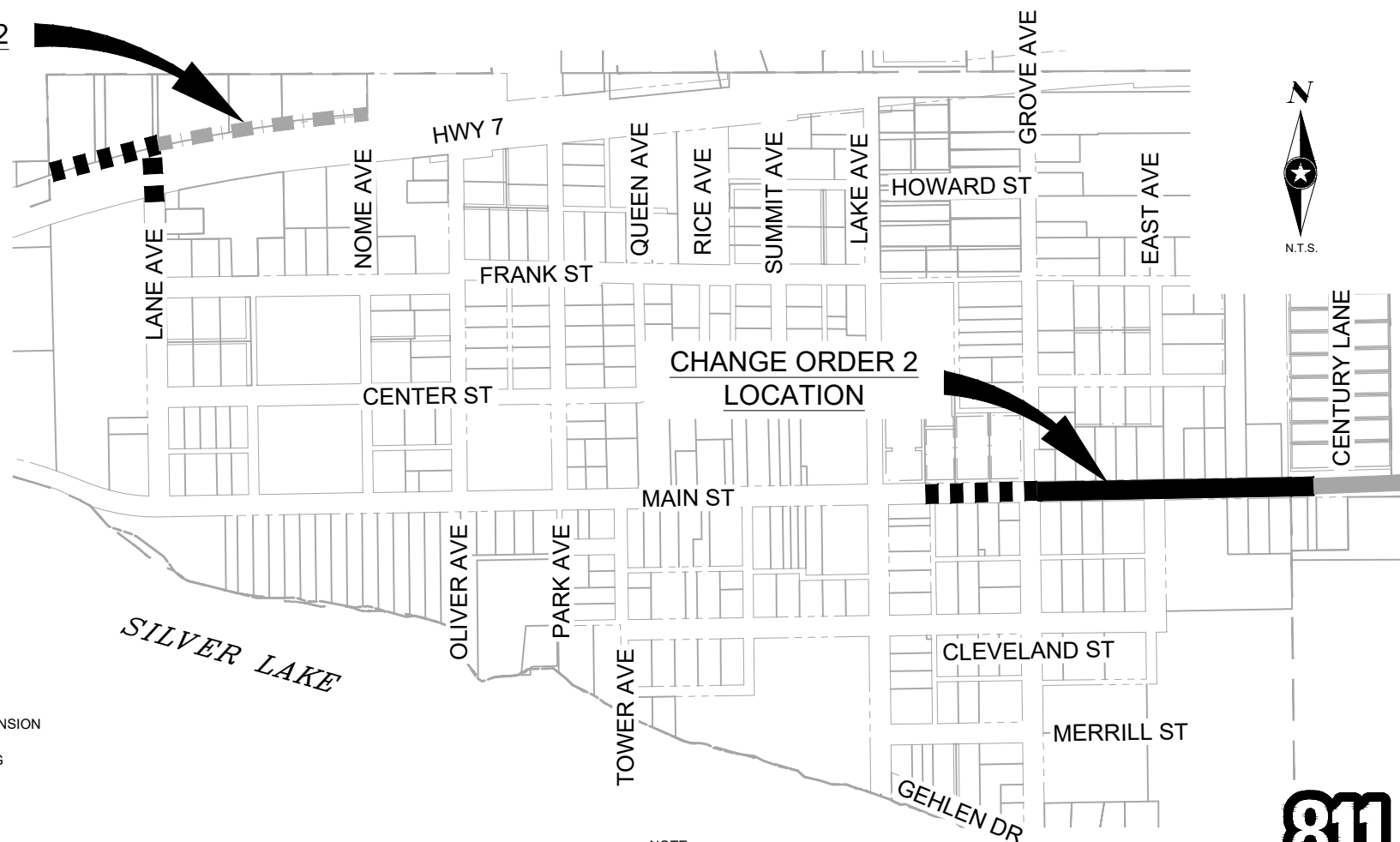
REMOVALS, BITUMINOUS PAVEMENT, CONCRETE CURB AND GUTTER, CONCRETE SIDEWALKS, DRAIN TILE WITH SUMP PUMP SERVICES, AGGREGATE BASE, WATER MAIN, SANITARY SEWER, STORM SEWER, AND CURED-IN-PLACE PIPE LINING

## CHANGE ORDER #2

SILAK 171969

CHANGE ORDER 2  
LOCATION

CHANGE ORDER 2  
LOCATION



GOVERNING SPECIFICATIONS

THE 2020 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN EXCEPT AS MODIFIED BY THE SPECIFICATIONS FOR THIS PROJECT.

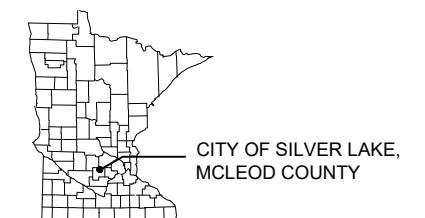
ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

INDEX

SHEET NO.	DESCRIPTION
250	TITLE SHEET
251-253	STATEMENT OF ESTIMATED QUANTITIES
254-255	TABULATIONS
256-257	TYPICAL SECTIONS
258	ALIGNMENT PLAN
259-260	REMOVALS
261-264	PLAN AND PROFILES
265-266	INTERSECTION DETAILS
267	CURED-IN-PLACE PIPE LINING
268-269	EROSION CONTROL
270-272	TRAFFIC CONTROL AND DETOUR PLAN
273-274	SIGNING & STRIPING

THIS PLAN CONTAINS 25 SHEETS.

PROJECT LOCATION



APPROVED:

*Andrew Engel* ANDREW ENGEL, PE 04/20/2026  
MCLEOD COUNTY ENGINEER DATE

PHONE: 320.327.2412  
FAX: 320.327.2299  
308 MAIN ST. W.  
SILVER LAKE, MN 55381  
www.cityofsilverlake.org

PHONE: 800.838.8666  
1390 HWY. 15 S.  
SUITE 200, PO BOX 308  
HUTCHINSON, MN 55350  
www.sehinc.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

*Brody Bratsch* BRODY BRATSCH, PE  
Signature Date: 04/20/2026 Page 35 of 113 Lic. No. 59529

PROJECT NO.

SILAK 171969

250  
of 274

NOTE:  
THE SUBSURFACE UTILITY QUALITY INFORMATION IN THIS PLAN IS LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF C/ASCE 38-22 ENTITLED "STANDARD GUIDELINES FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES."

THE CONTRACTOR SHALL CALL THE GOPHER STATE ONE CALL SYSTEM AT 811 BEFORE COMMENCING EXCAVATION.

Know what's below.  
Call before you dig.

EXISTING

- RIGHT OF WAY
- PERMANENT EASEMENT
- PROPERTY LINE
- △<sup>XX</sup> HORIZONTAL CONTROL POINT
- ×<sup>BM</sup> BENCHMARK
- <sup>#</sup> SURVEY MARKER
- <sup>#</sup> SOIL BORING
- SANITARY SEWER AND MANHOLE
- FM LIFT FORCE MAIN AND LIFT STATION
- SANITARY SEWER SERVICE & CLEANOUT
- WATER MAIN, HYDRANT, VALVE AND MANHOLE
- WATER SERVICE AND CURB STOP BOX
- STORM SEWER, MANHOLE AND CATCH BASIN
- CULVERT AND APRON ENDWALL
- GAS MAIN, VALVE, VENT AND METER
- <sup>HH</sup> HANDHOLE
- FO BURIED FIBER OPTIC CABLE AND MANHOLE
- T-BUR BURIED PHONE CABLE, PEDESTAL AND MANHOLE
- TV-BUR BURIED TV CABLE, PEDESTAL AND MANHOLE
- P-BUR BURIED ELECTRIC CABLE, PEDESTAL, MANHOLE, TRANSFORMER AND METER
- P-OH OVERHEAD WIRE, POLE AND GUY WIRE
- ★ LIGHT POLE
- ⊕ TRAFFIC SIGNAL
- ⊕ STREET NAME SIGN
- ⊕ SIGN (NON STREET NAME)
- ||||| RAILROAD TRACKS
- <sup>6"</sup> DECIDUOUS AND CONIFEROUS TREE
- <sup>XX</sup> BUSH / SHRUB AND STUMP
- ~~~~~ EDGE OF WOODED AREA
- WET WETLAND
- BUILDING
- X FENCE (UNIDENTIFIED)
- X BARBED WIRE FENCE
- XC CHAIN LINK FENCE
- XE ELECTRIC WIRE FENCE
- XWD WOOD FENCE
- XWW WOVEN WIRE FENCE
- PLATE BEAM GUARDRAIL
- CABLE GUARDRAIL
- O<sup>P</sup> POST / BOLLARD
- RETAINING WALL

PROPOSED

- 6+00 STREET CENTERLINE
- RIGHT-OF-WAY
- PERMANENT EASEMENT
- TEMPORARY EASEMENT
- CONSTRUCTION LIMITS
- SANITARY SEWER, BULKHEAD AND MANHOLE
- FM FORCE MAIN
- CO SANITARY SERVICE AND CLEANOUT
- WATER MAIN, TEE, HYDRANT, BULKHEAD AND VALVE
- WATER VALVE MANHOLE, REDUCER, BEND AND CROSS
- WATER SERVICE AND CURB STOP BOX
- STORM SEWER, MANHOLE AND CATCH BASIN
- CULVERT AND APRON ENDWALL
- DRAIN TILE
- DITCH / SWALE
- RIPRAP
- ⊕ STREET NAME SIGN
- ⊕ SIGN (NON STREET NAME)
- RETAINING WALL

LEGEND

- █ COMPLETE RECONSTRUCT
- █ SANITARY AND WATER EXTENSION
- █ CURED-IN-PLACE PIPE LINING
- █ MILL AND OVERLAY

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**STATEMENT OF ESTIMATED QUANTITIES**

ITEM NO.	ITEM DESCRIPTION	UNIT	NOTES	CHANGE ORDER 2 TOTAL		MAIN ST GROVE TO CENTURY		CIPP LINING MAIN ST LAKE TO GROVE		TRUNK HIGHWAY 7		MAIN LIFT STATION BACKUP GENERATOR	
				EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE
<b>STREET, CURB AND GUTTER, DRIVEWAYS, SIDEWALKS, SIGNS, PAVEMENT MARKINGS</b>													
2021.501	MOBILIZATION - C.O. 2	LUMP SUM	1	1.00		0.80		0.05		0.15		0.00	
2101.502	CLEARING (15" TREE OR SMALLER)	TREE		1		1		0		0		0	
2101.502	GRUBBING (15" TREE OR SMALLER)	TREE		1		1		0		0		0	
2104.502	REMOVE SIGN	EACH		7		7		0		0		0	
2104.503	REMOVE CONCRETE CURB AND GUTTER	LIN FT		2095		2095		0		0		0	
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT		297		225		0		72		0	
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	2	110		110		0		0		0	
2104.504	REMOVE CONCRETE WALK	SQ YD		589		589		0		0		0	
2104.504	REMOVE BITUMINOUS PAVEMENT (P)	SQ YD		4620		4620		0		0		0	
2104.504	REMOVE DRIVEWAY PAVEMENT	SQ YD		613		471		0		142		0	
2105.504	GEOTEXTILE FABRIC, TYPE 7 (NON-WOVEN) - C.O. 1 TO TYPE 5 (WOVEN)	SQ YD	3	4361		4361		0		0		0	
2105.604	GEOGRID	SQ YD	4	873		873		0		0		0	
2105.507	COMMON EXCAVATION (EV) (P)	CU YD		3970		3970		0		0		0	
2105.507	SUBGRADE EXCAVATION (EV)	CU YD	4	794		794		0		0		0	
2105.507	SELECT GRANULAR BORROW (CV) (P)	CU YD		2666		2666		0		0		0	
2112.519	SUBGRADE PREPARATION	RD ST		9.1		9.1		0.0		0.0		0.0	
2118.509	AGGREGATE SURFACING, CLASS 5 (TEMPORARY)	TON		437		437		0		0		0	
2118.509	AGGREGATE SURFACING, CLASS 5 (RESIDENTIAL DRIVEWAYS)	TON		279		33		0		246		0	
2123.610	MACHINE TIME	HOUR	5	9		3		0		6		0	
2123.610	STREET SWEEPER (WITH BROOM PICKUP)	HOUR		20		16		0		4		0	
2130.523	WATER (FOR DUST CONTROL)	MGAL		16		14		0		2		0	
2130.523	WATER (FOR TURF ESTABLISHMENT)	MGAL		30		18		0		12		0	
2211.507	AGGREGATE BASE, CLASS 5 (CV) (P)	CU YD		970		970		0		0		0	
2232.504	MILL BITUMINOUS SURFACE (2.0")	SQ YD	1	892		892		0		0		0	
2357.506	BITUMINOUS MATERIAL FOR TACK COAT (CSS-1H)	GAL		409		409		0		0		0	
2360.504	TYPE SP 9.5 WEARING COURSE MIX (2,B) 4.0" THICK (SPWEA240B) (PATCHING)	SQ YD		173		158		15		0		0	
2360.504	TYPE SP 9.5 WEARING COURSE MIX (2,B) 3.0" THICK (SPWEA240B) (DRIVEWAYS W/8" AGGREGATE BASE)	SQ YD	6	213		17		0		196		0	
2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C) (SPWEA240C)	TON		943		943		0		0		0	
2360.509	TYPE SP 12.5 NON-WEARING COURSE MIX (2,B) (SPNWB230B)	TON		591		591		0		0		0	
2451.507	AGGREGATE (GRANULAR) BACKFILL (CV)	CU YD	4	794		794		0		0		0	
2502.503	4" PERF PIPE DRAIN W/GEOTEXTILE WRAP AND AGGREGATE MATERIAL	LIN FT		2246		2246		0		0		0	
2502.602	4" CLEANOUT (DRAIN TILE)	EACH		3		3		0		0		0	
2502.602	SUMP PUMP SERVICE LINE	EACH		21		21		0		0		0	
2521.518	4" CONCRETE WALK W/4" AGGREGATE BASE	SQ FT		3850		3850		0		0		0	
2521.518	6" CONCRETE WALK W/4" AGGREGATE BASE	SQ FT	7	354		354		0		0		0	
2531.503	CONCRETE CURB & GUTTER, DESIGN B618	LIN FT	7	1930		1930		0		0		0	
2531.503	CONCRETE CURB & GUTTER, DESIGN B624	LIN FT	1, 7	106		106		0		0		0	
2531.504	7" CONCRETE DRIVEWAY PAVEMENT W/6" AGGREGATE BASE (RESIDENTIAL)	SQ YD		343		343		0		0		0	
2531.504	7" CONCRETE DRIVEWAY PAVEMENT W/12" AGGREGATE BASE (COMMERCIAL)	SQ YD		372		372		0		0		0	
2531.604	8" CONCRETE VALLEY GUTTER	SQ YD		33		33		0		0		0	
2531.618	TRUNCATED DOMES	SQ FT		52		52		0		0		0	
2540.602	RELOCATE MAILBOX SUPPORT	EACH		15		15		0		0		0	
2563.601	TRAFFIC CONTROL - C.O. 2	LUMP SUM	1	1.00		0.70		0.05		0.25		0.00	
2564.502	INSTALL SIGN TYPE SPECIAL	EACH	8	1		1		0		0		0	
2564.518	SIGN PANELS TYPE C	SQ FT	8	46		46		0		0		0	
2573.502	STABILIZED CONSTRUCTION EXIT	EACH		5		3		0		2		0	
2573.503	SEDIMENT CONTROL LOG, TYPE WOOD FIBER	LIN FT		2050		1400		0		650		0	
2575.604	TURF ESTABLISHMENT	SQ YD		3100		1800		0		1300		0	
2575.604	OVER-SEEDING	SQ YD		1400		800		0		600		0	
2575.607	SELECT TOPSOIL BORROW (LV)	CU YD	9	270		160		0		110		0	
2575.609	LANDSCAPE ROCK	TON		5		5		0		0		0	
2582.503	4" BROKEN LINE PAINT, YELLOW (CENTERLINE)	LIN FT		190		190		0		0		0	
2582.503	4" DOUBLE LINE PAINT, YELLOW (CENTERLINE)	LIN FT		327		327		0		0		0	
2582.503	12" SOLID LINE PAINT, YELLOW (NO PARKING)	LIN FT		186		186		0		0		0	
2582.503	24" SOLID LINE PAINT, WHITE (STOP BAR)	LIN FT		17		17		0		0		0	

NOTES:


- |  |   |
|--|---|
| <ol style="list-style-type: none"> <li>ITEM ADDED TO THE PROJECT FOR C.O.2-SPECIFIC ITEMS. ALL OTHER ITEMS TO BE PAID OUT AT BASE BID PRICES (UNLESS OTHERWISE NOTED).</li> <li>ITEM USED FOR REQUIRED SAWING ALONG CONCRETE SIDEWALK AND DRIVEWAY REMOVALS AS WELL AS 2-FEET PER CURB SAW CUT.</li> <li>FABRIC TYPE SHALL BE TYPE 5 (WOVEN) AS NOTED IN C.O.1.</li> <li>ITEMS USED FOR STABILIZATION OF UNFORESEEN SOIL CONDITIONS (UNSUITABLE, BLACK, ORGANIC, OR SATURATED SOILS) BELOW PROPOSED PAVEMENT SECTION (AS DETERMINED BY THE PROJECT ENGINEER).</li> </ol> | <ol style="list-style-type: none"> <li>ITEM USED FOR DELINEATING EXTENTS OF UNFORESEEN CIRCUMSTANCES OBSERVED DURING CONSTRUCTION.</li> <li>ITEM USED FOR BITUMINOUS DRIVEWAYS AND TRAIL.</li> <li>EPOXY COATED DOWEL BARS ARE TO BE USED WHEN CONNECTING TO EXISTING SIDEWALK, PED RAMPS, AND CURB &amp; GUTTER (INC.).</li> <li>ITEM INCLUDES INSTALLATION OF NEWLY FURNISHED SIGNS. NEW POSTS FOR TYPE C AND TYPE SPECIAL SIGNS ARE INCIDENTAL.</li> <li>ITEM USED FOR 4" OF IMPORTED TOPSOIL IN TURF RESTORATION AREAS TO BE SPREAD AND PREPARED FOR NEW TURF.</li> </ol> |
|--|---|

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SEH Project	SILAK 171969	Rev.#	Revision Issue Description	Date
Drawn By	DRB,SWF			
Designed By	SWF,BLB			
Checked By	BLB			



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BRODY BRATSCH, PE  
DATE: 04/20/2026 LICENSE NO. 59529

**INFRASTRUCTURE IMPROVEMENT PROJECT**  
SILVER LAKE, MINNESOTA

**STATEMENT OF ESTIMATED QUANTITIES**

ITEM NO.	ITEM DESCRIPTION	UNIT	NOTES	CHANGE ORDER 2 TOTAL		MAIN ST GROVE TO CENTURY		CIPP LINING MAIN ST LAKE TO GROVE		TRUNK HIGHWAY 7		MAIN LIFT STATION BACKUP GENERATOR	
				EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE
<b>STORM SEWER</b>													
2104.502	REMOVE STORM STRUCTURE (CATCH BASIN)	EACH		7		7		0		0		0	
2104.502	REMOVE STORM STRUCTURE (MANHOLE)	EACH		3		3		0		0		0	
2104.503	REMOVE PIPE SEWER (STORM)	LIN FT		819		746		0		73		0	
2405.502	ADJUST FRAME AND RING CASTING (STORM)	EACH	10	1		1		0		0		0	
2451.609	CRUSHED ROCK (PIPE FOUNDATION) MNDOT 3149.2G2	TON		38		38		0		0		0	
2501.502	18" STORM APRON	EACH	1	2		0		0		2		0	
2503.503	12" RC PIPE SEWER DESIGN 3006 CL V	LIN FT		146		146		0		0		0	
2503.503	15" RC PIPE SEWER DESIGN 3006 CL V	LIN FT		265		265		0		0		0	
2503.503	18" RC PIPE SEWER DESIGN 3006 CL III	LIN FT		404		332		0		72		0	
2503.602	CONNECT TO EXISTING STORM SEWER (PIPE)	EACH		1		1		0		0		0	
2503.602	CONNECT TO EXISTING STORM SEWER (STRUCTURE)	EACH		1		1		0		0		0	
2503.602	CONNECT TO EXISTING PIPE DRAIN (DRAIN TILE)	EACH		2		2		0		0		0	
2503.602	CONNECT TO EXISTING PIPE DRAIN (SUMP PUMP)	EACH		5		5		0		0		0	
2506.502	CASTING ASSEMBLY (STORM)	EACH		8		8		0		0		0	
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN 48-4020	LIN FT		15		15		0		0		0	
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL (TYPE 2)	LIN FT		13		13		0		0		0	
2573.502	STORM DRAIN INLET PROTECTION	EACH		26		20		0		6		0	
<b>SANITARY SEWER</b>													
2104.502	REMOVE MANHOLE (SANITARY)	EACH		3		2		0		1		0	
2104.503	REMOVE PIPE SEWER (SANITARY)	LIN FT		50		50		0		0		0	
2405.502	ADJUSTING METAL RING FOR MANHOLE CASTING (SANITARY)	EACH		6		2		0		4		0	
2451.609	CRUSHED ROCK (PIPE FOUNDATION) MNDOT 3149.2G2	TON		67		43		0		24		0	
2503.601	SANITARY SEWER BYPASS - C.O. 2	LUMP SUM	1	1.00		0.70		0.00		0.30		0.00	
2503.602	CONNECT TO EXISTING SANITARY SEWER MAIN	EACH		3		1		0		2		0	
2503.602	CONNECT TO EXISTING SANITARY SEWER MANHOLE	EACH		1		1		0		0		0	
2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH		25		21		0		4		0	
2503.602	8" X 4" WYE	EACH		25		21		0		4		0	
2503.602	8" X 6" WYE	EACH		1		0		0		1		0	
2503.602	VIDEO INSPECTION SEWER SERVICES (PRELIMINARY)	EACH		31		21		6		4		0	
2503.602	CLEAN LATERAL	EACH		31		21		6		4		0	
2503.602	SANITARY SEWER SPOT REPAIR	EACH	11	2		0		1		1		0	
2503.602	CHEMICAL GROUT POINT REPAIR	EACH		2		0		1		1		0	
2503.602	4" CURED-IN-PLACE SANITARY SEWER SERVICE PIPE	EACH		6		0		6		0		0	
2503.603	MANHOLE LINER	LIN FT		30		0		8		22		0	
2503.603	4" SANITARY SEWER SERVICE PIPE (OPEN CUT)	LIN FT		780		708		0		72		0	
2503.603	6" SANITARY SEWER SERVICE PIPE (OPEN CUT)	LIN FT		15		0		0		15		0	
2503.603	8" SANITARY SEWER PIPE (REGARDLESS OF DEPTH)	LIN FT		1316		841		0		475		0	
2503.603	8" CURED-IN-PLACE-PIPE (CIPP)	LIN FT		781		0		320		461		0	
2504.604	4" POLYSTYRENE INSULATION (SANITARY)	SQ YD		440		220		0		220		0	
2506.502	CASTING ASSEMBLY (SANITARY W/CONCEALED PICK HOLES)	EACH		6		2		0		4		0	
2506.602	4" SANITARY SERVICE CLEANOUT	EACH		25		21		0		4		0	
2506.602	6" SANITARY SERVICE CLEANOUT	EACH		1		0		0		1		0	
2506.602	EXTERNAL MANHOLE SEAL (SANITARY)	EACH	12	6		2		0		4		0	
2506.603	CONSTRUCT SANITARY MANHOLE DESIGN 4007 - 48"	LIN FT		41		16		0		25		0	
2550.601	INSTALL 100kW N.G. GENERATOR AT MAIN LIFT STATION	LUMP SUM	1	1.00		0.00		0.00		0.00		1.00	

NOTES:


- ITEM ADDED TO THE PROJECT FOR C.O.2-SPECIFIC ITEMS. ALL OTHER ITEMS TO BE PAID OUT AT BASE BID PRICES (UNLESS OTHERWISE NOTED).
- ITEM USED FOR MAJOR ADJUSTMENTS TO EXISTING CASTINGS THAT WILL NOT BE REPLACED INCLUDING REMOVAL OF CASTING DURING CONSTRUCTION AS NEEDED. MATCH FINAL GRADE WITH HDPE RINGS OF VARIOUS SIZES AND MORTAR.
- ITEM USED TO ACCOMMODATE SANITARY SEWER MAIN LINING OPERATION WHEN A REPAIR IS NEEDED TO FIX AN OFFSET IN THE MAIN THAT IS TOO LARGE TO SUCCESSFULLY COMPLETE LINER INSTALLATION, OR WHEN CONDITIONS REQUIRE INSTALLATION OF A HYDRO-EXCAVATED CLEANOUT TO BE INSTALLED FOR EITHER CLEANING OR LINING PURPOSES. SEE SPEC. 01 11 00 PARA 1.14 FOR ADDITIONAL INFORMATION.
- ITEM USED FOR INSTALLATION OF EXTERNAL MANHOLE SEAL OVER SANITARY SEWER MANHOLE HDPE RINGS AND METAL CASTING FRAME.

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SEH Project	SILAK 171969	Rev.#	Revision Issue Description	Date
Drawn By	DRB,SWF			
Designed By	SWF,BLB			
Checked By	BLB			



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BRODY BRATSCH, PE  
DATE: 04/20/2026 LICENSE NO. 59529

**INFRASTRUCTURE IMPROVEMENT PROJECT**  
SILVER LAKE, MINNESOTA

**STATEMENT OF ESTIMATED QUANTITIES**  
CHANGE ORDER 2 Page 37 of 113

**STATEMENT OF ESTIMATED QUANTITIES**

ITEM NO.	ITEM DESCRIPTION	UNIT	NOTES	CHANGE ORDER 2 TOTAL		MAIN ST GROVE TO CENTURY		CIPP LINING MAIN ST LAKE TO GROVE		TRUNK HIGHWAY 7		MAIN LIFT STATION BACKUP GENERATOR	
				EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE	EST. QTY.	QTY. TO DATE
<b>WATER MAIN</b>													
2104.502	REMOVE GATE VALVE & BOX	EACH		4		4		0		0		0	
2104.502	SALVAGE HYDRANT	EACH		3		2		0		1		0	
2104.503	REMOVE WATER MAIN	LIN FT		885		877		0		8		0	
2504.601	TEMPORARY WATER - C.O. 2	LUMP SUM	1	1		1		0		0		0	
2504.602	CONNECT TO EXISTING WATER MAIN	EACH		3		2		0		1		0	
2504.602	CONNECT TO EXISTING WATER SERVICE	EACH		22		19		0		3		0	
2504.602	HYDRANT (WATEROUS WB67-250)	EACH		4		2		0		2		0	
2504.602	6" GATE VALVE AND BOX	EACH		5		3		0		2		0	
2504.602	8" GATE VALVE AND BOX	EACH		3		3		0		0		0	
2504.602	10" GATE VALVE AND BOX	EACH	1	1		1		0		0		0	
2504.602	1" CORPORATION STOP W/SADDLE	EACH		23		19		0		4		0	
2504.602	1" CURB STOP AND BOX	EACH		23		19		0		4		0	
2504.603	1" SERVICE PIPE W/TRACER WIRE	LIN FT		688		642		0		46		0	
2504.603	6" WATER MAIN W/TRACER WIRE	LIN FT		456		45		0		411		0	
2504.603	8" WATER MAIN W/TRACER WIRE	LIN FT		858		858		0		0		0	
2504.604	4" POLYSTYRENE INSULATION (WATER)	SQ YD		30		20		0		10		0	
2504.608	WATER MAIN FITTINGS	LBS		529		397		0		132		0	
2506.502	CASTING ASSEMBLY SPECIAL #1	EACH		12		7		0		5		0	

NOTES:


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**INFRASTRUCTURE IMPROVEMENT PROJECT**  
 SILVER LAKE, MINNESOTA

**STATEMENT OF ESTIMATED QUANTITIES**  
 CHANGE ORDER 2 Page 38 of 113

**DRIVEWAY SCHEDULE**

STREET / ALIGNMENT	STATION	SIDE	STREET ADDRESS	EX. MAT.	CATEGORY	DRIVEWAY GRADE (%)		
						EXISTING	PROPOSED	
							APRON	DRIVEWAY
MAIN ST	248+73	LT	200 MAIN ST	CONC	COMM	5.7	4.5	1.5
MAIN ST	249+14	LT	206 MAIN ST	CONC	COMM	11.8	7.5	1.5
MAIN ST	249+42	LT	206 MAIN ST	GRAVEL	COMM	7.8	7.5	1.5
MAIN ST	249+51	RT	205 MAIN ST	CONC	RES	6.2	4.0	1.5
MAIN ST	249+59	LT	208 MAIN ST	GRAVEL	RES	7.7	3.1	1.5
MAIN ST	250+17	RT	209 MAIN ST	CONC	RES	5.3	4.1	1.5
MAIN ST	250+27	LT	212 MAIN ST	CONC/ BIT	RES	7.3	9.0	1.5
MAIN ST	250+90	RT	213 MAIN ST	BIT	RES	6.3	5.7	1.5
MAIN ST	250+94	LT	216 MAIN ST	CONC	RES	8.6	8.4	1.5
MAIN ST	252+10	LT	220 MAIN ST	CONC	RES	3.9	9.0	1.5
MAIN ST	253+12	LT	304 MAIN ST	CONC	RES	4.5	8.0	1.5
MAIN ST	253+76	LT	308 MAIN ST	CONC	RES	1.9	7.0	1.5
MAIN ST	254+41	RT	317 MAIN ST	CONC/ GRVL	RES	4.9	5.3	5.3
MAIN ST	254+51	LT	316 MAIN ST	CONC/ GRVL	RES	3.7	9.5	1.5
MAIN ST	255+46	RT	321 MAIN ST	CONC	RES	3.6	2.3	2.3
MAIN ST	255+68	LT	320 MAIN ST	GRAVEL	RES	6.3	9.5	1.5
MAIN ST	256+17	LT	322 MAIN ST	CONC	COMM	10.4	9.5	1.5
MAIN ST	256+24	RT	323 MAIN ST	GRAVEL	RES	4.6	1.5	1.5
MAIN ST	256+52	LT	101 CENTURY LANE	N/A	RES	N/A	8.2	1.5
MAIN ST	256+93	RT	401 MAIN ST	GRAVEL	RES	5.2	1.5	7.2

**EXISTING SANITARY SEWER SCHEDULE**

STREET	STATION	SIDE	TOP OF CASTING (FT)	DEEPEST INVERT (FT) SIZE (IN)	INVERT (FT) SIZE (IN)	INVERT (FT) SIZE (IN)	INVERT (FT) SIZE (IN)
MAIN STREET	248+16	LT	1049.21	S 1037.34 8" PVC	N 1037.35 8" PVC	E 1037.38 8" VCP	W 1037.48 8" VCP
MAIN STREET	251+94	LT	1047.01	W 1038.66 8" VCP	E 1038.71 8" VCP		
MAIN STREET	256+35	LT	1048.46	W 1040.55 8" VCP	NE 1040.68 8" PVC	E 1040.76	
MAIN STREET	256+63	LT	1048.98	SW 1041.13 8" PVC	E 1041.14 8" PVC		
CENTURY LANE	451+32	RT	1050.56	W 1041.71 8" PVC	N 1041.72 8" PVC	E 1041.76 8" PVC	
LANE AVE	13+29	LT	1050.95	S 1042.78 8" PVC	N 1042.82 10" RCP	E 1042.84 8" VCP	
TH7 DITCH	5+90	LT	1050.81	S 1043.18 10" RCP	W 1043.24 8" VCP	N 1043.79 4" PVC	
TH7 DITCH	3+95	LT	1050.85	E 1043.89 8" VCP	W 1043.90 8" VCP	N 1044.04	
TH7 DITCH	2+42	LT	1050.84	E 1044.24 8" VCP	W 1044.24 8" VCP		

**SANITARY CIPP MAIN LINING SCHEDULE**

PIPE					UPSTREAM MH		DOWNSTREAM MH		CIPP LINING QUANTITIES	
PIPE ID	LOCATION	DIAMETER	MATERIAL	LENGTH	MH #	MH DEPTH	MH #	MH DEPTH	8" CIPP	10" CIPP
-	-	IN	-	LIN FT	-	FT	-	FT	LIN FT	LIN FT
42-41	MAIN ST	8"	VCP	320	42	7.86	41	11.87	320	
10-7	TH 7	8"	CONC	114	10	7.63	7	8.17	114	
11-10	TH 7	8"	CONC	195	11	6.96	10	7.63	195	
12-11	TH 7	8"	VCP	152	12	6.60	11	6.96	152	
<b>TOTALS:</b>									<b>781</b>	<b>0</b>

**EARTHWORK TABULATION**

STREET	COMMON EX. (CY)	AGGREGATE BASE (CY)	SELECT GRANULAR (CY)
CHANGE ORDER 2			
MAIN STREET	3,970	970	2,666
<b>TOTAL</b>	<b>3,970</b>	<b>970</b>	<b>2,666</b>

**REMOVE BITUMINOUS PAVEMENT (STREET)**

STREET	AREA (SY)	ESTIMATED BIT DEPTH (IN)	DEPTH OF APPARENT CLASS 5 (IN)
CHANGE ORDER 2			
MAIN STREET	4,620	4.50	8
<b>TOTAL</b>	<b>4,620</b>		

**SANITARY CIPP SERVICE LINING**

STREET LOCATION	HOUSE NUMBER	SERVICE SIZE		SERVICE LENGTH	
		4" EACH	6" EACH	4" LIN FT	6" LIN FT
-	-				
MAIN STREET	N/A RT	1		46	
MAIN STREET	108 LT	1		21	
MAIN STREET	129 RT	1		45	
MAIN STREET	120 LT	1		23	
MAIN STREET	133 RT	1		44	
MAIN STREET	104 (LAKE AVE) RT	1		62	
<b>TOTALS:</b>		<b>5</b>	<b>0</b>	<b>241</b>	<b>0</b>

**CASTING SCHEDULE**

CASTING ASSEMBLY (SANITARY)		CASTING ASSEMBLY (STORM)					CASTING ASSEMBLY SPECIAL	
CASTING TYPE 1	CASTING TYPE 2	CASTING TYPE 3	CASTING TYPE 4	CASTING TYPE 5	#1			
					WATER SHUT OFF	SANITARY SEWER SERVICE CLEANOUT		
6	0	8	0	0	4	8		
"SANITARY SEWER" LETTERING	"STORM SEWER" LETTERING				TOTAL:	12		
NOTES:								
CASTING TYPE 1 SHALL BE NEENAH R-1642, DEETER 1247, OR APPROVED EQUAL.								
CASTING TYPE 2 SHALL BE NEENAH R-1642, DEETER 1247, OR APPROVED EQUAL.								
CASTING TYPE 3 SHALL BE NEENAH R-3067-V, DEETER 2047, OR APPROVED EQUAL.								
CASTING TYPE 4 SHALL BE NEENAH R-3067-C WITH NO CURB BOX, DEETER 2061 WITH NO CURB BOX, OR APPROVED EQUAL.								
CASTING TYPE 5 SHALL BE NEENAH R-4342, OR APPROVED EQUAL.								
CASTING ASSEMBLY SPECIAL #1 SHALL BE FORD A1, NEENAH R-1792-AL, OR APPROVED EQUAL.								

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**SANITARY SEWER SCHEDULE**

STRUCTURE INFORMATION										PIPE INFORMATION						NOTES							
MH NO.	ALIGNMENT	STATION	OFFSET	OUTFLOW TO	INFLOW FROM	BUILD HEIGHT	CASTING TYPE	EXTERNAL MH SEAL	TOP OF CASTING ELEVATION	INVERT ELEVATION	TO INVERT ELEVATION	GRADE %	SANITARY SEWER PIPE		WYES		CONNECT TO EX.						
						LIN FT	EACH	EACH					8"	10"				LIN FT	LIN FT	EACH	EACH		
SN-43	MAIN STREET	251+99	0.0'	EX SN-41 (W)	SN-44 (E)	7.91	1	1	1046.80	1038.89 (W)	1037.45	0.40%	364		11	1	CONNECTS TO EX 8" PIPE						
										1038.90 (E)													
SN-44	MAIN STREET	256+21	0.0'	SN-43 (W)	EX SN-45 (NE)	7.68	1	1	1047.98	1040.60 (W)	1038.90	0.40%	422		9								
										1040.62 (NE)													
EX SN-45	MAIN STREET	256+62	35.9' L	SN-44 (SW)	EX 8" PIPE				1048.98	1041.13 (SW)	1040.62	0.93%	55		1	1	CONNECTS TO EX MH SN-45						
										1041.14 (E)													
SN-10	TH 7 SANITARY	5+88	19.4' R	EX SN-7 (S)	SN-107 (E)	7.63	1	1	1050.81	1043.18 (S)	1043.14	0.40%	10		1	1	CONNECT TO EX 8" PIPE						
					EX PIPE (W)					1043.24 (W)	1043.28							0.40%	10		1	1	CONNECT TO EX 8" PIPE
										1043.20 (E)													
SN-107	TH 7 SANITARY	6+61	17.4' R	SN-10 (W)	SN-108 (NE)	5.98	1	1	1049.17	1043.49 (W)	1043.20	0.40%	72		2								
										1043.50 (NE)													
SN-108	TH 7 SANITARY	6+77	0.0'	SN-107 (SW)	SN-109 (E)	5.89	1	1	1049.19	1043.60 (SW)	1043.50	0.42%	24										
										1043.61 (E)													
SN-109	TH 7 SANITARY	10+26	0.0'	SN-108 (W)	-	5.69	1	1	1050.38	1045.00 (W)	1043.61	0.40%	349		2		EAST 10' STUB FOR FUTURE USE						
										1045.02 (E)	1045.06							0.40%	10				
<b>TOTALS:</b>						<b>40.78</b>	<b>6</b>	<b>6</b>				<b>1316</b>		<b>26</b>	<b>4</b>								

**STORM SEWER SCHEDULE**


STRUCTURE	ALIGNMENT	STATION	OFFSET	DRAINS TO	TOP OF CASTING ELEVATION	INVERT ELEVATION	TO INVERT ELEVATION	GRADE %	STORM SEWER PIPE DIAMETER			STORM SEWER STRUCTURE			CONN. TO EX PIPE	CONN. TO EX STRUTURE	CASTING ASSEMBLY (STORM)				CONN. TO TILE		COMMENTS	
									12" RCP CLASS V	15" RCP CLASS V	18" RCP CLASS III	18" STORM APRON	TYPE 2	48-4020			2	3	4	5	L	R		
									LIN FT			EACH	LIN FT				EACH		EACH					L
ST-810	MAIN ST	251+60	20.0' L	EX MH	1046.45	1042.38	1041.89	0.15			332				4.07		1				2	2	CONNECT TO EX STM MH	
ST-811	MAIN ST	251+60	20.0' R	ST-810	1046.35	1042.81	1042.65	0.40	40					3.54							1	1		
ST-812	MAIN ST	251+78	38.7' R	ST-811	1046.08	1042.92	1042.81	0.42	26				3.16								1	1		
ST-820	MAIN ST	252+34	20.0' L	ST-810	1046.02	1042.49	1042.38	0.15		74					3.53							2	2	
ST-821	MAIN ST	252+34	20.0' R	ST-820	1045.92	1042.75	1042.59	0.40	40				3.17								1	1		
ST-830	MAIN ST	254+09	20.0' L	ST-820	1046.03	1042.75	1042.49	0.15		175					3.28						1	1		
ST-831	MAIN ST	254+09	20.0' R	ST-830	1045.93	1042.85	1042.75	0.25	40				3.08								1	1		
ST-840	MAIN ST	256+31	20.0' L	EX PIPE	1047.50	1043.98	1043.93	0.30		16				3.52		1					1	1	CONNECT TO EX 15" PIPE	
ST-199	TH 7 SANITARY	6+49	13.3' R	DITCH		1048.12	DITCH																OUTLET	
ST-201	TH 7 SANITARY	5+76	15.0' R	ST-199		1049.09	1048.12	1.34			72												INLET	
<b>TOTALS:</b>									<b>146</b>	<b>265</b>	<b>404</b>	<b>2</b>	<b>12.93</b>	<b>14.42</b>	<b>1</b>	<b>1</b>	<b>8</b>	<b>11</b>	<b>10</b>					

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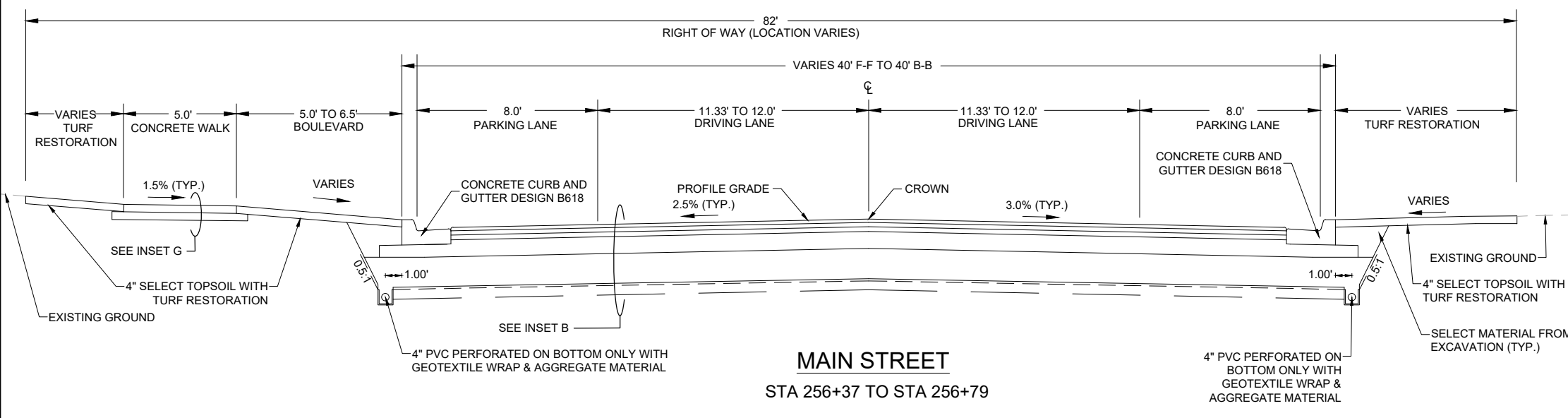
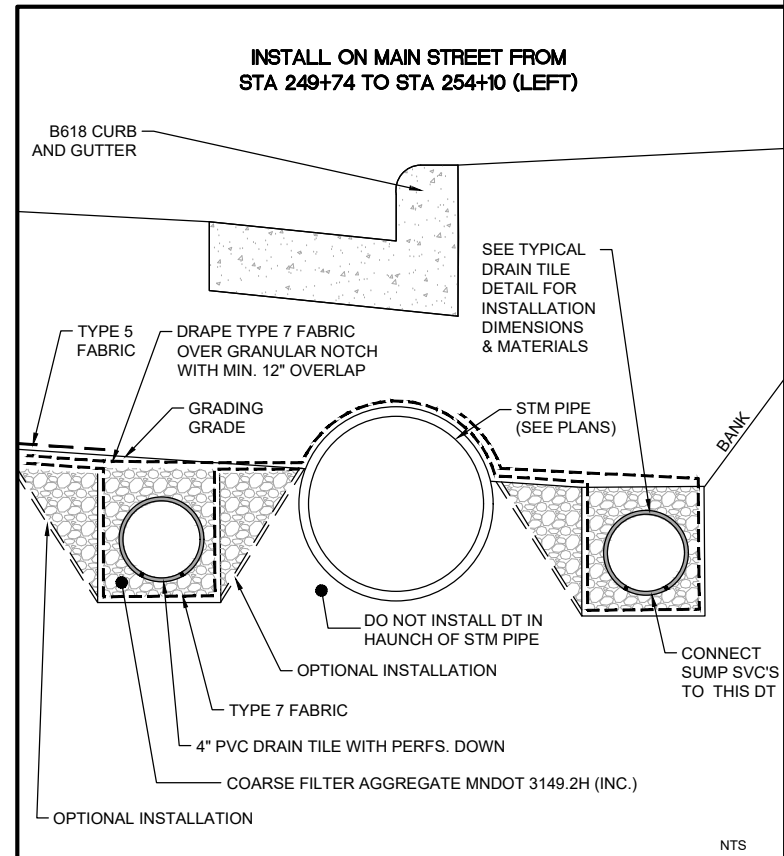
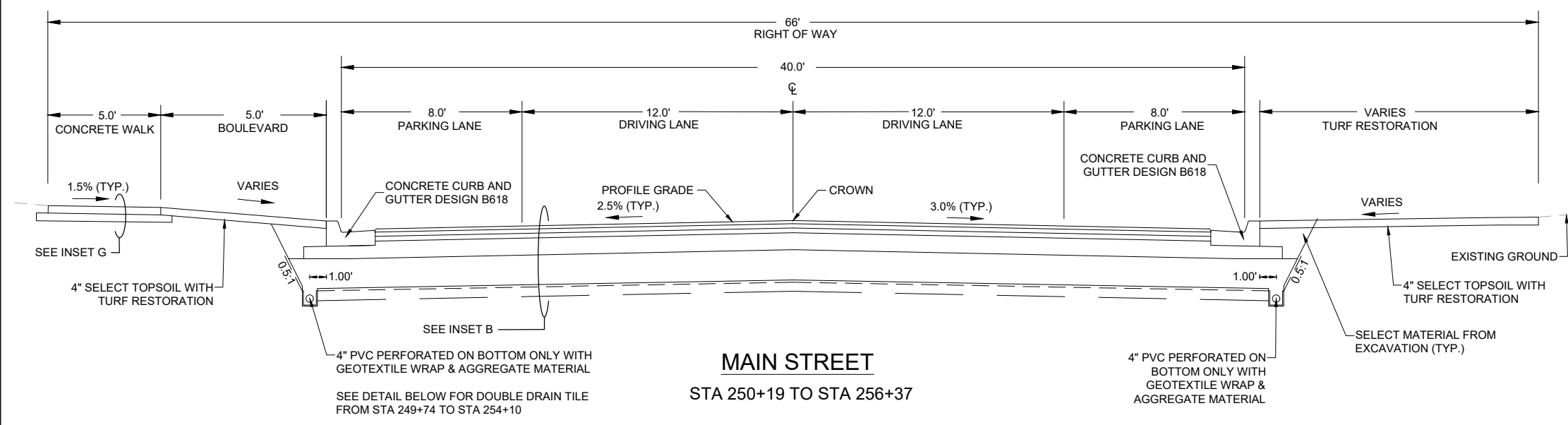
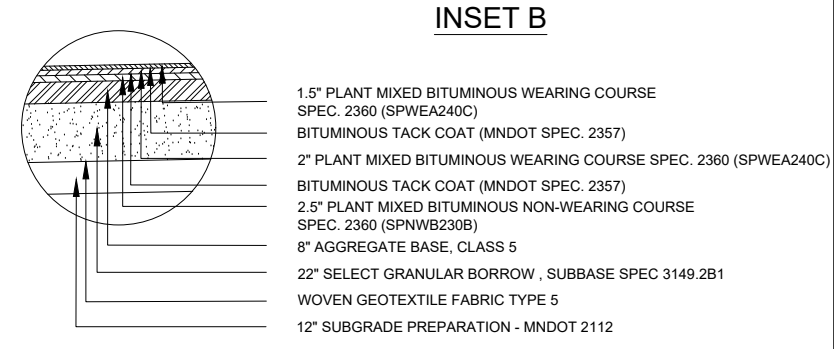
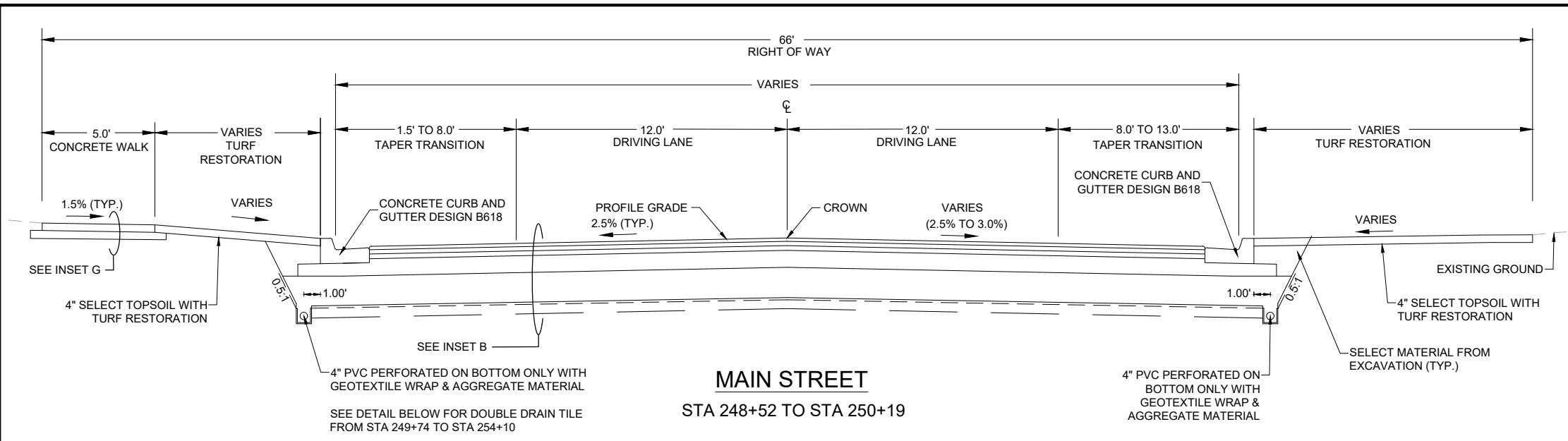
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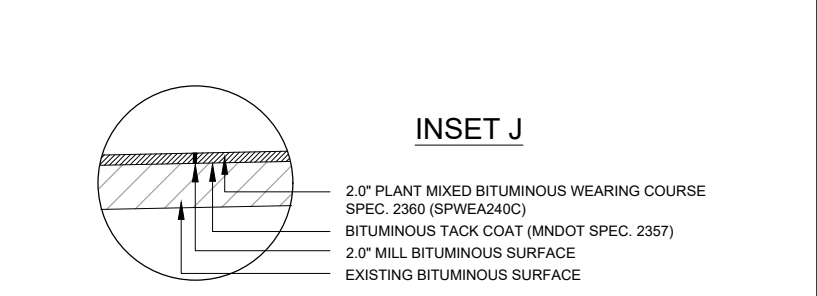
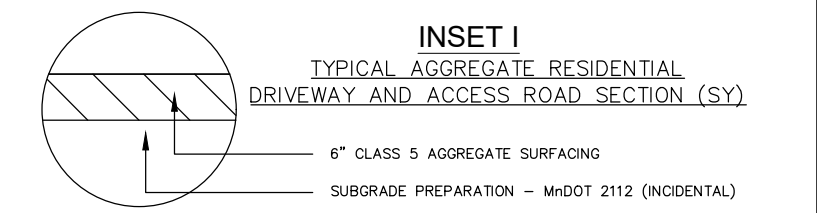
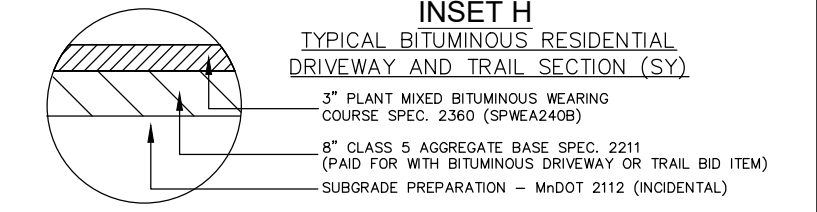
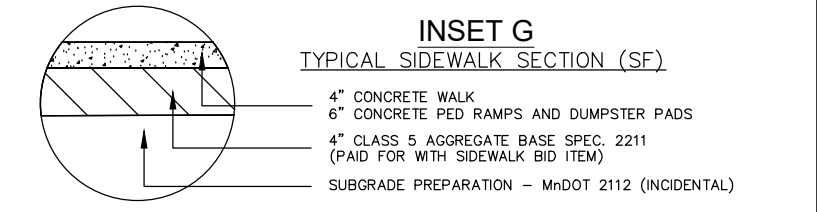
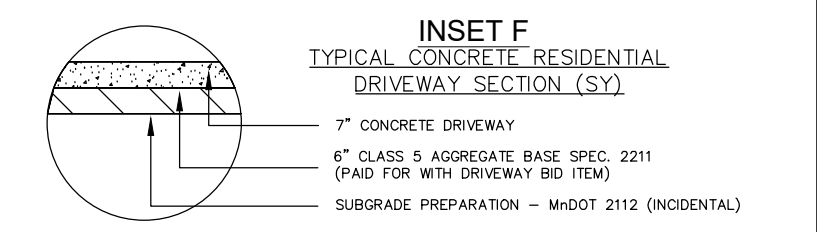
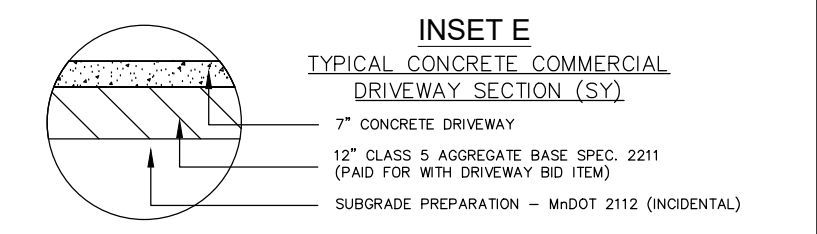
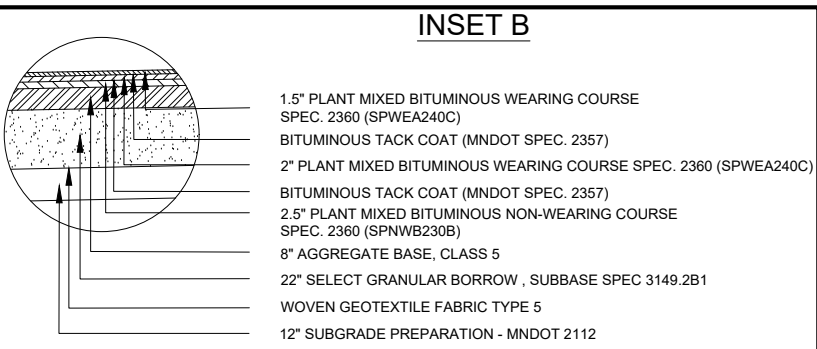
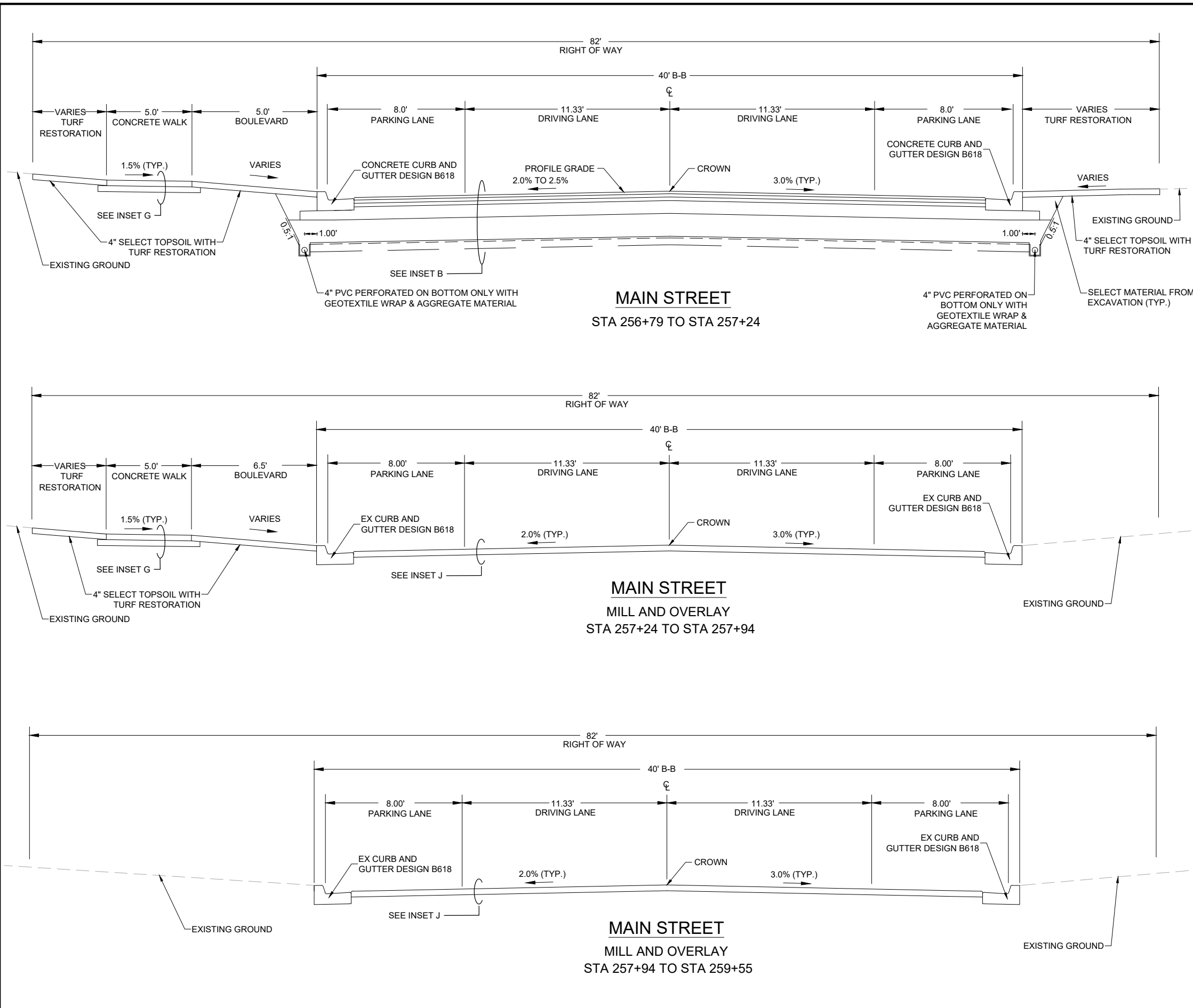
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SILVER LAKE, MINNESOTA

**DOUBLE DRAIN TILE INSTALLATION**  
CHANGE ORDER 2 - MAIN STREET

Revised: MAR 2026  
SEH Plate No. --

**256**  
TYPICALS - CHANGE ORDER 2  
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of 274



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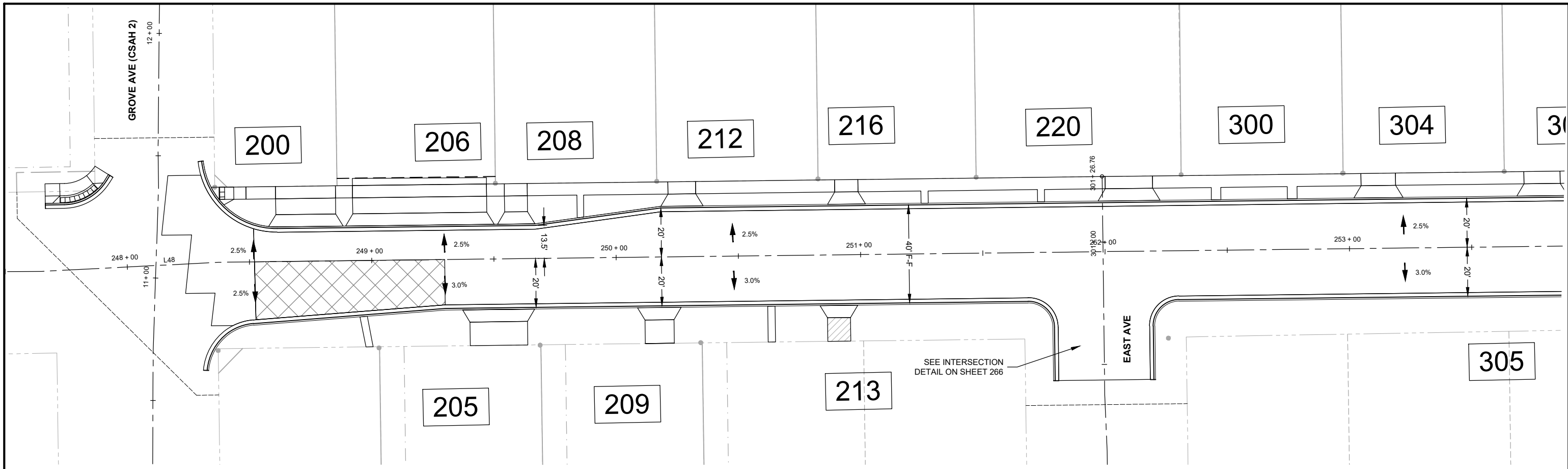
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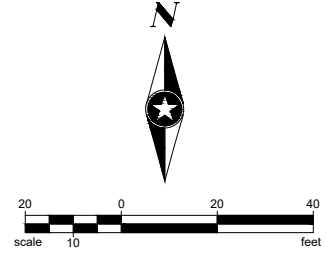
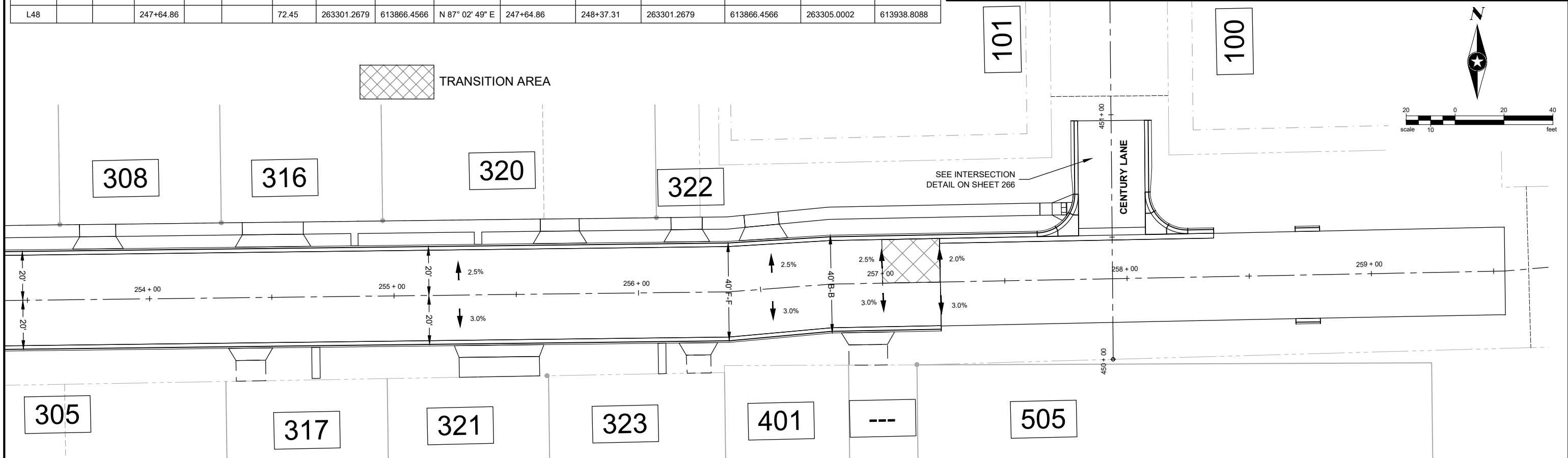
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ALIGNMENT TABULATION - MAIN ST ALIGNMENT - (2)

POINT ID	POINT	RADIUS	STATION	DELTA	TANGENT	LENGTH	NORTHING	EASTING	BEARING	START STATION	END STATION	START NORTHING	START EASTING	END NORTHING	END EASTING
L48			247+64.86			72.45	263301.2679	613866.4566	N 87° 02' 49" E	247+64.86	248+37.31	263301.2679	613866.4566	263305.0002	613938.8088

MAIN STREET



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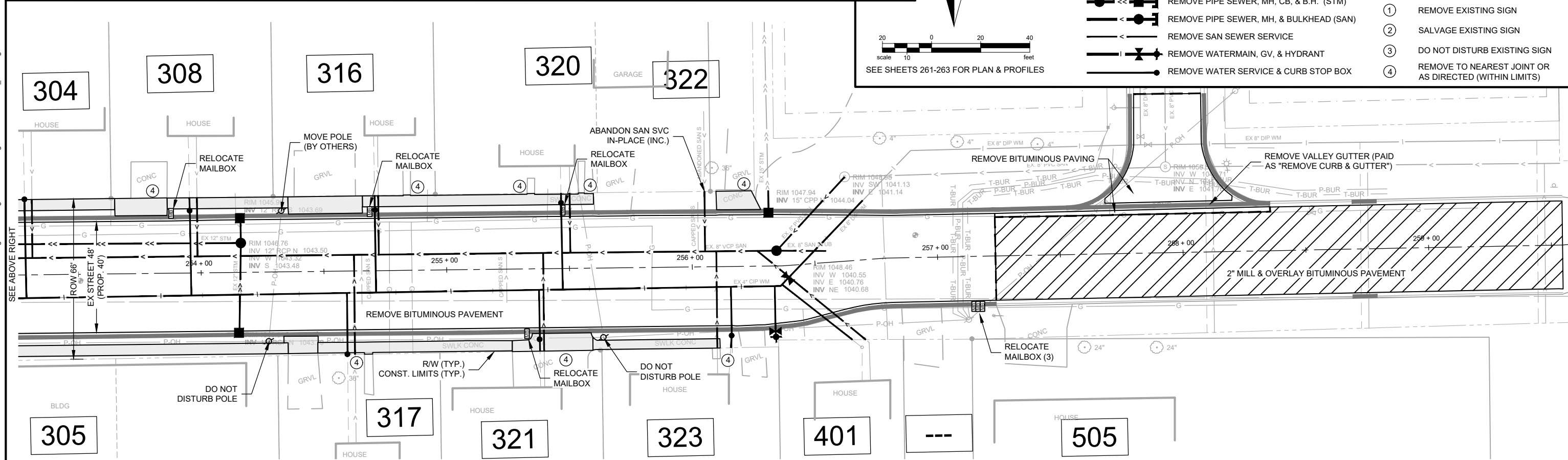
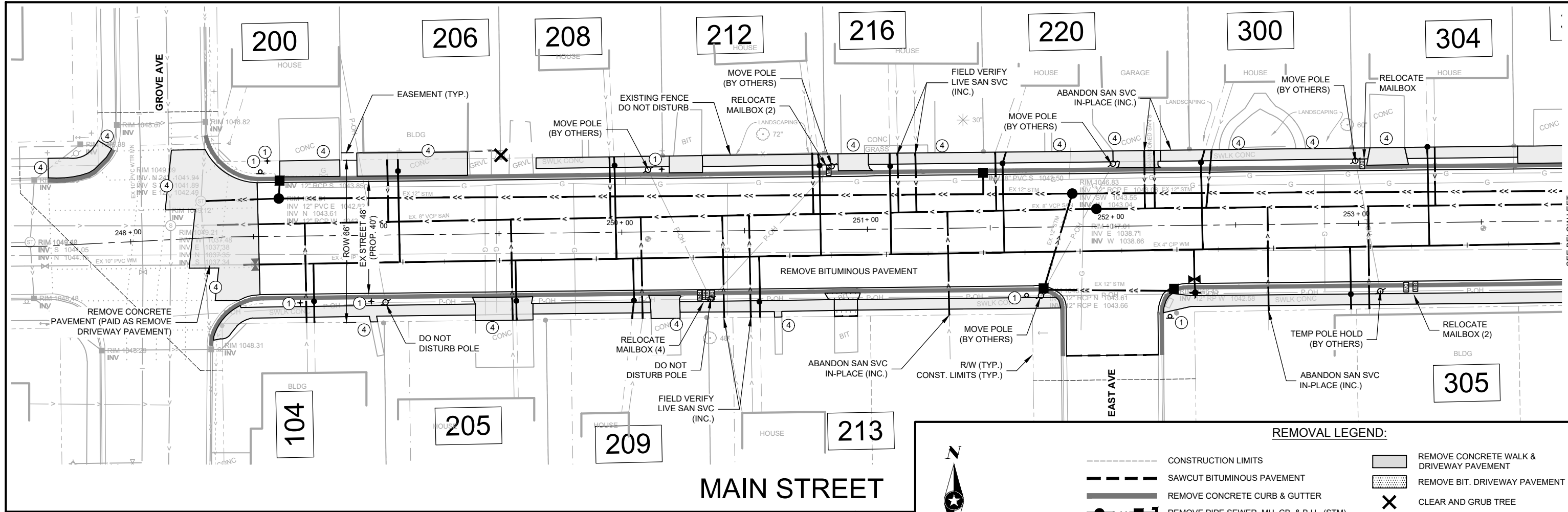
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INFRASTRUCTURE IMPROVEMENT PROJECT  
 SILVER LAKE, MINNESOTA

ALIGNMENT PLAN  
 MAIN ST - CHANGE ORDER 2



**REMOVAL LEGEND:**

	CONSTRUCTION LIMITS		REMOVE CONCRETE WALK & DRIVEWAY PAVEMENT
	SAWCUT BITUMINOUS PAVEMENT		REMOVE BIT. DRIVEWAY PAVEMENT
	REMOVE CONCRETE CURB & GUTTER		CLEAR AND GRUB TREE
	REMOVE PIPE SEWER, MH, CB, & B.H. (STM)		REMOVE EXISTING SIGN
	REMOVE PIPE SEWER, MH, & BULKHEAD (SAN)		SALVAGE EXISTING SIGN
	REMOVE SAN SEWER SERVICE		DO NOT DISTURB EXISTING SIGN
	REMOVE WATERMAIN, GV, & HYDRANT		REMOVE TO NEAREST JOINT OR AS DIRECTED (WITHIN LIMITS)
	REMOVE WATER SERVICE & CURB STOP BOX		

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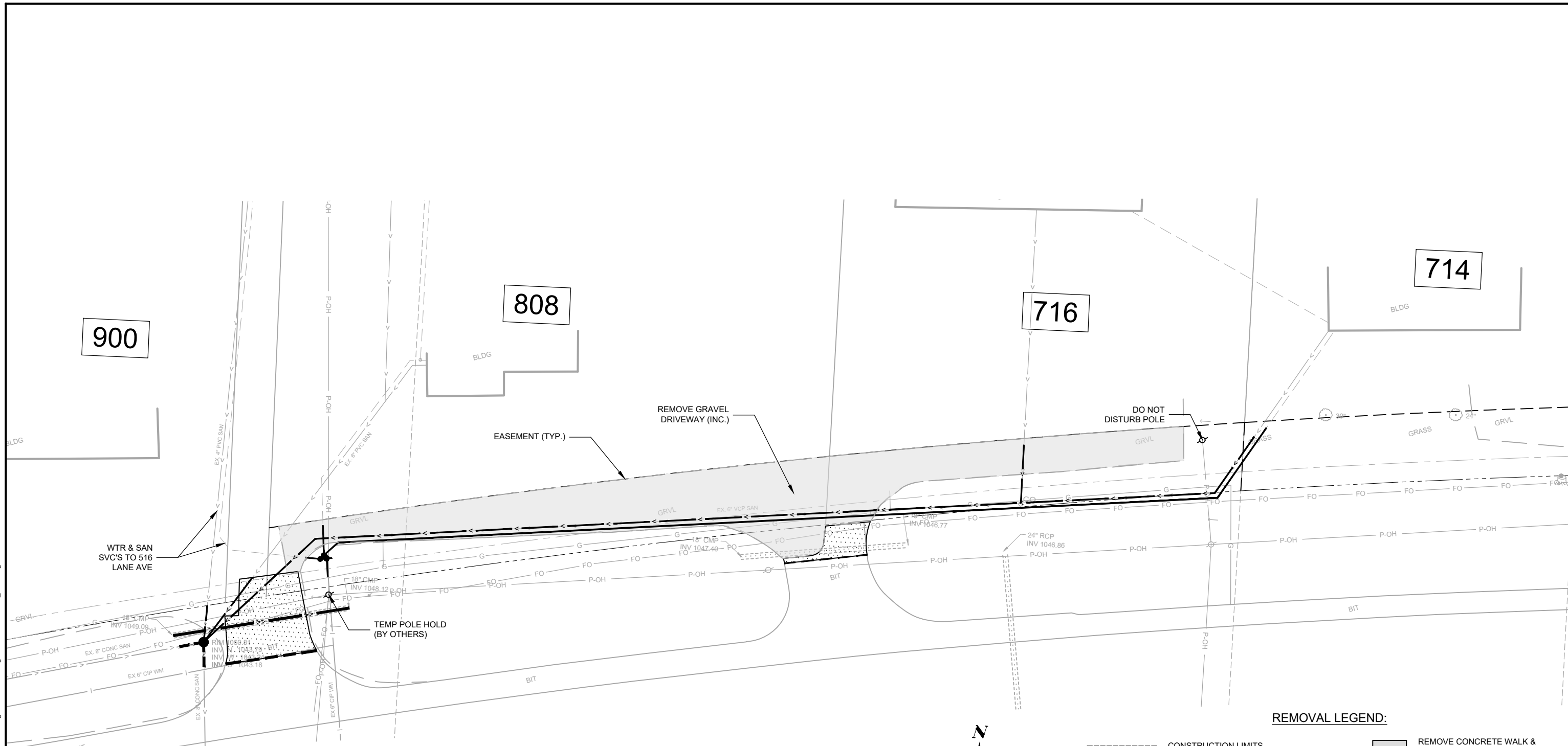
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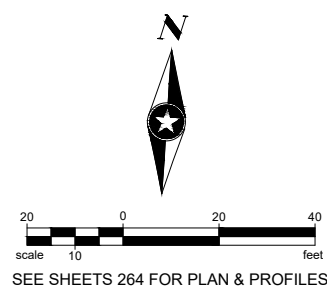
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# TRUNK HIGHWAY 7



### REMOVAL LEGEND:

- |       |   |   |  |
|-------|---|---|--|
| ----- | CONSTRUCTION LIMITS                     |   | REMOVE CONCRETE WALK & DRIVEWAY PAVEMENT               |
| ----- | SAWCUT BITUMINOUS PAVEMENT              |   | REMOVE BIT. DRIVEWAY PAVEMENT                          |
| ----- | REMOVE CONCRETE CURB & GUTTER           | X | CLEAR AND GRUB TREE                                    |
| ----- | REMOVE PIPE SEWER, MH, CB, & B.H. (STM) | ① | REMOVE EXISTING SIGN                                   |
| ----- | REMOVE PIPE SEWER, MH, & BULKHEAD (SAN) | ② | SALVAGE EXISTING SIGN                                  |
| ----- | REMOVE SAN SEWER SERVICE                | ③ | DO NOT DISTURB EXISTING SIGN                           |
| ----- | REMOVE WATERMAIN, GV, & HYDRANT         | ④ | REMOVE TO NEAREST JOINT OR AS DIRECTED (WITHIN LIMITS) |
| ----- | REMOVE WATER SERVICE & CURB STOP BOX    |   |  |

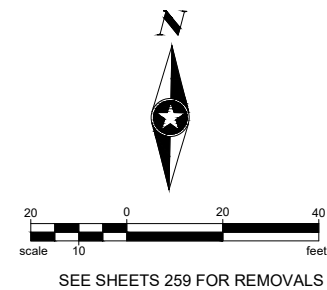
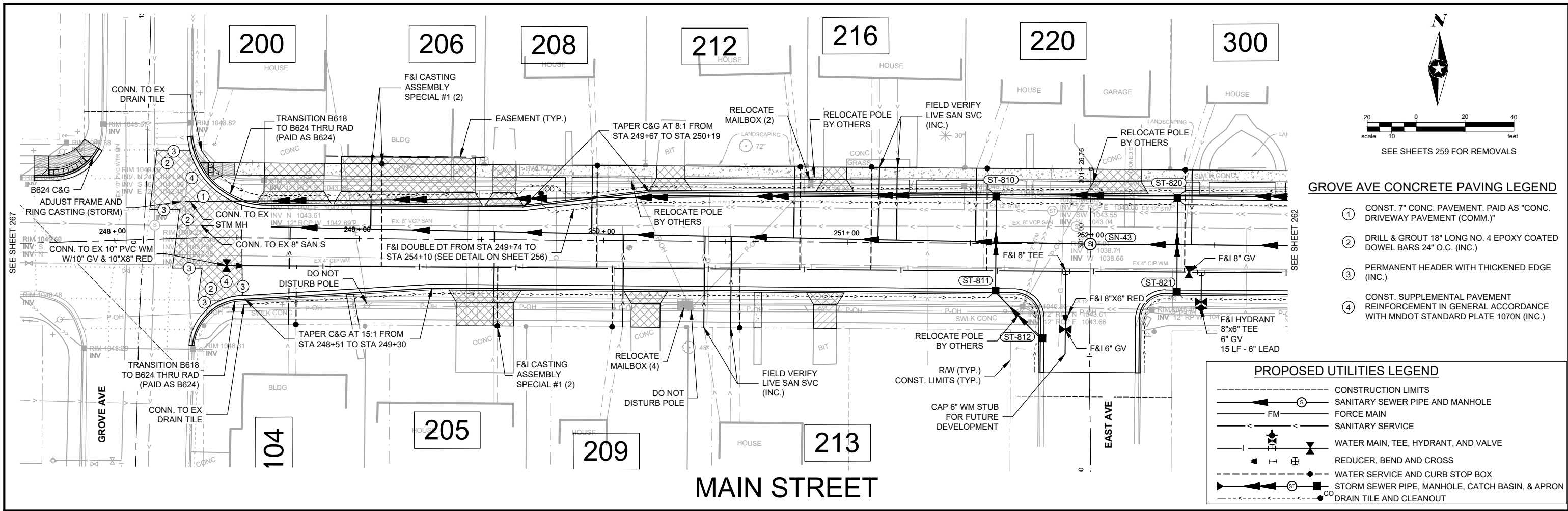
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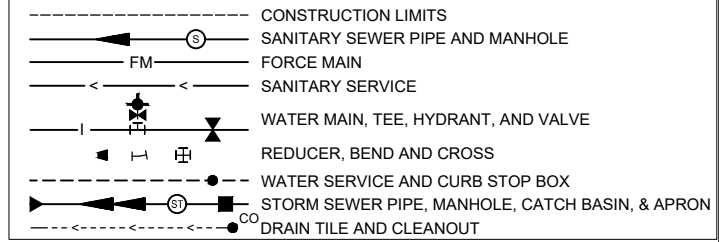
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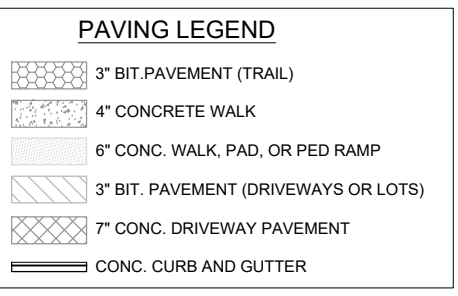
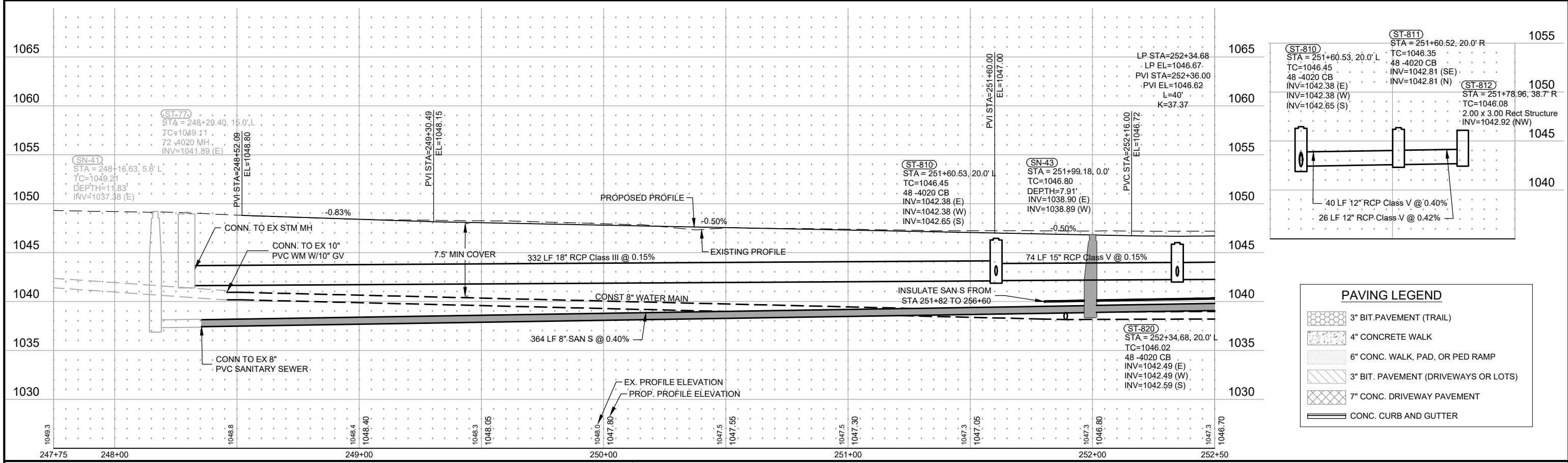
**GROVE AVE CONCRETE PAVING LEGEND**

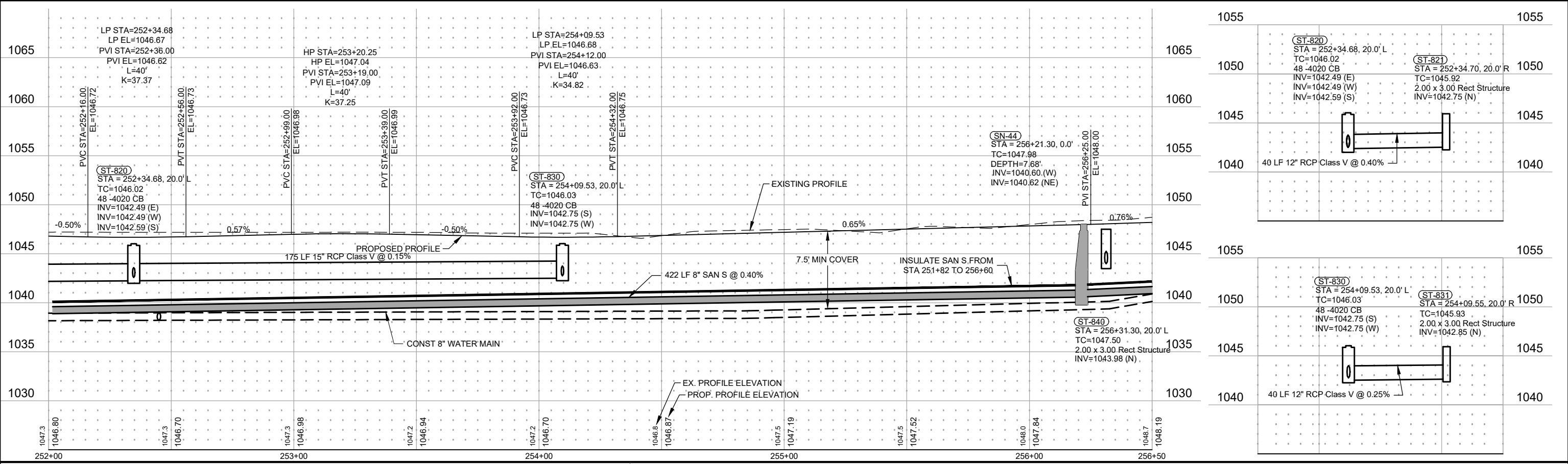
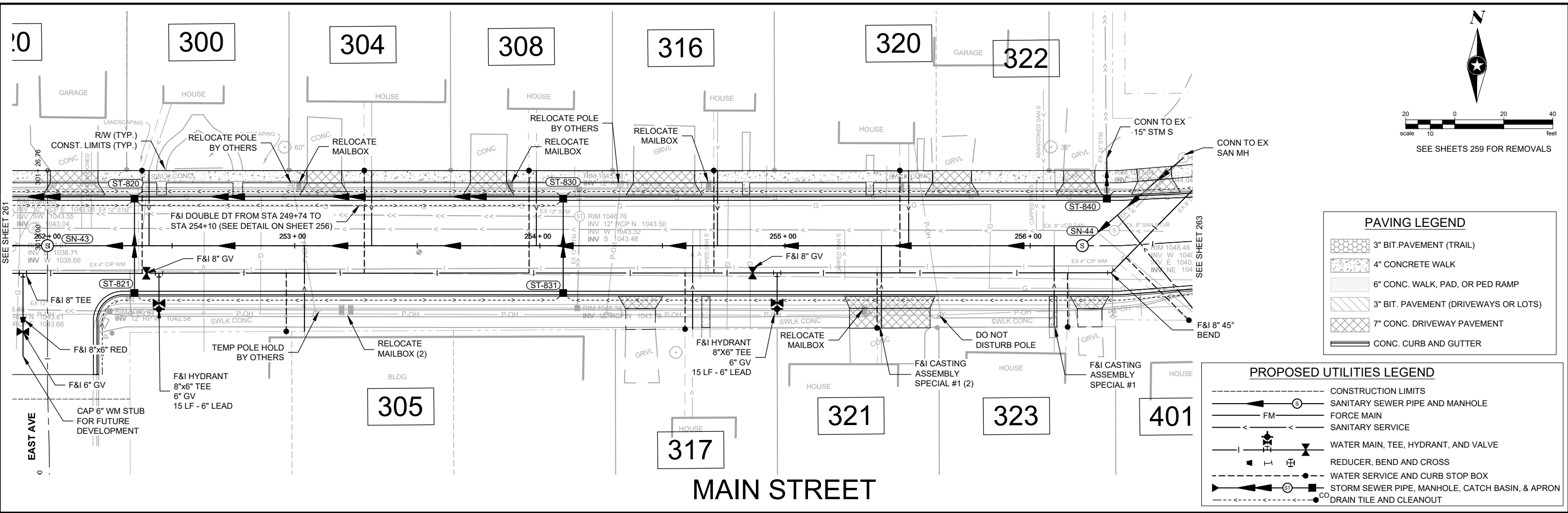
- ① CONST. 7" CONC. PAVEMENT, PAID AS "CONC. DRIVEWAY PAVEMENT (COMM.)"
- ② DRILL & GROUT 18" LONG NO. 4 EPOXY COATED DOWEL BARS 24" O.C. (INC.)
- ③ PERMANENT HEADER WITH THICKENED EDGE (INC.)
- ④ CONST. SUPPLEMENTAL PAVEMENT REINFORCEMENT IN GENERAL ACCORDANCE WITH MNDOT STANDARD PATE 1070N (INC.)

**PROPOSED UTILITIES LEGEND**

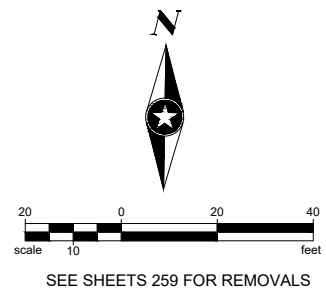
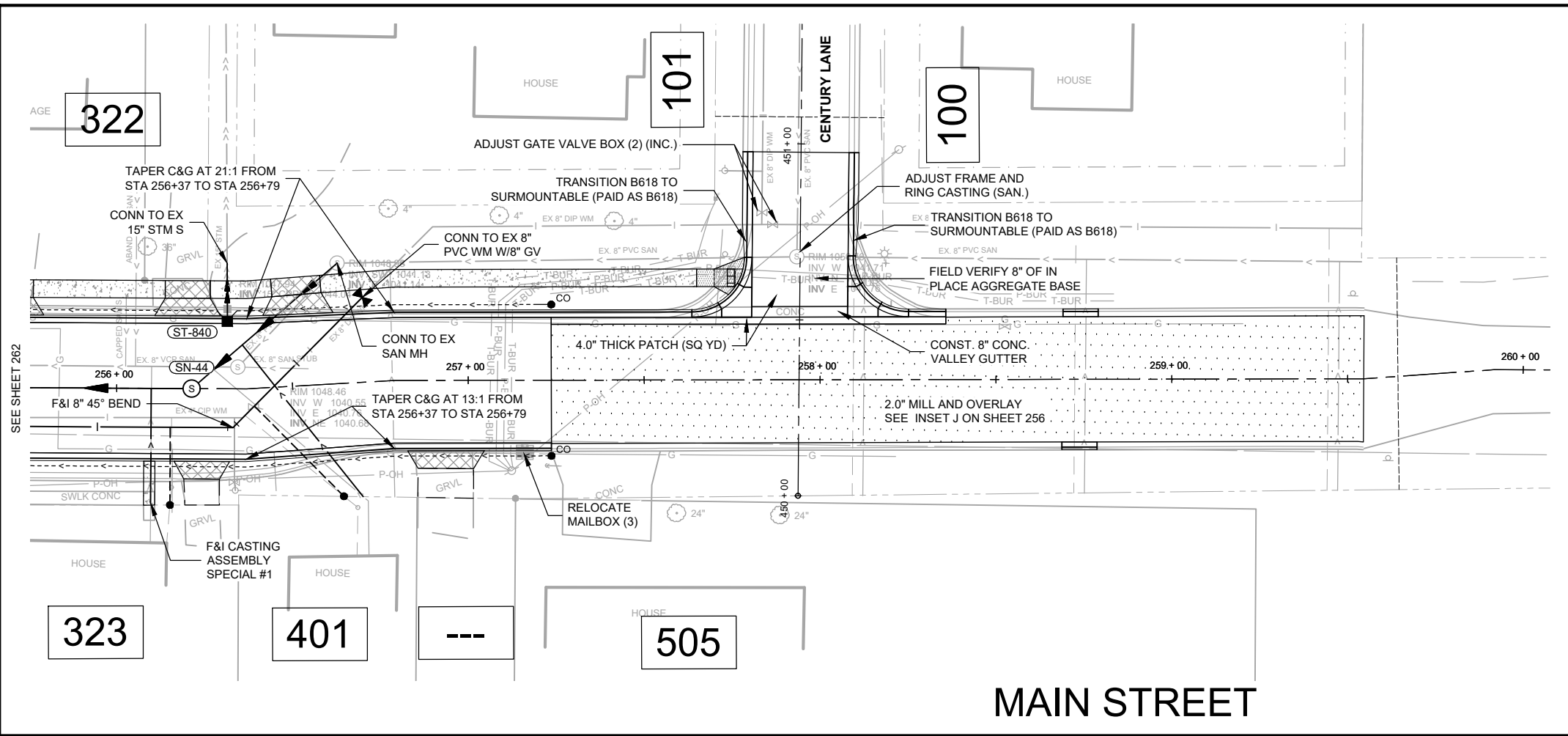


**MAIN STREET**





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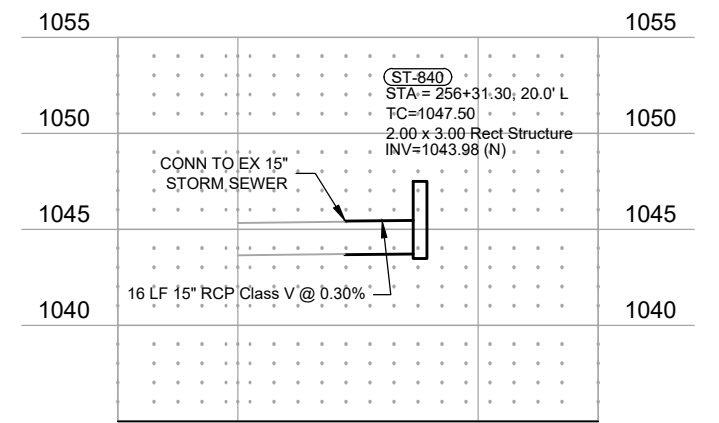
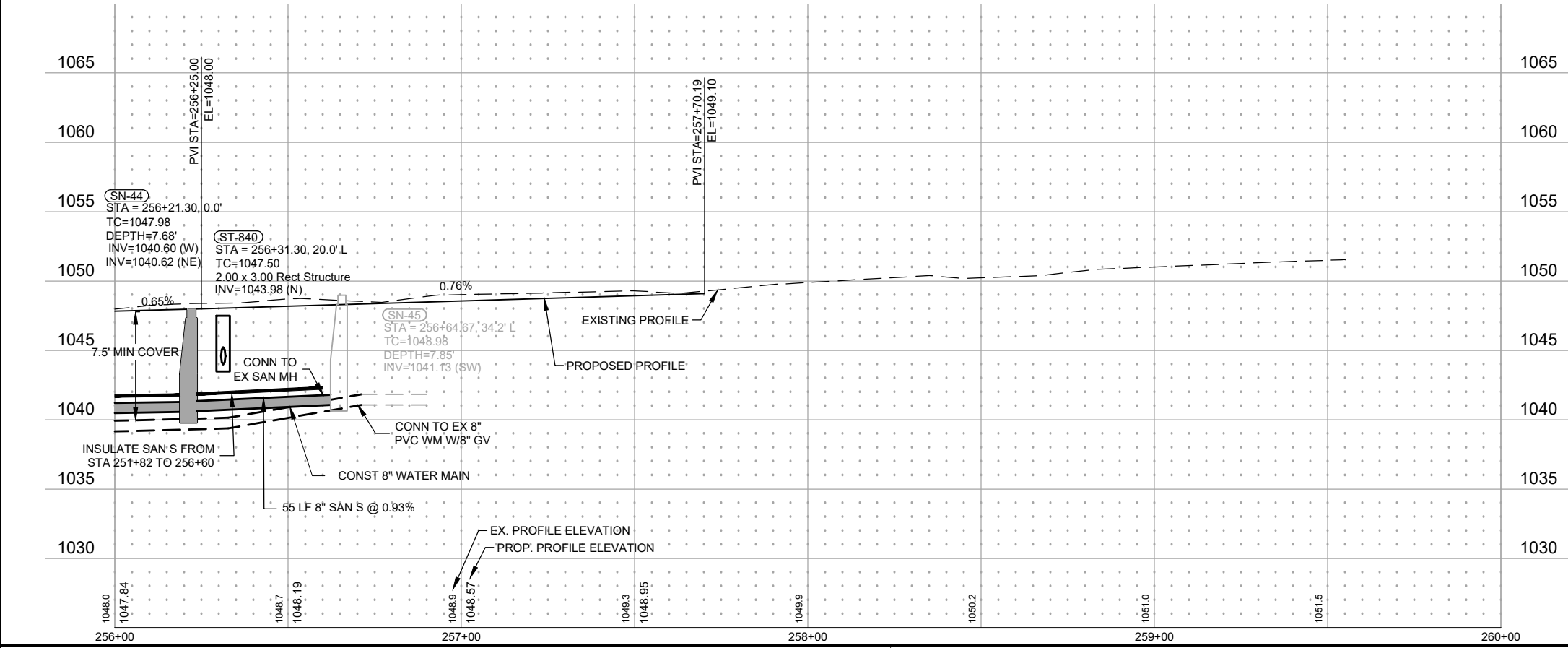


**PAVING LEGEND**

	3" BIT PAVEMENT (TRAIL)
	4" CONCRETE WALK
	6" CONC. WALK, PAD, OR PED RAMP
	3" BIT. PAVEMENT (DRIVEWAYS OR LOTS)
	7" CONC. DRIVEWAY PAVEMENT
	CONC. CURB AND GUTTER

**PROPOSED UTILITIES LEGEND**

	CONSTRUCTION LIMITS
	SANITARY SEWER PIPE AND MANHOLE
	FORCE MAIN
	SANITARY SERVICE
	WATER MAIN, TEE, HYDRANT, AND VALVE
	REDUCER, BEND AND CROSS
	WATER SERVICE AND CURB STOP BOX
	STORM SEWER PIPE, MANHOLE, CATCH BASIN, & APRON
	DRAIN TILE AND CLEANOUT



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Designed By	SWF,BLB			
Checked By	BLB			

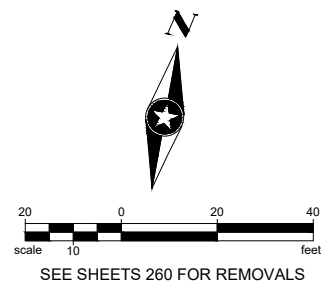
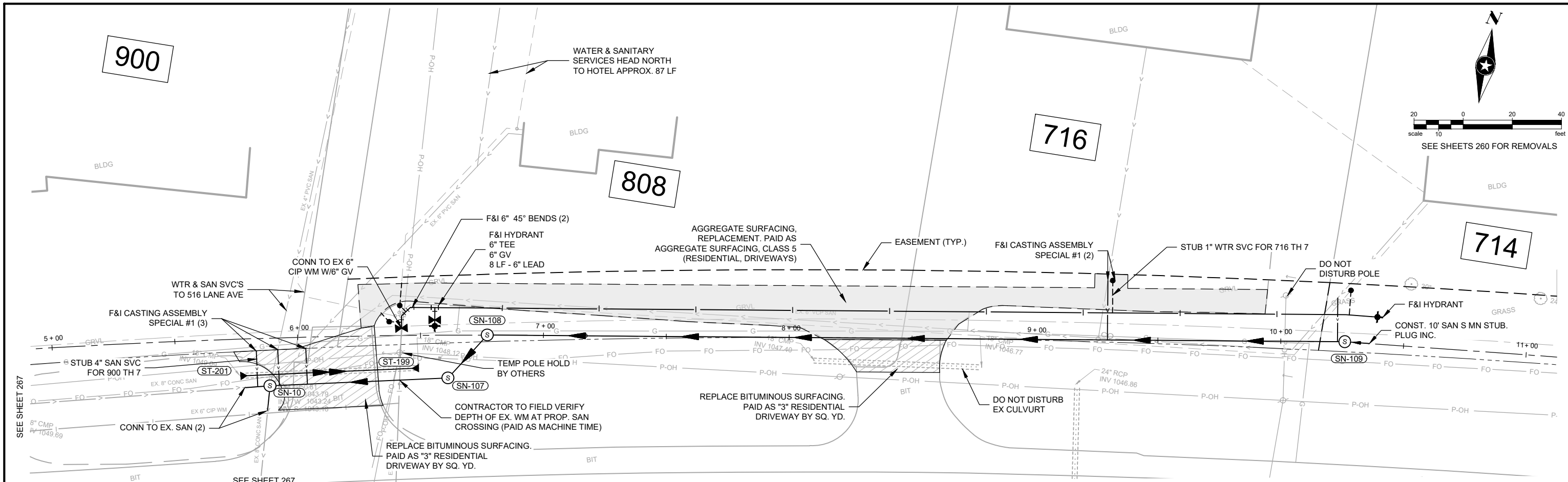
PHONE: 320.327.2412  
FAX: 320.327.2299  
308 MAIN ST. W.  
SILVER LAKE, MN 55381  
www.cityofsilverlake.org

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

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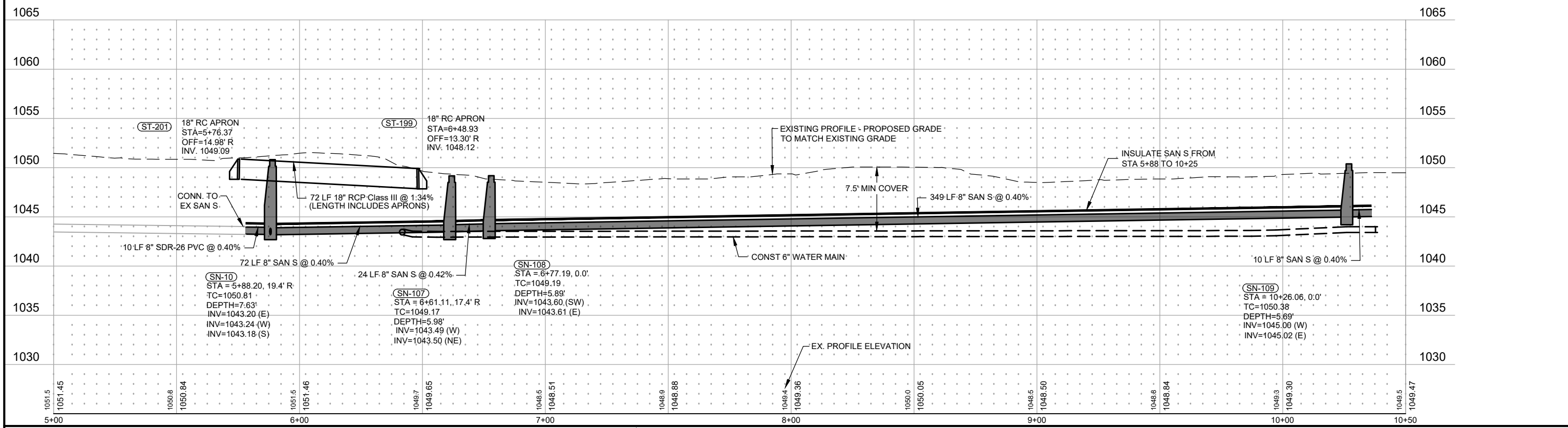
**INFRASTRUCTURE IMPROVEMENT PROJECT**  
SILVER LAKE, MINNESOTA

**PLAN AND PROFILE**  
CHANGE ORDER 2 - MAIN STREET



# TRUNK HIGHWAY 7

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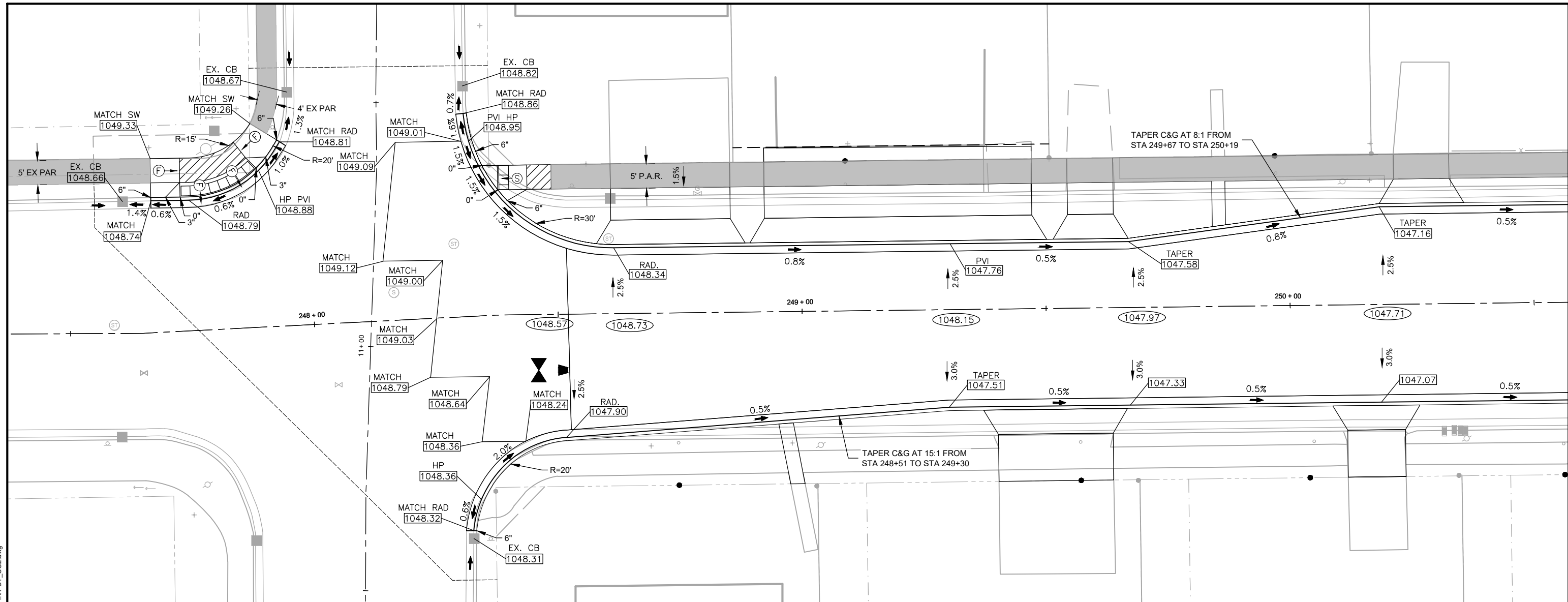
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SILVER LAKE, MINNESOTA

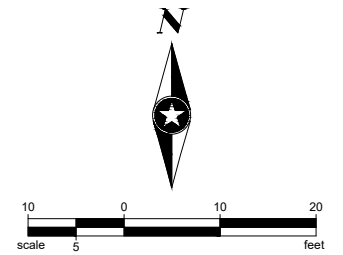
**PLAN AND PROFILE**  
CHANGE ORDER 2 - TH

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## MAIN STREET AND GROVE AVE

LEGEND	
THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.	
(S) →	INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%
(F) →	INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%
XXX.XX	GUTTER ELEVATION
X"	CURB HEIGHT
[Hatched Box]	LANDING AREA-4'X4' MIN. MAX 2.0% SLOPE IN ALL DIRECTIONS
[Grey Box]	PEDESTRIAN ACCESS ROUTE (PAR), 1.5% CROSS SLOPE
●	STORM MANHOLE
(T)	INDICATES TRANSITION PANEL. CROSS SLOPE SHALL TRANSITION AT 0.5% MAX. PER LIN. FT. AND RUNNING SLOPE SHALL NOT EXCEED 5.0% TO MATCH EXISTING
R=	RADIUS (TO BACK OF CURB)
←	DRAINAGE FLOW DIRECTION
X%	SLOPE, GUTTER & LANE
[Truncated Domes]	TRUNCATED DOMES, SEE STANDARD PLATE 7038
○	PROPOSED FINISHED GRADE ELEVATION
■	CATCH BASIN



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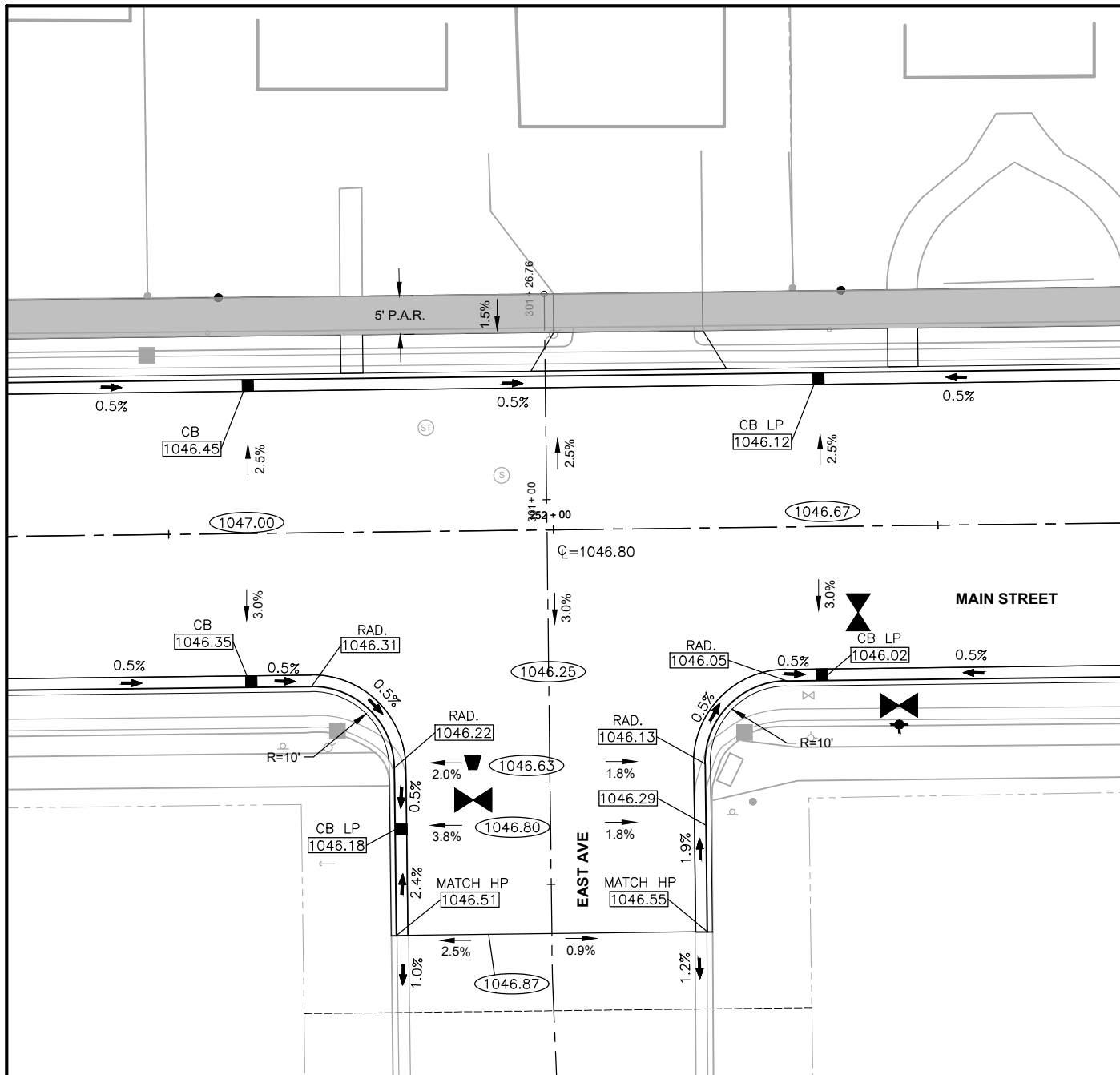
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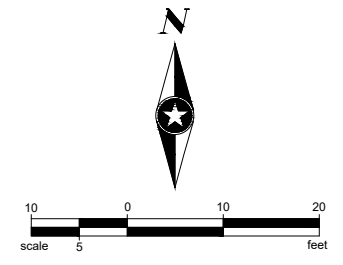
**INFRASTRUCTURE IMPROVEMENT PROJECT**  
 SILVER LAKE, MINNESOTA

**CHANGE ORDER 2 INT. DETAILS AND PEDESTRIAN RAMP PLAN**

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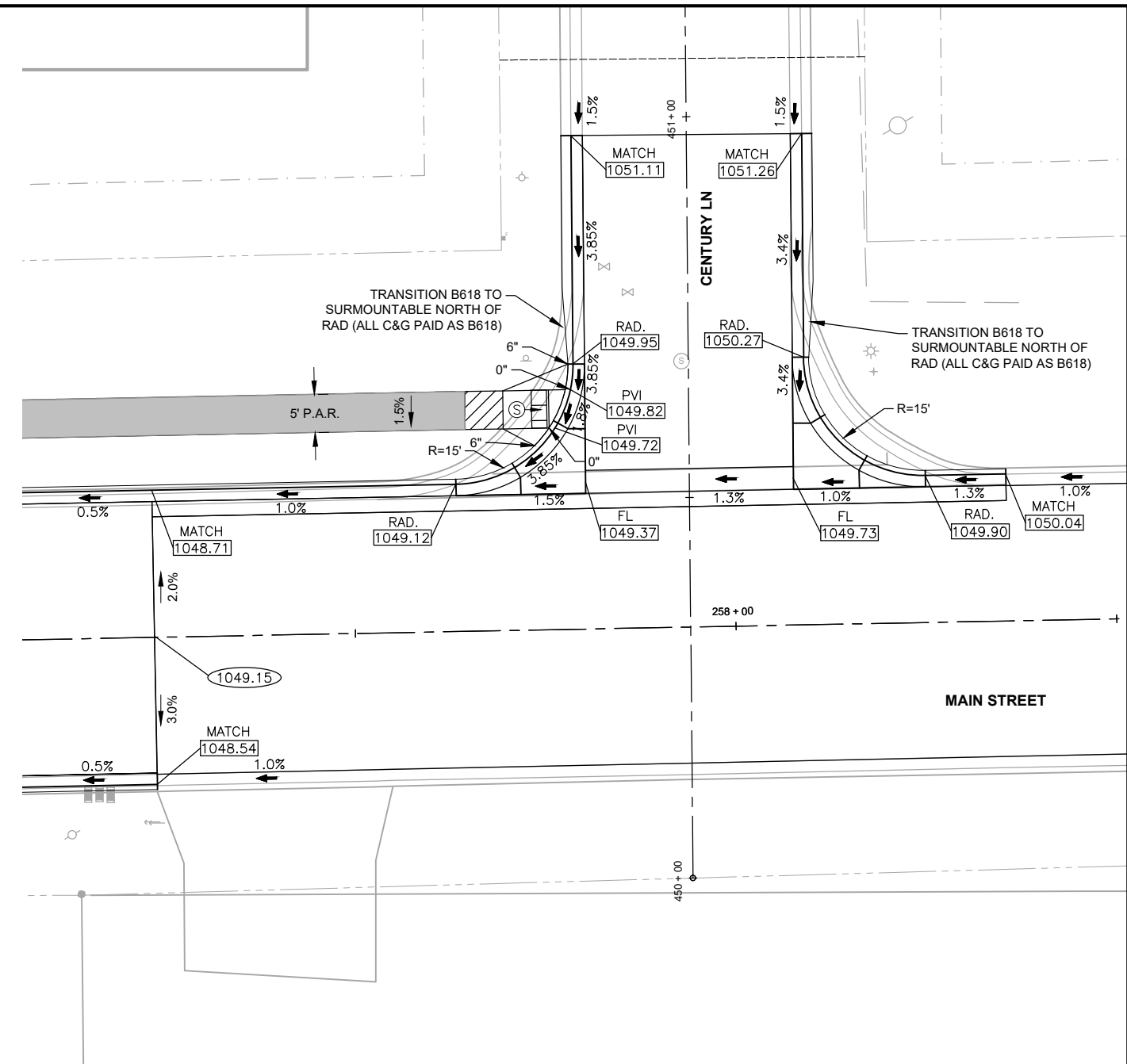
## MAIN STREET AND EAST AVE



**LEGEND**

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

- (S) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%
- (F) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%
- XXX.XX GUTTER ELEVATION
- X" CURB HEIGHT
- LANDING AREA-4'X4' MIN. MAX 2.0% SLOPE IN ALL DIRECTIONS
- PEDESTRIAN ACCESS ROUTE (PAR), 1.5% CROSS SLOPE
- STORM MANHOLE
- (T) INDICATES TRANSITION PANEL. CROSS SLOPE SHALL TRANSITION AT 0.5% MAX. PER LIN. FT. AND RUNNING SLOPE SHALL NOT EXCEED 5.0% TO MATCH EXISTING
- R= RADIUS (TO BACK OF CURB)
- DRAINAGE FLOW DIRECTION
- X% SLOPE, GUTTER & LANE
- TRUNCATED DOMES, SEE STANDARD PLATE 7038
- PROPOSED FINISHED GRADE ELEVATION
- CATCH BASIN



## MAIN STREET AND CENTURY AVE

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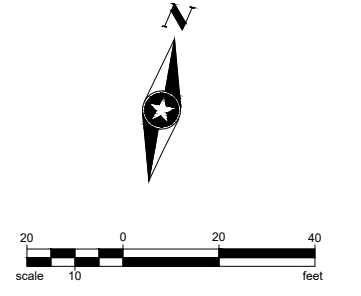
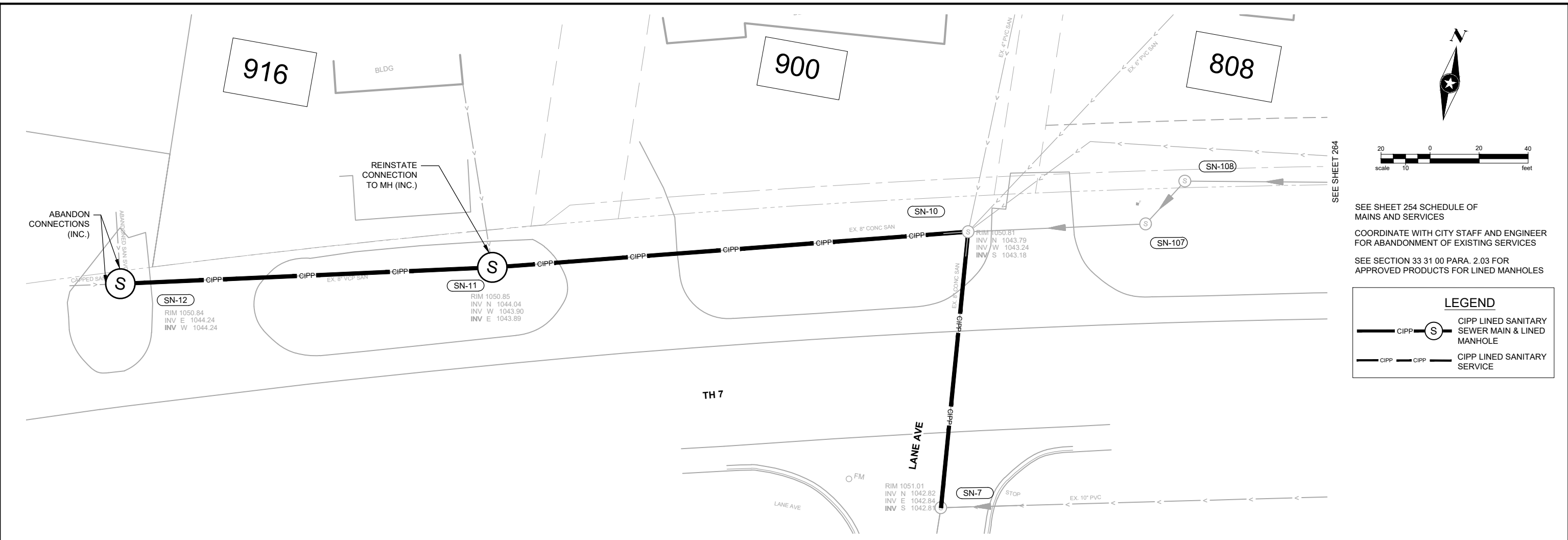
**Silver Lake**  
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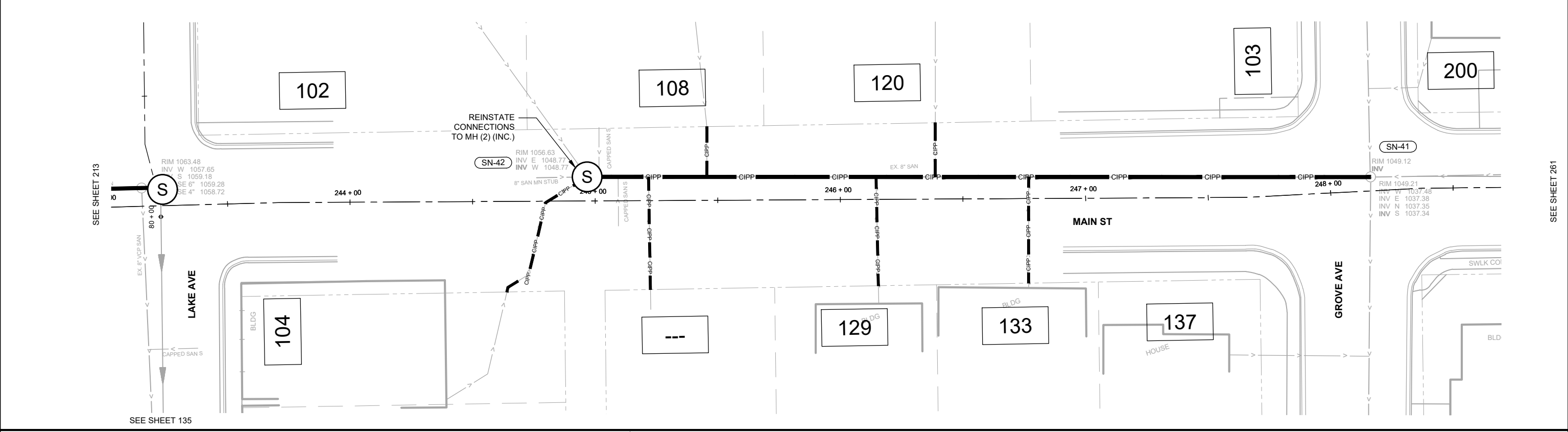
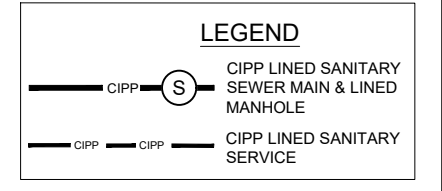
**INFRASTRUCTURE IMPROVEMENT PROJECT**  
 SILVER LAKE, MINNESOTA

**CHANGE ORDER 2 INT. DETAILS AND PEDESTRIAN RAMP PLAN**  
 Page 91 of 113  
 266 of 274

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SEE SHEET 254 SCHEDULE OF MAINS AND SERVICES  
 COORDINATE WITH CITY STAFF AND ENGINEER FOR ABANDONMENT OF EXISTING SERVICES  
 SEE SECTION 33 31 00 PARA. 2.03 FOR APPROVED PRODUCTS FOR LINED MANHOLES



SEE SHEET 261

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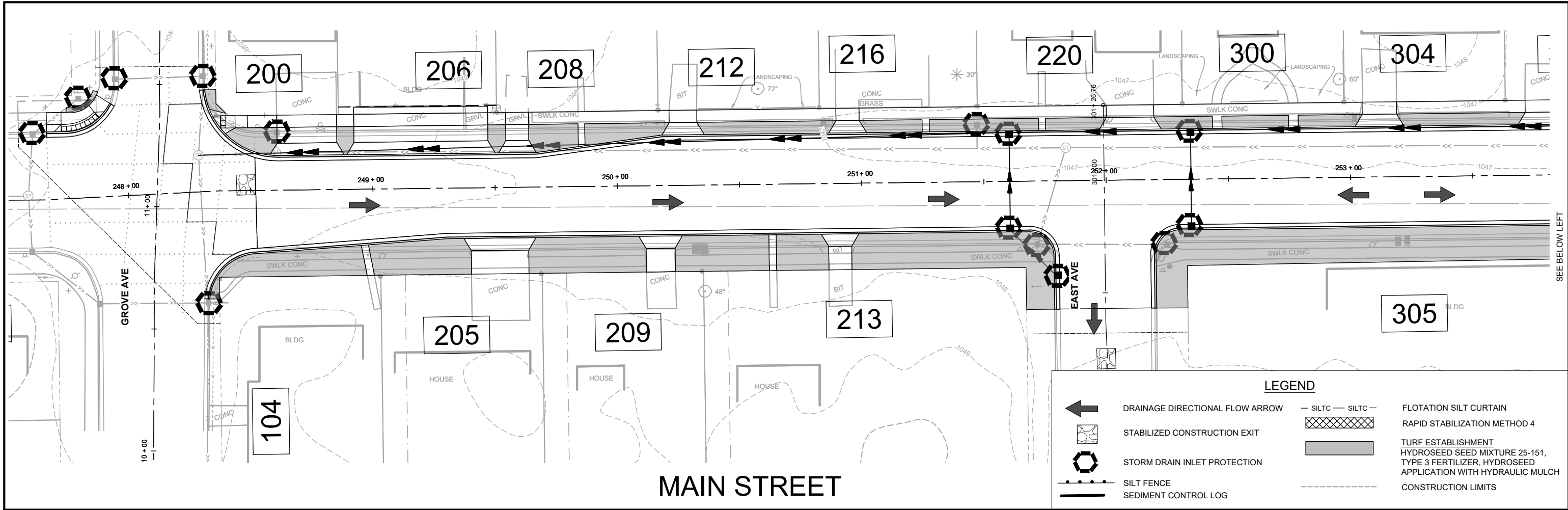
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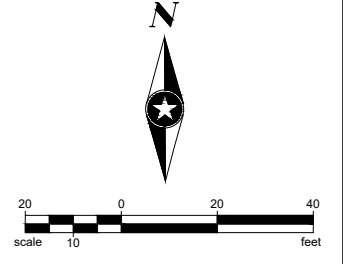
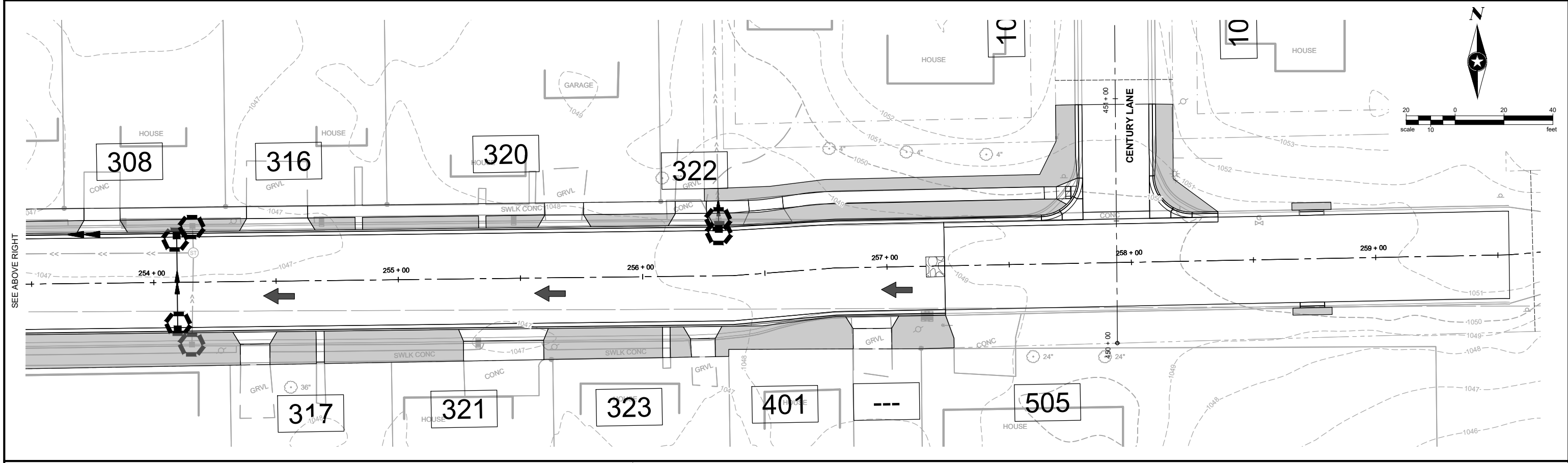
*Brody Bratsch*  
 BRODY BRATSCHE, PE  
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**INFRASTRUCTURE IMPROVEMENT PROJECT**  
 SILVER LAKE, MINNESOTA

**CIPP PLAN**  
 CHANGE ORDER 2 - MAIN ST AND TH 7  
 Page 52 of 113



LEGEND			
	DRAINAGE DIRECTIONAL FLOW ARROW		SILT FENCE
	STABILIZED CONSTRUCTION EXIT		FLOTATION SILT CURTAIN
	STORM DRAIN INLET PROTECTION		RAPID STABILIZATION METHOD 4
	SEDIMENT CONTROL LOG		TURF ESTABLISHMENT
			HYDROSEED SEED MIXTURE 25-151, TYPE 3 FERTILIZER, HYDROSEED APPLICATION WITH HYDRAULIC MULCH
			CONSTRUCTION LIMITS



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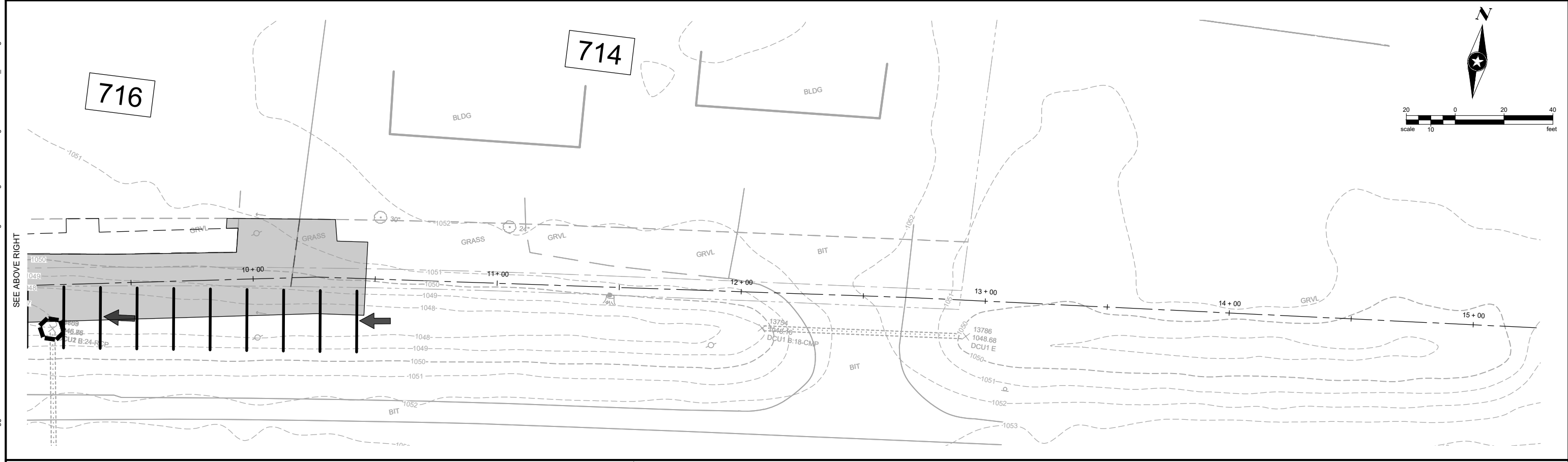
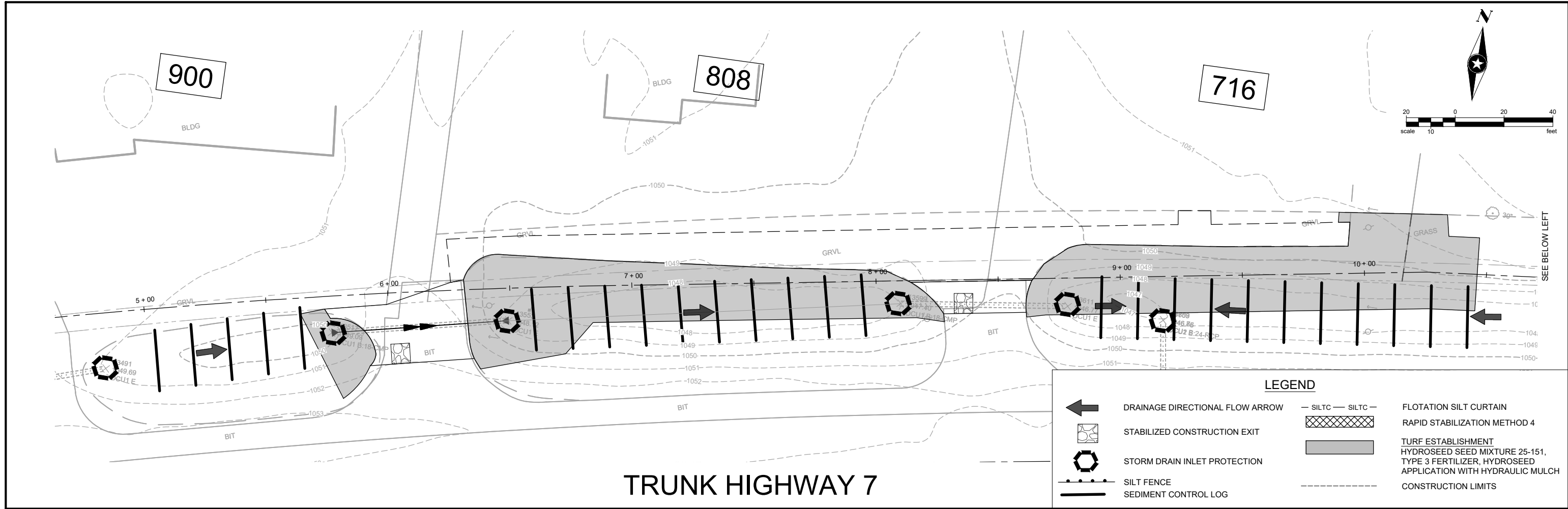
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**INFRASTRUCTURE IMPROVEMENT PROJECT**  
 SILVER LAKE, MINNESOTA

**EROSION CONTROL PLAN**  
 CHANGE ORDER 2 - MAIN STREET



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**INFRASTRUCTURE IMPROVEMENT PROJECT**  
 SILVER LAKE, MINNESOTA

**EROSION CONTROL PLAN**  
 CHANGE ORDER 2 - Page 54 of 113

**GENERAL INFORMATION AND NOTES:**

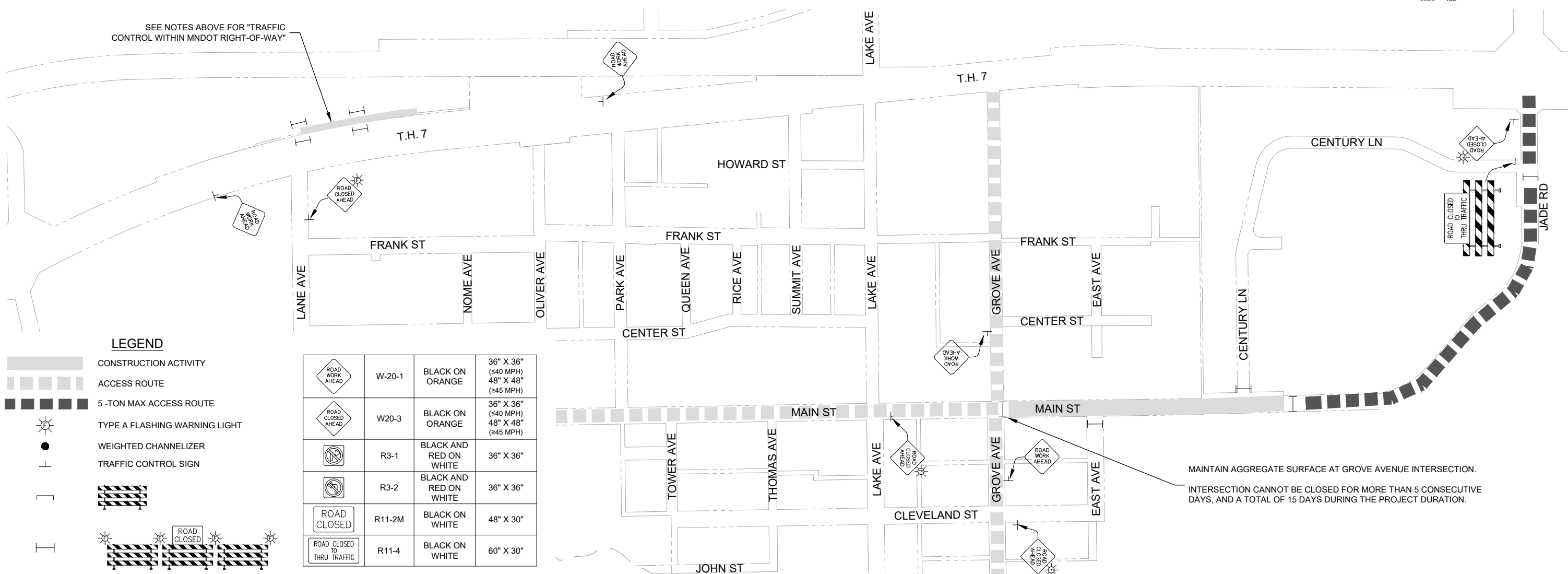
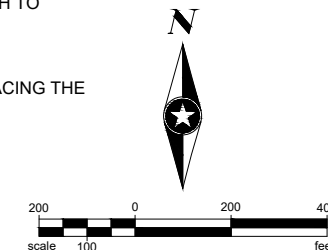
1. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL ON THIS PROJECT. ALL TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MN MUTCD), DATED JANUARY 2024.
2. THE CONTRACTOR SHALL FURNISH, INSTALL AND MAINTAIN THE DEVICES IN THIS TRAFFIC CONTROL PLAN UNLESS OTHERWISE NOTED.
3. FIELD CONDITIONS MAY REQUIRE MODIFICATIONS OF THIS LAYOUT AS DEEMED NECESSARY BY THE ENGINEER.
4. ALL DISTANCES ARE APPROXIMATE.
5. THE CONTRACTOR IS RESPONSIBLE FOR PROTECTING ANY WORK AREAS NEAR TRAFFIC IN ACCORDANCE WITH THE MNMUTCD.
6. THE CONTRACTOR SHALL PROVIDE COMPLETE TRAFFIC CONTROL PLANS FOR PHASING AND TRAFFIC CONTROL FOR WORK NOT SHOWN IN THIS TRAFFIC CONTROL PLAN. SEE SPECIAL PROVISIONS FOR PHASING AND TRAFFIC CONTROL REQUIREMENTS.
7. THE CONTRACTOR SHALL PROVIDE ACCESS TO LOCAL TRAFFIC AS DIRECTED BY THE ENGINEER. ALL SIGNS OR SIGNING DEVICES NEEDED TO PROVIDE THIS ACCESS AND TO PROTECT THE WORK AREA SHALL BE CONSIDERED INCIDENTAL.
8. ALL BARRICADES SHALL BE REFLECTORIZED ON BOTH SIDES.
9. CONTRACTOR WILL MEET WITH CITY, RESIDENTS, AND ENGINEER TO FORMALIZE A PLAN TO MAINTAIN SOME REASONABLE ACCESS TO THEIR PROPERTIES DURING CONSTRUCTION ACTIVITIES AND IN THE EVENINGS (7:00 PM-7:00 AM) AND ON WEEKENDS.
10. CONTRACTOR SHALL PROVIDE ADDITIONAL SIGNAGE AND BARRICADES DURING SHORT TERM CLOSURES OF STREETS WITHIN THE PROJECT AREA (INCIDENTAL). THESE OPERATIONS SHALL INCLUDE UTILITY REPAIR OR CONSTRUCTION, ROAD BASE PREPARATION AND PAVING OPERATIONS.
11. SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION AND CONSTRUCTION PHASING.
12. PROVIDE TRAFFIC CONTROL DEVICES AS REQUIRED BY MN MUTCD FOR WORK WITHIN PROJECT AREAS. TRAFFIC CONTROL DEVICES MAY INCLUDE "ROAD WORK AHEAD" (W20-1), "ROAD CLOSED AHEAD"(W20-3), TYPE 3 BARRICADES.
13. LOCAL STREETS SHALL REMAIN OPEN DURING CONSTRUCTION. PROVIDE TEMPORARY DETOUR ROUTING WHEN FULL CLOSURE OF THE STREET IS REQUIRED DURING PAVING OR UTILITY WORK.
14. ANY PROPOSED TEMPORARY TRAFFIC CONTROL DEPLOYMENTS ALONG ANY STATE TRUNK HIGHWAY, BEYOND THOSE SHOWN WITHIN THIS PLAN, MUST BE REVIEWED AND APPROVED BY MNDOT. THIS INCLUDES ANY PROPOSED TEMPORARY DETOUR ROUTINGS WHEN FULL STREET CLOSURE(S) ARE REQUIRED. PROPOSED PLANS MUST BE SUBMITTED AT LEAST FOURTEEN (14) DAYS PRIOR TO PROPOSED DEPLOYMENT. SAID PLANS MUST BE COMPLETED BY A QUALIFIED INDIVIDUAL LICENSED BY THE STATE OF MINNESOTA AS A PROFESSIONAL ENGINEER.
15. CONTRACTOR TO USE TRAFFIC CONTROL DEVICES TO PROVIDE DIVERSION AROUND MANHOLES WHEN ACCESS IS NEEDED FOR CURED IN-PLACE PIPE LINING.
16. CONTRACTOR TO PROVIDE ADDITIONAL TRAFFIC CONTROL AS NEEDED IN BETWEEN PHASES.
17. ADDITIONAL SIGNAGE MAY BE REQUIRED AND WILL BE INCIDENTAL TO THE TRAFFIC CONTROL PAY ITEM.

**SIGNING:**

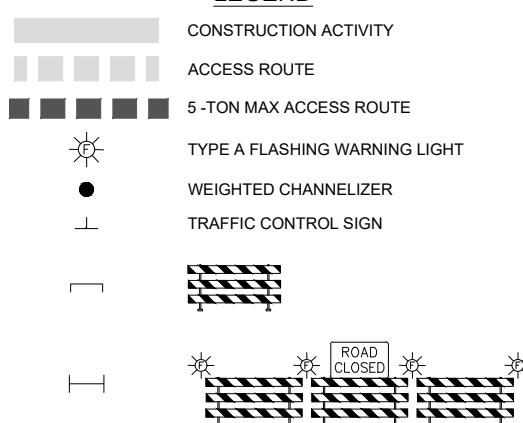
1. ALL TRAFFIC CONTROL DEVICES THAT ARE NOT CONSISTENT WITH TRAFFIC OPERATIONS SHALL BE COVERED, REMOVED OR REVISED AS DIRECTED BY THE ENGINEER.
2. WHEN SIGNS ARE INSTALLED, THEY SHALL BE MOUNTED ON POSTS DRIVEN INTO THE GROUND AT THE PROPER HEIGHT AND LATERAL OFFSET AS DETAILED IN THE MNMUTCD. IF THIS IS NOT POSSIBLE, THEY WILL BE MOUNTED ON PORTABLE SUPPORTS AS APPROVED BY THE ENGINEER. PROPER SECUREMENT MUST BE MAINTAINED FOR THE DURATION OF THE PROJECT.
3. ALL ORANGE SIGNS SHALL BE MADE OF DIAMOND GRADE ORANGE REFLECTIVE SHEETING OR AN APPROVED SUBSTITUTE.
4. LONGITUDINAL DROPOFFS SHALL BE SIGNED AS SHOWN IN THE "TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS" FIELD MANUAL UNLESS OTHERWISE SPECIFIED IN THESE PLANS.
5. THE CONTRACTOR SHALL COORDINATE THE INSTALLATION OF THE PERMANENT FINAL SIGNS TO ASSURE THAT THE FINAL SIGNS ARE INSTALLED AS NEEDED, OR PROVIDE TEMPORARY SIGNING AT THEIR EXPENSE UNTIL THE FINAL SIGNING IS INSTALLED.
6. VERTICAL DROPOFFS IN EXCESS OF 1' BETWEEN EXISTING STREET SURFACES AND EXCAVATED STREET SURFACES ARE TO BE TEMPORARILY GRADED TO A 1:4 SLOPE BETWEEN THE TOP OF THE TWO SURFACES.
7. PROVIDE CONSTRUCTION FENCE AROUND EXCAVATIONS THAT ARE APPROVED TO BE LEFT OPEN OVERNIGHT.

**TRAFFIC CONTROL WITHIN MNDOT RIGHT-OF-WAY:**

1. FOLLOW REQUIREMENTS OUTLINED IN MINNESOTA TEMPORARY TRAFFIC CONTROL FIELD MANUAL 2018 (MNDOT FIELD MANUAL) PER THE WORK REQUIRED AT EACH INTERSECTION.
2. FOR CURB REMOVAL AND CONSTRUCTION, FOLLOW LAYOUT 8 IN MNDOT FIELD MANUAL.
3. FOR BITUMINOUS AND UTILITY REMOVAL AND CONSTRUCTION, FOLLOW LAYOUT 38 IN MNDOT FIELD MANUAL.
4. FOR EXCAVATIONS FOR UTILITY REMOVAL AND CONSTRUCTION, INSTALL PORTABLE CONCRETE BARRIERS AROUND EACH EXCAVATION ON THE SIDES CLOSEST TO T.H.7.
5. ALL TEMPORARY SIGNS ARE REQUIRED TO BE CRASHWORTHY PER THE AASHTO MANUAL FOR ASSESSING SAFETY HARDWARE 2016 (MASH-2016). TEMPORARY SIGN STRUCTURES THAT ARE CRASHWORTHY UNDER THE NATIONAL COOPERATIVE HIGHWAY RESEARCH PROGRAM REPORT 350 (NCHRP-350) MAY BE USED PROVIDED THE DEVICES WERE ACQUIRED BY THE CONTRACTOR PRIOR TO DECEMBER 31, 2019. THE MINNESOTA TYPE "C" AND "D" BRACED LEG U-CHANNEL (KNEE BRACE) SIGN SUPPORT IS NOT ALLOWED.
6. WHEN A SIGN OR BARRICADE IS ORIENTED SUCH THAT VISIBILITY TO ROAD USERS INCLUDING BIKES AND PEDESTRIANS IS REDUCED ENOUGH TO CAUSE A HAZARD, DELINEATE THE SIGN/BARRICADE WITH APPROPRIATE DEVICES.
7. TEMPORARY SIGNS SHALL BE PLACED SUCH THAT OBSTACLES DO NOT BLOCK THEM FROM BEING VIEWED BY APPROACHING ROAD USERS. OBSTACLES MAY INCLUDE, BUT NOT LIMITED TO, LIGHT POLES, TREES, SIGNS, AND BUILDINGS.
8. TEMPORARY SIGNS SHALL BE PLACED AND ORIENTED APPROXIMATELY AS SHOWN IN THE PLAN, AT RIGHT ANGLES TO DIRECTION OF AND FACING THE TRAFFIC THEY ARE INTENDED TO SERVE, UNLESS OTHERWISE SPECIFIED.
9. ALL TEMPORARY SIGNS AFTER REMOVAL OF SIGN AND/OR SIGN BASE, BACK FILL, COMPACT AND LEVEL SOIL TO MATCH SURROUNDING SOIL.



**LEGEND**



	W-20-1	BLACK ON ORANGE	36" X 36" (≤40 MPH) 48" X 48" (≥45 MPH)
	W20-3	BLACK ON ORANGE	36" X 36" (≤40 MPH) 48" X 48" (≥45 MPH)
	R3-1	BLACK AND RED ON WHITE	36" X 36"
	R3-2	BLACK AND RED ON WHITE	36" X 36"
	R11-2M	BLACK ON WHITE	48" X 30"
	R11-4	BLACK ON WHITE	60" X 30"

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Designed By	SWF,BLB			
Checked By	BLB			

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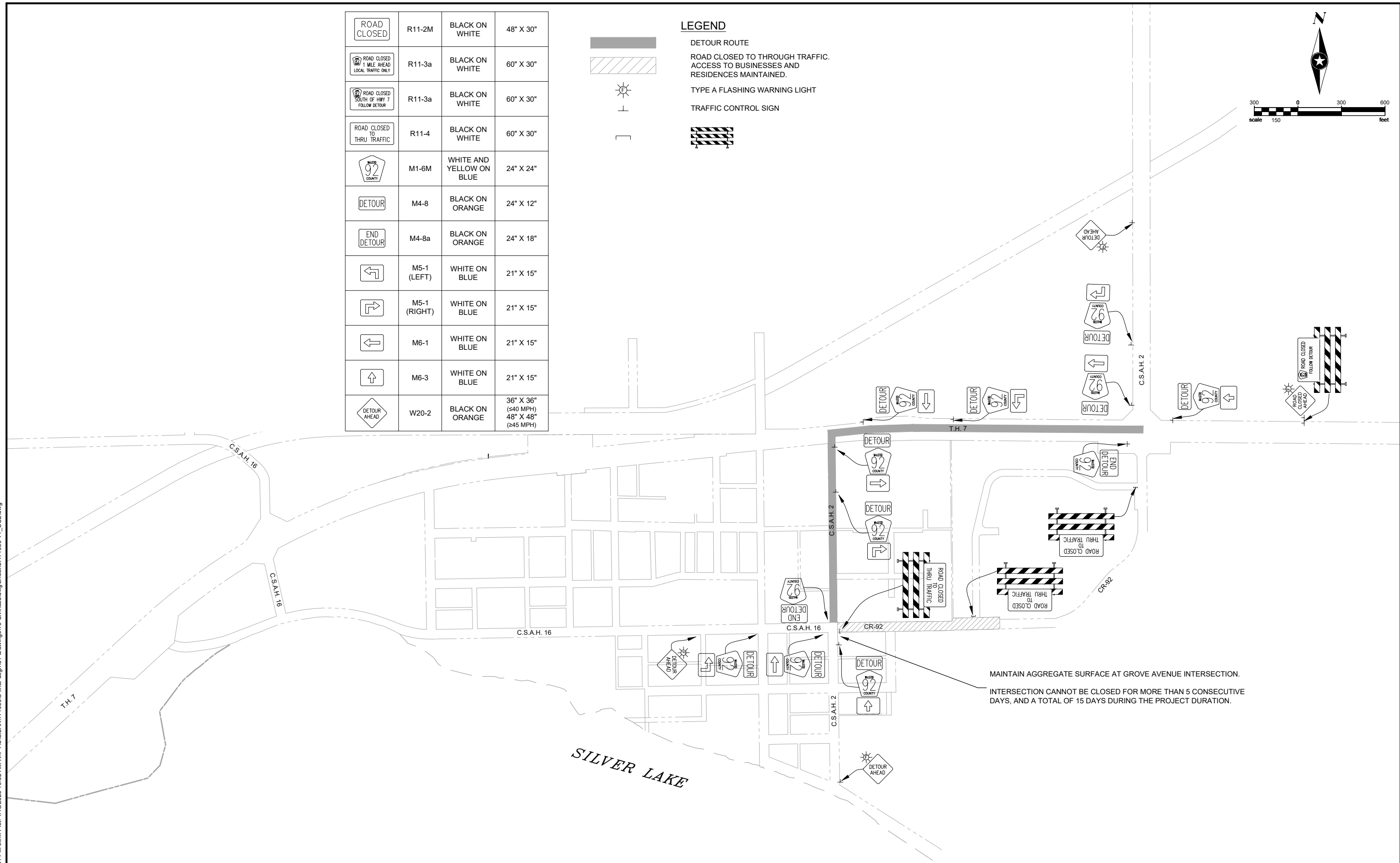
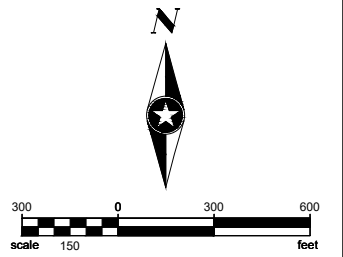
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DATE: 04/20/2026 LICENSE NO. 59529

**INFRASTRUCTURE IMPROVEMENT PROJECT**  
SILVER LAKE, MINNESOTA

	R11-2M	BLACK ON WHITE	48" X 30"
	R11-3a	BLACK ON WHITE	60" X 30"
	R11-3a	BLACK ON WHITE	60" X 30"
	R11-4	BLACK ON WHITE	60" X 30"
	M1-6M	WHITE AND YELLOW ON BLUE	24" X 24"
	M4-8	BLACK ON ORANGE	24" X 12"
	M4-8a	BLACK ON ORANGE	24" X 18"
	M5-1 (LEFT)	WHITE ON BLUE	21" X 15"
	M5-1 (RIGHT)	WHITE ON BLUE	21" X 15"
	M6-1	WHITE ON BLUE	21" X 15"
	M6-3	WHITE ON BLUE	21" X 15"
	W20-2	BLACK ON ORANGE	36" X 36" (≤40 MPH) 48" X 48" (≥45 MPH)

**LEGEND**

- DETOUR ROUTE
- ROAD CLOSED TO THROUGH TRAFFIC. ACCESS TO BUSINESSES AND RESIDENCES MAINTAINED.
- TYPE A FLASHING WARNING LIGHT
- TRAFFIC CONTROL SIGN



MAINTAIN AGGREGATE SURFACE AT GROVE AVENUE INTERSECTION.  
 INTERSECTION CANNOT BE CLOSED FOR MORE THAN 5 CONSECUTIVE DAYS, AND A TOTAL OF 15 DAYS DURING THE PROJECT DURATION.

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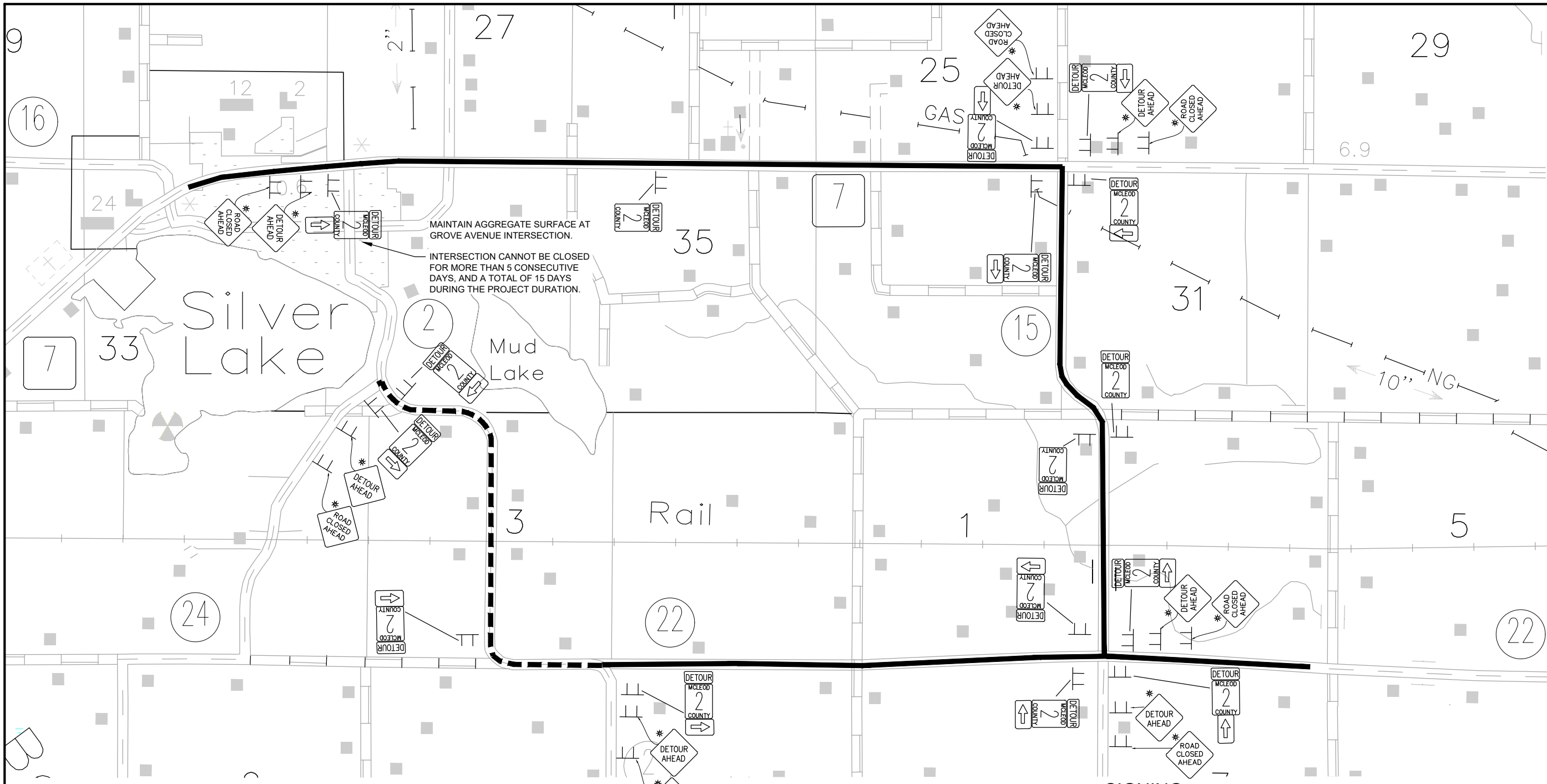
SEH Project	SILAK 171969	Rev.#	Revision Issue Description	Date
Drawn By	DRB,SWF	.		
Designed By	SWF,BLB	.		
Checked By	BLB	.		

PHONE: 320.327.2412  
 FAX: 320.327.2299  
 308 MAIN ST. W.  
 SILVER LAKE, MN 55381  
 www.cityofsilverlake.org

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

BRODY BRATSCH, PE  
 DATE: 04/20/2026 LICENSE NO. 59529

**INFRASTRUCTURE IMPROVEMENT PROJECT**  
 SILVER LAKE, MINNESOTA



### TRAFFIC CONTROL DEVICES & SYMBOLS LEGEND

ALL TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE MNMUTCD - FEB 2020

SYMBOL	DESCRIPTION
	TRAFFIC CONTROL SIGN
	TYPE III BARRICADE =
	TYPE A FLASHING WARNING LIGHT
	CR ACCESS ROUTE
	CR 2 DETOUR

### NOTES & GUIDELINES

#### GENERAL INFORMATION:

1. THE CONTRACTOR SHALL FURNISH, INSTALL AND MAINTAIN THE DEVICES IN THIS TRAFFIC CONTROL PLAN UNLESS OTHERWISE NOTED.
2. FIELD CONDITIONS MAY REQUIRE MODIFICATIONS OF THIS LAYOUT AS DEEMED NECESSARY BY THE ENGINEER.
3. ALL DISTANCES ARE APPROXIMATE.
4. THE CONTRACTOR IS RESPONSIBLE FOR PROTECTING ANY WORK AREAS NEAR TRAFFIC IN ACCORDANCE WITH THE MNMUTCD.

#### SIGNING:

1. ALL TRAFFIC CONTROL DEVICES THAT ARE NOT CONSISTENT WITH TRAFFIC OPERATIONS SHALL BE COVERED, REMOVED OR REVISED AS DIRECTED BY THE ENGINEER.
2. WHEN SIGNS ARE INSTALLED, THEY SHALL BE MOUNTED ON POSTS DRIVEN INTO THE GROUND AT THE PROPER HEIGHT AND LATERAL OFFSET AS DETAILED IN THE MNMUTCD. IF THIS IS NOT POSSIBLE THEY WILL BE MOUNTED ON PORTABLE SUPPORTS AS APPROVED BY THE ENGINEER. WHEN THE SIGNS ARE REMOVED THE SIGN POSTS SHALL ALSO BE REMOVED AS SOON AS POSSIBLE.
3. ALL ORANGE SIGNS SHALL BE MADE OF DIAMOND GRADE ORANGE REFLECTIVE SHEETING OR AN APPROVED SUBSTITUTE.
4. LONGITUDINAL DROPOFFS SHALL BE SIGNED AS SHOWN IN THE "TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS" FIELD MANUAL UNLESS OTHERWISE SPECIFIED IN THESE PLANS.
5. THE CONTRACTOR SHALL COORDINATE THE INSTALLATION OF THE FINAL SIGNS TO ASSURE THAT THE FINAL SIGNS ARE INSTALLED AS NEEDED, OR PROVIDE TEMPORARY SIGNING AT THEIR EXPENSE UNTIL THE FINAL SIGNING IS INSTALLED.
6. VERTICAL DROPOFFS IN EXCESS OF 1' BETWEEN EXISTING STREET SURFACES AND EXCAVATED STREET SURFACES ARE TO BE TEMPORARILY GRADED TO A 4:1 SLOPE BETWEEN THE TOP OF THE TWO SURFACES. PROVIDE TYPE B DEVICES (DRUMS) AS NECESSARY BETWEEN DRIVING LANE & EXCAVATION.

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Designed By	SWF,BLB	.		
Checked By	BLB	.		

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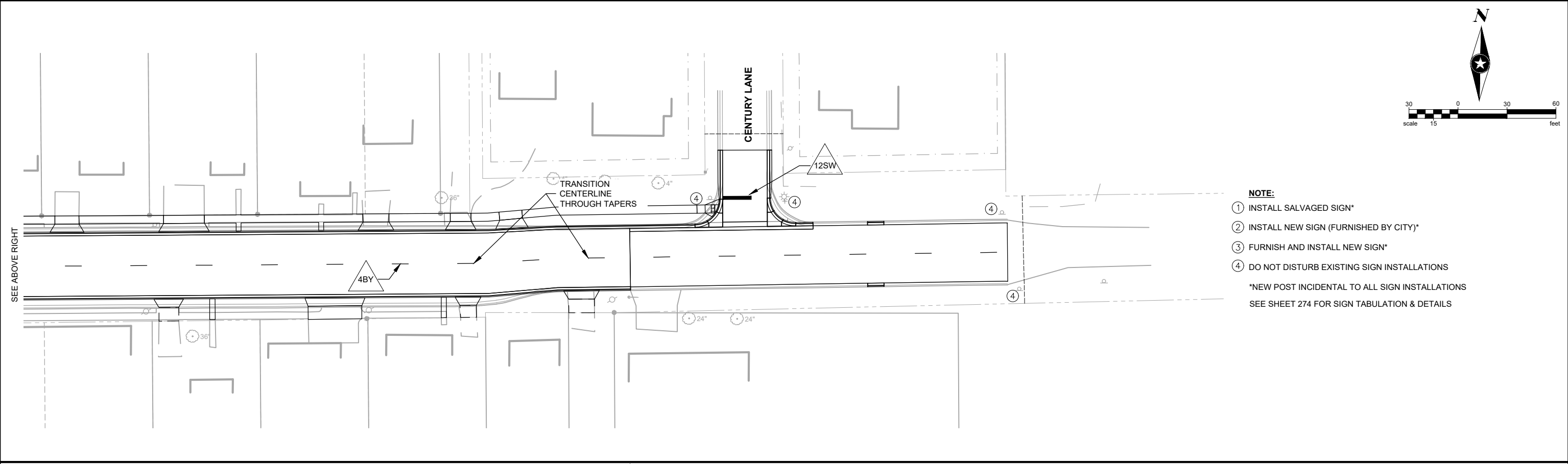
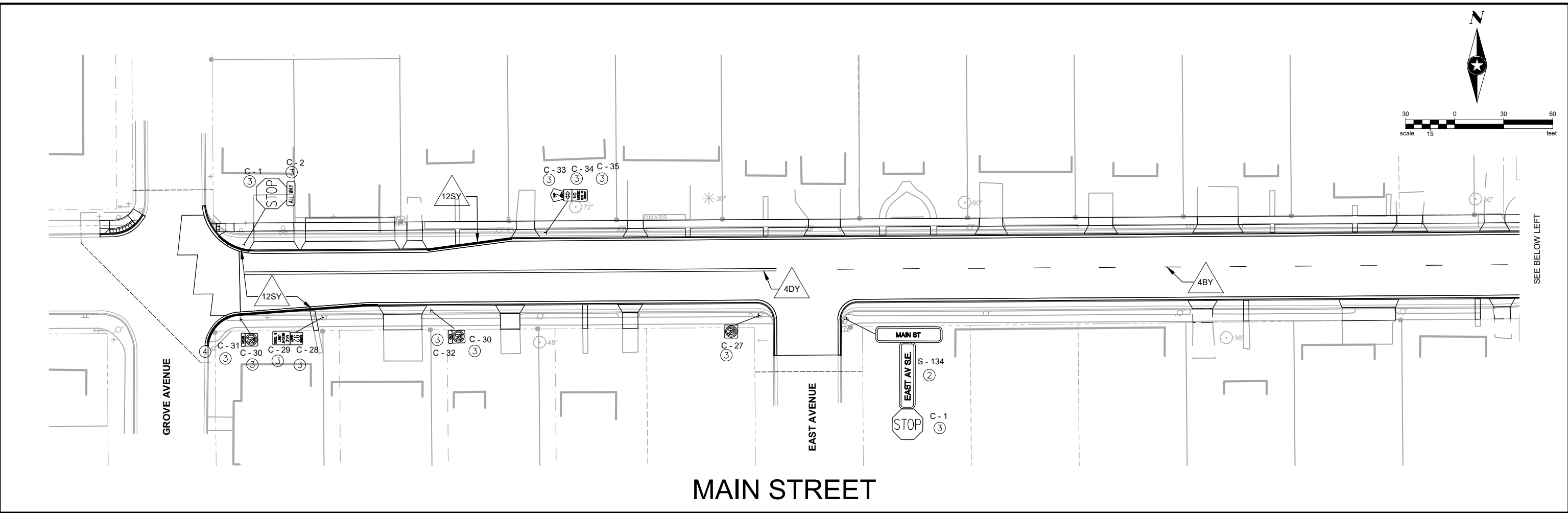
I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

BRODY BRATSCH, PE  
DATE: 04/20/2026 LICENSE NO. 59529

**INFRASTRUCTURE IMPROVEMENT PROJECT**  
SILVER LAKE, MINNESOTA

**CR 2 DETOUR**  
CHANGE ORDER 2 Page 57 of 113

Save: 3/24/2026 3:01 PM sink Plot: 4/13/2026 10:33 AM X:\PT\GIS\SILAK\171969\5-final-dgn\51-drawings\10-Civil\cad\dwg\sheet\S1171969\_M1\_CO2.dwg



- NOTE:**
- ① INSTALL SALVAGED SIGN\*
  - ② INSTALL NEW SIGN (FURNISHED BY CITY)\*
  - ③ FURNISH AND INSTALL NEW SIGN\*
  - ④ DO NOT DISTURB EXISTING SIGN INSTALLATIONS
- \*NEW POST INCIDENTAL TO ALL SIGN INSTALLATIONS  
SEE SHEET 274 FOR SIGN TABULATION & DETAILS

SEH Project	SILAK 171969	Rev.#	Revision Issue Description	Date
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Designed By	SWF,BLB	.		
Checked By	BLB	.		

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BRODY BRATSCHE, PE  
DATE: 04/20/2026 LICENSE NO. 59529

**INFRASTRUCTURE IMPROVEMENT PROJECT**  
SILVER LAKE, MINNESOTA

**PAVEMENT MARKING AND SIGNING PLAN**  
CHANGE ORDER 2 Page 58 of 113

**SIGN PANELS TYPE C**

SIGN NO	TOTAL SIGNS	CHANGE ORDER 2	POSTS (3)	MTG. HT. (FT) (1)	PANEL		CHANGE ORDER 2	CODE NO.	PANEL LEGEND	COMMENTS
			TYPE (2)		SIZE (IN)	AREA (SQ. FT.)				
C - 1	2	2	U	7	30 X 30	6.25	12.50	R1 - 1	STOP	
C - 2	1	1	U	7	18 X 6	0.75	0.75	R1 - 3P	ALL WAY	
C - 27	1	1	U	7	24 X 24	4.00	4.00	R3 - 4	NO U-TURN	
C - 28	1	1	U	7	24 X 24	4.00	4.00	M1-X4	MCLEOD COUNTY 92	
C - 29	1	1	U	7	24 X 30	5.00	5.00	R12-2	AXLE WEIGHT LIMIT	
C - 30	2	2	U	7	24 X 24	4.00	8.00	R8-3	NO PARKING	SYMBOL
C - 31	1	1	U	7	24 X 12	2.00	2.00	M4-14	BEGIN	
C - 32	1	1	U	7	24 X 12	2.00	2.00	M4-14	END	
C - 33	1	1	U	7	24 X 24	4.00	4.00	M1-6A1	MCLEOD COUNTY 2	
C - 34	1	1	U	7	21 X 15	2.19	2.19	M6-4A	DOUBLE ARROW	
C - 35	1	1	U	7	18 X 12	1.50	1.50	R7-11	NO PARKING	HERE TO CORNER
<b>TOTAL</b>	<b>13</b>	<b>13</b>					<b>45.94</b>			

**SIGN TYPE SPECIAL**

SIGN NO	TOTAL QTY	POSTS (3)	MTG.HT. (FT) (1)	PANEL SIZE (IN)	PANEL AREA (SQ. FT.)	TOTAL AREA (SQ. FT.)	COLOR	PANEL LEGEND
		TYPE						
S-134	1	R	7	9 x VAR.	4.50	9.00	WHITE ON GREEN	MAIN ST E. EAST AVE S.E.
<b>TOTAL</b>	<b>1</b>	<b>CHANGE ORDER 2</b>				<b>9.00</b>	*(INFORMATIONAL ONLY, PAID PER SIGN)	

SPECIFIC NOTES:

1. MOUNTING HEIGHT IS MINIMUM, SEE TRAFFIC ENGINEERING MANUAL FOR TYPICAL MOUNTING.
2. ROUND POSTS SHALL BE USED WHEN STREET SIGNS ARE PLACED ON TOP OF STOP SIGNS.
3. SEE SHEET 196 FOR NUMBER OF POSTS TO INSTALL FOR EACH STACK OF SIGNS.

**PAVEMENT MARKINGS**


ITEM	UNIT	CHANGE ORDER 2 TOTAL	NOTES
4" BROKEN LINE PAINT	LIN FT	190	YELLOW, CENTERLINE (10 LIN FT EA)
4" DOUBLE LINE PAINT	LIN FT	327	YELLOW, DOUBLE CENTERLINE
12" SOLID LINE PAINT	LIN FT	186	YELLOW, NO PARKING (MARK CURB TOP AND FACE)
12" SOLID LINE PAINT	LIN FT	17	WHITE, STOP BAR

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SEH Project SILAK 171969  
 Drawn By DRB,SWF  
 Designed By SWF,BLB  
 Checked By BLB

Rev.#  
 Description  
 Date

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 BRODY BRATSCH, PE  
 DATE: 04/20/2026 LICENSE NO. 59529

**INFRASTRUCTURE IMPROVEMENT PROJECT**  
 SILVER LAKE, MINNESOTA

**SIGNING & STRIPING SCHEDULE**  
 CHANGE ORDER 2 Page 59 of 113

**CITY COUNCIL**  
**CITY OF SILVER LAKE**

---

**RESOLUTION 26-14: RESOLUTION APPROVING PLANS**

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**WHEREAS**, PURSUANT TO A RESOLUTION PASSED BY THE COUNCIL ON February 17, 2026, the consulting engineer retained for the purpose has prepared plans for the construction of the Infrastructure Improvements Project – Change Order No. 2, and has presented such plans to the council for approval;

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Silver Lake, Minnesota:

1. Such plans, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. Specifications approved pursuant to a resolution passed by the council on November 18, 2024, apply to such plans.
3. Such plans are hereby incorporated into the contract pursuant to a resolution passed by the council on February 18, 2025, pursuant to said contract’s Change Order No. 2 approved, in general accordance with Minnesota State Statute 429.041 Subd. 7, by the council on August 18, 2025.

Adopted by the Council this 20<sup>th</sup> day of April 2026.

---

Bruce Bebo, Mayor

Seal of The City:

---

Diane Pedersen, City Clerk/Treasurer

# **Public Works Department**

# APRIL P.W. REPORT

- 1- COMPOST YARD OPENED
- 2- SOME PARK CLEAN UP HAS STARTED
- 3- POOL PREP HAS STARTED
- 4- CONSTRUCTION HAS STARTED
- 5- SUMMER EQUIPMENT IS READY TO GO
- 6- PATCHING IS SET FOR LAST WEEK APRIL
- 7- WORKING ON PATCHING BUDGET FOR  
2027
- 8- LOOKING AT STREETS TO PATCH 2027
- 9- Review

# PeopleService

# Silver Lake - Chemical Report

Budget Year: October 2025 - September 2026

Below is the monthly chemical usage and costs for the month of **February 2026** and for previous months. At the bottom of the report is the monthly / year-to-date budget totals. For questions email [kkettner@peopleservice.com](mailto:kkettner@peopleservice.com)

## Chlorine - 504001-Water

Budget Month	Invoice Date	Usage	Price UOM	Unit Price	Chemical Cost	Shipping & Tax	Total
Nov-25	10/15/2025	3-Demurrage	rt	\$10.00	\$30.00	\$0.00	\$30.00
	11/15/2025	3-Demurrage	rt	\$10.00	\$30.00	\$0.00	\$30.00
							<b>\$60.00</b>
Jan-26	12/15/2025	3-Demurrage	rt	\$10.00	\$30.00	\$0.00	\$30.00
	1/15/2026	3-Demurrage	rt	\$10.00	\$30.00	\$0.00	\$30.00
							<b>\$60.00</b>
Feb-26	2/15/2026	3-Demurrage	rt	\$10.00	\$30.00	\$0.00	\$30.00
<b>Total</b>		<b>0</b>					<b>\$150.00</b>

## Fluoride - 504007-Water

Budget Month	Invoice Date	Usage	Price UOM	Unit Price	Chemical Cost	Shipping & Tax	Total
<b>Total</b>		<b>0.0</b>					<b>\$0.00</b>

## Poly Phosphate - 504010-Water

Budget Month	Invoice Date	Usage	Price UOM	Unit Price	Chemical Cost	Shipping & Tax	Total
<b>Total</b>		<b>0.0</b>					<b>\$0.00</b>

# Silver Lake - Chemical Report

Budget Year: October 2025 - September 2026

## Monthly / Year-to Date Chemical Budget Totals

Month	Water	Wastewater	Monthly Total	Chemical Budget	Over / (Under)
October	\$30	\$0	\$30	\$3,000	\$(3,000)
November	\$60	\$0	\$60	\$3,000	\$(2,940)
December	\$0	\$0	\$0	\$2,940	\$(2,940)
January	\$60	\$0	\$60	\$2,940	\$(2,880)
February	\$30	\$0	\$30	\$2,880	\$(2,850)
March			\$0		
April			\$0		
May			\$0		
June			\$0		
July			\$0		
August			\$0		
September			\$0		
<b>Year-To-Date</b>	<b>\$180</b>	<b>\$0</b>	<b>\$180</b>		

Date completed	Equipment	Location	Notes	Task	Task desc
2/25/2026	CENTURY LIFT STATION	30318 WW Silver Lake, MN	Inspected and cleaned floats. Tripped high level float to activate the alarm and verify that the alarm dialer is operating correctly will contact us in case of emergency. Alarm dialer is working as it should. Watched wet well pump down.	LS Monthly PM	<ol style="list-style-type: none"> <li>1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project.</li> <li>2. Inspect and clean floats.</li> <li>3. High level indicator verify operating properly.</li> <li>4. Inspect overall condition of lift station.</li> </ol>
2/25/2026	CLEVELAND LIFT STATION	30318 WW Silver Lake, MN	Inspected and cleaned floats. Tripped high level float to activate the alarm and verify that the alarm dialer is operating correctly will contact us in case of emergency. Alarm dialer is working as it should. Watched wet well pump down.	LS Monthly PM	<ol style="list-style-type: none"> <li>1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project.</li> <li>2. Inspect and clean floats.</li> <li>3. High level indicator verify operating properly.</li> <li>4. Collect and record amperage draw for each pump if under 440 volts and have proper PPE.</li> <li>5. Inspect overall condition of lift station.</li> </ol>
2/25/2026	MAIN LIFT STATION	30318 WW Silver Lake, MN	Inspected and cleaned floats and transducer. Tripped high level float to activate the alarm and verify that the alarm dialer is operating correctly will contact us in case of emergency. Alarm dialer is working as it should. Watched wet well pump down.	LS Monthly PM	<ol style="list-style-type: none"> <li>1. Test power fail and high level alarm and verify communication equipment will reach emergency contact for your project.</li> <li>2. Inspect and clean floats.</li> <li>3. High level indicator verify operating properly.</li> <li>4. Inspect overall condition of lift station.</li> </ol>

Date: April 6, 2026

To: City of Silver Lake

From: Jeremy Anderson, Operator

O & M Report: February 2026

## **Water Operation & Maintenance**

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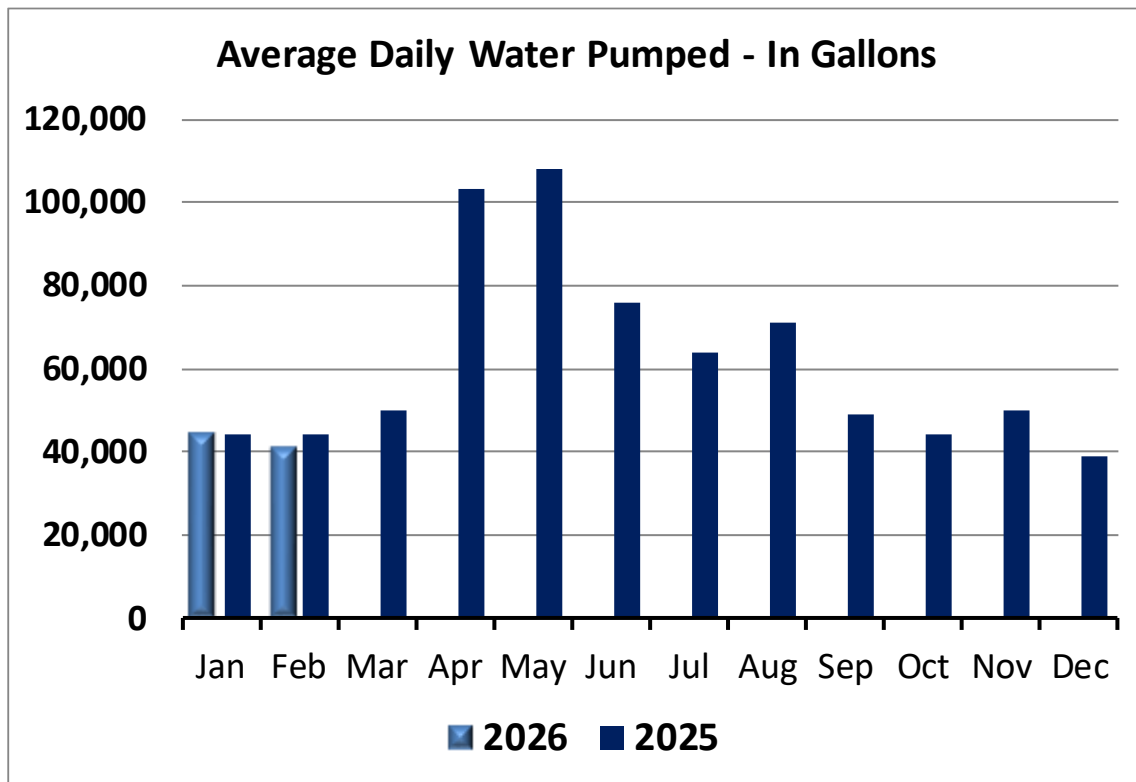
- Performed daily checks, monitoring well pumping, runtimes, and chemical usages in the well buildings.
- Collected weekly water samples in the distribution system and tested them for chlorine and fluoride residuals.
- Completed monthly fluoride report and submitted it to MN Dept. of Health (MDH), due by the 10th of the month.
- Attended a meeting with SEH regarding the eyewash stations at the well buildings.
- Performed a data logger on the water meter at the school to track the usage from the leak they had.
- Turned water on at 300 Grove Ave.
- Delivered eight water shut off notices.
- Investigated a water meter not reading at 111 Century Lane. Found that the water meter battery was dislodged.
- Attended Main St 60% meeting at SEH office.

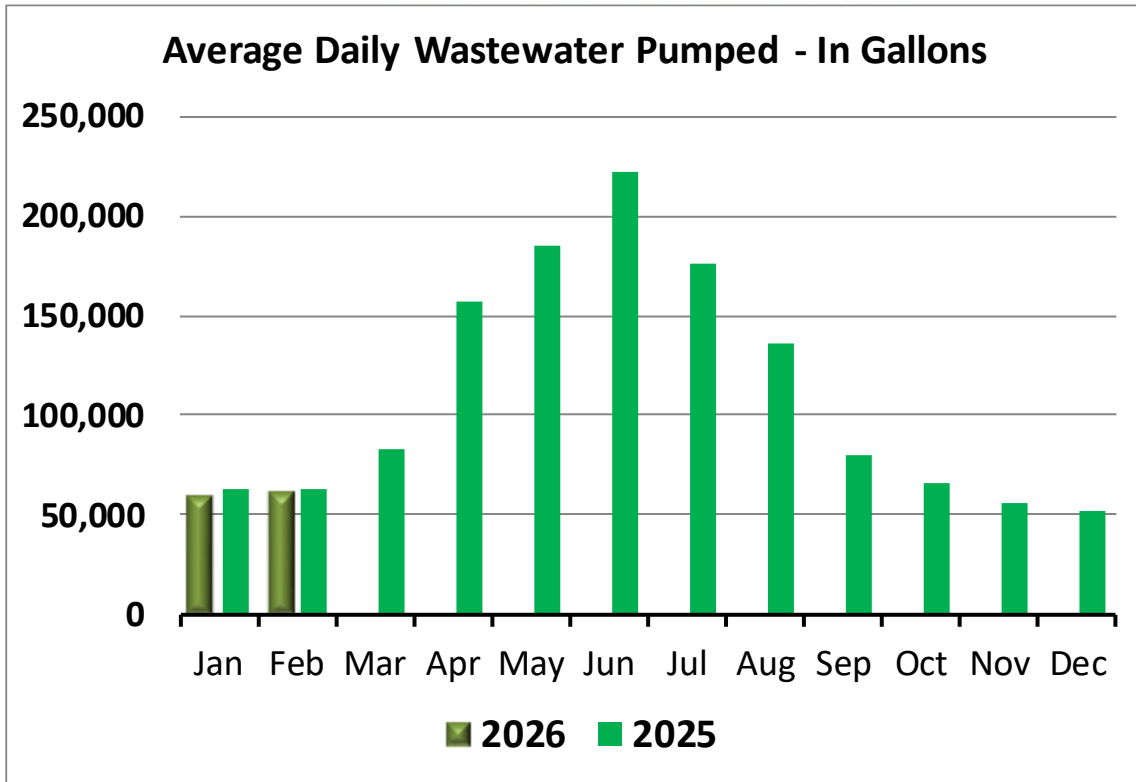
## **Wastewater Operation & Maintenance**

---

- Performed checks and recorded pump run times at the three lift stations. Main lift station checked daily and the other two are checked three times per week.

- Performed weekly checks, documentation of the depths, and condition of the stabilization ponds.  
Also, drilled holes in the ponds and structures to get accurate readings of the pond depths.
- Completed monthly discharge monitoring report (DMR) and submitted it to MN Pollution Control Agency (MPCA), due by the 21st of the month.
- Moved snow around the lift stations as needed.





		February-26	January-26	February-25
<b>Water</b>	<b>Units</b>			
Average Daily Pumped	gallons	41,000	44,000	44,000
Maximum Daily Pumped	gallons	56,000	155,000	73,000
Total Monthly Pumped	gallons	1,138,000	1,358,000	1,229,000
Well #1	gallons	0	0	0
Well #2	gallons	1,138,000	1,358,000	1,229,000
Average Daily Fluoride Conc.	mg/L	0.73	0.66	0.93
Fluoride used	gallons	2.20	2.80	2.90
Total Chlorine Residual	mg/L	1.01	1.02	1.79
Chlorine used	lbs	0.00	0.00	0.00
Poly Phosphate used	gallons	5.40	6.10	5.60
<b>Wastewater</b>				
<b>CBOD</b>				
CBOD Influent	mg/L	0	0	0
CBOD Effluent	mg/L	0	0	0
CBOD Effluent Permit Limit	mg/L	25	25	25
CBOD Effluent Loading	kg/day	0.00	0.00	0.00
CBOD Effluent Loading Permit Limit	kg/day	124.70	124.70	124.70
<b>TSS</b>				
TSS Influent	mg/L	0	0	0
TSS Effluent	mg/L	0	0	0
TSS Effluent Permit Limit	mg/L	45	45	45
TSS Effluent Loading	kg/day	0.00	0.00	0.00
TSS Effluent Loading Permit Limit	kg/day	224.40	224.40	224.40
<b>Phosphorus</b>				
Phos Influent	mg/L	0	0	0
Phos Effluent	mg/L	0	0	0
Phos Effluent Loading	kg/day	0.00	0.00	0.00
<b>Nitrogen Ammonia</b>				
NA Effluent	mg/L	0.00	0.00	0.00
<b>Fecal Coliform</b>				
Fecal Effluent	ml	0	0	0
Fecal Effluent Permit Limit	ml	200#/100ml	200#/100ml	200#/100ml
<b>Dissolved Oxygen</b>				
DO Effluent	mg/L	0.00	0.00	0.00
DO Effluent Permit Limit	mg/L	monitor only	monitor only	monitor only
<b>Influent Flow</b>				
Average Daily	gallons	61,000	59,000	63,000
Maximum Daily	gallons	85,000	106,000	72,000
Total Monthly	gallons	1,696,000	1,815,000	1,751,000
<b>Effluent Flow</b>				
Effluent Monthly Average	gallons	0	0	0
Effluent Monthly Total	gallons	0	0	0
Precipitation Monthly Total	inches	1	1	0

Contract True-Ups - Current Contract Year				
Item	Budgeted Amount	Amount Spent	% of Budget	% of Time
<b>Chemical Budget</b>	\$3,000.00	\$150.00	5%	42%
<b>Maintenance Budget</b>	\$6,000.00	\$2,627.00	44%	42%
<b>Total</b>	\$9,000.00	\$2,777.00	31%	42%

# Public Safety

# Fire Department

## SLFD April 2026 Report

	Medical	Fire	Accident	Other
City	1	0		
Hale	0	0		
Rich Valley	1	1		
Hassan Valley	0	0		
Winsted	0	0		
Other –				

Chief Kosek is working with R&R laying out an emergency hydrant map for areas where water is shut off for an extended period of time.

Fire Department will be sending truck to GSL ECFE touch-a -truck on May 1. Children can come and look, touch and feel a fire truck. This will be manned by firefighters.

The department has had a grant writer submit a grant to the state fire marshal's office for \$20,000 for replacement of turnout gear washer and dryer. The department's match will be \$2,000. Existing equipment is 18 years old.

The department has taken delivery of the DNR truck. The truck committee is out speaking to organizations to raise funds to equip the truck.

The next fundraiser will be the car show in May.

The department posted honor guard for Tony Victorian's funeral.

# Sheriff's Report

# CITY OF SILVER LAKE

## Event Totals - March 2026

<b>Event Type</b>	<b>Qty</b>
911 Hangup	1
Accident	1
Alarms	1
Assists	4
Burglary	1
Checks	4
Child Custody	1
City Council Meeting	1
Contract	31
Driving/Vehicle Complaint	1
Fraud	1
Harassment	1
Information	1
Juvenile	1
Medical	7
Motorist Assist	1
Nuisance Property/Blight	7
Open Door/Window	2
Parking	5
Permit Handgun Carry	1
Permit/Registration	3
Search Warrant	1
Suicide	1
Suspicious	2
Theft	3
Threats	1
Traffic Stop	11
Transports/Escorts	2
Trespass/Unwanted	1
Utilities	1
Weapon Violation/Shots Fired	1
	<hr/>
	100

# March 2026-Silver Lake Police Hours

Day	Officer Badge	Time-Hours	Officer Badge	Time-Hours	Officer Badge	Time-Hours	Officer Badge	Time-Hours	Officer Badge	Time-Hours	Officer Badge	Time-Hours	Officer Badge	Time-Hours	Total Hours	Total time for week	Billable Hours
1	1266	2.18	1223	0.7	1227	1	1222	2.12							6		
2	1223	2.77	1227	1.25	1201	1.98									6		
3	1223	2.4	1214	1	1226	2.12	1201	0.48							6		
4	1214	1.83	1211	1.98	1217/1214/1202	0.67	1225	1.52							6	45	45
5	1217	2	1211	3	1225	2									7		
6	1217	1.5	1227	1	1211	2.25	1220	2.25							7		
7	1217	1.38	1210	0.37	1227	2	1211	1.87	1220	1.38					7		
8	1212	2	1218	2.42	1222	1.58									6		
9	1214	2	1227	2.42	1218	2.08	1222	0.25							6.75		
10	1223	2.45	1218	1.92	1201	1.63									6		
11	1225	2.67	1214	1.9	1202	1.17	1201	0.27							6.01	45	45
12	1224	2	1202	1.58	1226	2.92	1220	0.5							7		
13	1223	3.48	1226/1223	0.17	1226	2	1220	1.35							7		
14	1223	3.48	1216	0.63	1218	1	1220	1.13							6.24		
15	1223	3.25	1218	2	1220	0.75									6		
16	1223	4.48	1222	3.4											7.88		
17	1223	4.65	1214	0.73	1201	0.62									6		
18	1214	2	1201	1.67	1225	0.25	1226	2.35							6.27	45.03	45
19	1217	1.17	1214	1	1216	0.92	1226	0.8	1225	3.12					7.01		
20	1217	3.05	1203	0.42	1220	2.3	1223	1.23							7		
21	1217	1.6	1203	2.4	1201	0.6	1223	0.27							4.87		
22	1266	2	1217	1.8	1227	1	1202	1.2							6		
23	1214	2	1218	3	1227	1									6		
24	1214	3.52	1216	2	1218	0.48									6		
25	1217	2.42	1216	1.08	1222	1.33	1223	1.23							6.06	45.05	45
26	1201	2.87	1217	0.13	1216	2	1223	0.95	1203	1.05					7		
27	1214	2.68	1218	1.83	1225	2.48									6.99		
28	1226	1.55	1218	1	1225	4.45									7		
29	1214	1	1266	2.5	1202	1.25	1227	1.25							6		
30	1226	3	1218	2	1223	1.05									6.05	18.13	18
31	1220	3	1201	0.5	1216	1.65	1223	0.93							6.08		

Total hours 198.21 198

**Total Hours for 2026 198 X \$83.62 = \$ 16,556.76**

# Ambulance Department

## April 2026 Ambulance

### Council Notes:

1. Meeting held April 9, 2026
2. Mock OSHA Audit reviewed; items have been getting fixed
3. Staffing as of 4/14/26 is as follows:
  - a. 4 EMR's (1 on Standby/LOA, 1 EMR taking NREMT test May 1)
  - b. 10 EMT's (2 currently on Standby)
  - c. Currently have 4 crews with active rotation
4. March Call Stats:
  - a. 18 Calls
  - b. Previous Year (2025):
    - i. 12 Calls
    - ii. 1 No Transport
5. Year to Date Call Stats as of (4/14/26)
  - i. 49 Calls
    1. 9 No Transport
  - ii. Previous Year (2025): 49
    1. 3 No Transport

# **Municipal Liquor Store & Auditorium**

## MLS Update 4.20.26

### Business Review:

- Solid March with improvement in revenue over March LY!
- Price increase in effect as of 3/1 and showing an improvement in revenue. It's a small increase but beneficial.
- Events still happened in March that drove increased revenue but also weather driven slow periods.
- Food sales leveled off a bit but still strong and manageable needs

### Staffing:

- Jordan K. resignation
- Posting for cleaner position again as well as additional PT bartender
- Reviews in April for Faye and Jewelie

### Operations:

- "Muni Jam" prep continues. A lot to do and get done. We will be successful!
  - o Shirt and cup sponsors were finalized and merchandise has been ordered.
  - o Partner funds will be deposited; asking for funds to be "applied" back to "345 Promotion" for ease of tracking revenue/expenses for Muni Jam.
- "Project Gamechanger" is evolving
  - o Moving forward more after Muni Jam to work out analysis
  - o Discussion of viable property options
  - o Discussion of revenue expectations for the city

### Auditorium:

- Only a couple events have been added which is lower number of events than LY

### Facilities:

- Need to order new lights for cooler doors (\$\$) and discuss the possibility of converting them to LED and removing inline ballasts.
- Kitchen sinks being considered still
- Looking to add 8-10 tap head system in lieu of current tap beer set up with 6 tap head and a 2 tap kegerator. Expensive option but we would only pay for parts. Would allow us to manage tap beer more efficiently and offer ½ kegs (saving money overall). We have interested purchasers for the current 6 tap head and the kegerator if/when the time comes which can help offset the new costs. There are funds in capital budget.
- With the above add, we can shift the current bar sink configuration 2' down and move glass chiller under tap head for efficiency (not have to go to the end of the bar for every frosty glass).
- Chris, Jon, and Jarrett will work to clean MLS building exterior and paint west exterior before Muni Jam – TBD

### ACTION:

- Car and Bike Show

**REQUEST FOR COUNCIL ACTION**

MEETING  
DATE: 4/20/26

<b>AGENDA SECTION:</b> MLS	<b>ORIGINATING DEPT:</b> MLS	<b>ITEM NO.</b>
<b>ITEM DESCRIPTION:</b> Silver Lake Fire Dept. Relief Assoc. Car & Bike Show		<b>PREPARED BY:</b> Diane Pedersen

COUNCIL ACTION REQUESTED

1. Request Approval of Car & Bike Show May 23rd, 2026. Hosted by Silver Lake Fire Relief Association.

Will close Main St. (County Rd 92) between Lake Ave. & Thomas Ave. along with closing entrances into Silver Lake Muni parking lot. Time period street would be closed is: 12:00 PM to 7:00 PM.

**COUNCIL ACTION:** Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_ to:

MARCH

	2025 Amount	2025 Month	2026 Month
<b>Operating Revenues</b>			
Sale of Goods	\$609,756.05	\$52,618.35	\$56,392.99
Cost of Goods Sold	\$340,388.04	\$54,196.08	\$30,737.26
Gross Profit	\$269,368.01	-\$1,577.73	\$25,655.73
Gross Profit %	44.18%	-3.00%	45.49%
Other Operating Income (Interest Inc.)	\$39,096.13	\$4,304.95	\$4,731.42
<b>Total Operating Revenues</b>	<b>\$308,464.14</b>	<b>\$2,727.22</b>	<b>\$30,387.15</b>
<b>Operating Expenses</b>			
Salaries	\$165,513.22	\$11,935.54	\$15,514.57
Payroll Taxes & Benefits	\$55,371.78	\$3,709.45	\$4,294.60
Utilities	\$27,055.04	\$2,442.93	\$1,447.11
Insurance	\$13,874.00	\$1,052.00	\$1,211.00
Repairs & Maintenance	\$8,810.18	\$571.84	\$255.00
Contracted Services	\$4,627.07	\$154.86	\$51.54
Professional Fees	\$22,315.76	\$1,441.16	\$1,848.33
Depreciation	\$7,700.00	\$700.00	\$742.00
Misc	\$20,210.88	\$1,472.07	\$2,577.19
Supplies	\$12,865.52	\$1,902.68	\$1,312.48
<b>Total Operating Expenses</b>	<b>\$338,343.45</b>	<b>\$25,382.53</b>	<b>\$29,253.82</b>
<b>Income/(Loss) [excluding capital purchases &amp; transfers]</b>	<b>(\$29,879.31)</b>	<b>(\$22,655.31)</b>	<b>\$1,133.33</b>
<b>Capital Purchases (Not included in expenses)</b>	<b>\$14,646.44</b>	<b>\$0.00</b>	<b>\$1,760.00</b>
<b>Transfers In</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Transfers Out</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Change in Net Assets	-\$29,879.31	-\$22,655.31	\$1,133.33
Cost of Goods	\$340,388.04	\$54,196.08	\$30,737.26
COG %	52.46%	95.21%	50.29%
Wages & Benefits	\$220,885.00	\$15,644.99	\$19,809.17
Wages & Benefits %	34.04%	27.48%	32.41%
Overhead	\$117,458.45	\$9,737.54	\$9,444.65
Overhead %	18.10%	17.11%	15.45%
Net Profit	(\$29,879.31)	(\$22,655.31)	\$1,133.33
Net Profit %	-4.60%	-39.80%	1.85%

## MARCH YTD 2026

	2025 Amount	2025 YTD	2026 YTD
<b>Operating Revenues</b>			
Sale of Goods	\$609,756.05	\$141,928.50	\$155,063.52
Cost of Goods Sold	\$340,388.04	\$97,557.38	\$81,334.58
Gross Profit	\$269,368.01	\$44,371.12	\$73,728.94
Gross Profit %	44.18%	31.26%	47.55%
Other Operating Income (Interest Inc.)	\$39,096.13	\$11,174.93	\$11,050.53
<b>Total Operating Revenues</b>	<b>\$308,464.14</b>	<b>\$55,546.05</b>	<b>\$84,779.47</b>
<b>Operating Expenses</b>			
Salaries	\$165,513.22	\$31,698.55	\$36,476.72
Payroll Taxes & Benefits	\$55,371.78	\$12,711.48	\$12,629.73
Utilities	\$27,055.04	\$6,768.93	\$6,888.26
Insurance	\$13,874.00	\$3,156.00	\$3,633.00
Repairs & Maintenance	\$8,810.18	\$963.68	\$1,077.60
Contracted Services	\$4,627.07	\$258.18	\$533.24
Professional Fees	\$22,315.76	\$4,991.80	\$6,340.11
Depreciation	\$7,700.00	\$2,100.00	\$2,226.00
Misc	\$20,210.88	\$3,365.51	\$6,325.24
Supplies	\$12,865.52	\$2,853.62	\$3,407.68
<b>Total Operating Expenses</b>	<b>\$338,343.45</b>	<b>\$68,867.75</b>	<b>\$79,537.58</b>
<b>Income/(Loss) [excluding capital purchases &amp; transfers]</b>	<b>(\$29,879.31)</b>	<b>(\$13,321.70)</b>	<b>\$5,241.89</b>
<b>Capital Purchases (Not included in expenses)</b>	<b>\$14,646.44</b>	<b>\$4,750.00</b>	<b>\$31,661.37</b>
<b>Transfers In</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Transfers Out</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Change in Net Assets	-\$29,879.31	-\$13,321.70	\$5,241.89
Cost of Goods	\$340,388.04	\$97,557.38	\$81,334.58
COG %	<u>52.46%</u>	<u>63.72%</u>	<u>48.96%</u>
Wages & Benefits	\$220,885.00	\$44,410.03	\$49,106.45
Wages & Benefits %	<u>34.04%</u>	<u>29.01%</u>	<u>29.56%</u>
Overhead	\$117,458.45	\$24,457.72	\$30,431.13
Overhead %	<u>18.10%</u>	<u>15.97%</u>	<u>18.32%</u>
Net Profit	(\$29,879.31)	(\$13,321.70)	\$5,241.89
Net Profit %	<u>-4.60%</u>	<u>-8.70%</u>	<u>3.16%</u>

MARCH 2026

**Categorized Gross Profit %**

					<b>Current Month</b>			
	Rev	Exp	GP	Profit %	Rev	Exp	GP	Profit %
On Sale Liquor	\$28,716.05	\$5,684.10	\$23,031.95	80.21%	\$ 10,172.78	\$ 1,802.30	\$ 8,370.48	82.28%
On Sale Beer	\$41,255.74	\$12,808.60	\$28,447.14	68.95%	\$ 15,410.98	\$ 4,563.90	\$ 10,847.08	70.39%
On Sale Wine	\$244.45	\$74.58	\$169.87	69.49%	\$ 53.70	\$ 16.16	\$ 37.54	69.91%
<b>On Sale Total</b>	<b>\$70,216.24</b>	<b>\$18,567.28</b>	<b>\$51,648.96</b>	<b>73.56%</b>	<b>\$ 25,637.46</b>	<b>\$ 6,382.36</b>	<b>\$ 19,255.10</b>	<b>75.11%</b>
Off Sale Liquor	\$23,308.72	\$19,664.94	\$3,643.78	15.63%	\$ 8,184.24	\$ 7,423.22	\$ 761.02	9.30%
Off Sale Beer	\$36,239.58	\$27,381.69	\$8,857.89	24.44%	\$ 14,035.56	\$ 11,134.62	\$ 2,900.94	20.67%
Off Sale Wine	\$2,117.54	\$885.07	\$1,232.47	58.20%	\$ 587.97	\$ 233.99	\$ 353.98	60.20%
Off Sale THC	\$2,320.40	\$285.24	\$2,035.16	87.71%	\$ 736.60	\$ (540.22)	\$ 1,276.82	173.34%
<b>Off Sale Total</b>	<b>\$63,986.24</b>	<b>\$48,216.94</b>	<b>\$15,769.30</b>	<b>24.64%</b>	<b>\$ 23,544.37</b>	<b>\$ 18,251.61</b>	<b>\$ 5,292.76</b>	<b>22.48%</b>
On Sale N/A	\$4,689.86	\$1,163.26	\$3,526.60	75.20%				
On Sale Food	\$14,489.22	\$8,777.55	\$5,711.67	39.42%				
Off Sale N/A	\$907.92	\$3,506.21	-\$2,598.29	-286.18%				
Off Sale Other	\$9.98	\$0.00	\$9.98	100.00%				

\*\*None of the above costs include Freight

# **Community Development and Administration**

# *City of Silver Lake*

April 20, 2026

Community Development and Administration Report

Community Development:

1. Planning Commission (PC) met on April 14.
  - a. Public Hearing for 1104 Main St W CUP
  - b. Reviewed Sections 6-10 of the Zoning Ordinance

Administration:

1. March Treasurer's Report
2. Requests for Action
  - a. Deputy Clerk review
  - b. Pool terminations
  - c. Pool rehire

# Community Development

# *City of Silver Lake*

April 14, 2026

To: Mayor Bebo and Councilors

From: Diane Pedersen, Clerk

Re: Variance application for 1104 Main St W.

The Planning Commission held a public hearing on April 14, at 7:00 p.m. and found the following information regarding this application.

1. Variance is requested to allow a home occupation sign of eight square feet rather than two square feet.
2. Variance is requested to allow a home occupation sign to be placed just outside the city right-of-way rather than on the building.
3. Applicant desires to have their sign in such a location as to be easily visible to customers.
4. Existing sign size and location requirements would not allow the customers to easily see the sign from the street.
5. Commission received no input opposing the project at the Public Hearing. Only people that were present were the applicant and one resident within 350 feet providing support for the requests.
6. Planning Commission unanimously recommends approval of the variance.

**Section 9.00 B-2 - HIGHWAY BUSINESS DISTRICT.**

Section 9.01. Purpose.

The purpose of the B-2 Highway Business District is established to encourage the functional grouping of those commercial enterprises which cater primarily to either "local" or "through" motorists. Typical uses offer accommodation and services to motorists, specialized outlets and commercial amusement enterprises. The requirements of this district are developed to minimize traffic hazards and interference with other related uses in the vicinity.

Section 9.02. Uses Permitted.

- A. Automobile service including auto equipment sales, car wash service, new and used car sales lots and trailer sales areas, gasoline service stations and auto repair garages
- B. Business services including banks, offices and postal stations
- C. Clothing services including dry cleaning and laundry establishments, laundromats, dressmaking, millinery and tailor shops and shoe repair shops
- D. Equipment services including radio and television shops, electrical appliance shops, showrooms
- E. Medical services including clinics, hospitals, rest homes and animal clinics
- F. Food services including grocery stores, fruit, vegetable and meat markets, supermarkets, restaurants, delicatessens, candy shops and bakeries
- G. Personal services including barber and beauty shops, reducing salons, photographic shops and funeral homes
- H. Retail services including drug stores, hardware stores, haberdashery, stationery and bookstores, news shops, apparel shops, showroom, flower shops and commercial greenhouses, and **retail sale of cannabis, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products.**
- I. Recreation services including theaters, bowling alleys, pool and billiard rooms, dancing academies and roller- and ice-skating rinks and miniature golf courses
- J. Hotels, motels, private clubs and lodges; wholesale establishments, taverns, night clubs and on and off liquor stores; trade schools; commercial parking garages; sales rooms, public transportation terminals, public utility buildings and transformer stations without storage yards
- K. Residence when included as an integral part of the principal building to be occupied by the owner or his employee
- L. Any similar commercial establishment or professional service or commercial service not specifically stated or implied elsewhere in this section
- M. Drive-in restaurants, drive-in banks and drive-in services or businesses which are not herein strictly prohibited
- N. Buildings used for closed storage, distribution stations, but not including fuel yards, junk yards or used automobile parts or wrecking establishments or businesses handling waste or junk and those businesses which are offensive by reason of sight, odor, noise, smoke or vibration to the surrounding neighborhood.

# **CITY AUDIT PRESENTATION**

# Administration

**CITY OF SILVER LAKE**  
**\*Cash Balance Investments**

**Current Period March 2026**

Fund	2026 Begin Balance	Receipts	Disbursements	-----Transfers-----		JE Payroll	Balance NO Investments	Investments	Balance	
				Rec/Disb	Journal Entries					
<b>10100 PRINSBANK SL-CHK</b>										
101 General Fund	\$513,328.33	\$22,526.07	\$165,093.57	\$0.00	\$191,000.00	\$6,359.00	\$568,119.83	\$213,860.96	\$781,980.79	In Bal
204 Ambulance Fund	(\$55,582.59)	\$28,894.27	\$16,208.53	\$0.00	\$13,000.00	(\$35,653.87)	(\$65,550.72)	\$491.51	(\$65,059.21)	In Bal
205 Fire Fund	\$115,204.02	\$26,348.00	\$18,801.62	\$0.00	(\$75,000.00)	(\$383.46)	\$47,366.94	\$147,604.59	\$194,971.53	In Bal
207 CARES Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
208 ARPA FUND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
305 2007A Refunding Bonds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
315 Silver Edge Bond	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
317 2013A GO Improvement Bc	\$4,092.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,092.24	\$0.00	\$4,092.24	In Bal
318 2025A Bond Anticipation Nc	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,000.00	\$0.00	\$35,000.00	In Bal
319 2025B Bond Anticipation Nc	\$22,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,000.00	\$0.00	\$22,000.00	In Bal
404 PUBLIC WORKS EQUIPMEN	\$63,685.23	\$0.00	\$31,000.00	\$0.00	(\$25,000.00)	\$0.00	\$7,685.23	\$55,437.49	\$63,122.72	In Bal
405 PARKS AND SWIMMING F	\$106,939.72	\$0.00	\$0.00	\$0.00	(\$75,000.00)	\$0.00	\$31,939.72	\$75,001.28	\$106,941.00	In Bal
407 POLICE SQUAD	(\$32.43)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$32.43)	\$64,073.73	\$64,041.30	In Bal
408 Ambulance Unit	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$95,706.74	\$100,706.74	In Bal
411 Public Works Streets Imp	\$39,796.42	\$0.00	\$0.00	\$0.00	(\$25,000.00)	\$0.00	\$14,796.42	\$46,875.98	\$61,672.40	In Bal
414 Police Forfeiture Fund	\$405.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$405.08	\$3,551.03	\$3,956.11	In Bal
415 Silver Edge Estates	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
416 Auditorium Repair	\$26,073.93	\$0.00	\$0.00	\$0.00	(\$20,000.00)	\$0.00	\$6,073.93	\$46,974.67	\$53,048.60	In Bal
417 Grove Ave Reconstruction	(\$0.11)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.11)	\$0.00	(\$0.11)	In Bal
418 MAIN STREET PROJECT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	In Bal
419 Infrastructure Improvement	\$861,031.37	\$0.00	\$196,819.49	\$0.00	(\$435,419.71)	\$0.00	\$228,792.17	\$700,000.00	\$928,792.17	In Bal
607 Water Fund	(\$183,782.84)	\$62,409.81	\$13,489.07	\$0.00	\$71,504.02	(\$3,257.00)	(\$66,615.08)	\$503,540.80	\$436,925.72	In Bal
608 Sewer Fund	(\$205,408.77)	\$94,427.55	\$13,724.47	\$0.00	\$115,000.00	(\$4,157.77)	(\$13,863.46)	\$488,342.25	\$474,478.79	In Bal
609 Storm Sewer Fund	\$115,047.25	\$22,474.90	\$365.34	\$0.00	(\$75,000.00)	\$0.00	\$62,156.81	\$95,291.67	\$157,448.48	In Bal
610 Liquor Fund	\$34,082.20	\$76,093.71	\$161,099.41	\$0.00	\$133,152.61	(\$57,084.46)	\$25,144.65	\$154,313.07	\$179,457.72	In Bal
801 Fire Equipment Trust Fund	\$46,212.20	\$0.00	\$0.00	\$0.00	(\$35,000.00)	\$0.00	\$11,212.20	\$149,901.74	\$161,113.94	In Bal
803 Economic Development Au	\$23,019.08	\$0.00	\$0.00	\$0.00	(\$20,000.00)	\$0.00	\$3,019.08	\$78,273.26	\$81,292.34	In Bal
804 Ambulance Equipment & Tr	\$45,413.50	\$13,222.12	\$3,766.20	\$0.00	(\$35,000.00)	\$0.00	\$19,869.42	\$71,895.17	\$91,764.59	In Bal
	\$1,611,523.83	\$346,396.43	\$620,367.70	\$0.00	(\$296,763.08)	(\$94,177.56)	\$946,611.92	\$2,991,135.94	\$3,937,747.86	

Account Balances before Proposed CD Transfers

Mar-26

Fund	Account #	10100	10104	10105	Total		Change from Last Month	Transfer from Savings to Investments
	Checking	Savings	Current CD Balances	Investments (Savings+CD's) Balance	Total Fund Balance			
101 General	568,119.83	212,479.09	1,381.87	213,860.96	781,980.79	(49,206.67)		
204 Ambulance Department	(65,550.72)	491.51	0.00	491.51	(65,059.21)	(8,086.80)		
205 Fire Department	47,366.94	147,604.59	0.00	147,604.59	194,971.53	15,714.34	125,000.00	
317 2013A GO Improvement Bonds	4,092.24	0.00	0.00	0.00	4,092.24	0.00		
318 2025A Bond Anticipation Note	35,000.00	0.00	0.00	0.00	35,000.00	0.00		
319 2025B Bond Anticipation Note	22,000.00	0.00	0.00	0.00	22,000.00	0.00		
404 Public Works Equipment	7,685.23	55,437.49	0.00	55,437.49	63,122.72	(31,000.00)		
405 Parks & Swimming Pool	31,939.72	75,001.28	0.00	75,001.28	106,941.00	0.00		
407 Police Squad	(32.43)	0.00	64,073.73	64,073.73	64,041.30	0.00		
408 Ambulance Unit	5,000.00	0.00	95,706.74	95,706.74	100,706.74	0.00		
411 Public Works Streets Improvement	14,796.42	25,207.47	21,668.51	46,875.98	61,672.40	0.00		
414 Police Forfeiture Fund	405.08	3,551.03	0.00	3,551.03	3,956.11	0.00		
416 Auditorium Repair	6,073.93	40,435.62	6,539.05	46,974.67	53,048.60	0.00		
417 Grove Avenue Reconstruction	(0.11)	0.00	0.00	0.00	(0.11)	0.00		
418 Main Street Project	0.00	0.00	0.00	0.00	0.00	0.00		
419 Infrastructure Improvement Project	228,792.17	700,000.00	0.00	700,000.00	928,792.17	(1,493.60)		
607 Water Fund	(66,615.08)	3,540.80	500,000.00	503,540.80	436,925.72	18,242.82		
608 Sewer Fund	(13,863.46)	3,137.77	485,204.48	488,342.25	474,478.79	22,790.88		
609 Storm Sewer Fund	62,156.81	95,291.67	0.00	95,291.67	157,448.48	9,060.53		
610 Liquor Fund	25,144.65	51,103.42	103,209.65	154,313.07	179,457.72	4,232.64		
801 Fire Department Trust Fund	11,212.20	60,726.67	89,175.07	149,901.74	161,113.94	0.00	50,000.00	
803 Economic Development Authority	3,019.08	78,273.26	0.00	78,273.26	81,292.34	0.00	50,000.00	
804 Ambulance Equipment & Training	19,869.42	45,290.74	26,604.43	71,895.17	91,764.59	8,440.92	40,000.00	
<b>Total</b>	<b>946,611.92</b>	<b>1,597,572.41</b>	<b>1,393,563.53</b>	<b>2,991,135.94</b>	<b>3,937,747.86</b>	<b>(11,304.94)</b>	<b>265,000.00</b>	

Cash Balance  
Investments Total

Interest Rate

City Hall Data/ City Clerk/ Clerk's Office/ Council Reports-Montly/ Cash-Savings-Investment Balances

Account Balances after Proposed CD transfers

Mar-26

Fund	Account #	10100	10104	10105	Total		Change from Last Month	Transfer from Savings to Investments
	Checking	Savings	Current CD Balances	Investments (Savings+CD's) Balance	Total Fund Balance			
101 General	568,119.83	212,479.09	1,381.87	213,860.96	781,980.79	(49,206.67)		
204 Ambulance Department	(65,550.72)	491.51	0.00	491.51	(65,059.21)	(8,086.80)		
205 Fire Department	47,366.94	22,604.59	0.00	22,604.59	69,971.53	(109,285.66)	125,000.00	
317 2013A GO Improvement Bonds	4,092.24	0.00	0.00	0.00	4,092.24	0.00		
318 2025A Bond Anticipation Note	35,000.00	0.00	0.00	0.00	35,000.00	0.00		
319 2025B Bond Anticipation Note	22,000.00	0.00	0.00	0.00	22,000.00	0.00		
404 Public Works Equipment	7,685.23	55,437.49	0.00	55,437.49	63,122.72	(31,000.00)		
405 Parks & Swimming Pool	31,939.72	75,001.28	0.00	75,001.28	106,941.00	0.00		
407 Police Squad	(32.43)	0.00	64,073.73	64,073.73	64,041.30	0.00		
408 Ambulance Unit	5,000.00	0.00	95,706.74	95,706.74	100,706.74	0.00		
411 Public Works Streets Improvement	14,796.42	25,207.47	21,668.51	46,875.98	61,672.40	0.00		
414 Police Forfeiture Fund	405.08	3,551.03	0.00	3,551.03	3,956.11	0.00		
416 Auditorium Repair	6,073.93	40,435.62	6,539.05	46,974.67	53,048.60	0.00		
417 Grove Avenue Reconstruction	(0.11)	0.00	0.00	0.00	(0.11)	0.00		
418 Main Street Project	0.00	0.00	0.00	0.00	0.00	0.00		
419 Infrastructure Improvement Project	228,792.17	700,000.00	0.00	700,000.00	928,792.17	(1,493.60)		
607 Water Fund	(66,615.08)	3,540.80	500,000.00	503,540.80	436,925.72	18,242.82		
608 Sewer Fund	(13,863.46)	3,137.77	485,204.48	488,342.25	474,478.79	22,790.88		
609 Storm Sewer Fund	62,156.81	95,291.67	0.00	95,291.67	157,448.48	9,060.53		
610 Liquor Fund	25,144.65	51,103.42	103,209.65	154,313.07	179,457.72	4,232.64		
801 Fire Department Trust Fund	11,212.20	10,726.67	264,175.07	274,901.74	286,113.94	125,000.00	50,000.00	
803 Economic Development Authority	3,019.08	28,273.26	50,000.00	78,273.26	81,292.34	0.00	50,000.00	
804 Ambulance Equipment & Training	19,869.42	5,290.74	66,604.43	71,895.17	91,764.59	8,440.92	40,000.00	
<b>Total</b>	<b>946,611.92</b>	<b>1,332,572.41</b>	<b>1,658,563.53</b>	<b>2,991,135.94</b>	<b>3,937,747.86</b>	<b>(11,304.94)</b>	<b>265,000.00</b>	
		(265,000.00)	265,000.00					

Interest Rate

City Hall Data/ City Clerk/ Clerk's Office/ Council Reports-Montly/ Cash-Savings-Investment Balances

City of Silver Lake CD's

Fund	Description	CD Number	Acct #10105		CD Term	CD Maturity Date	Old Interest Rate	New Interest Rate	Proposed Transfers to CD's			
			Investments	Balance as of 4/16/2026					March	April	May	June
101	General Fund	214743	\$1,381.87	\$1,465.69	6 months	5/18/2026	4.75					
205	Fire Department					Fund #801		3.75		\$125,000.00		
407	Police Squad	214739	\$64,073.73	\$68,090.89	6 months	5/18/2026	4.9					
408	Ambulance Unit	214738	\$95,706.74	\$101,707.15	6 months	5/18/2026	4.9					
411	Pulic Works Streets Improvement	214740	\$21,668.51	\$22,984.46	6 months	5/18/2026	4.75					
416	Auditorium Repair	214742	\$6,539.05	\$6,936.16	6 months	5/18/2026	4.75					
419	Infrastructgure ImprovementProject		\$0.00					3.75				
607	Water Fund	214747	\$500,000.00	\$500,000.00	6 months	6/17/2026	4.9					
608	Sewer fund	214741	\$485,204.48	\$515,622.22	6 months	5/18/2026	4.9					
609	Storm Sewer Fund		\$0.00					3.75				
610	Liquor Fund	214807	\$103,209.65	\$109,659.84	6 months	9/30/2026	4.9	3.75				
801	Fire Department Trust Fund	214041	\$89,175.07	\$94,742.60	6 months	4/22/2026	4.9			\$50,000.00		
803	Economic Development Authority		\$0.00			NEW		3.75		\$50,000.00		
804	Ambulance Equipment & Training	214808	\$66,604.43	\$68,387.64	6 months	10/3/2026	4.75	3.75		\$40,000.00		
			\$1,433,563.53	\$1,489,596.65					\$0.00	\$265,000.00	\$0.00	\$0.00

City Hall Data/ City Clerk/ Clerk's Office/ Council Reports-Montly/ Cash-Savings-Investment Balances

**REQUEST FOR COUNCIL ACTION**

MEETING  
DATE: 4/20/26

<b>AGENDA SECTION:</b> Administration	<b>ORIGINATING DEPT:</b> Admin	<b>ITEM NO.</b>
<b>ITEM DESCRIPTION:</b> Six-Month Review		<b>PREPARED BY:</b> Diane Pedersen

**COUNCIL ACTION REQUESTED**

1. Approve six month review for Carly Mathews Grade 14 Step 2 \$21.57 to retain with a two-step wage increase to Level 14 Step 4 \$22.66.

**COUNCIL ACTION:** Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_ to:

# REQUEST FOR COUNCIL ACTION

MEETING  
DATE: 4/20/26

<b>AGENDA SECTION:</b> Community Development	<b>ORIGINATING DEPT:</b> Pool	<b>ITEM NO.</b>
<b>ITEM DESCRIPTION:</b> Employee Terminations		<b>PREPARED BY:</b> Diane Pedersen

COUNCIL ACTION REQUESTED

1. The following employee terminations from the Pool are effective immediately:
  - a. Lucas Chrast
  - b. Wyatt Gueningsmann
  - c. Hudson Mikolichek
  - d. Regan Nyquist

These employees are not returning to work at the pool this summer.

**COUNCIL ACTION:** Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_ to:

# REQUEST FOR COUNCIL ACTION

MEETING  
DATE: 4/20/26

<b>AGENDA SECTION:</b> Dept Business	<b>ORIGINATING DEPT:</b> Admin	<b>ITEM NO.</b>
<b>ITEM DESCRIPTION:</b> Request to retain 1 lifeguard		<b>PREPARED BY:</b> Diane P.

COUNCIL ACTION REQUESTED:

1. Request to retain Autumn Kaczmarek as a WSI teaching lessons only
  - a. Autumn was a head lifeguard at Level 11 Step 3 \$16.41/hour last year but only wants to teach lessons this year.
  - b. Request to retain Autumn as a lifeguard at Grade 10 Step 4 \$14.31 per hour.
  - c. Autumn will be attending Lifeguard recertification this spring.

**COUNCIL ACTION:** Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_ to:

# New Business

**REQUEST FOR COUNCIL ACTION**

MEETING  
DATE: 4/20/26

<b>AGENDA SECTION:</b> New Business	<b>ORIGINATING DEPT:</b> Admin	<b>ITEM NO.</b>
<b>ITEM DESCRIPTION:</b> 1-Day Gambling License		<b>PREPARED BY:</b> Diane

**COUNCIL ACTION REQUESTED**

1. Approval for 1-Day Gambling License for Silver Lake Pools & Park Organization for annual Pola-Czesky Days raffle (August 1)

**COUNCIL ACTION:** Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_ to:

**REQUEST FOR COUNCIL ACTION**

MEETING  
DATE: 4/20/26

<b>AGENDA SECTION:</b> New Business	<b>ORIGINATING DEPT:</b> Admin	<b>ITEM NO.</b>
<b>ITEM DESCRIPTION:</b> 1-Day Gambling License		<b>PREPARED BY:</b> Diane

**COUNCIL ACTION REQUESTED**

1. Approval for 1-Day Gambling License for Silver Lake Relief Association for annual Pola-Czesky Days raffle (August 3).

**COUNCIL ACTION:** Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_ to:

# REQUEST FOR COUNCIL ACTION

MEETING  
DATE: 4/20/26

<b>AGENDA SECTION:</b> New Business	<b>ORIGINATING DEPT:</b> Admin	<b>ITEM NO.</b>
<b>ITEM DESCRIPTION:</b> Temporary Liquor License		<b>PREPARED BY:</b> Diane Pedersen

COUNCIL ACTION REQUESTED

1. Approval for temporary liquor license and dance and live music license for the Pola-Czesky Committee for Pola-Czesky Days (July 31-August 3, 2026).

**COUNCIL ACTION:** Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_ to:

**City of Silver Lake  
Code of Ethics and Conduct  
For  
Elected and Appointed Officials**

**Approved: January 2, 2024**

**Revised: April 20, 2026**

*"Always do right. This will gratify some people and  
astonish the rest."*

-- Mark Twain

## Policy Purpose

The Silver Lake City Council adopts this **Code of Ethics and Conduct** to assure that all elected and appointed officials, while exercising their office, conduct themselves in a manner that will instill public confidence and trust in the fair operation and integrity of Silver Lake's City government.

### A. ETHICS

The citizens and businesses of Silver Lake are entitled to have fair, ethical and accountable local government. To this end, the public should have full confidence that their elected and appointed officials:

- Comply with both the letter and spirit of the laws and policies affecting the operations of city government;
- Are independent, impartial and fair in their judgment and actions;
- Use their public office for the public good, not for personal gain; and
- Conduct public deliberations and processes openly, unless required by law to be confidential, in an atmosphere of respect and civility.

Therefore, members of the City Council, Boards, Committees and Commissions shall conduct themselves in accordance with the following ethical standards:

1. **Act in the Public Interest.** Recognizing that stewardship of the public interest must be their primary concern, members will work for the common good of the people of Silver Lake and not for any private or personal interest, and they will assure fair and equal treatment of all persons, claims and transactions coming before them.

2. **Comply with both the spirit and the letter of the Law and City Policy.** Members shall comply with the laws of the nation, the State of Minnesota and the City of Silver Lake in the performance of their public duties.

3. **Conduct of Members.** The professional and personal conduct of members while exercising their office must be above reproach and avoid even the appearance of impropriety. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of Council, Boards, Committees and Commissions, the staff or public.

4. **Respect for Process.** Members shall perform their duties in accordance with the processes and rules of order established by the City Council.

5. **Conduct at Public Meetings.** Members shall prepare themselves for public issues; listen courteously and attentively to all public discussions before the body; and focus on the business at hand.

6. **Decisions Based on Merit.** Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations. When making adjudicative decisions (those decisions where the member is called upon to determine and apply facts peculiar to an individual case), members shall maintain an open mind until the conclusion of the hearing on the matter and shall base their decisions on the facts presented at the hearing and the law.

7. **Communication.** For adjudicative matters pending before the body, members shall refrain from receiving information outside of an open public meeting or the agenda materials, except on advice of the

City Attorney. Members shall publicly disclose substantive information that is relevant to a matter under consideration by the body which they may have received from sources outside of the public decision-making process.

**8. Conflict of Interest.** In order to assure their independence and impartiality on behalf of the common good and compliance with conflict of interest laws, members shall use their best efforts to refrain from creating an appearance of impropriety in their actions and decisions. Members shall not use their official positions to influence government decisions in which they have (a) a material financial interest, (b) an organizational responsibility or personal relationship which may give the appearance of a conflict of interest, or (c) a strong personal bias.

A member who has a potential conflict of interest regarding a particular decision shall disclose the matter to the City Attorney and reasonably cooperate with the City Attorney to analyze the potential conflict. The member shall provide the Mayor and the City Attorney a copy of any written request or advice, and conform his or her participation to the advice given. In providing assistance to members, the City Attorney represents the City and not individual members.

In accordance with the law, members shall disclose investments, interests in real property, sources of income, and gifts; and if they have a conflict of interest regarding a particular decision, shall not, once the conflict is ascertained, participate in the decision and shall not discuss or comment on the matter in any way to any person including other members unless otherwise permitted by law.

**9. Gifts and Favors.** Members shall not take any special advantage of services or opportunities for personal gain, by virtue of their public office that is not available to the public in general. They shall refrain from accepting any gifts, favors or promises of future benefits which might compromise their independence of judgment or action or give the appearance of being compromised.

**10. Confidential Information.** Members must maintain the confidentiality of all written materials and verbal information provided to members which is confidential or privileged. Members shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal, financial or other private interests.

**11. Use of Public Resources.** Members shall not use public resources which are not available to the public in general (e.g., City staff time, equipment, supplies or facilities) for private gain or for personal purposes not otherwise authorized by law.

**12. Representation of Private Interests.** In keeping with their role as stewards of the public interest, members of the Council shall not appear on behalf of the private interests of third parties before the Council or any Board, Committee, Commission or proceeding of the City, nor shall members of the Boards, Committees and Commissions appear before their own bodies representing private interests.

**13. Open Meeting Laws.** No Council member, Board member, Committee member or Commission member shall knowingly violate the open meeting laws.

14. **Advocacy.** Members shall represent the official policies or positions of the City Council, Board, Committee or Commission to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent their body or the City of Silver Lake, nor will they allow the inference that they do. Councilmembers and Board, Committee and Commission members have the right to endorse candidates for all Council seats or other elected offices. It is inappropriate to mention or display endorsements during Council meetings, or Board, Committee and Commission meetings, or other official City meetings.

15. **Policy Role of Members.** Members shall respect and adhere to the City Administrator structure of Silver Lake City government as outlined in the Silver Lake City Code. In this structure, the City Council determines the policies of the City with the advice, information and analysis provided by City staff, Boards, Committees and Commissions, and the public. Except as provided by the City Code, members shall not interfere with the administrative functions of the City or the professional duties of City staff; nor shall they impair the ability of staff to implement Council policy decisions.

16. **Independence of Boards, Committees and Commissions.** Because of the value of the advice of Boards, Committees and Commissions to the public decision-making process, members of Council shall refrain from using their position to unduly influence the deliberations or outcomes of Board, Committee and Commission proceedings.

17. **Positive Work Place Environment.** Members shall support the maintenance of a positive and constructive work place environment for City employees and for citizens and businesses dealing with the City. Members shall recognize their special role in dealings with City employees and in no way create the perception of inappropriate direction to staff.

## **B. CONDUCT GUIDELINES**

The Conduct Guidelines are designed to describe the manner in which elected and appointed officials should treat one another, City staff, constituents, and others they come into contact with while representing the City of Silver Lake.

### **1. Elected and Appointed Officials' Conduct with Each Other in Public Meetings**

Elected and appointed officials are individuals with a wide variety of backgrounds, personalities, values, opinions, and goals. Despite this diversity, all have chosen to serve in public office in order to preserve and protect the present and the future of the community. In all cases, this common goal should be acknowledged even though individuals may not agree on every issue.

#### *(a) Honor the role of the mayor or chair in maintaining order*

It is the responsibility of the mayor or chair to keep the comments of members on track during public meetings. Members should honor efforts by the chair to focus discussion on current agenda items. If there is disagreement about the agenda or the mayor or chair actions, those objections should be voiced politely and with reason.

#### *(b) Practice civility and decorum in discussions and debate*

Difficult questions, tough challenges to a particular point of view, and criticism of ideas and information are legitimate elements of debate by a free democracy in action. Free debate does not require nor justify, however, public officials to make belligerent, personal, impertinent, slanderous, threatening, abusive, or disparaging comments.

*(c) Avoid personal comments that could offend other members*

If a member is personally offended by the remarks of another member, the offended member should make notes of the actual words used and may challenge the other member to justify or apologize for the language used. The mayor or chair will maintain control of this discussion.

*(d) Demonstrate effective problem-solving approaches*

Members have a public stage and have the responsibility to show how individuals with different points of view can find common ground and seek a compromise that benefits the community as a whole.

**2. Elected and Appointed Officials' Conduct with the Public in Public Meetings**

Making the public feel welcome is an important part of the democratic process. No signs of partiality, prejudice or disrespect should be evident on the part of individual members toward an individual participating in a public forum. Every effort should be made to be fair and impartial in listening to public testimony.

*(a) Be welcoming to speakers and treat them with care and gentleness.*

While questions of clarification may be asked, the official's primary role during public testimony is to listen.

*(b) Be fair and equitable in allocating public hearing time to individual speakers.*

The mayor or chair will determine and announce limits on speakers at the start of the public hearing process.

*(c) Practice active listening*

It is disconcerting to speakers to have members not look at them when they are speaking. It is fine to look down at documents or to make notes, but reading for a long period of time or gazing around the room gives the appearance of disinterest. Members shall try to be conscious of facial expressions, and avoid those that could be interpreted as "smirking," disbelief, anger or boredom.

*(d) Maintain an open mind*

Members of the public deserve an opportunity to influence the thinking of elected and appointed officials.

*(e) Ask for clarification, but avoid debate and argument with the public*

Only the mayor or chair – not individual members – can interrupt a speaker during a presentation. However, a member can ask the mayor or chair for a point of order if the speaker is off the topic or exhibiting behavior or language the member finds disturbing.

**3. Elected and Appointed Officials' Conduct with City Staff**

Governance of a City relies on the cooperative efforts of elected officials, who set policy, appointed officials who advise the elected, and City staff who implement and administer the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each individual for the good of the community.

*(a) Treat all staff as professionals*

Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior towards staff is not acceptable.

*(b) Do not disrupt City staff from their jobs*

Elected and appointed officials should not disrupt City staff while they are in meetings, on the phone, or engrossed in performing their job functions in order to have their individual needs met. Do not attend City staff meetings unless requested by staff – even if the elected or appointed official does not say anything, his or her presence implies support, shows partiality, may intimidate staff, and hampers staff’s ability to do their job objectively.

*(c) Never publicly criticize an individual employee*

Elected and appointed officials should never express concerns about the performance of a City employee in public **or** to the employee directly. ~~or to the employee’s manager.~~ Comments about staff performance should only be made to the **Department Head or** City Clerk through private correspondence or conversation. Appointed officials, **other than the department liaison,** should make their comments regarding staff to the City Clerk or the Mayor.

*(d) Do not get involved in administrative functions*

Elected and appointed officials acting in their individual capacity must not attempt to influence City staff on the making of appointments, awarding of contracts, selecting of consultants, processing of development applications, or granting of City licenses and permits.

*(e) Do not solicit political support from staff*

Elected and appointed officials should not solicit any type of political support (financial contributions, display of posters or lawn signs, name on support list, etc.) from City staff. City staff may, as private citizens with constitutional rights, support political candidates but all such activities must be done away from the workplace.

*(f) No Attorney-Client Relationship*

Members shall not seek to establish an attorney-client relationship with the City Attorney, including his or her staff and attorneys contracted to work on behalf of the City. The City Attorney represents the City and not individual members. Members who consult with the City Attorney cannot enjoy or establish an attorney-client relationship with the attorney.

**4. Elected and Appointed Officials’ Conduct with Social Media**

Social networking in government serves two primary functions: to communicate and deliver messages directly to citizens and to encourage citizen involvement, interaction, and feedback. Information which is distributed via social networking must be accurate, consistent, and timely and meet the information needs of the City’s customers.

The City of Silver Lake wishes to establish a positive and informative social media presence. City representatives have the responsibility to use the City’s social media resources in an efficient, effective, ethical and lawful manner.

The City of Silver Lake respects elected and appointed officials’ rights to post and maintain personal websites, blogs and social media pages and to use and enjoy social media on their own personal devices. The City requires elected and appointed officials to act in a prudent manner with regard to website and internet postings that reference the City of Silver Lake, its personnel, its operation or its property. Elected and appointed officials may not use a city brand, logo or other city identifier on

their personal sites, nor post information that purports to be the position of the City without prior authorization.

If an elected or appointed officials chooses to identify him or herself as a City of Silver Lake elected or appointed official and posts a statement on a matter related to City business, a disclaimer similar to the following must be used: “These are my own opinions and do not represent those of the City.”

As a representative of the City of Silver Lake an elected or appointed official must refrain from: Cyber-bullying, stalking or harassment; Release of confidential or private data; Unlawful activities; Misuse of city-owned social media; Inappropriate use of the city’s name, logo or the official’s title.

### **C. SANCTIONS**

#### *(a) Acknowledgement of Code of Ethics and Conduct*

Councilmembers who do not sign an acknowledgement that they have read and understand the Code of Ethics and Conduct shall be ineligible for Council subcommittees. Board, Committee and Commission members who do not sign an acknowledgement that they have read and understand the Code of Ethics and Conduct are not eligible to hold office.

#### *(b) Behavior and Conduct*

The Silver Lake Code of Ethics and Conduct expresses standards of ethical conduct expected for members of the Silver Lake City Council, Boards, Committees and Commissions. Members themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government. The chairs of Boards, Committees and Commissions and the Mayor and Council have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics and Conduct are brought to their attention.

#### Councilmembers:

Councilmembers who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council, lose seniority or committee assignments or other privileges afforded by the Council. Serious infractions of the Code of Ethics or Code of Conduct could lead to other sanctions as deemed appropriate by the Council. Individual Councilmembers should point out to the offending Councilmember perceived infractions of the Code of Ethics and Conduct. If the offenses continue, then the matter should be referred to the Mayor in private. If the Mayor is the individual whose actions are being questioned, then the matter should be referred to the Vice Mayor. It is the responsibility of the Mayor (or Vice Mayor of the City Council) to initiate action if a Councilmember’s behavior may warrant sanction. If no action is taken by the Mayor (or Vice Mayor of the City Council), then the alleged violation(s) can be brought up with the full Council.

#### Board, Committee and Commission Members:

Counseling, verbal reprimands and written warnings may be administered by the Mayor to Board, Committee and Commission members failing to comply with City policy. These lower levels of sanctions shall be kept private to the degree allowed by law. Copies of all written reprimands administered by the Mayor shall be distributed in memo format to the chair of the respective Board, Committee or Commission, the City Attorney, the City Clerk, and the City Council. The City Council may impose sanctions on Board, Committee and Commission members whose conduct does not comply with the City’s policies,

up to and including removal from office. Any form of discipline imposed by Council shall be determined by a majority vote of at least a quorum of the Council at a noticed public meeting and such action shall be preceded by a Report to Council with supporting documentation. When deemed warranted, the Mayor or majority of Council may call for an investigation of Board, Committee or Commission member conduct. Also, should the City Clerk or City Attorney believe an investigation is warranted, they shall confer with the Mayor or Council. The Mayor or Council shall ask the City Attorney to investigate the perceived violation.

These sanctions are alternatives to any other remedy that might otherwise be available to remedy conduct that violates this code or state or federal law. In order to protect and preserve good government, any individual including the City Clerk and the City Attorney, who knows or reasonably believes a member acts or intends or refuses to act in a manner that is or may be a violation of law reasonably imputable to the organization, or in a manner which is likely to result in substantial injury to the organization, may report the violation to the appropriate governmental authorities.

#### **D. IMPLEMENTATION**

The Code of Ethics and Conduct is intended to be self-enforcing and is an expression of the standards of conduct for members expected by the City. It therefore becomes most effective when members are thoroughly familiar with it and embrace its provisions. For this reason, this document shall be included in the regular orientations for candidates for City Council and applicants to Board, Committee and Commissions, and newly elected and appointed officials. Members entering office shall sign a statement acknowledging they have read and understand the Code of Ethics and Conduct. In addition, the Code of Ethics and Conduct shall be periodically reviewed by the City Council, Boards, Committees and Commissions, and updated it as necessary.

**CITY COUNCIL**  
**CITY OF SILVER LAKE**

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**RESOLUTION 26-13: RESOLUTION APPROVING PROPERTY/CASUALTY  
INSURANCE PREMIUMS**

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**WHEREAS**, the City of Silver Lake has a responsibility to protect the assets of the City from accidents and ensure that the people and property of the City are protected, and

**WHEREAS**, the City has participated in the League of Minnesota Cities Insurance Trust’s Property/Casualty plan for numerous years, and

**WHEREAS**, the premium for 2026 Property/Casualty Insurance is \$32,767 and the budgeted amount for 2026 was \$37,575,

**THEREFORE, BE IT RESOLVED**, by the City Council of the City of Silver Lake that the 2026 LMCIT Property/Casualty Premium of 32,767 is hereby approved for payment.

Adopted by the Council this 20<sup>th</sup> day of April 2026.

\_\_\_\_\_  
Bruce Bebo, Mayor

Seal of The City:

\_\_\_\_\_  
Diane Pedersen, City Clerk/Treasurer

# Open Discussion