



**AGENDA
COHASSET CITY COUNCIL
305 NORTHWEST FIRST AVENUE
MONDAY, FEBRUARY 10, 2025
6:00 PM OPEN WORK SESSION**

6:00 pm – Open Work Session

Agenda

- 1. Discussion on Draft Letter of Understanding-Natural Gas Inspection License**
- 2. Discussion on Contract for Criminal Legal Services – Paul T. Shaffer**
- 3. Discussion on County Rd. 76 Estimate Updates**
- 4. Discussion on City Hall Roof Replacement**
- 5. Discussion on Sheriff Patrol Hours – Dean Scherf**
- 6. Blackwater Banks Boat Landing Discussion**
- 7. Discussion on City Council Meeting Days/times**

Barbara Baird

WS 7

From: Leann Stoll <lstoll@afscme65.org>
Sent: Friday, January 31, 2025 7:34 AM
To: Barbara Baird
Cc: Jeremy Mallum; Elizabeth Dege; Andy Mac; Josh Casper
Subject: LOU- Request for Council Action
Attachments: Draft. LOU. Gas License.docx

Barb-

Since we completed the contract some members in public works have been tasked with an additional, higher level license related to gas fusion and inspection. Local 498 is requesting an LOU to recognize the certification in under the CBA. This is our initial proposal and draft. If some of council would like to sit down and negotiate different terms with me and a few affected members we absolutely are open to that. If there are basic questions about why and the work this entails including the added responsibilities feel free to reach out to Jeremy as he is an expert on this matter.

Leann Stoll
Labor Representative

AFSCME Council 65 | www.afscme65.org
218-885-3242 | lstoll@afscme65.org



Minnesota, South Dakota & North Dakota

This Letter of Understanding is entered into between the City of Cohasset (hereafter "Employer") and AFSCME, AFL-CIO, Local 498, representing the employees of the City of Cohasset.

WHEREAS: The Employer and the Union are both Parties to a Collective Bargaining Agreement not set for Expiration until 2027; and

WHEREAS: It is of interest of both the Union and the Employer to ensure that employees are compensated for the duties performed; and

WHEREAS: The Employer has now initiated new training protocol for public works employees related to gas fusion and inspection ;

NOW THEREFORE: The Employer and the Union agree it is necessary to outline the terms and conditions of the compensation associated with this added certification.

BE IT RESOLVED: Both the Union and Employer agree that upon ratification of this document, the following shall be added for the purpose of compensation and recognition of this added certification and license:

\$5,000 Effective Upon Exam Completion. \$500.00 annually each year until an employee reaches full credit of \$10,000	\$10,000.00	Natural Gas License Fusion and Inspection License
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BE IT FURTHER RESOLVED: The terms and conditions agreed to in this Letter of Understanding shall be incorporated into the Labor Agreement upon it's re-opening for regular negotiations.

FINALLY, This Letter of Understanding represents the full and complete agreement between the parties regarding this matter. The provisions of this LOU do not modify the parties Collective Bargaining Agreement or any current practice not delineated but instead are in addition to the existing provisions and practices. All other provisions of the bargaining agreement continue to apply including but not limited to: wage increases, fringe benefits, and Benefit Time.

Dated this ___ day of _____, _____

Dated this ___ day of _____, _____

Cohasset City

**American Federation of State, County and
Municipal Employees, AFL-CIO, Minnesota
Council 65, Local No. 498**

By: _____
Josh Casper, Mayor

By: _____
Leann Stoll, Council Labor Representative

By: _____
Barbara Baird-Director of Finance

By: _____
Jeremy Mallum, Local 498-4 President

WS 2

CONTRACT FOR PROFESSIONAL CRIMINAL LEGAL SERVICES

THIS CONTRACT is made and entered into as of the 1st day of February, 2025 through 31st day of December, 2029 by and between the **City of Cohasset**, a Minnesota municipal corporation, hereinafter referred to as "City", and **Paul T. Shaffer, Attorney and Counselor at Law**, hereinafter referred to as "Attorney".

RECITALS

- A. City requires professional legal services.
- B. Attorney can provide those services.

AGREEMENT

In consideration of the mutual covenants and terms below, it is agreed by and between City and Attorney as follows:

1. Scope of Services

It shall be the general intent of the Scope of Services to have the Attorney perform all criminal prosecution services. Including Misdemeanors, some Gross Misdemeanors permitted by Statute to be handled by the City Attorney, and all Ordinance Violations. This contract shall begin on February 1, 2025 and end on December 31, 2029.

2. Rate of Compensation

All parties agree that Paul T. Shaffer will represent the City of Cohasset in all criminal litigation as follows:

Paul T. Shaffer will provide all criminal services at a monthly flat fee of \$4000.00 per month.

This monthly rate shall be subject to a 5% increase beginning on January 1, 2026, January 1, 2027, January 1, 2028 and January 1, 2029.

Invoices will be submitted as directed by the City for work performed on a monthly basis.

Additionally, a one-time yearly fee of \$2000.00 will be assessed for law library fees and other costs related to computer programs and technology as mandated by the Minnesota Bureau of Criminal Apprehension.

3. Condition of Payment

All services provided by Attorney pursuant to this Contract shall be performed in accordance with all applicable federal, state and local laws, ordinances, rules and regulations, as well as the Minnesota Rules of Professional Conduct. Payment shall be withheld for work performed in violation of federal, state, and local laws, ordinances, rules or regulations.

4. Time of Performance

All work will be performed in a timely manner and in accordance with time schedules agreed upon between Attorney and the City.

5. Ownership of Documents

The originals of all documents generated by attorney shall be held according to the Minnesota Rules of Professional Conduct. Rule #1.15

6. Termination of the Contract

Either party may cancel this Contract (or any part thereof) at any time by giving written notice to the other party at least 30 days prior to the effective date of the termination. Attorney shall be paid for the work performed prior to the effective date of termination provided, however, that Attorney's cancellation of this contract shall be governed by the MN Rules of Professional Conduct, Rule 1.16, based upon the payment terms of this Contract. Such payment shall not exceed the maximum amount provided for by the terms of this Contract. Notice to the City shall be mailed or delivered to City Council, Cohasset City Offices, Notice to Attorney shall be delivered to Paul T. Shaffer.

7. Length of Contract

This contract will not begin until February 1, 2025 and will terminate on December 31, 2029 unless early termination is exercised under Section 6 of this Contract

8. Independent Contractor

It is agreed that nothing contained in this Contract is intended or should be construed as creating the relationship of co-partner, joint venture, or an association with City and Attorney, nor his employees, agents, subcontractors or representatives shall be considered employees, agents, or representatives of City. The Attorney shall be deemed legal representative of City for all purposes contemplated by this Contract and by the Minnesota Rules of Professional Conduct. Except as otherwise provided herein. Attorney shall maintain, in all respects, present control over the means and personnel by which this Contract is performed. From any amounts due Attorney, there shall be no deductions for Federal income tax or FICA payments nor for any state income tax, nor for any other purposes which are associated with an employer/employee relationship unless otherwise required by law. Payment of federal income tax, FICA payments, state income tax, unemployment compensation taxes, and other payroll deductions and taxes are the sole responsibility of Attorney.

9. Choice of Law

The laws of the State of Minnesota shall govern all questions as to the execution nature, obligation, instruction, validity, and performance of this Contract.

10. Additional Services

In the event that a substantial change is made in the scope, complexity or character of the work contemplated under this Contract, or if it becomes necessary for Attorney to make substantial revisions to documentation completed or in progress and which has been approved by City, such work will be deemed "extra work". For "extra work", Attorney will be compensated as mutually agreed upon by the parties to this Contract. Time extensions may be granted by City to Attorney for completion of specific services if City feels that the "extra work" warrants the extension.

11. Accuracy of Work

Attorney shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections resulting from errors and omissions on the part of Attorney without additional compensation.

All items of work to be performed by Attorney shall be in accordance with the requirements and recommendations of, and subject to the approval of, the City.

12. Subletting, Assignment, or Transfer

No portion of the work under the contract shall be sublet, sold, transferred, assigned or otherwise disposed of except with the prior written consent of the City. The Attorney specified above is assigned the authority to perform services addressed in this contract.

The City may need from time-to-time specialized legal services which Attorney cannot perform and which the City will need to procure through Attorney practicing in limited areas of specialized practice. In order that Attorney be fully informed in advising the City, its Council, Boards and Commissions, the City will consult with the Attorney when it utilizes specialized services of other counsel, except for labor and employment legal services which are separately contracted. In the event that City retains other counsel for a specialized matter, Attorney will continue to act as liaison with the outside counsel insuring that duplicate work is not being done by outside counsel and Attorney, and to ensure that legal work done by outside counsel is limited to that which is beyond Attorney's expertise to minimize the cost of outside counsel. At such times as City utilizes services of other counsel, arrangements shall be made for such other counsel to provide copies to a specified member of Attorney of all communications and documents provided to City.

Additionally, it may be necessary for the Attorney's, or their firm, to decline to represent the City regarding a matter that would result in a conflict of interest. If in the Attorney's view, there is a conflict of interest the Attorney will refer the matter to

another qualified Attorney. If the matter is one of criminal prosecution, the Attorney will not need Council authorization.

13. Indemnity

Attorney shall save and protect, hold harmless, indemnify and defend City, its council members, officers, agents, employees and volunteer workers against any and all liability, causes of action, claims, loss, damages or cost and expense arising from any professional errors an omission and/or negligent acts or omissions of Attorney in the performance of this Contract.

Attorney shall be responsible for the professional quality, technical accuracy, and the coordination of all services furnished by Attorney under this Contract. Attorney shall, without addition compensation, correct revise any errors or deficiencies in Attorney' reports and services.

14. Settlement of Claims

In any case where attorney deem that extra compensation is due for services, materials or damages not expressly required by the Contract or not ordered in writing by City as extra work. Attorney shall notify City in writing before they begin any such work on which they base the claim. If such notification is not previously given or the claim is not separately and strictly accounted for, Attorney hereby waive and release forever any claim or costs for such extra compensation. However, such notice or accounting shall not in any way be construed as provided the validity of any claim by Attorney.

City shall decide all claims, questions, and disputes of whatever nature which are referred to it relative to the prosecution and fulfillment of this Contract; and its decision upon all claims, questions, and disputes shall be final and conclusive upon the parties thereto administratively. Nothing in this Contract shall be construed as making final the decision of City on a question of law.

15. Arbitration

Any differences, claims, or matters in dispute arising between or among the parties out of or in connection with this Agreement shall be submitted to arbitration by a single Arbitrator mutually selected by the parties. If a single Arbitrator cannot be agreed upon, each party shall select an Arbitrator. The Arbitrators selected by the parties shall select a third Arbitrator whose cost will be shared equally by the parties to this contract. The determination of the Arbitrators shall be final and absolute. The Arbitrators shall be governed by the subject matter of this Agreement and the pertinent provisions of the laws of the State of Minnesota relating to arbitration. The decision of the Arbitrators may be entered as a judgment in any court of the State of Minnesota or elsewhere. Except as otherwise determined by the Arbitrators for the convenience of the Arbitrators, all arbitration proceedings shall be held in Itasca County, Minnesota.

16. Successors and Assigns

City and Attorney, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the other party to this Contract and to the partners, successors, assigns, and legal representatives of such other party with respect to all covenants of this Contract. Neither City nor Attorney shall assign, sublet, or transfer any interest in this Contract without the prior written consent of the other.

17. Equal Employment and Nondiscrimination and Affirmative Action

In connection with the work under this Contract, Attorney agreed to comply with the applicable provisions of state and federal equal employment opportunity and nondiscrimination statutes and regulations.

18. Severability

In the event any provision of this Contract shall be held invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties unless such invalidity or non-enforceability would cause the Contract to fail its purpose. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by other party as a waiver of a subsequent breach of the same by the other party.

19. Entire Contract

It is understood and agreed that the entire Contract of the parties is contained herein and that this Contract supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous contracts presently in effect between City and Attorney relating to the subject matter hereof.

20. Relationship with others

Attorney shall cooperate fully with City, other municipalities, local government officials, public utility companies, and others as may be directed by City. This shall include attendance at meetings, discussions, and hearings as may be requested by City, furnishing data as may be requested from time to time by City to affect such cooperation and compliance with all directives issued by City.

21. Covenant Against Contingent Fees

Attorney warrant that they have not employed or retained any company or person other than a bona fide employee working solely for Attorney to solicit or secure this Contract and that they have not paid or agreed to pay any company or person other than a bona fide employee working solely for Attorney any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the Contract price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gifts or contingent fee.

22. Laws

Attorney shall keep themselves fully informed of all existing and current regulations of the city, county, state and federal laws which in any way limit or control the actions or operations of those engaged upon the work or affecting the materials supplied to or by them. Attorney shall at all times observed and comply with all ordinances, laws, and regulations and shall protect and indemnify City as provided in Article 12 of this Contract.

23. Authorized Agent of City

City shall appoint an authorized agent for the purpose of administration of this Contract. Attorney is notified that the authorized agent of City is the City Council.

24. Modification of Contract

Any alterations, variations, modifications, or waivers of provisions of this Contract shall only be valid when they have been reduced to writing, signed by the Mayor and City Administrator / Clerk and by Attorney and attached to the original this Contract.

City and Attorney have executed this agreement by the authorized signatures below.

DATE: _____

CITY OF COHASSET

BY: _____

Josh Casper
Mayor, City of Cohasset

ATTEST

City Clerk, City of Cohasset

DATE: January 31, 2025.

Paul T. Shaffer, Attorney and Counselor at Law

BY:  _____
Paul T. Shaffer

WS31

City of Cohasset

Utility Extension Phase 1

C:\Users\barbarab\AppData\Local\Microsoft\Windows\NetCache\Content.Outlook\TIUAKF3P\CR76 Utility Connection Cost Estimate.xlsx\GRAPU 76 EXTENSION

Cost Estimate

LINE NO.	ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	TOTAL QUANTITY	TOTAL PRICE
1	2011.601	CONSTRUCTION SURVEYING	LUMP SUM	\$20,000.00	1	\$20,000.00
2	2021.501	MOBILIZATION	LUMP SUM	\$100,000.00	1	\$100,000.00
3	2101.524	CLEARING	EACH	\$500.00	8	\$4,000.00
4	2101.524	GRUBBING	EACH	\$500.00	8	\$4,000.00
5	2104.502	REMOVE SIGN PANEL TYPE C	EACH	\$60.00	3	\$180.00
6	2104.502	REMOVE SIGN PANEL TYPE SPECIAL	EACH	\$60.00	1	\$60.00
7	2104.503	SAWING BITUMINOUS PVMT (FULL DEPTH)	LIN FT	\$5.00	288	\$1,440.00
8	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$5.00	1706	\$8,530.00
9	2105.504	GEOTEXTILE FABRIC TYPE 7	SQ YD	\$3.50	1129	\$3,951.50
10	2105.507	COMMON EXCAVATION (P)	CU YD	\$25.00	1789	\$44,725.00
11	2105.507	SELECT GRANULAR BORROW	CU YD	\$28.00	994	\$27,832.00
12	2105.507	SUBGRADE EXCAVATION	CU YD	\$24.00	994	\$23,856.00
13	2112.519	SUBGRADE PREPARATION	RD STA	\$750.00	3.75	\$2,812.50
14	2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	\$50.00	462	\$23,100.00
15	2231.604	BITUMINOUS PATCH SPECIAL	SQ YD	\$130.00	875	\$113,750.00
16	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$108.00	139	\$15,012.00
17	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C)	TON	\$124.00	83	\$10,292.00
18	2451.607	CRUSHED ROCK	CU YD	\$50.00	171	\$8,550.00
19	2502.603	4" PVC PIPE DRAIN CLEANOUT	EACH	\$800.00	13	\$10,400.00
20	2502.604	2" INSULATION	SQ YD	\$43.00	92	\$3,956.00
21	2503.503	4" PVC PIPE SEWER	LIN FT	\$80.00	150	\$12,000.00
22	2503.602	CONNECT TO EX. SANITARY SEWER	EACH	\$800.00	1	\$800.00
23	2503.602	8"x4" PVC WYE	EACH	\$800.00	13	\$10,400.00
24	2503.603	8" PVC PIPE SEWER	LIN FT	\$65.00	6455	\$419,575.00
25	2503.603	4.0" FORCEMAIN HDPE PIPE SEWER DR 11 (DIRECTIONALLY DRILLED)	LIN FT	\$60.00	2202	\$132,120.00
26	2503.603	4.0" HDPE PIPE SEWER-DIRECTIONALLY DRILLED	LIN FT	\$100.00	534	\$53,400.00
27	2503.603	SANITARY SEWER INSPECTION	LIN FT	\$5.00	6455	\$32,275.00
28	2503.608	DUCTILE IRON FITTINGS	POUND	\$22.00	100	\$2,200.00
29	2504.602	6" GATE VALVE & BOX	EACH	\$3,600.00	10	\$36,000.00
30	2504.602	8" GATE VALVE & BOX	EACH	\$4,300.00	4	\$17,200.00
31	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$2,200.00	2	\$4,400.00
32	2504.602	HYDRANT	EACH	\$10,000.00	10	\$100,000.00
33	2504.603	1" TYPE K COPPER PIPE	LIN FT	\$80.00	150	\$12,000.00
34	2504.603	1" TYPE PE PIPE (DIRECTIONALLY DRILLED)	LIN FT	\$140.00	534	\$74,760.00
35	2504.602	1" CURB STOP & BOX	EACH	\$750.00	13	\$9,750.00
36	2504.602	1" CORPORATION STOP	EACH	\$500.00	13	\$6,500.00
37	2504.603	6" WATER MAIN DUCTILE IRON CL 52	LIN FT	\$175.00	109	\$19,075.00
38	2504.603	8" WATER MAIN DUCTILE IRON CL 52	LIN FT	\$150.00	375	\$56,250.00
39	2504.603	8" WATER MAIN C900 (DIRECTIONALLY DRILLED)	LIN FT	\$150.00	4221	\$633,150.00
40	2504.603	HYDRANT RISER	LIN FT	\$1,300.00	5	\$6,500.00
41	2504.608	WATER MAIN FITTINGS	POUND	\$22.00	1244	\$27,368.00
42	2506.502	CASTING ASSEMBLY	EACH	\$1,400.00	19	\$26,600.00
43	2506.502	CONST DRAINAGE STRUC. DESIGN F	EACH	\$10,000.00	19	\$190,000.00
44	2506.602	SEAL CATCH BASIN OR MANHOLE	EACH	\$300.00	19	\$5,700.00
45	2506.601	CONSTRUCT LIFT STATION	LUMP SUM	\$350,000.00	1	\$350,000.00
46	2575.505	SEEDING	ACRE	\$1,500.00	1.73	\$2,595.00
47	2575.505	WEED SPRAYING	ACRE	\$1,800.00	0.87	\$1,566.00
48	2575.506	WEED SPRAY MIXTURE	GAL	\$600.00	0.11	\$66.00
49	2575.608	SEED MIXTURE MNST-12	POUND	\$10.00	274.5	\$2,745.00
50	2575.505	MOWING	ACRE	\$1,000.00	3.46	\$3,460.00
51	2574.507	COMMON TOPSOIL BORROW	CU YD	\$36.00	699	\$25,164.00
52	2575.523	WATER	M GAL	\$80.00	155.72	\$12,457.60
53	2575.601	EROSION CONTROL	LUMP SUM	\$6,000.00	1	\$6,000.00
54	2575.604	ROLLED EROSION PREVENTION CATEGORY 20	SQ YD	\$3.50	8380	\$29,330.00
55	2582.503	4" SOLID LINE PAINT	LIN FT	\$1.00		

Estimated Cost \$2,747,853.60
 Contingency (10%) \$274,785.36

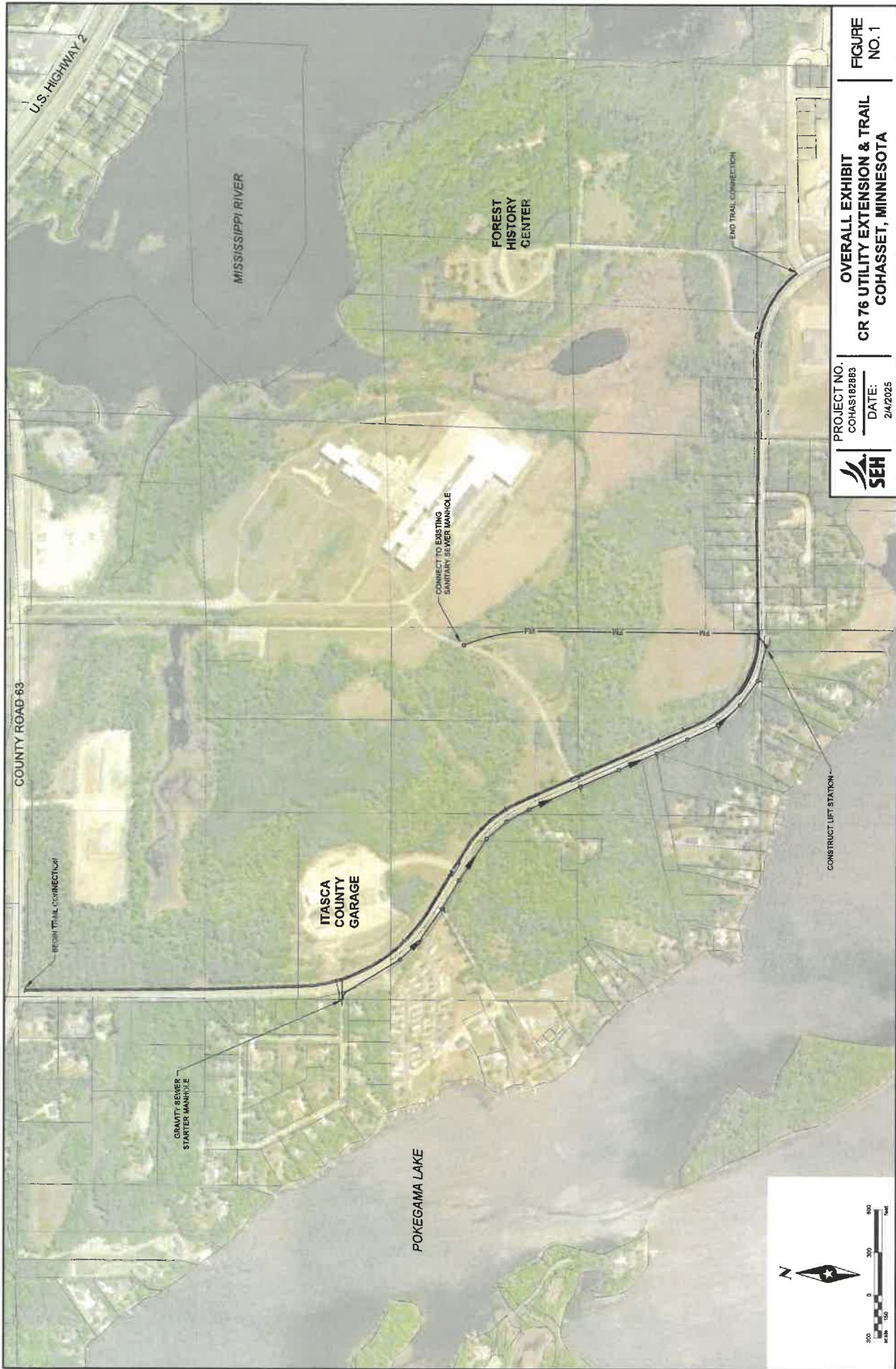
Grand Rapids Total Cost \$886,976.10
 Cohasset Total Cost \$1,860,877.50
 Contingency (10%) \$274,785.36
 Estimated Total Cost \$3,022,638.96

CITY OF COHASSET
 GRAND RAPIDS-COHASSET CONNECTION TRAIL
 E:\My Documents\PROJECTS\1416 - MULTI USE TRAIL\ICR76 Trail Connection Cost Estimate.xlsx\Cost Estimate
 *ASSUMING NO EASEMENTS ARE NEEDED & TRAIL CAN MEET MN DESIGN STANDARDS
 COST ESTIMATE

LINE NO.	ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	TOTAL QUANTITY	TOTAL PRICE	GRAND RAPIDS-COHASSET CONNECTION TRAIL		GRAND RAPIDS	
							QUANTITY	PRICE	QUANTITY	PRICE
1	2011.601	CONSTRUCTION SURVEYING	LUMP SUM	\$10,000.00	1	\$10,000.00	0.47	\$4,700.00	0.53	\$5,300.00
2	2021.601	MOBILIZATION	LUMP SUM	\$55,000.00	1	\$55,000.00	0.47	\$26,850.00	0.53	\$29,150.00
3	2101.624	CLEARING	EACH	\$500.00	19	\$9,500.00		\$0.00	19	\$9,500.00
4	2101.624	GRUBBING	EACH	\$500.00	19	\$9,500.00		\$0.00	19	\$9,500.00
5	2104.602	SALVAGE SIGN	EACH	\$50.00	26	\$1,300.00	12	\$600.00	14	\$700.00
6	2104.602	SALVAGE MAIL BOX AND SUPPORT	EACH	\$50.00	12	\$600.00	1	\$50.00	11	\$550.00
7	2104.603	SAVING BITUMINOUS PAVMT (FULL DEPTH)	LIN FT	\$3.00	2448	\$7,344.00	758	\$2,274.00	1690	\$5,070.00
8	2104.604	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$3.50	1198	\$4,193.00	542	\$1,897.00	656	\$2,296.00
9	2106.604	GEOTEXTILE FABRIC TYPE 7	SQ YD	\$3.50	0	\$0.00		\$0.00		\$0.00
10	2106.601	COMMON EXCAVATION (P)	CU YD	\$17.00	3679	\$62,543.00	2562	\$43,554.00	1117	\$18,989.00
11	2106.607	SELECT GRANULAR BORROW	CU YD	\$20.00	0	\$0.00		\$0.00		\$0.00
12	2106.607	SUBGRADE EXCAVATION	CU YD	\$17.00	0	\$0.00		\$0.00		\$0.00
13	2112.619	SUBGRADE PREPARATION	RD ST	\$375.00	88	\$33,000.00	63	\$23,625.00	25	\$9,375.00
14	2118.607	AGGREGATE SURFACING (CV) CLASS 5	CU YD	\$45.00	10	\$450.00		\$0.00	10	\$450.00
15	2211.607	AGGREGATE BASE (CV) CLASS 5	CU YD	\$34.00	1737	\$59,058.00	1369	\$46,546.00	368	\$12,512.00
16	2231.604	BITUMINOUS PATCH SPECIAL 1	SQ YD	\$70.00	246	\$17,220.00		\$0.00	246	\$17,220.00
17	2231.604	BITUMINOUS PATCH SPECIAL 2	SQ YD	\$75.00	604	\$45,300.00	420	\$31,500.00	184	\$13,800.00
18	2360.609	TYPE SP 9.5 WEARING COURSE MIX (2 B)	TON	\$110.00	1003	\$110,330.00	1003	\$110,330.00		\$0.00
19	2501.602	15" RC PIPE APRON	EACH	\$2,700.00	6	\$16,200.00		\$0.00	6	\$16,200.00
20	2503.603	15" RC PIPE SEWER CL V	LIN FT	\$90.00	90	\$8,100.00		\$0.00	90	\$8,100.00
21	2521.618	6" CONCRETE WALK	SQ FT	\$14.00	27448	\$384,272.00	4581	\$64,134.00	22867	\$320,138.00
22	2531.603	CONCRETE CURB & GUTTER DESIGN D418	LIN FT	\$28.00	2024	\$56,672.00	485	\$13,580.00	1539	\$43,092.00
23	2531.604	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$60.00	278	\$16,680.00		\$0.00	278	\$16,680.00
24	2531.604	8" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$70.00	67	\$4,690.00		\$0.00	67	\$4,690.00
25	2531.618	TRUNCATED DOMES	SQ FT	\$50.00	40	\$2,000.00		\$0.00	40	\$2,000.00
26	2540.602	INSTALL MAIL BOX	EACH	\$200.00	12	\$2,400.00	1	\$200.00	11	\$2,200.00
27	2564.618	INSTALL SIGN	EACH	\$300.00	26	\$7,800.00	12	\$3,600.00	14	\$4,200.00
28	2575.605	SEEDING	ACRE	\$275.00	2.05	\$563.75	1.45	\$398.75	0.6	\$165.00
29	2575.606	WEED SPRAYING	ACRE	\$250.00	1.03	\$257.50	0.73	\$182.50	0.3	\$75.00
30	2575.608	HYDRAULIC REINFORCED FIBER MATRIX	GAL	\$250.00	0.13	\$32.50	0.09	\$22.50	0.04	\$10.00
31	2575.608	SEED MIXTURE MNST-12	POUND	\$2.00	5659	\$11,318.00	5659	\$11,318.00		\$0.00
32	2575.608	MOWING	POUND	\$3.00	327	\$981.00	232	\$696.00	95	\$285.00
33	2575.605	COMMON TOPSOIL BORROW	ACRE	\$300.00	4.1	\$1,230.00	2.9	\$870.00	1.2	\$360.00
34	2574.607	WATER	CU YD	\$36.00	825	\$29,700.00	585	\$21,060.00	240	\$8,640.00
35	2575.623	EROSION CONTROL	10KGAL	\$80.00	185	\$14,800.00	131	\$10,480.00	54	\$4,320.00
36	2575.601	ROLLED EROSION PREVENTION CATEGORY 20	LUMP SUM	\$6,000.00	1	\$6,000.00	0.47	\$2,820.00	0.53	\$3,180.00
37	2575.604	EROSION CONTROL	SQ YD	\$2.50	2886	\$7,215.00		\$0.00	2886	\$7,215.00

Estimated Cost \$996,249.75
 Contingency (10%) \$99,624.98
 Estimated Total Cost \$1,095,874.73

\$420,287.75 \$575,962.00



PROJECT NO.
COHAS182883
DATE:
2/4/2025

**OVERALL EXHIBIT
CR 76 UTILITY EXTENSION & TRAIL
COHASSET, MINNESOTA**

**FIGURE
NO. 1**

Outdoor Recreation Grant Program

NOTE: The 2025 round of applications for the Outdoor Recreation Grant Program is now open through **March 31, 2025**. Please note, the 2020-2024 SCORP will be used to evaluate 2025 applications.

Program purpose

To increase and enhance outdoor recreation facilities in local and community parks throughout the state. This program is established in [Minnesota Statutes 85.019](#) opens in a new browser tab.

Metro regional parks and **Greater Minnesota regional parks are not eligible for funding under this program**. Funding for designated regional parks and trails is available from the [Metropolitan Council](#) opens in a new browser tab and the [Greater Minnesota Regional Park and Trails Commission](#) opens in a new browser tab.

How it works

The Outdoor Recreation Grant Program provides matching grants to local units of government for up to 50% of the cost of acquisition, development and/or redevelopment of local parks and recreation areas.

Only one park may be included in an application and only one application per park. **Applicants are eligible to submit more than one application and receive more than one grant.** Significant progress must be completed on active projects before an additional proposal can be submitted. [Review frequently asked questions \(PDF\)](#).

Eligible applicants

Cities, counties, and townships.

Eligible projects

Park acquisition and/or development/redevelopment including, internal park trails, picnic shelters, playgrounds, athletic facilities, boat accesses, fishing piers, swimming beaches and campgrounds. All park projects must be maintained for outdoor recreation into perpetuity.

Minimum requirements

Project proposals must include, at least, one of the eligible primary outdoor recreation facilities in the [program manual \(PDF\)](#) and have a total project cost of at least \$50,000. Support facilities such as restrooms and parking lots can only be funded as part of a larger project that includes a primary recreation facility. Land proposed for development and/or redevelopment must be owned by the applicant or be part of an acquisition project.

Level of assistance

Grants are reimbursed based up to 50 percent of the total eligible costs. The maximum grant award is \$350,000 (for a total project cost of \$700,000). The local match can consist of cash; the value of materials, labor and equipment usage by the local sponsor; donations; or any combination thereof. Costs must be incurred and paid for before reimbursement can be made.

Grant funding available

There are two sources of funding for the Outdoor Recreation Grant Program: federal and state funds. Federal funds come from the [Land and Water Conservation Fund \(LWCF\)](#). Federal funding available for FY 2026 has not yet been allocated but should be at least \$2.5 million for the Outdoor Recreation Grant Program and the Natural and Scenic Areas Grant Program.

State funding available for FY 2026 is a portion of \$1.1 million from “In Lieu Of” lottery proceeds available for three Park and Trail grant programs. Additional state Environment and Natural Resources Trust Fund dollars may be recommended by the [Legislative Citizens Commission on Minnesota Resources \(LCCMR\)](#) opens in a new browser tab. Other state funding may be available but is subject to Legislative approval. Final amounts available will not be known until after the legislative session ends.

Funding priorities

The [2020-2024 State Comprehensive Outdoor Recreation Plan \(SCORP\)](#) is Minnesota’s outdoor recreation policy plan. This plan was developed with public and stakeholder input. It establishes outdoor recreation priorities for Minnesota to assist outdoor recreation and natural resource managers, the state legislature, and the executive branch in decision-making about the state’s outdoor recreation system and sets out criteria for awarding grants consistent with these identified priorities.

A majority of the review and selection process will focus on guidelines outlined in the 2020-2024 SCORP. Additional review components will assess the design of the proposed project and existing park facilities. Project design should be compatible with the physical characteristics of the site, consistent with generally accepted engineering and architectural design standards, in accordance with accessibility standards and minimize risk to the health and safety of users.

Grant awards

The Department of Natural Resources will review and rank applications during the spring of 2025. Preliminary grant awards will be announced in the summer of 2025.

Project period

The earliest anticipated project start date will be the fall of 2025. However, this can be later depending on requirements for environmental resources, historical and archeological resources, and federal approval, if applicable. All work must be completed by June 30, 2027. Most of our funding does not allow for a project extension beyond this date. Applicants should focus on projects that will be completed during the 2026/2027 construction seasons.

How to apply

The completed application is due **March 31, 2025**. If you would like feedback on your application, please submit it by February 28, 2025.

- [2025 Outdoor recreation grant application \(DOC\)](#)
- [2025 Outdoor recreation program manual \(PDF\)](#)

Natural and Scenic Area grants

NOTE: The 2025 round of applications for the Natural and Scenic Areas Grant Program is open through **March 31, 2025**. The 2020-2024 SCORP will be used to evaluate 2025 applications.

Program purpose

To increase, protect and enhance natural and scenic areas. This program is established in [Minnesota Statutes 85.019](#) opens in a new browser tab.

How it works

Provides matching grants to local units of government and school districts for up to 50% of the cost of acquisition of natural and scenic areas. Minimal betterment activities are eligible as part of an acquisition project including site surveying, boundary signage, and immediate measures needed to stabilize the site and ensure the safety of users and active restoration efforts that would significantly improve the site's natural resource values.

Only one park may be included in an application and only one application per park. Applicants are eligible to submit more than one application and receive more than one grant. Significant progress must be completed on active projects before an additional proposal can be submitted. [Review frequently asked questions \(PDF\)](#).

Eligible applicants

Cities, counties, townships, and school districts.

Eligible projects

Eligible projects include fee title acquisition and permanent easement acquisition. For more information, read the use guidelines in the [program manual \(PDF\)](#).

Minimum requirements

Project proposals must have a total project cost of at least \$50,000. The applicant must be the intended owner and manager of the property to be acquired.

Level of assistance

Grants are reimbursed based up to 50 percent of the total eligible costs. The maximum grant award is \$500,000 (for a total project cost of \$1,000,000). Costs must be incurred and paid for before reimbursement can be made. Significant progress must be completed on active projects before an additional proposal can be submitted.

Grant funding available

There are two sources of funding for the Natural and Scenic Area Grant Program: federal and state funds. Federal funds come from the [Land and Water Conservation Fund \(LWCF\)](#). Federal funding available for FY 2026 has not yet been allocated but should be at least \$2.5 million for the Outdoor Recreation Grant Program and the Natural and Scenic Areas Grant Program.

State Environment and Natural Resources Trust Fund dollars may be recommended by the [Legislative Citizens Commission on Minnesota Resources \(LCCMR\)](#) opens in a new browser tab. Other state funding may be available but is subject to legislative approval. Final amounts available will not be known until after the legislative session ends.

Funding priorities

The [2020-2024 State Comprehensive Outdoor Recreation Plan \(SCORP\)](#) is Minnesota's outdoor recreation policy plan. This plan was developed with public and stakeholder input. It establishes outdoor recreation priorities for Minnesota to assist outdoor recreation and natural resource managers, the state legislature, and the executive branch in decision-making about the state's outdoor recreation system and sets out criteria for awarding grants consistent with these identified priorities. This program focuses on the Strategic Direction, Acquire Land and Create Opportunities in the SCORP specifically identified under Strategic Acquisition.

The project review priorities will assess the natural resource qualities of the site such as endangered, threatened, rare or special concern species or communities, high quality native terrestrial or aquatic ecosystems, ecological viability, outstanding geological or physiographic features, protection of water quality and potential vulnerability to exotic species.

Scenic qualities such as bluff lands or other elevated terrain that afford an opportunity for viewing scenic vistas, viewing unique natural features, viewing unique historical or cultural features, and shore land properties that offer scenic vistas across lakes or streams will be assessed. Other review components include adjacent lands, educational and scientific values, open space and historical/cultural values and local government commitment.

Grant awards

The Department of Natural Resources will review and rank applications during the spring of 2025. Preliminary **grant awards will be announced in the summer of 2025.**

Project period

The earliest anticipated project start date will be the fall of 2025. However, this can be later depending on requirements for environmental resources, historical and archeological resources, and federal approval, if applicable. All work must be completed by June 30, 2027. Most of our funding does not allow for a project extension beyond this date.

How to apply

The completed application is **due March 31, 2025**. If you would like feedback on your application, please submit it by February 28, 2025.

- [2025 Natural and Scenic Area Grant Application \(DOC\)](#)
- [2025 Natural and Scenic Area Program Manual \(PDF\)](#)

Federal Recreational Trail Program

This program exists to encourage the maintenance and development of motorized, non-motorized, and diversified trails by providing funding assistance.

Eligible projects

Motorized and non-motorized trail projects; maintenance/restoration of existing recreational trails; development/ rehabilitation of recreational trail linkages, including trail side and trail head facilities; environmental awareness and safety education programs relating to the use of recreational trails; and redesign/relocation of trails to benefit/minimize the impact to the natural environment.

Ineligible activities

Condemnation, trail construction in federally designated wilderness areas, and facilitating motorized trail use on trails predominantly used by non-motorized users prior to May 1, 1991.

Who may apply

All projects must be sponsored by a unit of government, preferably in cooperation with a local trail organization.

Priorities

The Minnesota Recreational Trail Users Association annually prioritizes funding categories prior to the solicitation process. Projects that involve urban youth corps workers such as the [Conservation Corps Minnesota & Iowa](#) opens in a new browser tab (CCMI) will be given special consideration. ([CCMI fact sheet \(PDF\)](#).)

Level of assistance

A 25% cash or in-kind match for eligible elements of the project proposal is required. Costs must be incurred and paid for before reimbursement. Neither this funding source nor the cash match may be used to meet existing payroll; only contract services, materials and supplies are reimbursable. Federal funds can in some cases be used as match for this program.

The minimum grant request is \$2,500, and the maximum trail grant award is \$200,000. Maximum request per equipment grant is \$75,000. Equipment grant requests also require a 25% secured match.

General information

Funding comes from revenue received by the Federal Highway Trust Fund. All projects funded in 2025 must be completed by June 30, 2027.

How to apply

The completed application is due February 28, 2025. Grant application materials are linked below.

Grant awards

The Department of Natural Resources and the state's trail advisory council will review and rank applications during the spring of 2025. Grant awards will be announced in summer of 2025; however, funds will first become available in October, 2025.

Funded grants

- [2024 \(PDF\)](#)
- [2023 \(PDF\)](#)
- [2022 \(PDF\)](#)
- [2021 \(PDF\)](#)
- [2020 \(PDF\)](#)

Grant application materials

The 2025 trail and equipment grant manuals have been combined into one manual.

- [2025 trail and equipment program manual \(PDF\)](#)
- [2025 trail grant application \(DOC\)](#)
- [2025 equipment grant application \(DOC\)](#)

Trail grant project administration

Grant recipients - get [detailed information and assistance](#) in the administration of grants funded through this program.

Regional Trail Grant Program

This program exists to provide grants to local units of government to promote development of regionally significant trails outside the seven-county metropolitan area. Funding for this grant program is from "In Lieu Of" lottery proceeds. This program is established in [Minnesota Statutes 85.019](#) opens in a new browser tab.

Eligible projects

Eligible projects include acquisition and development of trail facilities outside the seven-county metropolitan area that are considered of regional or statewide significance. Acquisition projects require a perpetual easement for recreational purposes. Development projects require a 20 year maintenance commitment by the project sponsor.

Eligible applicants

Eligible applicants include counties, cities, and townships.

- [Park and Trail Criteria for Regional or Statewide Significance \(PDF\)](#)

Level of assistance

Grants are reimbursement based up to 75 percent of eligible project costs, and recipients must provide a non-state cash match of at least 25 percent. Other state funds or grants, such as Parks and Trails Legacy Grants, or Metropolitan Council Grants cannot match these grants. Project costs must be incurred and paid before reimbursement can be made. Project costs become eligible for reimbursement once a contract agreement is established between the DNR and the grantee.

The minimum grant request is \$5,000, and the maximum grant award is \$300,000.

Grant funding available

State funding available for FY 2026 is a portion of \$1.1 million from "In Lieu Of" lottery proceeds. This funding is divided between three Park and Trail grant programs. This funding is subject to appropriation from the MN Legislature and signature of the Governor.

Funding priorities

Priority for trail project funding will be given to projects that develop trails of significant length.

Significant considerations also include expected amount and type of use, and quality and attractiveness of natural and cultural resources.

Grant awards

The Department of Natural Resources will review and rank applications during the spring of 2025. Grant awards will be announced in the summer of 2025.

Funded grants

- [2024 \(PDF\)](#)
- [2023 \(PDF\)](#)

- [2022 \(PDF\)](#)
- [2021 \(PDF\)](#)
- [2020 \(PDF\)](#)

Project period

Projects cannot begin until all requested final documentation has been submitted and an agreement between the applicant and the state has been signed. Funded projects must begin promptly after an agreement has been signed. All work funded with FY 2026 appropriations must be completed no later than June 30, 2027.

How to apply

The completed application is due March 31, 2025. If you would like feedback on your application, please submit it by March 11, 2025. Grant application materials are linked below.

- [2025 grant application \(DOC\)](#)
- [2025 program manual \(PDF\)](#)

Trail grant project administration

Grant recipients - get [detailed information and assistance](#) in the administration of grants funded through this program.

Local Trail Connections Program

This program provides grants to local units of government to promote relatively short trail connections between where people live and desirable locations, not to develop significant new trails. Funding for this grant program is from "In Lieu Of" lottery proceeds. This program is established in [Minnesota Statutes 85.019](#) opens in a new browser tab.

Eligible projects

Eligible projects include acquisition and development of trail facilities. Projects must result in a trail linkage that is immediately available for use by the general public. Trail linkages include connecting where people live (e.g. residential areas within cities, entire communities) and significant public resources (e.g. historical areas, open space, parks and/or other trails). Acquisition of trail right-of-way is eligible only when proposed in conjunction with trail development. Acquisition projects require a perpetual easement for recreational purposes. Development projects require a 20 year maintenance commitment by the project sponsor. Projects inside state park boundaries, state recreation areas, on state trail corridors and elements of the Regional Open Space System in the Twin Cities Metro System are not eligible.

Eligible applicants

Eligible applicants include counties, cities, and townships.

Level of assistance

Grants are reimbursement based up to 75 percent of the total eligible project costs, and recipients must provide a non-state cash match of at least 25 percent. Other state funds or grants, such as Parks and Trails Legacy Grants, or Metropolitan Council Grants cannot match these grants. Project costs must be incurred and paid before reimbursement can be made. Project costs become eligible for reimbursement once a contract agreement is established between the DNR and the grantee.

The minimum grant request is \$5,000, and the maximum grant award is \$250,000.

Grant funding available

Funding available for FY 2026 is a portion of \$1.1 million from "In Lieu Of" lottery proceeds available for three Park and Trail grant programs. Additional state Environment and Natural Resources Trust Fund dollars may be recommended by the [Legislative Citizens Commission on Minnesota Resources \(LCCMR\)](#) opens in a new browser tab. Other state funding may be available but is subject to Legislative approval. Final amounts available will not be known until after the legislative session ends.

Funding priorities

Priority for trail project funding will be given to projects that provide significant connectivity, will meet the needs and interests of future generations and diverse communities, provide an opportunity to connect underserved communities to significant public resources and provide for a unique and interesting connection to the outdoors. Considerations also include trail length, expected amount and type of use, and quality and attractiveness of natural and cultural resources.

Grant awards

The Department of Natural Resources will review and rank applications during the spring of 2025. Grant awards will be announced in the summer of 2025.

Funded grants

- [2024 \(PDF\)](#)
- [2023 \(PDF\)](#)
- [2022 \(PDF\)](#)
- [2021 \(PDF\)](#)
- [2020 \(PDF\)](#)

Project period

Projects cannot begin until all requested final documentation has been submitted and an agreement between the applicant and the state has been signed. Funded projects must begin promptly after an agreement has been signed. All work funded with FY 2026 appropriations must be completed no later than June 30, 2027.

How to apply

The completed application is due March 31, 2025. If you would like feedback on your application, please submit it by March 11, 2025. Grant application materials are linked below.

- [2025 grant application \(DOC\)](#)
- [2025 program manual \(PDF\)](#)

Trail grant project administration

Grant recipients - get [detailed information and assistance](#) in the administration of grants funded through this program.

WS 41



40 County Road 63, Grand Rapids, Minnesota 55744 Phone: 218-326-4184 Fax: 218-326-9296


Proposal/Change order

- Today's Date: 10-29-24
- Proposal submitted to: City of Cohasset
- Project name: New Roof
- Project Location: Cohasset MN
- Description of work: Listed Below
- Date of drawings:
- Addendums:

Proposal Includes:

1. Demo and haul off existing roofing, weather barrier, soffit, fascia, Ice and water if possible
2. Electrical fixtures to be disconnected and reconnected as needed
3. Supply and install of new Ice and water, weather barrier, shingles, valley flashings, Misc flashings, James Hardie panels with trims for fascia, soffit and trims

We propose hereby to furnish equipment, material, and labor for the sum of \$ 143,850.00
One Hundred Forty-Three Thousand Eight Hundred Fifty Dollars 00/100

Signed and prepared by: 
 Project Manager/Estimator: Clay Witkofsky
 Mobile: 218-398-2141
 Hammerlund Inc. - UNION CONTRACTOR
 clay@tnt-cg.com

Note: Proposal may be withdrawn if not accepted within _____ days.

Acceptance of proposal: Signed _____ Date: _____

AN EQUAL OPPORTUNITY EMPLOYER

Barbara Baird

From: Andy MacDonell
Sent: Tuesday, February 4, 2025 9:50 AM
To: Abby Majewsk; Barbara Baird
Subject: Fw: Cohasset City Hall - Re-Roof
Attachments: TNT City Hall Proposal 10-29-24.pdf

Please add to work session and agenda at mtg.
thks

From: Walter Shadley <walters@cohasset-mn.com>
Sent: Tuesday, January 28, 2025 1:01 PM
To: Andy MacDonell <amacdonell@cohasset-mn.com>; Barbara Baird <BarbaraB@cohasset-mn.com>
Subject: FW: Cohasset City Hall - Re-Roof

Hello,

Here are the two quotes.

Thanks,

Hello Walt,

This is a preliminary number to give you an idea of what it'll cost to re-roof the Cohasset city hall. The total amount will be within \$200,000-\$220,000. That number will most likely come down once you were to bid the project.

Thanks,

Cameron B. Persons

Intern Architect

Office: (218) 327-0069

Cell: (218) 360-9992

Email: cameron@hawkconstructioninc.com



WS 5



Itasca County Sheriff's Office

108 NE 5th Street | Grand Rapids, MN 55744
(p) 218.326.3477 | (f) 218.326.4663

JOE DASOVICH, SHERIFF

Invoice

Printed on January 23, 2025

Billed To CITY OF COHASSET
COHASSET 55712

Reference

Invoice # 202500130
Invoice Date 1/23/25
Due Date 2/22/25

Item	Disburse To	Hold From Disb.	Amount Owed	Amount Paid
Civil Sheriff Services - 01-200-5414	ITASCA COUNTY AUDITOR - CIVIL	No	\$4290.00	\$0.00

Total Owed	\$4290.00
Total Paid	\$0.00
Uncollectible	\$0.00
Remaining	\$4290.00

Comments

December 2024 Cohasset Patrol
78 hours x \$55.00 per hour

Itasca County Sheriff's Office
108 NE 5TH ST
GRAND RAPIDS, MN 55744
Phone: (218) 326-3477

8/27 3,547.50
 10/8 1,870.00
 11/12 3,712.50
 12/31 4,290.00

\$ 13,420

WS4

General Conditions:

1. The time limit for completing the work authorized ends on December 31, 2026. If you find that you need more time to complete the authorized activity, submit your request for a time extension to this office for consideration at least one month before the date is reached.

Also, remaining work on Phase 2 was bid at \$2.3M (all in). It is likely a bit higher now. Boat landing still estimated around \$750k-\$800k.

I would need to see the wording of the DEED grant, but typically we can meet their requirements and yours with a bit of pre-planning.

Kent



LEGERCE Consulting



Kent Koerbitz
Project Development Specialist
Office: (763) 354-2670
Mobile: (218) 244-6600
525 S. Lake Avenue, Suite 222
Duluth, MN 55802