

AGENDA
CITY OF DAYTON, MINNESOTA
12260 S. Diamond Lake Road, Dayton, MN 55327
Tuesday, October 28, 2025

WORKSESSION ON FIRE SERVICE - 5:30 P.M.
REGULAR MEETING OF THE CITY COUNCIL - 6:30 P.M.

The invite for Zoom for this meeting can be found on the City's website community calendar

- 6:30 **CALL TO ORDER**
- 6:30 **PLEDGE OF ALLEGIANCE**
- 6:35 **APPROVAL OF AGENDA**
- 6:35 **RECAP of CLOSED SESSION FROM 10-14-25 MEETING**
- 6:35 **CONSENT AGENDA** *These routine or previously discussed items are enacted with one motion. Any questions on items should have those items removed from consent agenda and approved separately.*
- A. Approval of Council Meeting Minutes of October 14, 2025
- B. Approval of Purchasing Extrication Equipment For the Fire Department
- C. Approval of Gambling Permit
- D. Approval to Post for Part Time Public Works Admin
- E. Approval of Resolution 77-2025; Accepting \$14,000.00 Donation from Blaine Festival
- F. Approval of Pay Application 17 for The Well Head Treatment
- 6:40 **OPEN FORUM** *Is limited to Three minutes for non-agenda items; state your name and address; No Council Action will be taken and items will be referred back to staff*
- 6:50 **STAFF, CONSULTANT AND COUNCIL UPDATES**
- COUNCIL BUSINESS**
- New Business**
- 7:05 G. Republic Services Presentation
- 7:15 H. Approval of Fire Department Staffing Model - 5 Year Plan
- 7:30 I. Elsie Stephens 1st Phase Discussion
- 7:55 J. Budget Discussion
- 8:05 K. Tax Forfeited Property Direction
- Action Items**
- 8:15 L. Approval to Post for Full Time Firefighter Captain
- 8:20 M. Approval to Post for Part Time Firefighters
- 8:25 N. Approval of Payment of Claims for October 28, 2025
- 8:30 O. Resolution 78-2025; Support for Legislature Funding of Tier 1 Study
- 8:35 P. Approval Plans and Authorize Bidding Solicitation for 113th Ave Trunk Sewer Extension Project
- 8:45 Q. Approval of Resolution 79-2025; Support for the Purchase of Pearson Property for Three Rivers Park District
- Closed Session**
- 8:50 R. Motion to Close the Meeting, Pursuant to MN Statute 13D.03, for Labor Negotiation
- S. Motion to Close the Meeting, Pursuant to MN Statute 13D.05, Subd 3(c)(3), a Closed Session Shall be Conducted to Develop or Consider Offers or Counteroffers for the Purchase or Sale of Real or Personal Property Located at: PID 09-120-22-43-0041
- 9:30 **ADJOURNMENT**

The City of Dayton's mission is to promote a thriving community and to provide residents with a safe and pleasant place to live while preserving our rural character, creating connections to our natural resources, and providing customer service that is efficient, fiscally responsible, and responsive.

Closed Meeting Summary (strategy for labor negotiations):

On October 14, 2025, the Dayton City Council held a closed meeting pursuant to Minnesota Statutes § 13D.03, for the purpose of considering strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.

Persons present at the closed meeting were: Mayor Dennis Fisher; Councilmember Scott Salonek; Councilmember Sara Van Asten; Councilmember Stephanie Henderson; City Administrator Zach Doud.

During the closed meeting, the City Council considered a labor agreement proposal from the American Federation of State, County and Municipal Employees, Minnesota Council 5, Local 2454 (“AFSCME”); and a labor agreement proposal from the Minnesota Teamsters Public and Law Enforcement Employees’ Union, Local No. 320, representing essential supervisory employees (“Teamsters”).

At the conclusion of their consideration of the terms of the labor agreement proposal from AFSCME, the City Council agreed to the terms of the proposed contract. Following the closed session, the City Council approved by vote the AFSCME contract as presented during the closed session.

At the conclusion of their consideration of the terms of the labor agreement proposal from the Teamsters, the City Council directed the City Administrator as to how to respond to the proposed terms during on-going negotiations with the Teamsters.

CALL TO ORDER

Fisher called the regular meeting of the Dayton City Council to order at 6:30PM on Tuesday, October 14, 2025.

PRESENT: Dennis Fisher, Scott Salonek, Stephanie Henderson, and Sara Van Asten

ABSENT: David Fashant; Assistant City Administrator/City Clerk, Amy Benting

ALSO PRESENT: City Administrator/Finance Director, Zach Doud; Public Works Superintendent, Marty Farrell; Fire Chief, Gary Hendrickson; Police Chief, Paul Enga; Community Development Director, Jon Sevald; City Engineer, Jason Quisberg

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion to approve the agenda made by Henderson, seconded by Van Asten.

Motion carried 4-0.

CONSENT AGENDA

- A. Approval of Council Meeting Minutes of September 23, 2025
- B. Approval of Resolution 70-2025; Accepting Donation from Dairy Queen
- C. Approval of Resolution 72-2025; Accepting Donation from Blaine Festival
- D. Approval of Resolution 74-2025; Accepting Donation from the Dayton Lions
- E. Approval of Reduction of the Letter of Credit (LOC) for the 4th, 5th, 6th, 7th, and 8th Addition of the Brayburn Trails Development
- F. Approval of Accepting Firefighter Anuwat Sisaleumsak Resignation
- G. Approval of Resolution 73-2025; Accepting Donation from Kwik Trip
- H. Approval of Pay Application 15 Well Head Treatment Plant
- I. Approval of Pay Application 16 Well Head Treatment Plant
- J. Approval of Final Pay Application Elsie Stephens Pedestrian Bridge
- K. Approval of Pay Application 3 for Irrigation 2024 Park Improvement Projects
- L. Approval of Pay Application 4 for Irrigation 2024 Park Improvement Projects
- L. Approval of Reduction of the Letter of Credit for Brayburn East 1st, 2nd, 3rd
- M. Addition
- N. Resolution 71-2025; Side Yard Setback Variance 16070 Fair Meadows Lane
- O. Approval of Resolution 75-2025; Accepting Donation from CDAA

Van Asten raised a question about item N, wanting to clarify the language change in the ordinance to ensure it would not allow further encroachment into setbacks.

Stensgard confirmed that the change would not allow further encroachment, explaining that it would only permit homes to continue on existing setbacks but not go beyond them. Stensgard noted that a variance would be required for any additional encroachment.

Motion to approve the consent agenda made by Salonek, seconded by Van Asten. Motion carried 4-0.

OPEN FORUM

No one was present to speak.

STAFF, CONSULTANT AND COUNCIL UPDATES

Doud provided updates: The Maple Grove Water meeting was moved from October 23rd to November 18th, 5:00-7:00 PM, due to new information. The November 11th council meeting needs rescheduling because it falls on Veterans Day, with November 13th as the consensus. Three Rivers Park District got a \$464,000 LCCMR grant for a non-motorized boat launch by Goodin Park, needing \$200,000 city matching funds.

Farrell reported multiple updates.

Hendrickson reported good turnout at the fire department open house despite rain, and the Air Rescue Team plans training on Thursday, weather permitting.

Enga noted two officers completed crisis negotiation training, all officers did quarterly training, and urged residents to secure vehicles after a theft rash over the weekend.

Sevald mentioned Met Council issued system statements for the 2050 comprehensive plan.

Quisberg updated on: milling and paving work on East French Lake Road next week, Dayton Parkway Holly Lane signal system pre-construction meeting tomorrow, a mid to late March target for operational signal equipment, and business coordination for MEA construction scheduling.

Van Asten asked about the Met Council comprehensive plan was in process. Sevald confirmed no feedback has been received at this time.

Henderson acknowledged Dehn's Pumpkins for offering discounted pumpkins for the community trail in the communicator.

COUNCIL BUSINESS

PUBLIC HEARING

P. Resolution 67-2025 and 68-2025: Unpaid Utility

Doud presented resolutions for unpaid delinquent utilities for Wright County and Hennepin County. Doud explained that staff goes beyond the statutory requirement of one notice, sending approximately four communications to delinquent account holders.

Council discussed payment plans, noting customers maintaining as agreed are removed from the delinquent list, the November 13 deadline to resolve or arrange payments, and the penalty structure of a combined 25% fee and interest. It was confirmed that commercial and residential properties undergo the same process; non-payment over seven years can lead to tax forfeiture.

Fisher opened the public hearing at 6:54 PM.

No one spoke on the matter.

Fisher closed the public hearing at 6:54 PM.

Motion to approve Resolutions 67-2025 and 68-2025 made by Salonek, seconded by Van Asten. Motion carried 4-0.

COUNCIL BUSINESS

New Business

Q. Approval to Advertise For A Full Time Public Works Employee

Farrell requested approval to advertise for a full-time public works maintenance technician position. Farrell explained that the city has been unable to fill two part-time positions, and the original plan was to convert one part-time position to full-time in the fourth quarter. The position was budgeted and would help address staffing shortages, particularly with snowplowing season approaching.

Motion to approve advertising for a full-time public works employee made by Salonek, seconded by Van Asten. Motion carried 4-0.

R. Water and Sewer Budget Discussion

Doud presented the 2025 water and sewer budgets, noting that the wellhead treatment plant is now slated for 2026. Due to significant infrastructure needs, a 4% rate increase is proposed for water, maintaining Dayton's average compared to neighboring areas. The sewer fund benefits from sending wastewater to Met Council, eliminating the need for city-operated treatment facilities, and despite depreciation showing a negative number, it remains cash positive, with a 1% rate increase suggested. Doud highlighted the importance of a stormwater utility as reliance on development fees is unsustainable, with new regulations imposing substantial upgrade requirements for road reconstruction.

Council members discussed and expressed support for the budget direction; agreed with maintaining moderate annual increases rather than implementing larger increases later.

S. Long Term Plan

Doud presented the water and sewer long-term plan, highlighting future infrastructure priorities. For sewer: install a permanent generator at River Hills lift station, add security cameras to lift stations, and plan for future vac truck replacement. For water, several major projects were emphasized: Northwest Water Tower (\$3.8 million, with \$1 million for connections), Wellhead treatment for Well #1 (\$7.3 million), Northeast Water Tower (around \$9 million), and the future need for a South Dayton Water Tower.

Doud noted the city is pursuing state and federal funding, with a state senate bonding committee tour scheduled for October 30th.

Council members asked some questions and discussed costs. Council stated concern about the high costs but agreed with staff recommendations to secure land for the future northeast tower and continue pursuing grants for these essential infrastructure needs.

COUNCIL BUSINESS

Action Items

T. Approval of 4 Storm Water Projects

Quisberg presented four stormwater projects funded through the Elm Creek Watershed District's Watershed Based Implementation Funding program:

- A feasibility study for French Lake (\$15,000, 100% grant-funded) to improve runoff from the mobile home park
- Construction of sediment trapping devices (SAFL baffles) in the neighborhood north of Diamond Lake (\$116,000, with \$58,000 in grant funding)
- A study of Grass Lake (\$20,000, 100% grant-funded) to analyze water quality from Rogers' industrial area flowing into Diamond Lake
- A treatment plan for Diamond Lake, likely alum dosing (with a 75/25 watershed/city cost share)

Council members discussed project coordination with development, funding sources, and maintenance responsibilities. Quisberg noted that about 33% of the total \$200,000 would be city responsibility.

Motion to approve the four stormwater projects made by Salonek, seconded by Van Asten. Motion carried 4-0.

U. Approval of Payment of Claims for October 14, 2025

Council members reviewed the payment claims, with questions about:

- Van Asten for Engine repairs for tanker 11 (Hendrickson explained these were regular maintenance items)
- Van Asten for Toro equipment repairs (Farrell confirmed these were separate issues with the same equipment)
- Van Asten for the EDA flower pot reimbursement (Doud explained this was for Jane Romano who maintains the flower pots in the store village, funded through sponsorships)
- Henderson for workout training clothing charges (Enga clarified these were uniform allowance items for officers)
- Fisher for a \$4,000 core drill purchase (Farrell explained its use for drain tile repairs, noting increasing frequency of use)

Motion to approve payment of claims made by Van Asten, seconded by Salonek. Motion carried 4-0.

V. Elsie Stephens Master Plan

Farrell introduced the Elsie Stephens Master Plan update, explaining the extensive public engagement process involved.

MSA consultants Dan Williams and Eleanor Brandt presented the master plan, which featured:

- Detailed concepts for different areas of the park, including splash pad, playground areas, fishing overlooks, and a multipurpose building
- Five individual phases with estimated costs

- Special features such as historic structure renovations, bioluminescent pathways, and expanded performance space

Council members expressed significant concerns about the estimated \$16.8 million total cost, with Fisher noting that a referendum would be required for such funding and would likely fail. Council discussion focused on:

- The need to prioritize essential elements like restrooms and the building
- Preferences for keeping playground and splash pad areas together
- Concerns about the expense of specialized features like bioluminescent pathways
- The need for a phased approach starting with the most critical amenities

After extensive discussion, the Council agreed to adopt the conceptual master plan but without the specific phases and cost estimates, allowing for future prioritization and flexibility.

Motion to approve the Elsie Stephens Master Plan at a high level without the details, dollar amounts, or phases made by Van Asten, seconded by Henderson. Motion carried 4-0.

CLOSED SESSION

W. Motion to close the meeting, pursuant to Minn. Stat. 13D.03, for Labor Negotiation

Motion to close the meeting pursuant to Minnesota Statute 13D.03 for labor negotiation made by Van Asten, seconded by Henderson. Motion carried 4-0.

The Council reconvened in open session following the closed meeting.

Motion to approve the absent contract as written made by Van Asten, seconded by Henderson. Motion carried 3-1 with nay by Salonek.

ADJOURNMENT

With no objections, Fisher adjourned the meeting at 10:15 p.m.

Approved: _____

Attest: Amy Benting

ITEM: Request to purchase Extrication Equipment

PREPARED BY: Fire Chief Gary Hendrickson

POLICY DECISION / ACTION TO BE CONSIDERED: Approve the fire chief's request to purchase battery-powered extrication equipment, vehicle lifting bags, and vehicle stabilization struts. The total cost for all equipment is \$49,008.42

BACKGROUND: Extrication tools are vital for the department's ability to perform life-saving rescues during motor vehicle crashes and other technical rescue incidents. Replacing this outdated equipment ensures that firefighters have reliable, high-performing tools capable of meeting the operational demands of today's emergencies.

The Dayton Fire Department's current hydraulic extrication tools are approximately 15 years old and have exceeded their expected service life. These tools are critical for vehicle extrication and technical rescue operations. However, many of the parts and components are no longer available for replacement, creating a significant risk of failure that could render the tools unusable.

FUNDING: The total cost of the proposed extrication equipment purchase will be funded through a combination of Capital Improvement Dollars (\$ 30,000), Public Safety one-time funds (\$7,008.42), a generous \$11,000 donation from Blaine Festivals, and a \$1,000 donation from Kwik Trip. This combined funding strategy minimizes the financial impact on the City's general funds while investing in essential, life-saving tools.

CRITICAL ISSUES: None

RECOMMENDATION: Staff recommends that the City Council approve the purchase of battery-powered extrication equipment, vehicle lifting bags, and vehicle stabilization struts using the Fire Department's public safety one-time dollars and the donation from Blaine Festivals.

ATTACHMENT(S): Equipment Quotes



Jefferson Fire and Safety, Inc.
7620 Donna Drive
Middleton, WI, 53562
Phone: 608-836-0068
Web: www.jeffersonfire.com

Quote

Order No: 234507
Order Date: 5/21/2025
Due Date: 5/21/2025
Salesperson: Tim Gerrits
Customer ID: 02885

BILL TO:		SHIP TO:		
Dayton Fire Department 12260 South Diamond Lake Road Dayton MN 55327		Dayton Fire Department 12260 South Diamond Lake Road Dayton MN 55327		
CUSTOMER P.O. NO.		TERMS	CONTACT	
		Net 20 Days	Gary Hendrickson	
FOB POINT		SHIPPING TERMS	SHIP VIA	
			UPS	
ITEM	ITEM DESCRIPTION	QTY.	UNIT PRICE	EXT PRICE
HOL 159.000.070	Holmatro ACS12 Hi Pressure Air Bag Assy. Kit	1.00	1,998.75	1,998.75
HOL 350.182.095	Holmatro HDC 12 Control Unit	1.00	1,491.36	1,491.36
HOL 350.321.022	Holmatro: HLB 6 lifting bag	1.00	789.36	789.36
HOL 350.321.026	Holmatro HLB 16 12 Bar Lifting Bag	1.00	1,088.40	1,088.40
350.321.030	Holmatro: HLB 38 Lifting Bag	1.00	1,997.95	1,997.95

Signature

Date

Where applicable, freight and/or tariff surcharge will be added to the invoice. All returns must be received within 30 days of delivery and may be subject to a 25% restocking fee. Custom orders cannot be returned. Visit our website for complete details: www.jeffersonfire.com

*** Credit card payments will incur a 3% processing fee ***

Sales Total:	7,365.82
Freight:	0.00
Tax Total:	0.00
Total (USD):	7,365.82



Jefferson Fire and Safety, Inc.
7620 Donna Drive
Middleton, WI, 53562
Phone: 608-836-0068
Web: www.jeffersonfire.com

Quote

Order No: 234505
Order Date: 9/18/2025
Due Date: 9/18/2025
Salesperson: Tim Gerrits
Customer ID: 02885

BILL TO:		SHIP TO:			
Dayton Fire Department 12260 South Diamond Lake Road Dayton MN 55327		Dayton Fire Department 12260 South Diamond Lake Road Dayton MN 55327			
CUSTOMER P.O. NO.		TERMS		CONTACT	
		Net 20 Days		Gary Hendrickson	
FOB POINT		SHIPPING TERMS		SHIP VIA	
				UPS	
ITEM	ITEM DESCRIPTION		QTY.	UNIT PRICE	EXT PRICE
HOL 150.062.158	Holmatro V-Strut Vehicle Stabilization Strut		2.00	1,152.84	2,305.68

Signature

Date

Where applicable, freight and/or tariff surcharge will be added to the invoice. All returns must be received within 30 days of delivery and may be subject to a 25% restocking fee. Custom orders cannot be returned. Visit our website for complete details: www.jeffersonfire.com

*** Credit card payments will incur a 3% processing fee ***

Sales Total:	2,305.68
Freight:	0.00
Tax Total:	0.00
Total (USD):	2,305.68



Jefferson Fire and Safety, Inc.
7620 Donna Drive
Middleton, WI, 53562
Phone: 608-836-0068
Web: www.jeffersonfire.com

Quote

Order No: 239887
Order Date: 9/17/2025
Due Date: 9/17/2025
Salesperson: Tim Gerrits
Customer ID: 02885

BILL TO:		SHIP TO:		
Dayton Fire Department 12260 South Diamond Lake Road Dayton MN 55327		Dayton Fire Department 12260 South Diamond Lake Road Dayton MN 55327		
CUSTOMER P.O. NO.	TERMS	CONTACT		
	Net 20 Days	Gary Hendrickson		
FOB POINT	SHIPPING TERMS	SHIP VIA		
		UPS		
ITEM	ITEM DESCRIPTION	QTY.	UNIT PRICE	EXT PRICE
HOL 159.000.224	Holmatro PCU50 CUTTER NEXT GEN	1.00	11,796.00	11,796.00
HOL 159.000.226	Holmatro PSP40 Spreader Next Gen	1.00	11,676.96	11,676.96
HOL 159.000.227	Holmatro PTR50 Telescopic Ram Next Gen	1.00	9,603.36	9,603.36
HOL 151.004.315	Holmatro Battery PBPA288	6.00	670.00	4,020.00
HOL 151.000.742	Holmatro PBCH2 Battery Charger, 115 VAC	3.00	465.00	1,395.00
HOL 151.000.503	Holmatro DCPC1 Pentheon Daisy Chain Power Cord	2.00	25.00	50.00
HOL 151.001.902	Holmatro TRE05 Pentheon Extension Pipe	1.00	795.60	795.60
HOL 150.182.044	Holmatro Tool Station Tarp	1.00	0.00	0.00

Signature

Date

Where applicable, freight and/or tariff surcharge will be added to the invoice. All returns must be received within 30 days of delivery and may be subject to a 25% restocking fee. Custom orders cannot be returned. Visit our website for complete details: www.jeffersonfire.com

*** Credit card payments will incur a 3% processing fee ***

Sales Total:	39,336.92
Freight:	0.00
Tax Total:	0.00
Total (USD):	39,336.92

ITEM:

Approval of Gambling License for Lakeville Sno-Trackers, Inc. January 31, 2026

PREPARED BY:

Amy Benting, City Clerk

POLICY DECISION / ACTION TO BE CONSIDERED:

Approval of Gambling License

BACKGROUND:

This is a standard Council approval, the gambling event is taking place January 31, 2026 at Dehn's Pumpkins and Event and this will be a raffle.

CRITICAL ISSUES:

There are no outstanding issues.

RECOMMENDATION:

Approval of gambling license

ATTACHMENT(S):

N/A

PRESENTER: Marty Farrell

ITEM: Approval of advertising for a Part Time Public Works Administrative Assistant

PREPARED BY: Marty Farrell

POLICY DECISION ACTION TO BE CONSIDERED: Approval to advertise for a Part Time Public Works Administrative Assistant

BACKGROUND: Public Works is requesting to hire a part-time Public Works Administrative Assistant to provide essential support in the office. Currently, our full-time Office Manager has been managing both her primary office responsibilities as well as additional duties related to communications, including oversight of the City's website, social media platforms, and related digital content, which includes generating flyers, signage, creating the "Communicator", and editing content from various sources. This additional responsibility has significantly increased the workload, and created challenges to maintain the efficiency and responsiveness required for both areas.

The addition of a part-time PW Administrative Assistant will ensure continued coverage and support for day-to-day office operations, and allow the current Full Times staff the opportunity to dedicate two days per week to focus primarily on the City's communication requirements. The proposed part-time position would be scheduled for 18 hours per week, working on-site two days per week, this will help maintain continuity of in-person.

CRITICAL ISSUES: Improve overall workflow, maintain high standards of service to residents, contractors and general enquiries, ensure key communications projects receive the attention they require.

BUDGET IMPACT: Included in the 2025 and 2026 budgets. Pay range \$24.17 to \$30.59 depending on experience.

RECOMMENDATION: Approve advertising for Part Time Public Works Administrative Assistant.

ATTACHMENT(S): Job Description

City of Dayton

Part-time Public Works Administrative Assistant

FLSA Status: NON-EXEMPT

General Definition of Work

The City of Dayton is hiring a dedicated part-time Public Works Administrative Assistant to support the Public Works Director and Department staff with daily operations. This position handles a variety of administrative duties including answering phones, data entry, maintaining digital files, task scheduling and responding to inquiries.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

- Provides customer service for the Public Works Department by answering phone calls, e-mail and in-person inquiries and requests for information; directs calls, takes messages, provides information and assistance or refers to another staff member as appropriate
- Statistical tracking and reporting, including timesheets, water sample data & performance charts
- Process and issue right of way and land disturbance permits
- Scheduling work order requests, sewer & water inspections, water meter requests, hydrant meter requests, meetings and other requests as assigned
- Performs administrative support work including: typing, e-mails, scanning, mailing documents, maintaining files, copying, printing, and retrieving data or documents as needed.
- Prepare effective presentations using Powerpoint.
- Other duties as assigned.

Knowledge, Skills and Abilities

- Ability to provide excellent customer service to all city customers and employees.
- Ability to perform general administrative work with knowledge of governmental principles and practices.
- Experience with Microsoft Office suite of software.
- Considerable ability to detect and correct errors in both written documents and data entry and to maintain accurate records and files.
- Ability to work under own initiative with minimal supervision. Ability to research issues and problem solve.
- Ability to operate a personal computer and other office equipment, including telephone, 10-key calculator and copier.
- Ability to type with speed and accuracy. Ability to provide considerable attention to detail.
- Ability to work cooperatively within the department and with other departments as needed to complete assigned tasks.
- Ability to communicate with supervisors, staff, customers, vendors, and the general public in an effective, tactful and courteous manner, both verbally and in writing.
- Ability to attend work punctually and regularly. Work week is a 18-hour week.

City of Dayton

Part-time Public Works Administrative Assistant

Minimum Qualifications

- High School diploma or GED. Three (3) years' experience in an administrative support setting. Preferred education: Two (2) years of post-secondary education and/or a combination of work experience and education.
- Ability to socially, physically and mentally perform all essential functions under working conditions as described herein.
- Will be required to successfully complete a criminal background check.
- Ability to read, write, speak and comprehend the English language.

Physical Requirements

- Generally, the position requires light lifting, usually less than 10 pounds, with up to 50 pounds on occasion.
- Work regularly requires sitting, speaking or hearing, using hands to finger, handle or feel and repetitive motions, frequently requires walking and reaching with hands and arms and occasionally requires standing and lifting;
- Work has standard vision requirements;
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly;
- Hearing is required to perceive information at normal spoken word levels;
- Work requires preparing and analyzing written or computer data, operating machines and observing general surroundings and activities;
- Work has no exposure to environmental conditions

Special Requirements

Possession of a driver's license valid in the State of Minnesota.

Pay Grade = 1

**CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA**

**RESOLUTION 77-2025
RESOLUTION ACCEPTING DONATIONS FROM BLAINE FESTIVAL.**

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

WHEREAS, Blaine Festival, donor, has donated \$14,000 to purchase a drone; and

WHEREAS, All such donations have been contributed to assist the city in the establishment and operation of police and fire facilities and programs either alone or in cooperation with others, as allowed by law; and

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL THE CITY OF DAYTON, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted and shall be used to help with the Police Department.
2. The City Clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Dayton on October 28, 2025.

Mayor – Dennis Fisher

Amy Benting, City Clerk

Motion by _____, Second by _____.
Resolution *Approved*

PRESENTER: Marty Farrell

ITEM: Well Head treatment pay application #17 from Magney Construction

PREPARED BY: Marty Farrell

POLICY DECISION/ACTION TO BE CONSIDERED: Payment of Pay Application #17 for \$217,322.67. This Pay application is primarily for process piping installation and work on pressure filters.

BACKGROUND: The project includes addition of a new building adjacent to Wellhouse No. 4 that includes horizontal pressure filter equipment. Water from Well 4 and future Well 5 will be filtered to remove Iron and Manganese to improve water quality.

CRITICAL ISSUES: Aligns with the Strategic Initiative to “Build and Maintain Quality Infrastructure”.

BUDGET IMPACT:

Magney Contract including change orders 1, 2, 3, 4, WCD 6, WCD 7	\$7,525,866.92
Magney construction pay application #17	\$217,322.67
Total remaining Magney Contract budget	\$1,895,712.74
Total remaining project budget	\$2,259,273.98
Total remaining project contingency	\$130,833.08

Project funded from \$4,000,000 Federal Grant, \$1,750,000 State Grant, and Water Enterprise Fund 601.

RECOMMENDATION: Accept pay application #17 from Magney Construction for \$217,322.67.

ATTACHMENT(S): Project balance sheet and Pay application #17.

Project Financial Breakdown		Magney				
Date	Pay Application/Change Order	Magney Pay App Amount	Magney Change Orders	Magney Contract Balance		
	Starting Balance			\$	7,256,700.00	
	Pay Application 1 (Magney)	\$ 220,114.44		\$	(220,114.44)	
	Pay Application 2 (Magney)	\$ 121,201.36		\$	(121,201.36)	
	Pay Application 3 (Magney)	\$ 325,410.38		\$	(325,410.38)	
	CO#1		\$ 33,873.28	\$	33,873.28	
2/5/2024	Pay Application 4 (Magney)	\$ 475,489.08		\$	(475,489.08)	
3/1/2024	Pay Application 5 (Magney)	\$ 238,137.78		\$	(238,137.78)	
4/2/2024	Pay Application 6	\$ 75,375.85		\$	(75,375.85)	
5/2/2024	Pay Application 7	\$ 237,614.95		\$	(237,614.95)	
6/3/2024	Pay Application 8	\$ 740,678.00		\$	(740,678.00)	
7/23/2024	Pay Application 9	\$ 27,835.00		\$	(27,835.00)	
7/17/2024	CO#2		\$ 45,000.00	\$	45,000.00	
12/2/2024	Pay Application 10	\$ 505,636.31		\$	(505,636.31)	
2/19/2025	CO#3		\$ 172,182.38	\$	172,182.38	
3/31/2025	Pay Application 11	\$ 976,450.47		\$	(976,450.47)	
5/1/2025	Pay Application 12	\$ 280,900.97		\$	(280,900.97)	
5/30/2025	Pay Application 13	\$ 239,382.06		\$	(239,382.06)	
5/20/2025	WCD 03 Non Standard paint cost \$231.00 included on CO#4		\$ -	\$	-	
6/13/2025	WCD 04 Plumbing changes \$3806.76 included on CO#4	\$ -	\$ -	\$	-	
7/16/2025	WCD05 Chemical Feed Changes (MDH Directed) COI#4	\$ -	\$ -	\$	-	
7/1/2025	Pay Application 14	\$ 191,897.08		\$	(191,897.08)	
7/17/2025	CO#4 includes WCD 3,4,5,		\$ 12,990.80	\$	12,990.80	
9/26/2025	Pay Application 15	\$ 477,884.16		\$	(477,884.16)	
10/3/2025	WCD06 Remove Blower piping not required per manufacturer		\$ (1,797.57)	\$	(1,797.57)	
10/3/2025	Pay Application 16	\$ 278,823.62		\$	(278,823.62)	
10/13/2025	WCD07 Add Gate Valve for WHTP isolation		\$ 6,918.03	\$	6,918.03	
10/13/2025	Pay Application 17	\$ 217,322.67		\$	(217,322.67)	
	Work Change Directive (WCD)					
		\$ 5,630,154.18	\$ 269,166.92	\$	1,895,712.74	

AS OF 10-22-2025		
Contract Balances to Project Close Out		
Magney	\$	1,895,712.74
B&V	\$	200,266.26
AET	\$	32,461.90
Remaining Contract Balances Total	\$	2,128,440.90
Project Starting Balance	\$	8,194,300.00
Minus total pay apps to date	\$	(5,935,026.02)
Remaining Project Balance	\$	2,259,273.98
Remaining Project Balance	\$	2,259,273.98
Minus remaining Contract Balances	\$	(2,128,440.90)
Contingency	\$	130,833.08

To (Owner): City of Dayton, MN	Application Period: 9/1/2025 - 10/1/2025	Application Date: 10/7/2025
Project Name: Dayton Filtration Plant Wells 4 & 5	From (Contractor): Magney Construction, Inc.	Via (Engineer): Black & Veatch
Owner's Contract No.:	Contract: All Construction	
	Contractor's Project No.: 00604	Engineer's Project No.: 414098

Approved Change Orders

1. ORIGINAL CONTRACT PRICE	\$	7,256,700.00
2. Net change by Change Orders	\$	269,166.92
3. CURRENT CONTRACT PRICE (Line 1 +/- 2)	\$	7,525,866.92
4. TOTAL COMPLETED & STORED TO DATE	\$	5,926,478.10
5. RETAINAGE:		
a. 5% x	\$	295,906.03
b. 5% x	\$	417.87
c. Total Retainage (Line 5a + Line 5b)	\$	296,323.91
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)	\$	5,630,134.20
7. LESS PREVIOUS PAYMENTS (Line 6 from prior)	\$	5,412,831.52
8. AMOUNT DUE THIS APPLICATION	\$	217,322.67
9. BALANCE TO FINISH, PLUS RETAINAGE	\$	
(Column G on Schedule of Values + Line 5c above)	\$	1,895,712.73

Payment of: \$217,322.67

(Line 8 or other - attach explanation of other amount)

Recommended by: Tyler E. Galt

10/07/2025
(Date)

Payment of:	\$217,322.67
-------------	--------------

(Line 8 or other - attach explanation of other amount)

(City of Dayton)

(Date)

Funding Agency (if applicable)

(Date)

Schedule of Values For:

Dayton, MN - Filtration Plant Wells 4 & 5

Submitted By: Magney Construction, Inc.

1401 Park Road

Cherhassen, MN 55317

Consulting Engineer: Black & Veatch

Project No.: 414098

Contract No.:

General Contractor: Magney Construction, Inc.

Application No.: 17

Date of Application: 10/11/2025

Work Completed Through: 10/1/2025

ITEM Spec Section	Description of Work	Scheduled Value	C From Previous Application (C+D)	D THIS PERIOD	E Materials Presently stored (not in column D)	F Total Completed and Stored to Date (C+D+E)	% Complete	G Balance to Finish	H Retainage (5%)
01000	Mobilization	\$ 220,100.00	\$ 110,050.00			\$ 110,050.00	50%	\$ 110,050.00	\$ 5,502.50
01001	General Conditions	\$ 390,600.00	\$ 248,486.00	\$ 17,600.00		\$ 266,086.00	68%	\$ 124,514.00	\$ 13,304.30
01002	Supervision	\$ 178,000.00	\$ 123,077.14	\$ 5,250.00		\$ 128,327.14	72%	\$ 49,672.86	\$ 6,416.36
01003	Bond & Insurance	\$ 78,900.00	\$ 78,900.00			\$ 78,900.00	100%	\$ -	\$ 3,945.00
02050	Selective Site Demolition	\$ 17,200.00	\$ -	\$ 17,200.00		\$ 17,200.00	100%	\$ -	\$ 860.00
02100	Clearing & Grubbing	\$ 9,800.00	\$ 9,800.00			\$ 9,800.00	100%	\$ -	\$ 490.00
02202	Excavation & Backfill	\$ 252,100.00	\$ 246,100.00	\$ 6,000.00		\$ 252,100.00	100%	\$ -	\$ 12,605.00
02203	Earth Retention System	\$ 68,700.00	\$ 68,700.00			\$ 68,700.00	100%	\$ -	\$ 3,435.00
02512	Asphalt Pavement	\$ 22,000.00	\$ -			\$ -	0%	\$ 22,000.00	\$ -
02600	Site Utilities	\$ 220,000.00	\$ 30,342.35			\$ 30,342.35	14%	\$ 189,657.65	\$ 1,517.12
02900	Finish Grade	\$ 12,500.00	\$ -			\$ -	0%	\$ 12,500.00	\$ -
02930	Seeding & Sodding	\$ 6,000.00	\$ -			\$ -	0%	\$ 6,000.00	\$ -
03200	Concrete Reinforcement	\$ 282,700.00	\$ 278,700.00	\$ 6,500.00		\$ 278,700.00	99%	\$ 4,000.00	\$ 13,935.00
03300	Cast-in-Place Concrete	\$ 736,400.00	\$ 706,400.00	\$ 6,500.00		\$ 712,900.00	97%	\$ 23,500.00	\$ 35,645.00
04200	Masonry	\$ 326,000.00	\$ 324,800.00	\$ 1,200.00		\$ 326,000.00	100.0%	\$ -	\$ 16,300.00
05000	Metal Framing & Misc. Metals	\$ 201,100.00	\$ 201,100.00			\$ 201,100.00	100%	\$ -	\$ 10,055.00
06100	Rough Carpentry	\$ 22,300.00	\$ 22,300.00			\$ 22,300.00	100%	\$ -	\$ 1,115.00
07185	Masonry Water Repellent Coating	\$ 8,000.00	\$ -			\$ -	0%	\$ 8,000.00	\$ -
07200	Thermal Insulation	\$ 18,900.00	\$ 18,900.00			\$ 18,900.00	100%	\$ -	\$ 945.00
07270	Fluid Applied Membrane Air Barrier	\$ 15,300.00	\$ 15,300.00			\$ 15,300.00	100%	\$ -	\$ 765.00
07415	Standing Seam Metal Roofing	\$ 107,000.00	\$ 107,000.00			\$ 107,000.00	100%	\$ -	\$ 5,350.00
07900	Joint Sealants	\$ 11,500.00	\$ -			\$ -	0%	\$ 11,500.00	\$ -
08115	FRP Doors & Frames	\$ 40,500.00	\$ 26,542.00			\$ 26,542.00	66%	\$ 13,958.00	\$ 1,327.10
8120	Flush Aluminum Frames	\$ 15,500.00	\$ 8,388.50		\$ 3,316.50	\$ 11,705.00	76%	\$ 3,795.00	\$ 585.25
08305	Access Doors & Hatches	\$ 17,300.00	\$ 7,162.65		\$ 7,162.65	\$ 7,162.65	41%	\$ 10,137.35	\$ 358.13
08800	Glass & Glazing	\$ 3,500.00	\$ -		\$ -	\$ -	0%	\$ 3,500.00	\$ -
09940	Painting / Coatings	\$ 103,100.00	\$ 62,270.00		\$ 62,270.00	\$ 62,270.00	60%	\$ 40,830.00	\$ 3,113.50
10200	Louvers	\$ 3,500.00	\$ 2,509.21		\$ 2,509.21	\$ 2,509.21	72%	\$ 990.79	\$ 125.46
11150	Submersible Pumps	\$ 42,000.00	\$ 42,000.00		\$ 42,000.00	\$ 42,000.00	100%	\$ -	\$ 2,100.00
11270	Horizontal Pressure Filters	\$ 2,204,240.00	\$ 2,124,240.00	\$ 70,000.00		\$ 2,194,240.00	99.5%	\$ 10,000.00	\$ 109,712.00
11271	Regenerative Blower	\$ 78,700.00	\$ -		\$ -	\$ -	0%	\$ 78,700.00	\$ -
11370	Floating Decanters	\$ 95,000.00	\$ 95,000.00		\$ 95,000.00	\$ 95,000.00	100%	\$ -	\$ 4,750.00
11530	Static Mixer	\$ 25,000.00	\$ 25,000.00		\$ 25,000.00	\$ 25,000.00	100%	\$ -	\$ 1,250.00
11630	Compressed Air Equipment	\$ 50,000.00	\$ -		\$ -	\$ -	0%	\$ 50,000.00	\$ -
14621	Monorail Chain Hoists	\$ 16,510.00	\$ 6,145.00	\$ 10,365.00		\$ 16,510.00	100%	\$ -	\$ 825.50
15010	Valves	\$ 56,600.00	\$ 52,600.00	\$ 1,500.00		\$ 54,100.00	96%	\$ 2,500.00	\$ 2,705.00
15061	Process Pipe & Fittings	\$ 364,500.00	\$ 316,560.09	\$ 48,331.00		\$ 364,891.09	95%	\$ 19,608.91	\$ 18,244.55

15064	Stainless Steel Pipe	\$	24,000.00	\$	-					\$	24,000.00	\$	-
15250	Mechanical Insulation	\$	5,040.00	\$	-					\$	5,040.00	\$	-
15400	Plumbing - General Conditions	\$	11,820.00	\$	2,623.00					\$	9,197.00	\$	131.15
15400.1	Plumbing - Permits/Inspections	\$	2,595.00	\$	2,595.00					\$	-	\$	129.75
15400.2	Plumbing - Below Grade Piping & Fittings	\$	12,015.00	\$	12,915.00					\$	4,100.00	\$	645.75
15400.3	Plumbing - Above Grade Waste & Vent	\$	6,975.00	\$	-					\$	6,975.00	\$	-
15400.4	Plumbing - Gas Piping	\$	8,260.00	\$	-					\$	8,260.00	\$	-
15400.5	Plumbing - Water Piping & Fittings Above Grade	\$	22,835.00	\$	-					\$	22,835.00	\$	-
15500	HVAC - General Conditions	\$	8,955.00	\$	-					\$	8,955.00	\$	-
15500.1	HVAC - Test & Balance	\$	770.00	\$	-					\$	770.00	\$	-
15500.2	HVAC - Ductwork Insulation	\$	1,650.00	\$	-					\$	1,650.00	\$	-
15500.3	HVAC - Controls	\$	28,500.00	\$	-					\$	28,500.00	\$	-
15500.4	HVAC - Ductwork Labor	\$	4,500.00	\$	-		\$	800.00		\$	3,700.00	\$	40.00
15500.5	HVAC - Ductwork Material	\$	4,500.00	\$	-					\$	4,500.00	\$	-
15500.6	HVAC - Equipment Labor	\$	11,000.00	\$	4,000.00					\$	7,000.00	\$	200.00
15500.7	HVAC - Equipment Material	\$	16,600.00	\$	16,600.00					\$	-	\$	830.00
15500.8	HVAC - Refrigerant Piping Labor	\$	3,100.00	\$	-					\$	3,100.00	\$	-
15500.9	HVAC - Refrigerant Piping Material	\$	750.00	\$	-					\$	750.00	\$	-
16050	Electrical - General Conditions & Temp Power	\$	25,085.00	\$	1,340.00					\$	23,745.00	\$	67.00
16050.1	Electrical - Electrical Work	\$	263,633.00	\$	37,500.00					\$	226,133.00	\$	1,875.00
16050.2	Electrical - Electrical Equipment Installation	\$	20,000.00	\$	-					\$	20,000.00	\$	-
16050.3	Electrical - MCC Installation	\$	15,000.00	\$	-					\$	15,000.00	\$	-
16050.4	Electrical - Lighting Protection	\$	11,360.00	\$	-					\$	11,360.00	\$	-
16050.5	Electrical - Control Systems	\$	401,707.00	\$	99,200.00					\$	302,507.00	\$	4,960.00
CO-1	Added Valves	\$	33,873.28	\$	-	\$	18,873.28			\$	15,000.00	\$	943.66
CO-2	De-mobilization & Re-mobilization	\$	45,000.00	\$	45,000.00					\$	-	\$	2,250.00
CO-3	Project Delay Cost Escalations	\$	172,182.38	\$	115,225.91	\$	16,784.00			\$	40,172.47	\$	6,600.50
WCD-3	Custom Door Color	\$	231.00	\$	231.00					\$	-	\$	11.55
WCD-4	Plumbing Updates	\$	3,806.76	\$	-					\$	3,806.76	\$	-
WCD-5	Chem Feed Changes	\$	8,953.04	\$	3,912.11					\$	-	\$	447.65
WCD-6	Blowoff Line Deduct	\$	(1,797.57)	\$	(1,797.57)					\$	-	\$	(89.88)
WCD-7	Gate Valve for Well #5 Influent Line	\$	6,918.03	\$	-					\$	6,918.03	\$	-
TOTALS		\$	7,525,866.92	\$	5,697,717.39	\$	220,403.28	\$	8,357.43	\$	5,926,478.10	\$	296,323.91

ITEM: Request for Approval of Five-Year Staffing Plan

PREPARED BY: Fire Chief Gary Hendrickson

POLICY DECISION / ACTION TO BE CONSIDERED:
Approve the Fire Chiefs' Five-Year Staffing Plan

BACKGROUND:

The City of Dayton Fire Department's *Five-Year Staffing Plan (2025–2030)* provides a comprehensive, data-driven roadmap to strengthen emergency response, enhance firefighter wellness, and meet the growing service demands of the community.

The plan transitions the department from a primarily paid-on-call model toward a **structured hybrid system** that integrates Medical Teams, Duty Crew coverage, and additional full-time personnel. This hybrid approach ensures consistent staffing during high-demand periods while reducing operational stress on paid-on-call members.

Key highlights of the phased approach include:

- **2025:** Launch overnight Medical Teams (22:00–04:00) at both stations to reduce fatigue and unplanned overnight disruptions.
- **2026:** Add an evening Duty Crew (18:00–22:00) and one full-time firefighter to improve weekday response consistency.
- **2027:** Implement a midday Duty Crew (12:00–18:00) and begin planning for Fire Station 3.
- **2028:** Expand to full daytime Duty Crew coverage (06:00–18:00) and add a full-time Fire Marshal.
- **2029–2030:** Prepare for 24-hour coverage readiness by adding a Training Chief and finalizing Station 3 planning.

Each phase incrementally increases on-duty coverage—from **24% in 2025 to over 80% by 2028**—and reduces the department's operational stress index from **7.0 to approximately 5.3**, demonstrating measurable improvement in firefighter wellness and reliability of service.

The plan also supports national standards (NFPA 1720) and positioning Dayton for future population growth and increased service demand.

CRITICAL ISSUES: N/A

RECOMMENDATION:

Staff recommends that the City Council approve and formally adopt the Dayton Fire Department's Five-Year Staffing Plan (2025–2030) as the guiding framework for future staffing, recruitment, and operational planning.

It is important to note that **the success of this plan is contingent upon the City's ability to recruit and hire qualified part-time firefighters who may reside outside the city limits**. Without this flexibility, the staffing model outlined in the plan will not be sustainable.

ATTACHMENT(S): Five Year Staffing Plan

City of Dayton Fire Department Five-Year Staffing Plan (2025–2030)

Executive Summary

The City of Dayton Fire Department's Five-Year Staffing Plan (2025–2030) outlines a data-driven approach to enhancing service delivery, firefighter wellness, and operational readiness. This plan transitions the department from a traditional paid-on-call model toward a structured hybrid system that includes scheduled Medical Teams, Duty Crew coverage, and additional full-time personnel. The goal is to ensure reliable emergency response, improve work-life balance, and mitigate firefighter stress as call volume continues to rise across the community.

Operational Stress and Coverage Measurement Methodology

To ensure decisions are grounded in measurable outcomes, the department analyzed five years of response data and applied it to the 2025–2030 staffing projections. Call distribution by time of day (07:00–16:30, 16:30–22:00, and 22:00–07:00) was used to determine the impact of Medical Teams and Duty Crew coverage on firefighter workload. The stress index (0–10 scale) represents the average operational strain per firefighter, modeled from the number of incidents per member per month and adjusted as scheduled coverage increases. As on-duty coverage expands—from 24% in 2025 to 80% by 2028—the per-firefighter call burden and stress index decrease correspondingly, demonstrating the effectiveness of structured staffing and coverage scheduling.

Phase 1 – 2025: Medical Teams Implementation (Overnight 22:00–04:00)

- Establish Medical Teams at both stations with two firefighters per team.
- Medical Teams respond to approximately 98 overnight medical calls annually.
- Overnight coverage handles ~24% of total calls for service (126 of 517 YTD), reducing late-night paging and fatigue.
- Four firefighters handle roughly 28 overnight fire calls, further limiting the need for broad paid-on-call activation.
- Impact: Improves firefighter rest and retention by reducing unplanned overnight disruptions. Stress Index reduction from 7.0 → 6.5. Average on-duty coverage reaches 24% of annual call demand.

Phase 2 – 2026: Evening Duty Crew Expansion (18:00–22:00)

- Maintain overnight Medical Teams while adding a two-person evening Duty Crew (18:00–22:00).
- Evening coverage now handles ~45% of all calls based on 2025 distribution data.
- Hire one full-time firefighter to assist with coverage consistency and coordination.
- Impact: Paid-on-call responses drop significantly during weekday evenings. Per-firefighter call burden decreases by nearly 50% compared to 2024. Stress Index improves from 6.5 → 6.0.

Phase 3 – 2027: Midday Duty Crew Implementation (12:00–18:00)

- Expand Duty Crew operations to 12:00–18:00 while continuing evening and overnight coverage.
- Incorporates Firefighter participation from Duty Crew and Medical Teams to increase operational readiness.
- Begin planning and funding for Fire Station 3 to support long-term growth and geographic coverage.
- Impact: On-duty coverage increases to ~70% of total calls for service. Stress Index drops to 5.8–6.0, marking the first sustained reduction into a manageable range.

Phase 4 – 2028: Full Daytime Duty Crew Coverage (06:00–18:00)

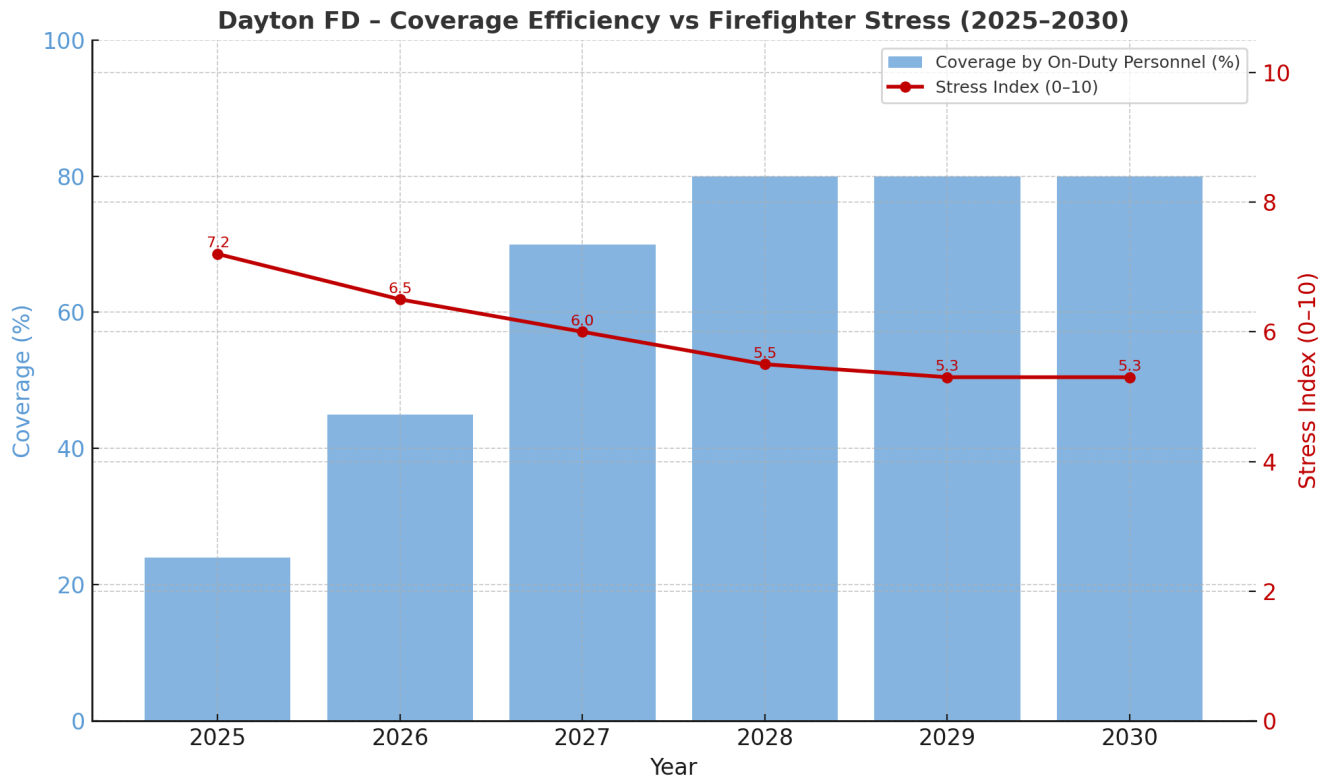
- Duty Crew coverage now spans 06:00–18:00, incorporating morning, daytime, and early evening hours.
- Add one full-time Fire Marshal to enhance inspections and fire prevention during peak call periods.
- Impact: On-duty crews handle approximately 80% of total annual calls. Stress Index stabilizes around 5.3–5.5, maintaining healthy work-life balance levels.

Phase 5 – 2029–2030: Transition Readiness for 24-Hour Duty Crew Coverage

- Continue Station 3 funding and design, preparing for the next decade of service demand.
- Add Training Chief (2030) to manage operations, personnel readiness, and future transition to full-time 24-hour coverage.
- Maintain hybrid staffing model with Duty Crew, POC, and full-time staff integration.
- Impact: Maintains 80%+ on-duty coverage with sustainable firefighter workload. Long-term Stress Index remains in the low-5 range, demonstrating a stable and efficient model.

Summary of Measured Outcomes (2025–2030)

The following table summarizes the measurable outcomes of each staffing phase, demonstrating how expanded duty crew coverage correlates with reduced firefighter stress and improved work-life balance.



PRESENTER: Martin Farrell

ITEM: Elsie Stephens Park Master Plan Phase 1 Discussion

PREPARED BY: Martin Farrell

POLICY DECISION / ACTION TO BE CONSIDERED: Discuss Phase 1 from accepted revised Master Plan

BACKGROUND: The Master Plan for Elsie Stephens Park was an effort developed between 2016 and 2018, with Staff, Council, Contract Landscape Architects, and a Steering Committee. The project was refined over several meetings and with input from all of the participants at the various stages of development. The City is currently in Phase 3 of the development of the Park, with various elements being installed including, trails and river overlooks, landscaping, bridges, performance area with seating and power, patio, decorative lighting, and trail link into Cloquet Overlook Park, part of the Three Rivers Park District Mississippi Regional Trail.

The City Council has requested that future phases be identified along with costs and an approximate timeline for the additional phases. Staff recommended an update of the Master Plan, and conducted an RFP requesting proposal documents from interested Landscape Architects. Staff received 6 proposals, and reviewed each of them for compliance to the RFP and reduced the contenders to 3 finalists for Park Commission to Interview.

City Council Awarded the Contract for the project to MSA at their regular council meeting on 02-25-2025. Since contract award MSA has conducted meetings and data gathering from Staff, Community representatives, Commission & Council representatives, and residents. MSA presented initial Concepts based on the direction given. Concepts were presented at the 9-2-2025 Park Commission meeting for review and comments.

Subsequent to the 9-2-2025 concept presentation, further refinements have been included based on feedback received, we are close to the final version of the concept and are not anticipating major changes to the Concept.

At their 10-07-25 regular meeting, Park Commission reviewed the master plan concept and voted unanimously to recommend the Council adopt the master plan concept.

The master plan was presented to the City Council at the 10-21-2025 meeting, where after discussion the plan was adopted without the phasing suggestions or costings, to provide flexibility in the future development of the Park.

CRITICAL ISSUES: Identify next steps

BUDGET IMPACT: Funded from Capital Fund 405

RECOMMENDATION: None

ATTACHMENT(S): Revised Master Plan, Public Survey data









ELSIE STEPHENS PARK MASTER PLAN – INPUT SURVEY RESULTS OVERVIEW

The online survey for Elsie Stephens Park received **134 responses** between June and July 2025. Respondents represented a broad cross section of Dayton residents, with the most common demographics being households with 2-4 members and/or residents of the River Hills and Cypress Cove neighborhoods. The most represented age groups were 0-5 and 25-44, indicating strong participation from young families.

Current Park Usage & Activities

- Park usage varied, with 40.3% reporting visiting Elsie Stephens Park “daily” or “weekly”, and 59% reporting visiting “a few times a year” or “rarely”.
- Over three-quarters of Elsie Stephens Park users reported walking or cycling to the park.
- The most popular activities at Elsie Stephens Park included:
 - Walking/Jogging (94 votes – 70.15% of respondents)
 - Nature Observation (75 – 56%)
 - Community Events (62 – 46.3%)
 - River Access (51 – 38.1%)
 - Picnicking (37 – 27.6%)

Desired Improvements

- Respondents expressed strong interest in enhancing the park’s amenities. The top five requested improvements were:
 - Restroom facilities (83 votes – 61.9% of respondents)
 - Water play features (73 – 54.5%)
 - Pavilion/Shelter (66 – 49.3%)
 - Native landscaping/nature walk (65 – 48.5%)
 - Playground equipment (60 – 44.8%)
- There is strong support for increased programming in the park: nearly 80% of respondents voted “yes” in favor of additional programming and another 15.7% voted “maybe”.
- Many comments emphasized the importance of maintaining the park’s natural character while enhancing accessibility and amenities. Additional ideas included:
 - Engagement opportunities with the Mississippi River (e.g. kayak rentals, fishing pier)
 - Improved spaces for community events, such as the amphitheater.
 - Improved parking and pedestrian connections to surrounding residential areas.
 - Sun shades around gathering areas and park fixtures.
 - Park building with rentable event spaces, bathrooms, exhibits, etc.

For all survey results, please visit www.arcg.is/14CDX50.

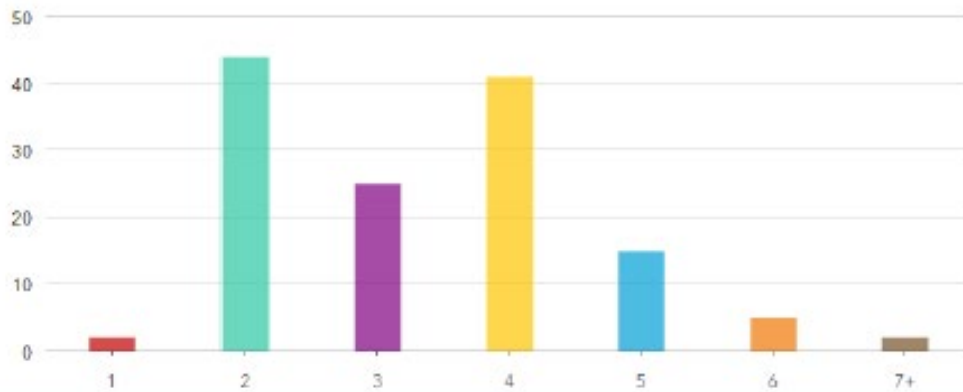
The following pages provide a more detailed breakdown of each quantitative survey question.

Elsie Stephens Park Master Plan – Input Survey Results

July 28, 2025

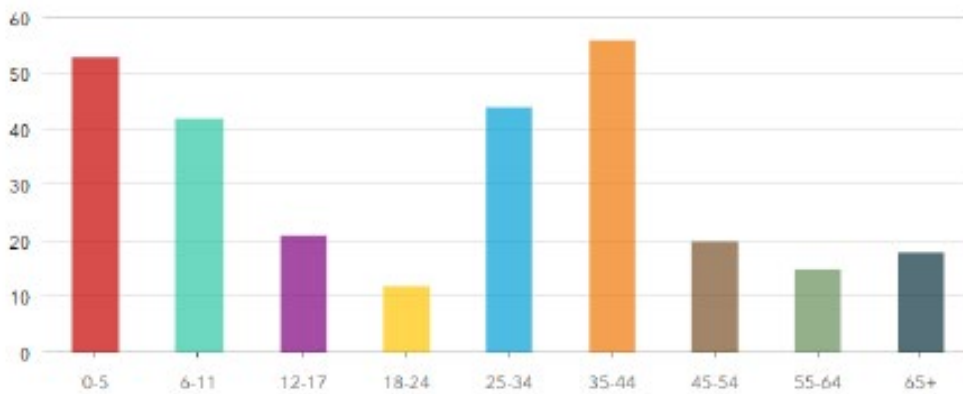
How many people are in your household?

Column Bar Pie Map



What are the age ranges of your household?

Column Bar

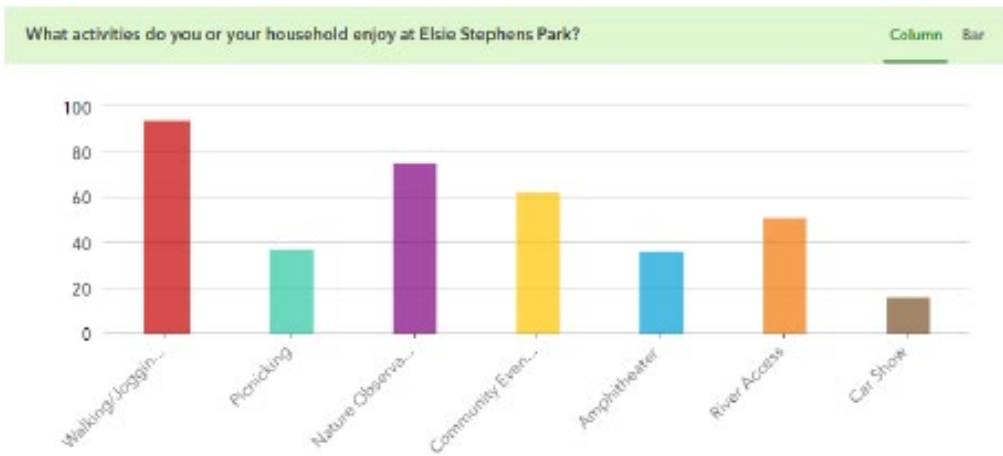
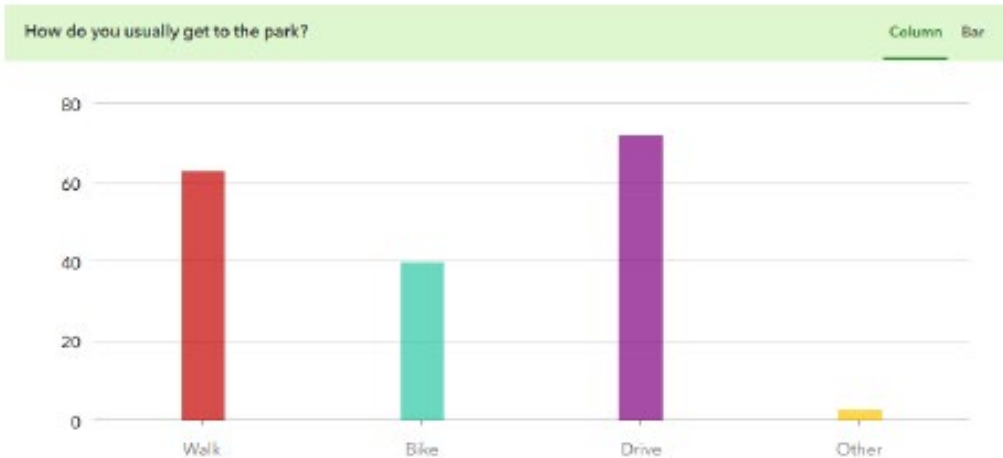
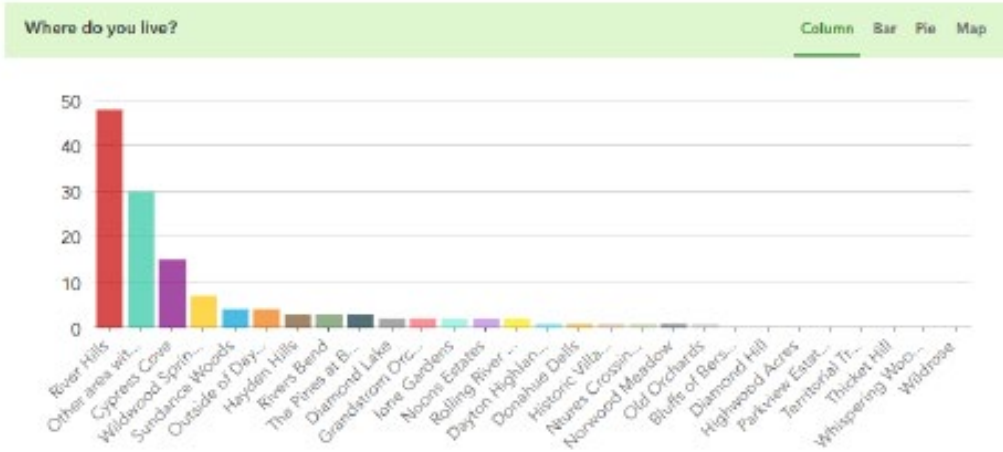


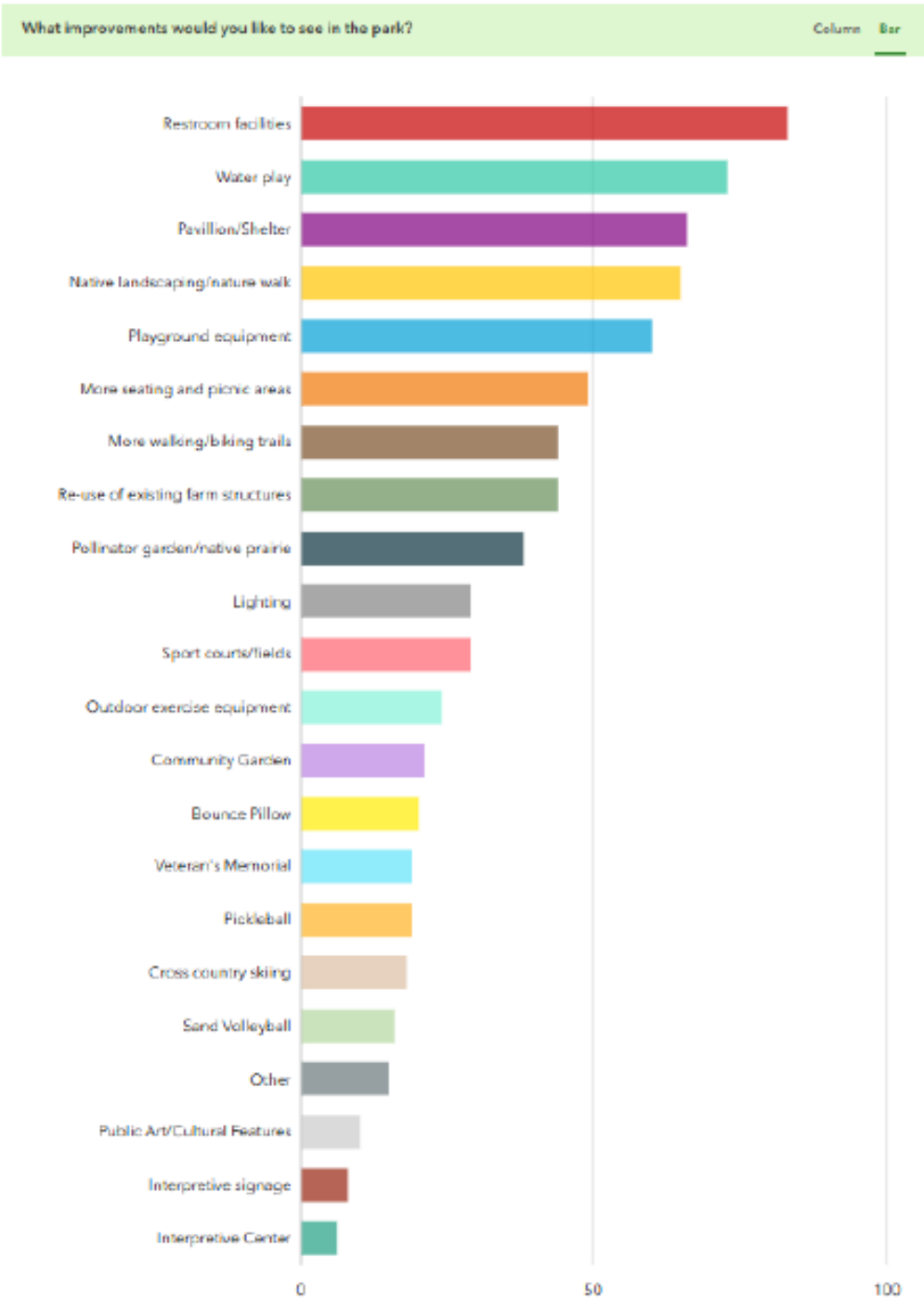
How often do you visit Elsie Stephens park?

Column Bar Pie Map



Elsie Stephens Park Master Plan – Input Survey Results
July 28, 2025





ITEM:

Budget Review

PREPARED BY:

Zach Doud, City Administrator

POLICY DECISION / ACTION TO BE CONSIDERED:

Review Budget

BACKGROUND:

City Council approved a 8.97% tax levy increase at the September 9, 2025 council meeting. This set the ceiling for the tax levy for the 2026 fiscal year. The preliminary levy was also used as the calculation for the property tax statement that residents will receive in November.

The tax rate was projected to stay the same from the 2025 fiscal year to the 2026 fiscal year based on information that was known at the time of the approval of the preliminary levy. The projected rate was to be 35.394%, which included a 8% increase in the fiscal disparity calculation from 2025. Fiscal disparity information was not known at the time of the preliminary levy being passed however these numbers were shared by the County in mid-October. Fiscal disparities at its grass roots is the exchanging of tax capacity from communities within the 7 county metro area by collecting 40% of commercial/industrial property tax capacity into a pooled bucket for every community and distributing back to every community those dollars based on population and physical house counts.

Dayton has historically been a net loser in the fiscal disparity calculation (we have more commercial/industrial property tax capacity than we do population and physical house count compared to other communities in the 7 county metro area) however in 2025 and now in 2026, that amount become much larger. In 2024 and previous that net loss was around \$300,000 (rounded) and in 2025 that net loss grew significantly to \$800,000 (rounded), and now in 2026 that net loss has grown to \$1,750,000 (rounded).

This change in fiscal disparities caused the tax capacity to decrease from the projected tax capacity amount. With a lower tax capacity than the projected amount of tax capacity, the tax rate increased which shows on individual property tax statements. In simple terms, we expected to spread the tax levy over more tax capacity dollars when the preliminary budget was passed by council.

Fiscal disparities information is a factor that staff cannot control nor predict on an annual basis which makes the tax levy calculations previous to these numbers being known nearly impossible to incorporate into the levy. City staff understands the desire of the council to keep

tax increases at bay, however when items that are not within our control dictate how we operate then we should be looking at ways to explain that versus correct it.

With the current fiscal disparities numbers taken into consideration, the tax rate would increase from the planned 35.594% to 36.051%. This would be an increase to the average homeowner, which is \$534,000, \$36 per year of an increase.

City staff has an understanding that it may be a desire of the council to reduce the tax levy further, if that is the case and understanding we would ask that the direction be given to staff on what the tax rate should be so city staff can make adjustments and if it cannot be met then staff will bring information back to the Council.

As a reminder, there are limited changes in the budget from 2025 to 2026 that are additional items:

- New FT Police Officer
- Fire Staffing Model Changes (still subject to change)
- Additional \$200,000 toward the funding of the ladder truck (will be \$300,000 for 2026 in total funding with the \$100,000 from 2025 still in place)

The remaining changes in the budget are related to union contracts and standard increases in utilities, supplies, insurance. etc.

The council is not required to complete a decrease in the tax levy adopted at the preliminary budget. However, no reduction in the tax levy for 2026 would mean the proposed tax statements received by residents and the proposed tax rate calculated above would stay the same for 2026 from the preliminary levy. A reduction of \$159,000 in the tax levy would result in the same tax rate from 2025 to 2026.

CRITICAL ISSUES:

There are no outstanding issues.

RECOMMENDATION:

Staff recommends not making any reductions in the tax levy for 2026 due to reductions in the budget already taking place from General Fund budgets.

ATTACHMENT(S):

None

ITEM:

Direction on Requested Reconveyed Tax Forfeiture Properties

PREPARED BY:

Zach Doud, City Administrator

POLICY DECISION / ACTION TO BE CONSIDERED:

Direction needed on how to proceed on Tax Forfeiture Properties Requested to be Reconveyed from the County

BACKGROUND:

City Council has approved the reconveyance process for two tax forfeiture properties within the City. Both of which we have had contact with the County on and need direction on how the City Council would like to proceed with how to handle these properties.

The first property is PID 31-121-22-31-0056, which is located in the Historic Village. This property was requested for reconveyance from the County on 9/23/25 and has been completed from Hennepin County. This property is now owned by the City and staff needs direction on how you would like to proceed. A few options are below:

- Sell the property to the highest bidder (Funds to and from stay with the City)
- Transfer ownership to the EDA for them to handle the property (Funds from the EDA and would stay with the EDA)
- Hold onto the property as public land until a decision can be made on what to do (Funds are from the City)

The second property is PID 31-120-22-13-0010, which is located on Dayton Parkway near the Interchange. This property was requested for reconveyance from the County on 4/22/25 and has been completed from Hennepin County. This property has one final step in the process which City Staff need direction on how the Council would like to proceed to complete that final step. A few options are below:

- Sell the property to the highest bidder (Funds to and from stay with the City)
- Transfer ownership to the EDA for them to handle the property (Funds are from the EDA, however they are short on funds so how is the difference covered?)
- Hold onto the property as public land until a decision can be made on what to do (Funds are from the City)

CRITICAL ISSUES:

There are no outstanding issues.

RECOMMENDATION:

Staff is looking for direction on this item so recommendations can be given.

ATTACHMENT(S):

None

ITEM: Request for Approval to Advertise and Hire One Full-time Fire Captain

PREPARED BY: Fire Chief Gary Hendrickson

POLICY DECISION / ACTION TO BE CONSIDERED:

Staff requests approval to advertise and hire one full-time fire captain.

BACKGROUND: In response to the growing needs of the Dayton community and the increasing volume of emergency calls, the fire department requests authorization to recruit and hire one full-time fire captain.

The hiring of this position is vital to the department's ability to meet current and future service demands, enhance operational readiness, and support the evolving structure of our duty crew model. The department has experienced sustained growth in call volume, especially during peak daytime hours, and has identified a clear need for more predictable and consistent staffing.

Community Benefits:

- **Enhanced Service Delivery:** The addition of full-time personnel will increase our capacity to respond quickly and effectively to emergencies.
- **Predictable Staffing Model:** Implementing a structured duty crew model will staff the fire station from 7:00 a.m. to 10:00 p.m., Monday through Friday, bringing consistency and dependability to our daily operations.
- **Enhanced Recruitment and Retention:** A predictable duty crew schedule benefits current and future firefighters by offering better work-life balance, particularly benefiting their families.
- **Support for Long-Term Growth:** This hire will support the city's continued growth and vision of sustainable public safety services and future development within Dayton.
- **Strategic Initiative:** Foster a Safe and Welcoming Community.

CRITICAL ISSUES: N/A

RECOMMENDATION: Staff recommends that the City Council approve the advertisement and hiring of one full-time fire captain and formally support transitioning to a duty crew staffing model. This strategic shift will enhance service delivery, improve staffing consistency, and better position the department to meet the community's growing needs. The current budget aligns with this recommendation.

ATTACHMENT(S): Fire Captain Job Description

POSITION DESCRIPTION

Position Identification

TITLE: Fire Captain

DEPARTMENT: Fire

STATUS: Non-Exempt

Position Summary

Under the direction of the Assistant Fire Chief of Operations, a Fire Captain shall provide leadership, guidance, and supervision to firefighters consistent with Fire Department objectives in conjunction with other fire department officers. They shall assume responsibility and command of the fire department personnel. They shall assist in developing and presenting various fire and EMS training programs throughout the year.

This position responds to fire, rescue, medical, and other emergency incidents, participates in training and maintenance activities, and provides fire safety education and community relations to the public.

Essential Duties and Responsibilities

Direct and coordinate activities during fire calls and non-fire ground events.

- Assumes command of an incident or division as assigned by a Chief Officer. Without a Chief Officer, they will take overall command of the incident.
- Assesses fire type, available resources, and appropriate extinguishment methods.
- Communicates strategic and tactical objectives to responding personnel.
- Completes tactical assignments as assigned or needed.
- Strives to improve department morale and working relationships with other agencies.

Directs, coordinates, and supervises the activities of personnel assigned to them.

- Supervises the cleaning and maintenance of stations, equipment, and apparatus.
- Inspects work to ensure it is within established policies and procedures.
- Supervises and assists in the maintenance of facilities.
- Plans, schedules, and documents work assignments.
- Provides accurate and timely communication to station personnel.

Ensures conformance to established rules and regulations of the Fire Department and the City.

- Maintains discipline following City and departmental guidelines.
- Counsels and coaches employees with identified issues. Documents discussion and results. Develops improvement plans and guidelines for the employee.
- Recommends discipline of employees to the Assistant Chief of Operations.
- Evaluates and makes recommendations for change to enhance the effectiveness of the

department.

- Provides input into the development of department Standard Operating Guidelines.

Assures the necessary records are accurately kept and submitted.

- Documents employee/supervisor performance contacts; completes employee performance evaluations.
- Reviews and completes fire incidents and other related reports.
- Communicate with the Assistant Chief of Operations on station personnel and resources.

Essential fire ground activities.

- Performs firefighting activities per NFPA standards, including but not limited to laying hose, performing fire suppression, containment, ventilation, extinguishment tasks, driving fire apparatus, operating pumps, and related equipment.
- Performs emergency medical services and rescue activities, including administering first aid and CPR, operating EMS equipment such as defibrillators, portable suction units, etc., performing extrication, and providing other assistance as required.
- Responds to and assists in emergencies, including but not limited to rescuing persons, properties, and premises; evacuating, securing, and coordinating emergency scenes; operating equipment efficiently and safely; and assisting other emergency agencies in the performance of their duties, which may include emergency management functions, mitigation, and recovery efforts.
- Perform other duties as required, assigned, or apparent.

Essential knowledge, skills, and abilities

- Ability to learn, understand, and carry out rules, regulations, principles, best practices, and methods of comprehensive fire suppression, prevention, and other emergency services.
- Ability to read and understand written materials such as operating manuals, textbooks, and safety instructions.
- Ability to perform basic mathematical computations necessary for response to fire, rescue, medical emergency, and hazardous materials incidents.
- Ability to interpret instructions and use logic to solve problems.
- Ability to perform all physical duties generally expected of a firefighter, including meeting medical requirements established by NFPA Standard 1582 for medical and physical fitness standards. Must comply with OSHA respirator requirements on an annual basis.
- Must be able to accept authority and work as a team member under stress caused by emergencies, danger, or criticism, and must be able to work effectively under stressful conditions.
- Ability to perform the tasks outlined in NFPA 1001 (Firefighter professional qualifications).
- Ability to communicate effectively verbally and in writing, using plain English and proper spelling and grammar.
- Ability to develop and maintain a positive, constructive image as a City of Dayton Firefighter, maintaining effective working relationships with all co-workers, city staff, the public, and other agency personnel.

- Ability to function calmly and professionally during stressful emergencies. Make reasonable decisions regarding team members' safety and ability to work under limited supervision, and make sound independent judgments in stressful situations.
- Ability and willingness to regularly be available and work non-scheduled hours due to emergency calls.
- Ability to communicate effectively in person and while using radios and telephones.
- Ability to effectively multitask and work in an environment with various duties simultaneously.

Physical Demands

- Must be able to sit frequently; talk or hear; stand; walk; use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms.
- Must be able to climb or balance occasionally; stoop, kneel, crouch, or crawl; and taste or smell.
- Must lift 10 pounds and occasionally lift and move up to 150 pounds while wearing PPE and SCBA.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.
- Must wear personal protective equipment, which weighs approximately 50 pounds, while performing firefighting tasks; perform physically demanding work while wearing positive pressure breathing equipment with resistance to exhalation and a flow rate specified by the current SCBA manufacturer;
- Must be willing to perform complex tasks during life-threatening emergencies; work for long periods, requiring sustained physical activity and intense concentration.

Work Environment

- Work may be performed in an office, vehicles, and outdoor settings, day and night.
- Work may be performed in emergency and stressful situations.
- Must be able to spend excessive time outside exposed to the elements; tolerate extreme fluctuations in temperature while performing firefighting duties; perform physically demanding work in hot (up to 400 degrees Fahrenheit), humid (up to 100%) atmospheres while wearing equipment that significantly impairs body-cooling mechanisms; experience a frequent transition from hot to cold and from damp to dry atmospheres.
- Must work in wet, icy, muddy areas and uneven terrain and perform various tasks on slippery, hazardous surfaces, such as on rooftops or from ladders.
- Must be willing to work in areas where sustaining traumatic or thermal injuries is possible.
- Must be willing to face exposure to smoke, noise, and vibration exceeding 80 decibels (constant or intermittent).
- Must be willing to face exposure to infectious biological agents such as Hepatitis B or HIV.
- Must operate in high noise, poor visibility, limited mobility, at heights, and enclosed or confined spaces.

Attendance

- Captains must attend 2 of the three community engagement events within the city per year (National Night Out, the department's open house events during fire prevention week, or other designated city events).
- Captains must attend a minimum of 16 training sessions of the 24 offered within 12 months. Of the 24 training sessions, the following are considered mandatory:

Emergency Medical Technician, Bloodborne Pathogens/Right-to-Know, Confined Space Entry, Respiratory Protection, Lockout/Tagout, Fire Ground Operations, Technical Rescue, Emergency Vehicle Driving, Pump Operations, Incident Command, and Hazardous Materials.

Continuing Education

- Must keep abreast of new developments, innovations, and training within the fire service to ensure the most economical and efficient techniques and practices are employed during fire ground and rescue operations.
- Requirement of 8 hours of approved continuing education annually; offered by a community or technical college or the National Fire Academy in any of the following courses: Incident Command, Fire Officer II, Hazardous Materials, Fire Investigation, communication classes, Blue Card Incident Command Training, or any course approved by the Fire Chief or Assistant Fire Chief.

Minimum Qualifications

- Must be at least 18 years of age
- High School diploma or equivalent
- Must live within 30 minutes of a Dayton Fire Station.
- Have completed at least three years of service as a firefighter with the City of Dayton Fire Department or another fire department..
- Must possess State of Minnesota's Firefighter I and II State Certification, Hazardous Materials Operations Certification, and Emergency Medical Technician License issued by the Office of Emergency Medical Services Board.
- Must possess Fire Officer I Certification, Fire Instructor I Certification, Fire Inspector I Certification, Blue Card Incident Command Certification, and the National Fire Academy Safety Officer Class or equivalent.
- Must be able to perform all physical duties generally expected of a firefighter, including meeting medical requirements as established by NFPA Standard 1582 for medical and physical fitness standards. Must comply with OSHA respirator requirements on an annual basis.
- Must possess a valid driver's license with Minnesota driving privileges
- Must complete a comprehensive background investigation, psychological exam/ leadership assessment, and medical evaluation.
- Computer skills – Microsoft Office programs and computer functions, as well as related equipment

Position Description Approved

By _____
City Administrator

Date Approved

By _____
Department Head

Date Approved

Fire Captain of Operations 2025

ITEM: Request for Approval to Advertise and Hire Part-Time Firefighters

PREPARED BY: Fire Chief Gary Hendrickson

POLICY DECISION / ACTION TO BE CONSIDERED:

Staff requests approval to advertise and hire up to eight part-time firefighters who reside outside of the city of Dayton for Duty Crew.

BACKGROUND:

The Dayton Fire Department continues to experience increased call volume and a growing demand for reliable daytime and evening staffing coverage. To meet these needs and support the implementation of the department's duty crew staffing model, additional part-time firefighters are required.

These new firefighters will be fully certified, possessing Firefighter I, Firefighter II, Hazardous Materials Operations, and Emergency Medical Technician (EMT) certifications prior to hire. Because they will arrive trained and certified, the department will not need to fund their initial academy tuition or training wages.

This request specifically seeks authorization to recruit from a broader geographic area outside Dayton city limits to ensure an adequate candidate pool.

Fiscal Impact

Hiring already-certified firefighters provides significant cost savings to the city:

Expense Category	Typical Cost per Firefighter	Savings for 8 Firefighters
Fire Academy Tuition	\$4,345	\$34,760
Training Wages	\$6,000	\$48,000
Total Estimated Savings		\$82,760

These savings represent funds that would otherwise be spent on training new recruits through the Northwest Suburban Fire Academy and paying hourly training wages.

Benefits

Immediate Readiness: All new hires will be operationally ready to join duty crews upon onboarding, reducing training lag time.

Cost Efficiency: Eliminates tuition costs and salary costs specific to training.

Enhanced Staffing Reliability: Expands the candidate pool beyond city limits, allowing the department to fill critical duty crew shifts more consistently.

Improved Service Delivery: Strengthens response capability across all hours.

CRITICAL ISSUES: N/A

RECOMMENDATION:

Approve the authorization for the Fire Chief to hire up to eight (8) part-time firefighters who do not reside within the City of Dayton, to serve as part of the department's duty crew staffing model.

ATTACHMENT(S): Firefighter Job Description

POSITION DESCRIPTION

Position Identification

TITLE: Firefighter

DEPARTMENT: Fire

STATUS: Non-Exempt

Position Summary

Under the direction of a Company Officer or Chief Officer, a Firefighter performs firefighting, emergency medical, rescue, and related duties in protecting life and property. Firefighters participate in training, public education, equipment and facility maintenance, and community engagement activities.

This position responds to fire, rescue, medical, and other emergency incidents, participates in training and maintenance activities, and provides fire safety education and community relations to the public.

Essential Duties and Responsibilities

- Responds to fires, medical emergencies, rescues, and other incidents requiring emergency response.
- Performs firefighting activities per NFPA standards, including but not limited to hose laying, fire suppression, ventilation, containment, and extinguishment tasks.
- Operates fire apparatus, pumps, and related firefighting equipment safely and effectively.
- Provides emergency medical care including CPR, first aid, and use of EMS equipment such as defibrillators, suction units, and airway adjuncts.
- Performs rescue operations, including vehicle extrication and water or confined space rescues.
- Assists with cleanup, overhaul, and securing of emergency scenes.
- Participates in fire prevention, public education, and community outreach programs.
- Conducts routine cleaning, inspection, and maintenance of apparatus, equipment, and facilities.
- Attends and actively participates in scheduled training sessions, drills, and department meetings.
- Maintains accurate records and reports as assigned.

- Follows established policies, procedures, and safety standards of the City and Fire Department.
- Performs other duties as required, assigned, or apparent.

Essential Knowledge, Skills, and Abilities

- Knowledge of the principles, methods, and techniques of fire suppression, rescue, and emergency medical care.
- Ability to read and understand written materials such as operating manuals, policies, and safety instructions.
- Ability to perform mathematical computations related to fire flow, hydraulics, and EMS care.
- Ability to perform all physical duties generally expected of a firefighter, including meeting the medical and physical fitness standards of NFPA 1582 and OSHA respirator requirements.
- Ability to work effectively as part of a team under stressful conditions and follow directions from officers.
- Ability to communicate clearly and effectively both verbally and in writing.
- Ability to remain calm and professional in stressful or emergency situations.
- Ability to develop and maintain a positive, professional image as a City of Dayton firefighter while working cooperatively with city staff, other agencies, and the public.
- Ability and willingness to work irregular hours, including nights, weekends, and holidays, as required for emergency response.

Physical Demands

Frequently required to sit, stand, walk, talk, or hear; use hands to handle tools or equipment; and reach with hands and arms. Occasionally required to climb, balance, stoop, kneel, crouch, or crawl. Must regularly lift and move up to 150 pounds while wearing full PPE and SCBA. Must wear protective clothing weighing approximately 50 pounds and perform physically demanding work while wearing positive-pressure breathing equipment. Must be able to tolerate extreme temperatures, humidity, and physically demanding work conditions.

Work Environment

Work may occur indoors or outdoors, in all weather conditions, and during day or night. Work is often performed in hazardous environments involving fire, smoke, heat, confined spaces, heights, and exposure to infectious agents. Must work safely around moving vehicles, mechanical hazards, and under stressful and emotionally charged situations.

Attendance

Firefighters must attend department training sessions as scheduled and required. Participation in at least two community engagement events per year (such as National Night Out, Open House, Fire Prevention Week, or Holidayton Light Parade) is expected.

Continuing Education

Firefighters must remain current with firefighting, rescue, and medical skills through approved continuing education and department-provided training. Must maintain all certifications and licensures in good standing.

Minimum Qualifications

- Must be at least 18 years of age.
- High School diploma or equivalent.
- Must possess State of Minnesota Firefighter I and II certifications and Hazardous Materials Operations certification.
- Must possess an Emergency Medical Technician (EMT) license issued by the Minnesota Office of Emergency Services. (OEMS).
- Must be able to meet the medical and physical fitness requirements established by NFPA 1582 and comply with OSHA respirator standards.
- Must possess a valid driver's license with Minnesota driving privileges.
- Must successfully complete a comprehensive background investigation, and medical exam.
- Basic computer proficiency with Microsoft applications and related fire department software.

Position Description Approved

By _____

City Administrator

Date Approved

By _____

Fire Chief

Date Approved

Payments to be approved at City Council Meeting Oct 28, 2025

	<u>Totals</u>
Claims Roster 10-28-2025	\$ 1,238,503.68
Prepaid 10-23-2025 EB	\$ 84,930.41

Total Payments: \$ 1,323,434.09

Payroll 10-23-2025 Bi-Weekly 22 \$ 107,404.46

Check # sequence to be approved by City Council from meeting date of 10/28/2025:

Checks # 079534-079797

10/23/2025 INVOICE REGISTER REPORT FOR CITY OF DAYTON MN
 EXP CHECK RUN DATES 10/28/2025 - 10/28/2025
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
	ANCOM COMMUNICATIONS FD; PROJ 202-EQUIPMENT SO 51898	10/14/2025 KTHELEN	10/28/2025	3,710.51	3,710.51	Open	N 10/09/2025
	101-49999-50429 CENTERPOINT ENERGY DONATION FOR COMM			2,500.00			
	101-42260-50320 FD; PROJ 202-EQUIPMENT SO 51898			1,210.51			
	ASTRUP, KEVIN & BECKY UB refund for account: 2121	10/22/2025 CHOYT	10/28/2025	200.00	200.00	Open	N 10/22/2025
	601-00000-15550 CREDIT FORWARD			200.00			
	AV DESIGN COUNCIL CHAMBERS AV WORK/GENERAL IT WO KTHELEN	10/15/2025	10/28/2025	1,140.00	1,140.00	Open	N 10/09/2025
	226-41900-50430 COUNCIL CHAMBERS AV WORK			740.00			
	101-41820-50300 GENERAL IT WORK			400.00			
	AV DESIGN CHANNEL COMPACT MIXER	10/15/2025 KTHELEN	10/28/2025	1,089.68	1,089.68	Open	N 10/09/2025
	226-41900-50430 CHANNEL COMPACT MIXER			1,089.68			
	AV DESIGN TRICASTER SERVICE	10/15/2025 KTHELEN	10/28/2025	862.50	862.50	Open	N 10/09/2025
	226-41900-50430 TRICASTER SERVICE			862.50			
	AV DESIGN UPGRADE COUNCIL CHAMBERS WORKSTATION	10/15/2025 KTHELEN	10/28/2025	3,010.00	3,010.00	Open	N 10/09/2025
	226-41900-50430 UPGRADE COUNCIL CHAMBERS WORKSTATION			3,010.00			
	AV DESIGN ZOOM AUDIO ISSUES	10/20/2025 KTHELEN	10/28/2025	200.00	200.00	Open	N 10/19/2025
	226-41900-50430 Miscellaneous			200.00			

BADGER STATE INSPECTION, LLC	10/22/2025	10/28/2025	2,300.00	2,300.00	Open	N
DRAWING REVIEW-DAYTON PINEVIEW LN TOWEF CHOYT						10/22/2025
410-41900-50300	DRAWING REVIEW-DAYTON PINEVIEW LN TOWER		2,300.00			
BANK FEE-ADJ	09/30/2025	10/17/2025	50.00	0.00	Paid	Y
CASH MGMT/SCANNER FEE; SEPT 2025	DBRUNETTE					09/30/2025
101-41500-50309	CASH MGMT; SEPT		25.00			
101-41500-50309	SCANNER FEE; SEPT		25.00			
BANK FEE-ADJ	09/05/2025	09/05/2025	25.00	0.00	Paid	Y
STOP PAYMENT FEE	DBRUNETTE					09/05/2025
101-41500-50309	STOP PAYMENT FEE		25.00			
BCA	10/22/2025	10/28/2025	600.00	600.00	Open	N
PD; 07/1/2025-06/30/2026 CJDN ACCESS FEE	CHOYT					09/30/2025
101-42120-50208	PD; 07/1/2025-06/30/2026 CJDN ACCESS FEE		600.00			
BEACON ATHLETICS	10/22/2025	10/28/2025	12,599.00	12,599.00	Open	N
BATTING CAGES-MCNEIL PARK	CHOYT					10/06/2025
404-41900-50530	BATTING CAGES-MCNEIL PARK		12,599.00			
BEACON ATHLETICS	10/22/2025	10/28/2025	10,356.96	10,356.96	Open	N
MCNEIL PARK BATTING CAGES	CHOYT					09/29/2025
404-41900-50530	MCNEIL PARK BATTING CAGES		10,356.96			
BEAUDRY	10/13/2025	10/28/2025	1,733.15	1,733.15	Open	N
PW; UNLEADED 87 - 646.70	KTHELEN					10/09/2025
101-43100-50212	PW; UNLEADED 87 - 646.70		1,733.15			
BEAUDRY	10/22/2025	10/28/2025	2,159.76	2,159.76	Open	N
PW; UNLEADED 87	CHOYT					10/16/2025
101-43100-50212	PW; UNLEADED 87		2,159.76			
BS&A SOFTWARE INC	10/20/2025	10/28/2025	282.00	282.00	Open	N
CD; SOFTWARE SVC-BS&A PERMITS JIL-OCT 25	KTHELEN					10/16/2025
101-41660-50309	CD; SOFTWARE SVC-BS&A PERMITS JIL-OCT 25		282.00			

BS&A SOFTWARE INC	10/22/2025	10/28/2025	2,000.00	2,000.00	Open	N
METER READING CONSULT FOR WATER SMART CHOYT						10/16/2025
601-49400-50300 METER READING CONSULT FOR WATER SMART			1,000.00			
602-49400-50300 METER READING CONSULT FOR WATER SMART			1,000.00			
BS&A SOFTWARE INC	10/22/2025	10/28/2025	8,500.00	8,500.00	Open	N
AMI IMPLEMENTATION CHOYT						10/22/2025
601-49400-50300 AMI IMPLEMENTATION			4,250.00			
602-49400-50300 AMI IMPLEMENTATION			4,250.00			
CAMPBELL KNUTSON P.A.	10/15/2025	10/28/2025	300.00	300.00	Open	N
LEGAL FEES-GEN- PKWY NEIGHBORHOOD P 618 KTHELEN						09/30/2025
411-43100-50304-6180 LEGAL FEES-GEN- PKWY NEIGHBORHOOD P 6180			300.00			
CAMPBELL KNUTSON P.A.	10/15/2025	10/28/2025	120.00	120.00	Open	N
LEGAL FEES-GEN PKWY NEIGHBORHOOD 2ND AI KTHELEN						09/30/2025
411-43100-50304-6180 LEGAL FEES-GEN PKWY NEIGHBORHOOD 2ND ADD			120.00			
CAMPBELL KNUTSON P.A.	10/16/2025	10/28/2025	14,146.50	14,146.50	Open	N
LEGAL FEES-GENERAL; SEPT 25; TFL RECONVEY# KTHELEN						09/30/2025
101-41640-50304 LEGAL FEES-GENERAL;			12,407.40			
225-41710-50300 TFL RECONVEYANCE			149.60			
602-00000-16500 LEG ASSISTANCE ON 113TH SEWER EXT			1,589.50			
CAMPION, BARROW & ASSOCIATES, INC	06/30/2025	10/28/2025	465.00	0.00	Paid	Y
CONTRACT SERVICES TESTING KTHELEN						10/15/2025
101-42120-50308 CONTRACT SERVICES TESTING			465.00			
CENTERPOINT ENERGY	10/13/2025	10/28/2025	26.05	0.00	Paid	Y
RH WELLHOUSE; 11429952-2; SEPT 2025 KTHELEN						10/03/2025
601-49400-50383 RH WELLHOUSE; 11429952-2; SEPT 2025			26.05			
CENTERPOINT ENERGY	10/13/2025	10/28/2025	563.20	0.00	Paid	Y
PW/PD FACILITY; SEPT 2025 KTHELEN						10/03/2025
101-43100-50383 PW FACILITY; 10662228-5 ; SEPT 2025			281.60			
101-42120-50383 PD FACILITY;10662228-5 ; SEPT 2025			281.60			
CENTRAL HYDRAULICS, INC	10/20/2025	10/28/2025	181.65	181.65	Open	N

PW; REPAIR/MAINT	KTHELEN						07/18/2025
101-43100-50220	PW; REPAIR/MAINT			181.65			
CENTURYLINK		10/22/2025	10/28/2025	218.12	0.00	Paid	Y
PW; WATER SYSTEM/WELLHOUSE 2 SCADA OCT, CHOYT							10/22/2025
601-49400-50321	PW; 763 323-0023 WATER SYSTEM SCADA			109.06			
602-49400-50321	PW; 763 323-0975 WELLHOUSE 2 LANDLINE			109.06			
CHARTER COMMUNICATIONS		10/14/2025	10/28/2025	1,357.80	0.00	Paid	Y
ACCOUNT # 175337501 INTERNET OCT 2025	KTHELEN						10/07/2025
101-43100-50321	LOCATION #243204401- PW; INTERNET			360.00			
101-42260-50320	LOCATION #175337701- FD2; INTERNET			40.85			
101-41820-50308	LOCATION #175337801; CH/INTERNET;			199.98			
601-49400-50321	LOCATION #175337201; WELLHOUSE/INTERNET;			89.98			
101-42260-50320	LOCATION #175337601; FD 1/INTERNET;			109.99			
101-42120-50320	ACCOUNT# 175351601- PD;NUMBER FORWARDING			15.00			
101-41820-50308	LOCATION #175337901- CH/FIBER INTERNET			542.00			
CINTAS		10/13/2025	10/28/2025	132.47	132.47	Open	N
PW; UNIFORMS	KTHELEN						10/09/2025
101-43100-50217	PW; UNIFORMS			132.47			
CINTAS		10/17/2025	10/28/2025	131.47	131.47	Open	N
PW; UNIFORMS	KTHELEN						10/16/2025
101-43100-50217	PW; UNIFORMS			131.47			
CITY OF ANOKA		10/14/2025	10/28/2025	384.55	0.00	Paid	Y
22-393200-01 CENTRAL PARK; SEPT 2025	KTHELEN						10/09/2025
101-45200-50381	22-393200-01 CENTRAL PARK; SEPT 25			384.55			
CITY OF ANOKA		10/14/2025	10/28/2025	23.50	0.00	Paid	Y
22-393400-00 SDLR SIREN; SEPT 2025	KTHELEN						10/09/2025
101-42130-50381	22-393400-00 SDLR SIREN; SEPT 2025			23.50			
CITY OF ANOKA		10/14/2025	10/28/2025	871.43	0.00	Paid	Y
22-396000-01 CH; SEPT 2025	KTHELEN						10/09/2025
101-41810-50381	22-396000-01 CH; SEPT 2025			871.43			

CITY OF ANOKA	10/14/2025	10/28/2025	523.50	0.00	Paid	Y
22-990002-01 STREET LIGHTS; SEPT 2025	KTHELEN					10/09/2025
101-43100-50230	22-990002-01 STREET LIGHTS; SEPT 2025		523.50			
CITY OF ANOKA	10/14/2025	10/28/2025	80.99	0.00	Paid	Y
22-396030-00 BALSAM LANE PED; SEPT 2025	KTHELEN					10/09/2025
101-43100-50230	22-396030-00 BALSAM LANE PED; SEPT 2025		80.99			
CITY OF MONTICELLO	10/20/2025	10/28/2025	208.00	208.00	Open	N
PD; ANIMAL CONTROL AUG/SEPT 2025	KTHELEN					10/10/2025
101-42140-50308	PD; ANIMAL CONTROL AUG/SEPT 25		208.00			
CMT JANITORIAL SERVICES	10/21/2025	10/28/2025	1,602.00	1,602.00	Open	N
CONTRACT SERVICES-OFC CLEANING NOVEMBE	KTHELEN					10/21/2025
101-41910-50308	CONTRACT SERVICES-OFC CLEANING		602.00			
101-41810-50308	CONTRACT SERVICES-OFC CLEANING		1,000.00			
CROW RIVER FARM EQUIPMENT	10/16/2025	10/28/2025	90.17	90.17	Open	N
PW; SUPPLIES	KTHELEN					10/14/2025
101-43100-50210	PW; SUPPLIES		90.17			
CSC ERECORDING	10/13/2025	10/28/2025	101.00	101.00	Open	N
RECORDING RESOLUTION 60-2025(TORRENS)	KTHELEN					10/09/2025
101-41420-50352	RECORDING RESOLUTION 60-2025(TORRENS)		101.00			
ECKBERG LAMMERS PC	10/16/2025	10/28/2025	1,339.50	1,339.50	Open	N
PROFESSIONAL SRVS; SEPT 2025	KTHELEN					09/30/2025
225-41710-50300	PROFESSIONAL SRVS; SEPT 2025		1,339.50			
ECM PUBLISHERS, INC	10/20/2025	10/28/2025	120.75	120.75	Open	N
PHN; ORD 2025-19	KTHELEN					10/16/2025
101-41110-50352	PHN; ORD 2025-19		120.75			
EHLERS & ASSOCIATES, INC	10/21/2025	10/28/2025	686.25	686.25	Open	N
PROFESSIONAL SRVS-REV. TIF 20	KTHELEN					10/17/2025
430-41900-50300	PROFESSIONAL SRVS-REV. TIF 20		686.25			
EMERGENCY APPARATUS	10/13/2025	10/28/2025	3,143.09	3,143.09	Open	N

FD; REPAIR/ENGINE 21	KTHELEN						10/07/2025
101-42260-50220	FD; REPAIR/ENGINE 21			3,143.09			
FORCE AMERICA DISTRIBUTING LLC	10/23/2025	10/28/2025		340.00	340.00	Open	N
PW; 5MB FLAT DATA PLAN- SEPT 2025	CHOYT						09/30/2025
101-43100-50210	PW; 5MB FLAT DATA PLAN- SEPT 2025			340.00			
GRACO MINNESOTA INC	10/16/2025	10/28/2025		445,903.82	445,903.82	Open	N
TIF 20 PAYMENT-2025	KTHELEN						09/15/2025
430-41900-50605	TIF 20 PAYMENT-2025			445,903.82			
GUIDANCEPOINT TECHNOLOGIES	10/22/2025	10/28/2025		555.00	555.00	Open	N
IT; CONTRACT SERVICES WEBSITE MIGRATION	CHOYT						10/20/2025
101-41810-50308	IT; CONTRACT SERVICES			555.00			
GUIDANCEPOINT TECHNOLOGIES	10/22/2025	10/28/2025		92.50	92.50	Open	N
IT; PROFESSIONAL SRVS ASST. PD	CHOYT						10/20/2025
101-41820-50300	IT; PROFESSIONAL SRVS			92.50			
GUIDANCEPOINT TECHNOLOGIES	10/22/2025	10/28/2025		185.00	185.00	Open	N
IT; PROFESSIONAL SRVS REMOTE REPAIR PD	CHOYT						10/20/2025
101-41820-50300	IT; PROFESSIONAL SRVS			185.00			
GUIDANCEPOINT TECHNOLOGIES	10/22/2025	10/28/2025		92.50	92.50	Open	N
IT; PROFESSIONAL SRVS SURFACE IS SLOW	CHOYT						10/20/2025
101-41820-50300	IT; PROFESSIONAL SRVS SURFACE IS SLOW			92.50			
HAUGO GEOTECHNICAL	10/22/2025	10/28/2025		4,560.00	4,560.00	Open	N
25-0728 113TH AVE TRUNK SEWER	CHOYT						10/17/2025
602-00000-16500	25-0728 113TH AVE TRUNK SEWER			4,560.00			
HAWKINS, INC	10/15/2025	10/28/2025		20.00	20.00	Open	N
PW; CHEMICALS	KTHELEN						10/15/2025
601-49400-50216	PW; CHEMICALS			20.00			
HAYDEN STENSGARD	10/22/2025	10/28/2025		199.08	199.08	Open	N
MILEAGE; JUL-SEPT 2025	CHOYT						10/22/2025
101-41710-50331	MILEAGE; JUL-SEPT 2025			199.08			

HP GROUP HEALTH NON-PATIENT A/R	10/20/2025	10/28/2025	105.25	0.00	Paid	Y
EAP (CUST#12750101) OCT 2025	KTHELEN					10/11/2025
101-41810-50205	EAP NON MEMBER(CUST# 12750101);		66.30			
101-41810-50205	EAP MEMBER (CUST# 12750101);		38.95			
INVOICE CLOUD	09/10/2025	09/10/2025	937.75	0.00	Paid	Y
AUG 2025 PROCESSING FEES	DBRUNETTE					09/10/2025
101-41500-50309	AUG 2025 PROCESSING FEES		140.00			
101-41660-50309	AUG 2025 PROCESSING FEES		13.75			
601-49400-50309	AUG 2025 PROCESSING FEES		392.00			
602-49400-50309	AUG 2025 PROCESSING FEES		392.00			
INVOICE CLOUD	10/16/2025	10/28/2025	844.20	844.20	Open	N
SEPT 2025 PROCESSING FEES	KTHELEN					10/10/2025
101-41500-50309	EDP, Software Svc		140.00			
101-41660-50309	EDP, Software Svc		6.25			
601-49400-50309	EDP, Software Svc		348.97			
602-49400-50309	EDP, Software Svc		348.98			
KWIK TRIP INC	10/22/2025	10/28/2025	94.50	0.00	Paid	Y
PD; 514204/ CARWASH SEPT 2025	CHOYT					09/30/2025
101-42120-50220	PD; 514204/ CARWASH SEPT 2025		94.50			
LENNAR	10/14/2025	10/28/2025	3,000.00	3,000.00	Open	N
15710 112TH AVE N ESCROW RELEASE	KTHELEN					10/14/2025
420-00000-22100	15710 112TH AVE N ESCROW REL		3,000.00			
LENNAR	10/14/2025	10/28/2025	3,000.00	3,000.00	Open	N
15690 112TH AVE N LANDSCAPE ESCROW RELE/	KTHELEN					10/14/2025
420-00000-22100	15690 112TH AVE N LANDSCAPE ESCROW REL		3,000.00			
M/I HOMES OF MPLS	10/15/2025	10/28/2025	3,000.00	3,000.00	Open	N
14927 114TH AVE N LANDSCAPE ESCROW RELE/	KTHELEN					10/15/2025
420-00000-22100	14927 114TH AVE N LANDSCAPE ESCROW REL		3,000.00			
M/I HOMES OF MPLS	10/15/2025	10/28/2025	3,000.00	3,000.00	Open	N
14917 114TH AVE N LANDSCAPE ESCROW RELE/	KTHELEN					10/15/2025

420-00000-22100	14917 114TH AVE N LANDSCAPE ESCROW REL			3,000.00				
M/I HOMES OF MPLS		10/15/2025	10/28/2025	3,000.00	3,000.00	Open	N	
14414 KINGSVIEW LN N LANDSCAPE ESCROW RI KTHELEN								10/15/2025
420-00000-22100	14414 KINGSVIEW LN N LANDSCAPE ESCROW R			3,000.00				
MAGNEY CONSTRUCTION INC		10/23/2025	10/28/2025	217,322.67	217,322.67	Open	N	
PAY APP 17; WELL HEAD TREATMENT 4 & 5	CHOYT							10/23/2025
601-00000-16500	PAY APP 17; WELL HEAD TREATMENT 4 & 5			228,760.71				
601-00000-20600	RETAINAGE PAYABLE			(11,438.04)				
MCFOA		10/20/2025	10/28/2025	80.00	0.00	Paid	Y	
PROFESSIONAL DEVELOPMENT-MCFOA REGION KTHELEN								10/20/2025
101-41420-50208	PROFESSIONAL DEVELOPMENT-MCFOA REGION IV			80.00				
MENARDS - ELK RIVER		10/22/2025	10/28/2025	421.43	421.43	Open	N	
PW; SUPPLIES	CHOYT							10/06/2025
101-43100-50210	PW; SUPPLIES			421.43				
MENARDS - ELK RIVER		10/22/2025	10/28/2025	139.43	139.43	Open	N	
PW; REPAIR/MAINT	CHOYT							10/07/2025
101-43100-50220	PW; REPAIR/MAINT			139.43				
METROPOLITAN COUNCIL		10/22/2025	10/28/2025	22,141.35	0.00	Paid	Y	
SAC FEE; SEPT 2025	CHOYT							09/30/2025
602-00000-20801	SAC FEE; SEPT 2025			22,365.00				
602-49450-37270	LESS PROMPT PAYMENT FEE;			(223.65)				
MINNESOTA DEPARTMENT OF HEALTH		10/15/2025	10/28/2025	7,927.00	0.00	Paid	Y	
MN CONNECT FEE; 3262 JULY-SEPT 2025	KTHELEN							10/15/2025
601-00000-20820	MN CONNECT FEE; 3262 JULY-SEPT 2025			7,927.00				
MINNESOTA UI FUND		10/20/2025	10/28/2025	398.27	398.27	Open	N	
Q3 UNEMPLOYMENT BENEITS PAID	KTHELEN							10/08/2025
101-45200-50361	General & Wkr Comp Ins			317.00				
101-41500-50361	General & Wkr Comp Ins			81.27				
MN DEPT OF LABOR & INDUSTRY		10/22/2025	10/28/2025	7,669.86	7,669.86	Open	N	

BLDG PERMIT SURCHARGE JUN-SEPT 2025	CHOYT						09/30/2025
101-00000-22020	BLDG PERMIT SURCHARGE JUN-SEPT 2025			7,669.86			
MN DEPT OF REVENUE	10/20/2025	10/20/2025	5,776.00	5,776.00	Open	N	
SEPT SALES TAX	DBRUNETTE						10/20/2025
101-00000-20300	SEPT SALES TAX		73.17				
601-00000-20300	SEPT SALES TAX		5,702.83				
MONTICELLO ANIMAL CONTROL	10/13/2025	10/28/2025	55.00	55.00	Open	N	
PD; ANIMAL CONTROL P/U 1 AUBURN DR	KTHELEN						10/07/2025
101-42140-50308	PD; ANIMAL CONTROL P/U 1 AUBURN DR		55.00				
MSA PROFESSIONAL SERVICES, INC.	10/14/2025	10/28/2025	23,672.00	23,672.00	Open	N	
ELSIE STEPHENS PARK DESIGN SERVICES AUG-S	KTHELEN						09/30/2025
405-41900-50300	ELSIE STEPHENS PARK DESIGN SERVICES		23,672.00				
MSA PROFESSIONAL SERVICES, INC.	10/22/2025	10/28/2025	21,370.00	21,370.00	Open	N	
DNR DAYTON CROW/MISSISSIPPI BOAT ACCESS	CHOYT						09/30/2025
408-45300-50300	DNR DAYTON CROW/MISSISSIPPI BOAT ACCESS		21,370.00				
ONCALL TECHNICAL SERVICES INC	10/15/2025	10/28/2025	976.13	976.13	Open	N	
COUNCIL CHAMBERS AV WORK/GENERAL IT WO	KTHELEN						10/09/2025
226-41900-50430	COUNCIL CHAMBERS AV WORK		633.63				
101-41820-50300	GENERAL IT WORK		342.50				
ONCALL TECHNICAL SERVICES INC	10/20/2025	10/28/2025	171.25	171.25	Open	N	
ZOOM AUDIO ISSUES	KTHELEN						10/16/2025
226-41900-50430	MISCELLANEOUS		171.25				
PAYMENTECH	09/05/2025	09/05/2025	0.00	0.00	Void	Y	
SEPT FEES; 2025	DBRUNETTE						09/05/2025
101-41500-50309	SEPT FEES; 2025		792.88				
QUALITY FLOW SYSTEMS INC	10/14/2025	10/28/2025	4,020.40	4,020.40	Open	N	
PW; 2025 SERVICE CHECKS	KTHELEN						10/09/2025
602-49400-50300	PW; 2025 SERVICE CHECKS		4,020.40				
RPM GRAPHICS, INC	10/13/2025	10/28/2025	0.00	0.00	Void	N	

PARKS; SUPPLIES- PUMPKIN A FRAME SIGNS	KTHELEN						10/09/2025
101-45200-50210	PARKS; SUPPLIES- PUMPKIN A FRAME SIGNS			252.00			
RPM GRAPHICS, INC		10/14/2025	10/28/2025	0.00	0.00	Void	N
PARKS; SUPPLIES- WETLAND BUFFER SIGNS	KTHELEN						10/14/2025
101-45200-50210	PARKS; SUPPLIES- WETLAND BUFFER SIGNS			90.00			
S R WEIDEMA INC		10/22/2025	10/28/2025	18,000.00	18,000.00	Open	N
DEMO ESCROW RELEASE-13990 BERKSHIRE	CHOYT						10/22/2025
411-00000-22100	DEMO ESCROW RELEASE			18,000.00			
SNONTEE DOE		10/14/2025	10/28/2025	450.00	450.00	Open	N
DAC RENTAL DEPOSIT REFUND:EVENT 10/11/25	KTHELEN						10/14/2025
101-00000-21716	DAC RENTAL DEPOSIT REFUND:EVENT 10/11/25			450.00			
STANTEC CONSULTING SERVICES INC.		10/20/2025	10/28/2025	173,034.42	173,034.42	Open	N
ENGINEERING SVCS; AUG 2025	KTHELEN						08/31/2025
101-41630-50303	GEN. ENGINEERING RETAINER;AUG 25			4,500.00			
101-41630-50303	GEN. ENGINEERING; AUG 25			5,223.20			
101-41660-50308	BUILDING PERMIT ACTIVITIES; AUG 25			8,574.40			
601-49400-50303	WATER SUPPLY & DISTRIBUTION; AUG 25			2,766.40			
602-49400-50303	SANITARY SEWER SYSTEM; AUG 25			2,890.40			
415-41900-50300	STORMWATER; AUG 25			4,742.20			
414-41900-50303	TRANSPORTATION; AUG 25			11,211.00			
408-45300-50303	TRAILS; AUG 25			276.00			
411-43100-50303-1006	RIVER HILLS-M/I HOMES; AUG 25			128.00			
411-43100-50303-6065	BRAYBURN TRAILS; AUG 25			4,173.78			
411-43100-50303-6098	SUNDANCE GREENS; AUG 25			6,017.49			
411-43100-50303-6105	IONE GARDENS; AUG 25			64.00			
411-43100-50303-6120	SUNDANCE GREENS- LENNAR; AUG 25			8,706.59			
411-43100-50303-6143	RIVERWALK; AUG 25			18,696.48			
411-43100-50303-6149	KWIK TRIP-MAPLE CT; AUG 25			396.74			
411-43100-50303-6147	BRAYBURN TRLS /LEE PROPERTY; AUG 25			2,197.18			
411-43100-50303-6167	CAPITAL PARTNERS; AUG 25			170.00			
411-43100-50303-6164	GRACO 2ND; AUG 25			91.00			
411-43100-50303-6180	PKWY NEIGHBORHOOD; AUG 25			1,908.00			
411-43100-50303-6170	DAYTON CREEK ADDITION; AUG 25			230.00			
411-43100-50303-6165	OPUS; AUG 25			231.83			

601-49400-50303	DAYTON WATER COMP PLANS; AUG 25	2,680.00
411-43100-50303-6198	TERRITORIAL GROVE; AUG 25	5,100.20
411-43100-50303-6203	DCM FARMS; AUG 25	9,646.18
411-43100-50303-6204	SCANY PROPERTY (NORTH); AUG 25	48.75
405-41900-50303	PARKS; AUG 25	649.60
411-43100-50303-6214	OPPIDAN; AUG 25	88.00
414-41900-50303	2025 S DIAMOND LK IMPROV; AUG 25	19,970.30
408-45300-50303	N DIAMOND LK RD TRL CROSSING; AUG 25	535.20
411-43100-50303-6191	SPANIER; AUG 25	1,452.00
414-41900-50303	DAYTON PKWY TRAFFIC SIGNALS; AUG 25	11,696.80
101-41710-50300	113TH AVE/E FRENCH LK MORATORIUM AREA;	1,922.00
411-43100-50303-6182	BERNENS; AUG 25	1,798.00
411-43100-50303-6216	TELCOM CONSTRUCTION; AUG 25	5,841.50
602-49400-50303	ESA AND PLAT; AUG 25	144.80
602-49400-50303	113TH TRUNK SEWER EXTENSION; AUG 25	12,677.20
414-41900-50300	DAYTON 2025 MILL AND OVERLAY IMPROVEMENT	3,043.80
601-49400-50303	HISTORIC VILLAGE UTILITY PLAN; AUG 25	1,797.60
602-49400-50303	HISTORIC VILLAGE UTILITY PLAN; AUG 25	1,797.60
601-49400-50303	DAYTON WELLHOUSE #5; AUG 25	7,082.00
410-41900-50300	HAZARD MITIGATION GRANT PROGRAM MGMT;	1,868.20

STANTEC CONSULTING SERVICES INC.	10/22/2025	10/28/2025	179,257.24	179,257.24	Open	N
ENGINEERING SVCS; SEPT 2025	CHOYT					09/30/2025
101-41630-50303	GEN. ENGINEERING RETAINER; SEPT 2025		4,500.00			
101-41630-50303	GEN. ENGINEERING; SEPT 2025		7,203.20			
101-41660-50308	BUILDING PERMIT ACTIVITIES; SEPT 2025		9,386.40			
601-49400-50303	WATER SUPPLY & DISTRIBUTION; SEPT 2025		4,076.00			
602-49400-50303	SANITARY SEWER SYSTEM; SEPT 2025		4,417.60			
415-41900-50300	STORMWATER; SEPT 2025		4,122.60			
414-41900-50303	TRANSPORTATION; SEPT 2025		7,227.20			
408-45300-50303	TRAILS; SEPT 2025		184.00			
601-49400-50303	GIS/MAPPING; SEPT 2025		121.60			
602-49400-50303	GIS/MAPPING; SEPT 2025		121.60			
411-43100-50303-6065	BRAYBURN TRAILS; SEPT 2025		1,196.67			
411-43100-50303-6098	SUNDANCE GREENS; SEPT 2025		3,286.35			
411-43100-50303-6075	CLOQUET ISLAND ESTATES(CYPRESS) SEPT 25		250.50			
411-43100-50303-6120	SUNDANCE GREENS-LENNAR;SEPT 2025		1,083.25			
411-43100-50303-6140	DAYTON 94 INLAND ; SEPT 2025		132.00			

411-43100-50303-6143	RIVERWALK; SEPT 2025	16,063.97
411-43100-50303-6149	KWIK TRIP-MAPLE CT-SEPT 2025	408.21
411-43100-50303-6147	BRAYBURN TRLS /LEE PROPERTY; SEPT 2025	20,872.07
411-43100-50303-6167	CAPITAL PARTNERS; SEPT 2025	878.75
411-43100-50303-6164	GRACO 2ND; SEPT 2025	132.00
411-43100-50303-6180	PKWY NEIGHBORHOOD; SEPT 2025	575.00
411-43100-50303-6165	OPUS; SEPT 2025	99.68
601-49400-50303	DAYTON WATER COMP PLANS;SEPT 2025	676.00
602-49400-50303	DAYTON SEWER COMP PLANS; SEPT 2025	385.60
414-41900-50300	DAYTON 2025 MILL & OVERLAY; SEPT 2025	3,052.17
411-43100-50303-6198	TERRITORIAL GROVE; SEPT 2025	10,177.98
411-43100-50303-6203	DCM FARMS; SEPT 2025	23,777.52
405-41900-50303	PARKS; SEPT 2025	2,548.00
408-45300-50303	ELSIE STEPHENS CANOE/KAYAK;SEPT 2025	403.20
414-41900-50303	2025 S DIAMOND LK IMPROV; SEPT 2025	7,411.60
101-41710-50300	113TH AVE/E FRENCH LK MORATORIUM; SEPT	1,183.20
411-43100-50303-6139	KWIK TRIP CSAH 81; SEPT 2025	220.00
411-43100-50303-6142	DAYTON STORAGE; SEPT 2025	473.50
411-43100-50303-6191	SPANIER; SEPT 2025	88.00
411-43100-50303-6182	BERNENS; SEPT 2025	5,319.00
411-43100-50303-6216	TELCOM CONSTRUCTION; SEPT 2025	2,837.50
601-49400-50303	TERRITORIAL ROAD WATERMAIN; SEPT 2025	281.60
414-41900-50303	CENTRAL PARK PARKING LOT; SEPT 2025	105.60
414-41900-50303	DAYTON PARKWAY TRAFFIC SIGNALS; SEPT 25	21,173.40
602-49400-50303	113TH AVE TRUNK SEWER EXT.; SEPT 2025	8,047.60
601-49400-50303	HISTORIC VILLAGE UTILITY PLAN; SEPT 2025	917.20
602-49400-50303	HISTORIC VILLAGE UTILITY PLAN; SEPT 2025	917.20
414-41900-50303-2007	FERNBROOK CORRIDOR STUDY-SEPT 2025	763.20
601-00000-16500	DAYTON WELLHOUSE #5; SEPT 2025	2,044.00
410-41900-50300	HAZARD MITIGATION GRANT PROG.; SEPT 2025	115.52

TASC	10/17/2025	10/28/2025	39.59	0.00	Paid	Y
COBRA ADMIN FEE; DEC 2025	KTHELEN					10/17/2025
101-41810-50205	COBRA ADMIN FEE; DEC 2025		39.59			
THE MINNESOTA STAR TRIBUNE	10/16/2025	10/28/2025	305.44	305.44	Open	N
IN628 (LEGAL-TELCOM #6126) AND IN629 (PH-L KTHELEN						09/30/2025
101-41110-50352	LEGAL TELCOM #6126		75.84			

101-41110-50352	PUBLIC HEARING LUCERO #6221			229.60			
VERIZON WIRELESS	10/20/2025	10/28/2025	150.12	0.00	Paid	Y	
PW; CELL SERVICE; MCM SEWER SEPT-OCT 2025	KTHELEN						10/11/2025
602-49400-50321	PW; CELL SERVICE; MCM SEWER SEPT-OCT 25		150.12				
XCEL ENERGY	10/13/2025	10/28/2025	4,235.19	0.00	Paid	Y	
51-0011857801-8;PD/PW BLDG; SEPT 2025	KTHELEN						10/08/2025
101-42120-50381	51-0011857801-8;PD/PW BLDG; SEPT 2025		4,235.19				
XCEL ENERGY	10/13/2025	10/28/2025	24.07	0.00	Paid	Y	
51-0014423188-8;14678 146TH AVE ST LGT; SEP	KTHELEN						10/08/2025
101-43100-50230	51-0014423188-8;14678 146TH AVE ST LGT;		24.07				
XCEL ENERGY	10/13/2025	10/28/2025	22.56	0.00	Paid	Y	
51-6970693-8;17320 DAYTON SHED; SEPT 2025	KTHELEN						10/08/2025
101-45200-50381	51-6970693-8;17320 DAYTON SHED; SEPT 25		22.56				
XCEL ENERGY	10/13/2025	10/28/2025	30.94	0.00	Paid	Y	
51-0013211437-0;SDL TRAIL LIFT; SEPT 2025	KTHELEN						10/08/2025
601-49400-50381	51-0013211437-0;SDL TRAIL LIFT; SEPT 25		30.94				
XCEL ENERGY	10/13/2025	10/28/2025	0.16	0.00	Paid	Y	
51-0014712973-2; 18160 SIREN; SEPT 2025	KTHELEN						10/08/2025
101-42130-50381	51-0014712973-2; 18160 SIREN; SEPT 2025		0.16				
XCEL ENERGY	10/13/2025	10/28/2025	35.51	0.00	Paid	Y	
51-0013985527-8; CHESHIRE LGT; SEPT 2025	KTHELEN						10/08/2025
101-43100-50230	51-0013985527-8; CHESHIRE LGT; SEPT 2025		35.51				
XCEL ENERGY	10/13/2025	10/28/2025	26.12	0.00	Paid	Y	
51-0014444653-6;14666 146TH AVE S.L.; SEPT 2	KTHELEN						10/08/2025
101-43100-50230	51-0014444653-6;14666 146TH AVE S.L.;		26.12				
XCEL ENERGY	10/13/2025	10/28/2025	40.51	0.00	Paid	Y	
51-0013923150-3;HOLLY LN; SEPT 2025	KTHELEN						10/08/2025
101-43100-50230	51-0013923150-3;HOLLY LN; SEPT 2025		40.51				

XCEL ENERGY	10/13/2025	10/28/2025	62.05	0.00	Paid	Y
51-0013433451-8;BROCKTON LGT; SEPT 2025	KTHELEN					10/08/2025
101-43100-50230	51-0013433451-8;BROCKTON LGT; SEPT 25		62.05			
XCEL ENERGY	10/13/2025	10/28/2025	3,532.47	0.00	Paid	Y
51-0013565432-4; 14695 RIVER/WELLHOUSE; SI	KTHELEN					10/08/2025
601-49400-50381	51-0013565432-4; 14695 RIVER/WELLHOUSE;		3,532.47			
XCEL ENERGY	10/13/2025	10/28/2025	26.12	0.00	Paid	Y
51-0014444656-9;14748 CHESHIRE CT S.L.; SEP	KTHELEN					10/08/2025
101-43100-50230	51-0014444656-9;14748 CHESHIRE CT S.L.;		26.12			
XCEL ENERGY	10/14/2025	10/28/2025	34.83	0.00	Paid	Y
51-0014297205-1;14641 U.PASS W/RH PKWY; SI	KTHELEN					10/10/2025
101-43100-50230	51-0014297205-1;14641 U.PASS W/RH PKWY;		34.83			
XCEL ENERGY	10/14/2025	10/28/2025	46.41	0.00	Paid	Y
51-0014473382-9 12000.5 W FRENCH LK; SEPT 2	KTHELEN					10/10/2025
101-43100-50230	51-0014473382-9 12000.5 W FRENCH LK		46.41			
XCEL ENERGY	10/16/2025	10/28/2025	62.00	0.00	Paid	Y
51-0013348079-5;14430 DAYTON RIVER; SEPT-O	KTHELEN					10/14/2025
101-45200-50381	51-0013348079-5;14430 DAYTON RIVER;		62.00			
XCEL ENERGY	10/20/2025	10/28/2025	23.60	0.00	Paid	Y
51-0012400696-3;RUSH CR; SEPT-OCT 2025	KTHELEN					10/17/2025
101-45200-50381	51-0012400696-3;RUSH CR; SEPT-OCT 25		23.60			
XCEL ENERGY	10/22/2025	10/28/2025	4.19	4.19	Open	N
51-5815803-3 F SIREN;SEPT-OCT 2025	CHOYT					10/20/2025
101-42130-50381	51-5815803-3 F SIREN;SEPT-OCT 2025		4.19			
ZACH DOUD	10/20/2025	10/28/2025	354.20	354.20	Open	N
MILEAGE REIMBURSEMENT JUL-SEPT 2025	KTHELEN					10/20/2025
101-41310-50331	MILEAGE REIMBURSEMENT JUL-SEPT 25		354.20			
# of Invoices:	102 # Due: 64	Totals:	1,238,503.68	1,194,236.44		
# of Credit Memos:	0 # Due: 0	Totals:	0.00	0.00		
Net of Invoices and Credit Memos:			1,238,503.68	1,194,236.44		

* 2 Net Invoices have Credits Totalling:

(11,661.69)

--- TOTALS BY FUND ---

101 - GENERAL FUND	90,686.85	81,319.64
225 - EDA	1,489.10	1,489.10
226 - CABLE	6,707.06	6,707.06
404 - PARK DEVELOPMENT	22,955.96	22,955.96
405 - PARK DEDICATION	26,869.60	26,869.60
408 - PARK TRAIL DEVELOPMENT	22,768.40	22,768.40
410 - CAPITAL FACILITIES	4,283.72	4,283.72
411 - DEVELOPER ESCROWS	173,277.67	173,277.67
414 - PAVEMENT MANAGEMENT AND IMPROVEMENTS	85,655.07	85,655.07
415 - STORMWATER	8,864.80	8,864.80
420 - LANDSCAPE ESCROWS	15,000.00	15,000.00
430 - TIF 20 GRACO 2	446,590.07	446,590.07
601 - WATER FUND	263,394.37	251,286.87
602 - SEWER FUND	69,961.01	47,168.48

--- TOTALS BY DEPT/ACTIVITY ---

00000 -	302,904.03	272,612.03
41110 - Council	426.19	426.19
41310 - Administration	354.20	354.20
41420 - City Clerk	181.00	101.00
41500 - Finance	436.27	221.27
41630 - Engineering Services	21,426.40	21,426.40
41640 - Legal Services	12,407.40	12,407.40
41660 - Inspection Service	18,262.80	18,249.05
41710 - Plannning & Economic Dev	4,793.38	4,793.38
41810 - Central Services	2,571.27	1,555.00
41820 - Information Technology	1,854.48	1,112.50
41900 - General Govt	601,926.28	601,926.28
41910 - Activity Center	602.00	602.00
42120 - Patrol and Investigate	5,691.29	600.00
42130 - Emergency Mgmt	27.85	4.19
42140 - Animal Control	263.00	263.00

42260 - Fire Suppression	4,504.44	4,353.60
43100 - Public Works	162,148.91	160,607.20
45200 - Parks	809.71	317.00
45300 - Trail Development	22,768.40	22,768.40
49400 - Utilities	71,868.03	67,036.35
49450 - Sewer	(223.65)	0.00
49999 - Contingency	2,500.00	2,500.00

ITEM:

Approval of Res. 78-2025; Support for Legislature Funding of Tier 1 EIS Study

PREPARED BY:

Zach Doud, City Administrator

POLICY DECISION / ACTION TO BE CONSIDERED:

Approval of Resolution 78-2025

BACKGROUND:

The City Council is aware of the long-planned future bridge over the Mississippi River connecting Ramsey and Dayton. This crossing has been identified as a key connection point for years and was further validated by MnDOT's 2019/2020 study, which pinpointed the proposed bridge location.

In 2023, the City Council updated the Comprehensive Plan to support a more direct connection between the proposed bridge and I-94. These amendments were later approved by the Metropolitan Council. On August 26, 2025, I returned to Council to reaffirm that the roadway alignment adopted through the 2023 amendment remains the Council's preferred direction.

As noted in the staff report on that date, I have been meeting regularly with the City Administrators from Ramsey, Champlin, and Maple Grove to explore the formation of a Mississippi River Crossing Coalition. At every step, Dayton is leading the conversation, as this project directly affects our city and its residents.

If Dayton is to remain at the forefront of this effort, we must ensure that the proposed bridge location through our city is viable and affordable. While we recognize that funding for this project will need to come from various sources, initiating the process with support from the Minnesota Legislature is critical to determining the feasibility of this connection.

That is why this resolution seeks to support legislative funding for a Tier 1 Environmental Impact Statement (EIS) study focused on the proposed bridge location. This study, which would only proceed with state funding, is estimated to take 2 to 2.5 years. It would examine factors such as traffic volumes, future road connections, environmental and water impacts, and more.

It's important to clarify that approving this resolution does not mean approving a bridge in Dayton. Rather, it expresses support for state funding to conduct a Tier 1 EIS on the location identified in MnDOT's 2019/2020 study linking Armstrong Blvd in Ramsey to Vicksburg Ln in Dayton.

I also want to reiterate: a bridge cannot be built unless Dayton's road network is capable of handling the resulting traffic. Without adequate infrastructure to alleviate existing pinch points in Champlin, Otsego, Rogers, and Maple Grove, a new bridge could worsen traffic issues rather than solve them. The EIS study is expected to address these same concerns.

Finally, it's essential to understand that planning a bridge is a long-term process. Supporting this resolution today does not guarantee a bridge will be built soon, or ever, but it does demonstrate Dayton's commitment to responsible, forward-looking planning. If a bridge is ultimately built here, our proactive involvement ensures we help shape its final outcome.

CRITICAL ISSUES:

Without this Tier1 EIS study and the funding required to complete it, we will continue to plan for a bridge crossing like it exists today on our comp plan without fully knowing if it is even feasible to have it be at the anticipated location.

RECOMMENDATION:

Staff is recommending approval of this Resolution for Support of Legislative Funding of a Tier 1 EIS study.

ATTACHMENT(S):

Resolution 78-2025.

**CITY OF DAYTON
COUNTIES OF HENNEPIN AND WRIGHT
STATE OF MINNESOTA**

**RESOLUTION 78-2025
RESOLUTION OF SUPPORT FOR MNDOT TO RECEIVE LEGISLATIVE
FUNDING OF A TIER 1 EIS STUDY ON A POTENTIAL MISSISSIPPI RIVER
CROSSING**

WHEREAS, the City of Dayton is one of the fastest growing cities in the State of Minnesota, with 12,700 current residents and an anticipated population of 24,000 by 2050; and

WHEREAS, a river crossing has been identified between Dayton and Ramsey as early as 1972 included in the comprehensive plan for Dayton; and

WHEREAS, a study has been conducted by the State of Minnesota in 2019 regarding the feasibility of a river crossing within the Northwest Metro; and

WHEREAS, the City of Dayton understands the impacts of a river crossing to the community and surrounding region, including an additional transportation corridor connecting Interstate 94 and Highway 10, easing traffic volumes on local and regional streets; and

WHEREAS, the Minnesota Department of Transportation has directed a partnership of cities, including the City of Dayton, that a Tier 1 EIS study is needed to continue effective planning efforts for the river crossing; and

WHEREAS, because a river crossing would serve the City of Dayton and the surrounding area, financial support from the Minnesota State Legislature is needed and appropriate to support the continued growth of the City of Dayton, and other cities in Hennepin, Wright, Anoka, and Sherburne Counties, manage traffic impacts and public safety, and

WHEREAS, the City of Dayton supports and requests legislative funding in the amount of \$5,000,000 to be directed toward the completion of a Tier 1 EIS study by the Minnesota Department of Transportation (MNDOT) to ensure the location of the river crossing has been properly planned; and

WHEREAS, upon the award of funding by the Minnesota State Legislature, the City of Dayton will support Minnesota Department of Transportation (MNDOT) in establishing a funding agreement, and the City of Dayton will comply with all applicable laws and regulations as stated in all contract agreements related to the Tier 1 EIS study; and

WHEREAS, the City of Dayton will not be a direct recipient of any funding, or contribute any funding to the Tier 1 EIS study, but strongly advocates for MNDOT to receive all funding needed to complete the Tier 1 EIS study; and

WHEREAS, the City of Dayton has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DAYTON, MINNESOTA AS FOLLOWS:

1. The City of Dayton fully supports MNDOT conducting and completing the Tier 1 EIS study to determine the best location for the construction of a crossing over the Mississippi River; and
2. The City of Dayton further supports MNDOT efforts to secure funding from the Minnesota State Legislature and any other governmental bodies that have resources available to assist with the completion of the Tier 1 EIS study.

Passed by the City Council of Dayton, Minnesota this 28th day of October, 2025.

Mayor Dennis Fisher

Attested:

Assistant City Administrator Amy Benting

PRESENTER:

Jason Quisberg

ITEM:

113th Avenue Trunk Sewer Extension

PREPARED BY:

Jason Quisberg, Engineering

POLICY DECISION / ACTION TO BE CONSIDERED:

Approve Plans and Authorize Bid Solicitation for the 113th Avenue Trunk Sewer Extension project

BACKGROUND:

The city trunk sewer line located just south and east of 113th Avenue, near CSAH 81, needs to be extended to service the area north of the Dayton Industrial Park (113th Avenue). This line will provide wastewater collection for the area, generally, east of The Cubes, west of East French Lake Road, north to, and beyond, 117th Avenue. This includes the parcels commonly referred to as the DDL properties – more recently associated with the Oppidan development application.

Council authorized preliminary design, to determine the preferred extension alignment, back on April 8th. Then authorized final design, including the preparation of construction documents, on August 12th. Construction and bidding documents are now complete. The next steps are to approve plans and specifications for the project and authorize solicitation of contractor bids to construct the proposed improvements.

PROJECT SCHEDULE

It is anticipated that winter construction may be advantageous for these improvements, primarily due to a significant portion of the work being completed within and adjacent to wetland areas. (The frozen, or partially frozen, surface may facilitate construction equipment maneuvering and limit the disturbance of surface features.) However, it is recommended that a larger window for construction, into spring or early summer, be allowed, only to accommodate additional bids that may be restricted if only a winter timeframe is allowed.

It should be noted that wetland permitting, easement acquisitions, or other condition(s) may *require* a later construction timeframe. We are currently in easement negotiations, and in process of obtaining permits associated with the project. To date, we have not had any interactions suggesting easements and permits can not be obtained as planned, however, until final approvals/agreements are executed, we cannot say with certainty what the actual timeline might be.

Per the proposed contract agreement, the sewer extension will be completed before July 2026.

PROJECT COSTS & REVENUES

	Preliminary	Current
Construction	\$570,000	\$584,000
Engineering	\$137,000	\$137,000
Other Indirect (testing, legal, etc.)	\$8,000	\$8,000
*Easements	\$100,000	\$50,000
Total project	\$815,000	\$779,000

*Easements are still in negotiations; amount is expected to change.

It is expected that this project will be funded using the City Sewer Fund.

BUDGET IMPACT:

Estimated \$4,000 for execution of the bidding process

RECOMMENDATION:

Should Council choose to proceed with the project, approve plans and authorize bidding for the 113th Avenue Trunk Sewer Extension project

ATTACHMENT(S):

Plan set (cover sheet only)
Advertisement for Bids

CONSTRUCTION PLANS

FOR

113TH AVE TRUNK SEWER EXTENSION

DAYTON, MINNESOTA

OCTOBER 2025

ENGINEER



STANTEC CONSULTING SERVICES INC.
ONE CARLSON PARKWAY N.
SUITE 100
PLYMOUTH, MN 55447
(P) - (763) 479-4200

CLIENT



CITY OF DAYTON
12260 S DIAMOND LAKE ROAD
DAYTON, MINNESOTA 55327

City Council

Mayor	Dennis Fisher
Council Member	Sara Van Asten
Council Member	Stephanie Henderson
Council Member	David Fashant
Council Member	Scott Salonek
Administrator	Zach Doud

PROJECT DATUM

HORIZONTAL: MNDOT HENNEPIN COUNTY, US FOOT

VERTICAL: NAVD88

WARNING:

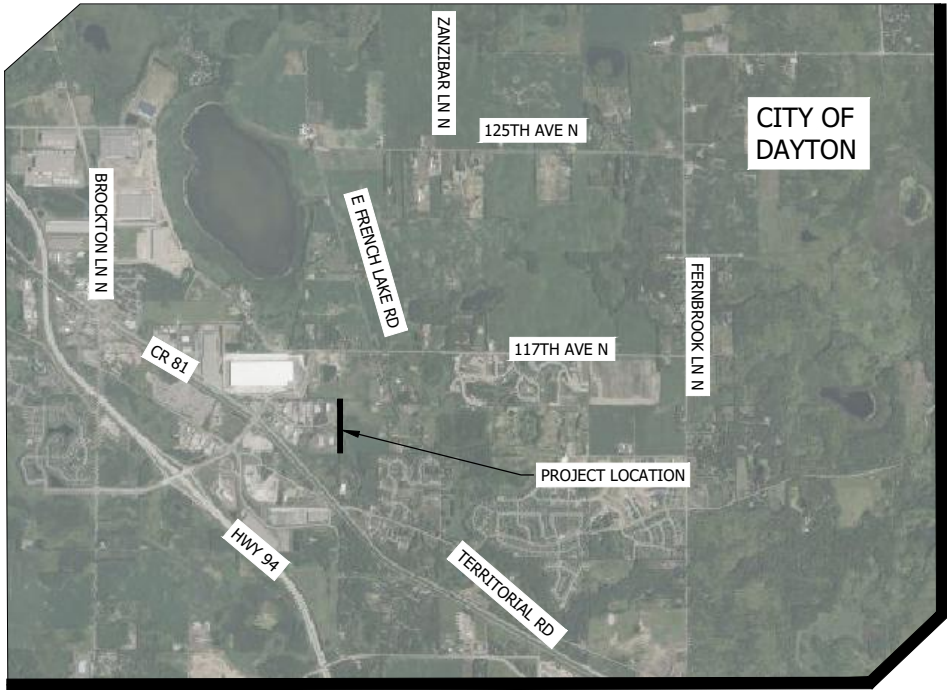
THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE (NOT INCLUDING DAY OF REQUEST, WEEKENDS, AND HOLIDAYS) FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

CALL BEFORE YOU DIG

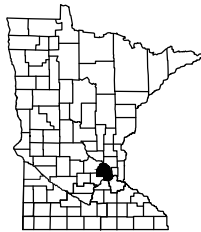
GOPHER STATE ONE CALL

TWIN CITY AREA: 651-454-0002
TOLL FREE 1-800-252-1166



VICINITY MAP

NOT TO SCALE



PROJECT LOCATION

CITY: DAYTON
COUNTY: HENNEPIN

Sheet Number	Sheet Title
G-001	TITLE SHEET
G-002	LEGEND AND GENERAL NOTES
C-001	EXISTING CONDITIONS AND REMOVALS
C-201	SWPPP
C-202	EROSION CONTROL AND RESTORATION PLAN
C-401	SANITARY SEWER OVERVIEW
C-402	SANITARY SEWER PLAN AND PROFILE
C-403	SANITARY SEWER PLAN AND PROFILE
C-801	DETAILS
C-802	DETAILS

THIS PLAN SET CONTAINS 10 SHEETS



ONE CARLSON PARKWAY N.
SUITE 100
PLYMOUTH, MN 55447
PHONE: 763-479-4200
FAX: 763-479-4242



CITY OF DAYTON

113TH AVE TRUNK SEWER
EXTENSION

DAYTON, MINNESOTA 55327

PROJECT TITLE:

ISSUE NO.:

1

DESCRIPTION:

ISSUED FOR PERMITS

DATE:

10/1/2025

CERTIFICATION:

NOT FOR
CONSTRUCTION

PROJECT NO.: 193807450

DWN BY:	CHKD BY:	APPD BY:
JLT	NMF	MJS

ISSUE DATE: 10/1/2025

ISSUE NO.: 1

SHEET TITLE:

TITLE SHEET

SHEET NO.:

76G-001

SECTION 00 11 13 ADVERTISEMENT FOR BIDS

NOTICE TO CONTRACTORS

Electronic Bid Proposals will be received by the City of Dayton, Minnesota, on the QuestCDN.com website via the VirtuBid electronic bidding application. Only electronic bids will be accepted for this project. Bids will be received on the QuestCDN.com website, until **10:00 A.M., CST, on Tuesday, November 25, 2025**, at which time they will be opened electronically and reviewed for the furnishing of all labor, materials, and all else necessary for the following:

113TH AVE TRUNK SEWER EXTENSION

The work, in accordance with Drawings and Specifications prepared by Stantec Consulting Services Inc., consists of the following major items of work and approximate quantities:

2 Acres	Clearing & Grubbing
1,300 Lin Ft	8"-12" Sanitary Sewer

Together with selective demolition, traffic control, restoration, and other related appurtenances.

Each bid proposal shall be accompanied by a "Bid Security" in the form of a certified check made payable to the "City of Dayton" (OWNER) in the amount not less than five percent (5%) of the total bid, or a surety bond in the same amount, running to the OWNER, with the surety company thereon duly authorized to do business in the State of Minnesota. Such Bid Security to be a guarantee that the bidder will not, without the consent of the OWNER, withdraw their bid for a period of sixty (60) days after the opening of bids, and if awarded a contract, will enter into a contract with the OWNER; and the amount of the certified check will be retained or the bond enforced by the OWNER in case the bidder fails to do so. All bid securities except those of the three lowest bidders will be returned within five days after the opening of bids.

Eligible Bidders for this project must meet the Minimum Criteria as defined in the Section 00 45 49 Responsible Contractor Law in accordance with Minnesota Statutes § 16C.285, subdivision 3, and additional criteria required by the OWNER.

Bid Proposals shall be submitted on forms furnished for that purpose. Bids shall be submitted electronically through the QuestCDN website in accordance with the Instructions to Bidders. No bidder shall withdraw their bid, without the consent of the OWNER, for the period of days indicated above after the date for the opening thereof. The OWNER, however, reserves the right to reject any or all bids and to waive any minor irregularities, informalities or discrepancies. A work history detailing qualifications and past experience must be provided upon request.

The Project Manual is available on QuestCDN (www.questcdn.com). You may download the digital plan documents for a fee by inputting **Quest Project #9923892** on the website's project search page. Please contact QuestCDN at 952-233-1632 or Direct inquiries to Mark Schroeder at (651) 395-5216 or mark.schroeder@stantec.com.

Jason Quisberg, City Engineer
City of Dayton/Stantec Consulting Services, Inc.

PUBLISHED: QuestCDN.com: November 6, 2025
Dayton-Champlin Press: November 6, 2025

ITEM:

Approval of Support for TRPD to Purchase 13880 Dayton River Road

APPLICANT:

Ann Rexine, Principal Planner, Three Rivers Park District

PREPARED BY:

Zach Doud, City Administrator

POLICY DECISION / ACTION TO BE CONSIDERED:

Approval of Support for TRPD Purchasing of PID 10-120-22-31-0001

BACKGROUND:

During the September 23rd City Council heard from multiple landowners interested in selling their properties to Three Rivers Park District. Both of which land outside the area previously discussed by the Dayton City Council so staff needed to hear direction from Council on how to proceed. City Council has given direction on this property at 13880 Dayton River Road, belonging to Dan and Debbie Pearson, that there is support for the purchase of this property by Three Rivers Park District.

It should be known that the City of Dayton City Council is evaluating all properties on an individual basis along the Mississippi River and looks to continue to grow the relationship between Three Rivers Park District and the City as we look to develop the extension of the West Mississippi Regional Trail.

CRITICAL ISSUES:

None.

RELATIONSHIP TO COUNCIL GOALS:

Maintain and Enhance the Natural and Rural Community Connection

- *Facilitate an interconnected trail system*
- *Provide and enhance public recreation space*

RECOMMENDATION:

Staff recommends Approval of Resolution 79-2025 which supports the purchase of property at 13880 Dayton River Road by Three Rivers Park District.

ATTACHMENT(S):

Aerial Photo
Resolution 79-2025

Aerial Photo



RESOLUTION NO. 79-2025

**A RESOLUTION OF SUPPORT
FOR THE ACQUISITION OF 5.5 ACRES OF PROPERTY
ON DAYTON RIVER ROAD
IDENTIFIED BY PIDS 10-120-22-31-0001
IN THE CITY OF DAYTON**

WHEREAS, the City of Dayton ("City") participated in and passed Resolution No. 23-2016 in support for the West Mississippi River Regional Trail master plan on June 29, 2016; and

WHEREAS, implementation of the West Mississippi River Regional Trail ("Regional Trail") corridor requires acquisition of land sufficient to design, build, operate and maintain a regional trail; and

WHEREAS, Three Rivers Park District ("Park District") is reviewing acquisition of 13880 Dayton River Road/PID 10-120-22-31-0001 ("Property") at the request of the property owners/representatives Dan and Deborah Pearson ("Property Owner"); and

WHEREAS, acquisition of the Property would be based on a willing seller basis only; and

WHEREAS, Park District is required to obtain municipal consent via resolution when acquiring property; and

WHEREAS, City has reviewed the acquisition of the Property by the Park District and find that it is in conformance with the Regional Trail plans; and

THEREFORE BE IT RESOLVED, that the City Council of the City of Dayton, Minnesota approves the direct purchase of the property rights of the aforementioned property by the Park District for the West Mississippi River Regional Trail should the Park District and Property Owners enter into a mutually acceptable purchase agreement.

This resolution was adopted by the City Council of the City of Dayton on the ____ day of _____, 2025 by a vote of _____ ayes and _____ nays.

Dennis Fisher, Mayor

ATTEST:

[Insert Name]