

Dassel, MN

# Special City Council Meeting

Monday, August 25, 2025 at 6:00 pm

## 1. Call to Order

### a. Roll Call

Council members Gaertner, Landrus, Thurn & Mayor Lalone. Absent: Suchy

## 2. Business Items

### a. Motion to approve payment of Claims in the amount of \$44,077.28

### b. Motion to Approve Payment Request #5 from Levanen Underground LLC for work completed on the 2024 Parking lot and Sidewalk Improvement project in the amount of \$15,501.48.

### c. Motion to approved the bid from Diversified Paving, St. Augusta MN in the amount of \$332,545.45 for the Trail Improvement project.

The Dassel Cokato Trail Committee passed a motion unanimously on Aug. 21, 2025, accepting the bid of \$332,545.45 from Diversified Paving, St Augusta MN and recommending such to the City Council.

### d. Motion to approve and authorize signing of the Active Transportation (AT) Infrastructure Solicitation grant agreement with the State of MN.

### e. Set date for City Council EDA Meeting

There is a request for an EDA loan. In the past, the Council has met as the EDA Board and takes action. Then the Council addresses the request even though it is the same people in both EDA and Council.

## 3. Adjourn

The agenda packet with all background material is located at the side table for viewing by the public. The agenda is subject to change without notice. Information and materials relating to the above items are available for review at city hall by appointment.

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Contact: Renee Eckerly (renee.eckerly@dassel.com 320-275-2454) | Agenda published on 08/22/2025 at 11:32 AM

CITY OF DASSEL

08/21/25 12:42 PM

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**\*Check Summary Register©**

Batch: 20250819CLMS,20250819PRE

Name	Check Date	Check Amt	
<b>10401 PERENNIAL CHECKING</b>			
15027	LEVANEN UNDERGROUND LLC	8/18/2025	\$15,501.48 NO.5 2024 PARKING LOT AND SIDEWALK I
15028	ALMAN AUTO	8/21/2025	\$1,045.90 2015 FORD F250 SPIN BALANCE TIRE, 2657
15029	BOBBING BOBBER BREWING C	8/21/2025	\$69.22 BEER
15030	BREAKTHRU BEVERAGE - WINE	8/21/2025	\$1,622.55 LIQUOR
15031	C & L DISTRIBUTING	8/21/2025	\$3,342.85 CREDIT
15032	CASEYS BUSINESS MASTERCARD	8/21/2025	\$1,064.83 FD FUEL
15033	CHARTER COMMUNICATIONS	8/21/2025	\$36.32 DAHAROOT
15034	DAHLHEIMER BEVERAGE	8/21/2025	\$3,789.40 BEER
15035	DC BAND BOOSTER	8/21/2025	\$200.00 2025 RED ROOSTER DAYS PARADE
15036	DEBBIE SCHREYER	8/21/2025	\$825.00 DIXELAND PICKUP BAND
15037	GGL REAL ESTATE	8/21/2025	\$200.00 2024 RR DAYS BARN RENT
15038	JOHNSON BROTHERS LIQUOR C	8/21/2025	\$735.20 LIQUOR
15039	LANDSKAPINGS	8/21/2025	\$3,102.50 MUSHROOM BUILDING - REMOVE SOD, 16
15040	M AMUNDSON LLP	8/21/2025	\$2,898.23 TABACCO
15041	MINNESOTA DEPARTMENT OF H	8/21/2025	\$1,788.00 3RD QTR 2025
15042	PERA	8/21/2025	\$2,337.06 SVF ADDITIONAL CONTRIBUTION CITY OF
15043	PETTY CASH	8/21/2025	\$1,400.00 CASH FOR 2025 RR DAYS BIKE
15044	PHILLIPS WINE & SPIRITS	8/21/2025	\$972.87 LIQUOR
15045	PRECISE ICE	8/21/2025	\$107.76 ICE
15046	RED BULL DISTRIBUTION COMP	8/21/2025	\$42.00 REDBULL
15047	VESTIS	8/21/2025	\$145.46 UNIFORM SERVICES/SUPPLIES PW
15048	VIKING BEVERAGE 8801387	8/21/2025	\$1,173.25 BEER
15049	VIKING COCA-COLA 801387	8/21/2025	\$77.40 POP
15050	ZUHRAH HORSE PATROL	8/21/2025	\$800.00 2025 RED ROOSTER DAYS PARADE
15051	ZUHRAH STEEL DRUM BAND	8/21/2025	\$800.00 2025 RED ROOSTER DAYS PARADE
<b>Total Checks</b>			<b>\$44,077.28</b>

FILTER: (([Act Year]='2025' and [period] in (8))) and (Source in ('20250819CLMS','20250819PRE'))



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August 18, 2025

Renee Eckerly, City Administrator  
City of Dassel  
PO Box 391  
Dassel, MN 55325

RE: 2024 Parking Lot and Sidewalk Improvements  
City of Dassel, Minnesota  
Project No.: OW1.132887

Dear Renee,

Enclosed please find Payment Estimate No. 5 for the above referenced project. This estimate reflects all work completed through July 11, 2025. We have reviewed the estimate and have approved it as submitted. Please review the estimate and, if acceptable, sign and date the estimate and forward one copy to Levanen Underground LLC with payment, one copy to myself and keep one copy for your records.

Thank you for taking the time to review this estimate. Please feel free to call me if you have any questions or would like to discuss the estimate.

Sincerely,

**Bolton & Menk, Inc.**

**Mitchell Lease, P.E.**  
Project Manager

Enclosure

**Contractor's Application for Payment**

<b>Owner:</b> <u>City of Dassel</u>	<b>Owner's Project No.:</b> _____
<b>Engineer:</b> <u>Bolton &amp; Menk, Inc.</u>	<b>Engineer's Project No.:</b> <u>OW1.132887</u>
<b>Contractor:</b> <u>Levanen Underground LLC</u>	<b>Agency's Project No.:</b> _____
<b>Project:</b> <u>2024 Parking Lot and Sidewalk Improvements</u>	
<b>Contract:</b> <u>2024 Parking Lot and Sidewalk Improvements</u>	
<b>Application No.:</b> <u>5</u>	<b>Application Date:</b> <u>7/30/2025</u>
<b>Application Period:</b> From <u>10/11/2024</u> to <u>7/11/2025</u>	

1. Original Contract Price	\$	360,537.50
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	360,537.50
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	387,536.91
5. Retainage		
a. <u>1%</u> X \$ <u>387,536.91</u> Work Completed	\$	3,875.37
b. _____ X \$ _____ Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	3,875.37
6. Amount eligible to date (Line 4 - Line 5.c)	\$	383,661.54
7. Less previous payments	\$	368,160.06
8. Amount due this application	\$	15,501.48
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-

**Contractor's Certification**

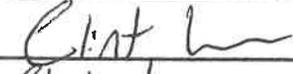
The undersigned Contractor certifies, to the best of its knowledge, the following:

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

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

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

**Contractor:** Levanen Underground LLC

**Signature:**  **Date:** 7-30-2025

**Name:** Clint Levanen **Title:** President

<b>Recommended by Engineer</b>	<b>Approved by Owner</b>
<b>By:</b> <u></u>	<b>By:</b> _____
<b>Name:</b> <u>Mitchell Lease, P.E.</u>	<b>Name:</b> _____
<b>Title:</b> <u>Project Manager</u>	<b>Title:</b> _____
<b>Date:</b> <u>8/18/2025</u>	<b>Date:</b> _____

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Dassel	Owner's Project No.:	
Engineer:	Bolton & Menk, Inc.	Engineer's Project No.:	0W1.132887
Contractor:	Levanen Underground LLC	Agency's Project No.:	
Project:	2024 Parking Lot and Sidewalk Improvements		
Contract:	2024 Parking Lot and Sidewalk Improvements		

Application No.:		Application Period:		From		to		Application Date:					
S		10/11/24		07/11/25		07/30/25							
A Bid Item No.	B Description	C Contract Information				D Previous Estimate		E Work Completed		I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H+I) (\$)	K % of Value of Item (I / J) (%)	L Balance to Finish (F - J) (\$)
		F Item Quantity	G Units	H Unit Price (\$)	I Value of Bid Item (C X E) (\$)	J Quantity Previous Estimate	K Value Previous Estimate	L Estimated Quantity Incorporated in the Work	M Value of Work Completed to Date (F X G) (\$)				
Original Contract													
1	MOBILIZATION	1.00	LUMP SUM	5,500.00	5,500.00	1.00	5,500.00	1.00	5,500.00		5,500.00	100%	-
2	REMOVE MANHOLE (STORM)	2.00	EACH	700.00	1,400.00	2.00	1,400.00	2.00	1,400.00		1,400.00	100%	-
3	SALVAGE CASTING	2.00	EACH	600.00	1,200.00	2.00	1,200.00	2.00	1,200.00		1,200.00	100%	-
4	SALVAGE SIGN	1.00	EACH	500.00	500.00	1.00	500.00	1.00	500.00		500.00	100%	-
5	REMOVE SEWER PIPE (STORM)	40.00	LIN FT	50.00	2,000.00	40.00	2,000.00	40.00	2,000.00		2,000.00	100%	-
6	REMOVE CURB & GUTTER	287.00	LIN FT	15.00	4,305.00	388.00	5,820.00	388.00	5,820.00		5,820.00	135%	(1,515.00)
7	REMOVE CONCRETE DRIVEWAY PAVEMENT	98.00	SQ YD	20.00	1,960.00	98.00	1,960.00	98.00	1,960.00		1,960.00	100%	-
8	REMOVE CONCRETE WALK	804.00	SQ YD	15.00	12,060.00	805.83	12,087.45	805.83	12,087.45		12,087.45	100%	(27.45)
9	REMOVE BITUMINOUS PAVEMENT	3,265.00	SQ YD	5.00	16,325.00	3,265.00	16,325.00	3,265.00	16,325.00		16,325.00	100%	-
10	COMMON EXCAVATION (P)	1,428.00	CU YD	6.00	8,568.00	1,428.00	8,568.00	1,428.00	8,568.00		8,568.00	100%	-
11	SUBGRADE EXCAVATION (EV)	68.00	CU YD	7.00	476.00	42.50	297.50	42.50	297.50		297.50	63%	178.50
12	GEOTEXTILE FABRIC TYPE V	3,165.00	SQ YD	2.00	6,330.00	3,068.00	6,136.00	3,068.00	6,136.00		6,136.00	97%	194.00
13	AGGREGATE BASE (CV) CLASS 5	1,163.00	CU YD	17.00	19,771.00	1,055.50	17,943.50	1,055.50	17,943.50		17,943.50	91%	1,827.50
14	BITUMINOUS PATCH STREET	65.00	SQ YD	83.00	5,395.00	137.00	11,371.00	137.00	11,371.00		11,371.00	211%	(5,976.00)
15	BITUMINOUS PATCH DRIVEWAY	55.00	SQ YD	55.00	3,025.00	70.56	3,880.80	70.56	3,880.80		3,880.80	128%	(855.80)
16	TYPE SP 9.5 WEARING COURSE MIX (2,B)	336.00	TON	112.00	37,632.00	338.50	37,912.00	338.50	37,912.00		37,912.00	101%	(280.00)
17	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	568.00	TON	89.00	50,552.00	567.00	50,463.00	567.00	50,463.00		50,463.00	100%	89.00
18	12" RC PIPE SEWER CLASS V	24.00	LIN FT	92.00	2,208.00	22.00	2,024.00	22.00	2,024.00		2,024.00	92%	184.00
19	8" PVC STORM PIPE (SDR 26)	20.00	LIN FT	90.00	1,800.00	19.50	1,755.00	19.50	1,755.00		1,755.00	98%	45.00
20	CONSTRUCT BULKHEAD	1.00	EACH	2,500.00	2,500.00	1.00	2,500.00	1.00	2,500.00		2,500.00	100%	-
21	CONNECT TO EXISTING STORM SEWER	3.00	EACH	850.00	2,550.00	3.00	2,550.00	3.00	2,550.00		2,550.00	100%	-
22	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	6.90	LIN FT	500.00	3,450.00	6.50	3,250.00	6.50	3,250.00		3,250.00	94%	200.00
23	ADJUST VALVE BOX	2.00	EACH	250.00	500.00	3.00	750.00	3.00	750.00		750.00	150%	(250.00)
24	ADJUST FRAME & RING CASTING	2.00	EACH	250.00	500.00	2.00	500.00	2.00	500.00		500.00	100%	-
25	CASTING ASSEMBLY SPECIAL - CURB STOP	6.00	EACH	680.00	4,080.00	10.02	6,813.60	10.02	6,813.60		6,813.60	167%	(2,733.60)
26	ADJUST CURB STOP	6.00	EACH	100.00	600.00	10.00	1,000.00	10.00	1,000.00		1,000.00	167%	(400.00)
27	FURNISH & INSTALL FRAME AND RING CASTING (STORM	1.00	EACH	500.00	500.00	1.00	500.00	1.00	500.00		500.00	100%	-
28	4" CONCRETE WALK	6,845.00	SQ FT	7.00	47,915.00	7,869.00	55,083.00	7,869.00	55,083.00		55,083.00	115%	(7,168.00)
29	6" CONCRETE DRIVEWAY PAVEMENT	1,844.00	SQ FT	8.00	14,752.00	2,716.00	21,728.00	2,716.00	21,728.00		21,728.00	147%	(6,976.00)
30	6" THICKENED EDGE CONCRETE WALK	644.00	SQ FT	8.00	5,152.00	628.50	5,028.00	628.50	5,028.00		5,028.00	98%	124.00
31	CONCRETE CURB & GUTTER DESIGN B618	822.00	LIN FT	18.00	14,796.00	1,159.00	20,862.00	1,159.00	20,862.00		20,862.00	141%	(6,066.00)
32	TRUNCATED DOMES	22.00	SQ FT	90.00	1,980.00	20.00	1,800.00	20.00	1,800.00		1,800.00	91%	180.00
33	INSTALL SIGN PANEL (HANDICAP PARKING)	2.00	EACH	200.00	400.00	2.00	400.00	2.00	400.00		400.00	100%	-
34	REINSTALL SALVAGED SIGN	1.00	EACH	300.00	300.00	1.00	300.00	1.00	300.00		300.00	100%	-
35	TRAFFIC CONTROL	1.00	LUMP SUM	3,000.00	3,000.00	1.00	3,000.00	1.00	3,000.00		3,000.00	100%	-
36	4" SOLID LINE WHITE PAINT	1,170.00	LIN FT	3.00	3,510.00	1,056.00	3,168.00	1,056.00	3,168.00		3,168.00	90%	342.00
37	CURB MARKING PAINT (YELLOW)	45.00	LIN FT	4.00	180.00	30.00	120.00	30.00	120.00		120.00	67%	60.00
38	PAVEMENT MESSAGE WHITE (HANDICAP SYMBOL)	2.00	EACH	480.00	960.00	2.00	960.00	2.00	960.00		960.00	100%	-
39	STABILIZED CONSTRUCTION EXIT	3.00	EACH	1,200.00	3,600.00	2.00	2,400.00	2.00	2,400.00		2,400.00	67%	1,200.00
40	STORM DRAIN INLET PROTECTION	8.00	EACH	120.00	960.00	8.00	960.00	8.00	960.00		960.00	100%	-
41	BIOLOG	256.00	LIN FT	6.50	1,664.00	256.00	1,664.00	256.00	1,664.00		1,664.00	100%	-
42	COMMON TOPSOIL BORROW	128.00	CU YD	28.00	3,584.00	237.77	6,657.56	237.77	6,657.56		6,657.56	186%	(3,073.56)
43	TURF ESTABLISHMENT, HYDRAULIC MATRIX	666.00	SQ YD	7.50	4,995.00	470.00	3,525.00	470.00	3,525.00		3,525.00	71%	1,470.00
44	TURF ESTABLISHMENT, EROSION CONTROL BLANKET	96.00	SQ YD	7.50	720.00	82.00	615.00	82.00	615.00		615.00	85%	105.00
A-1	REMOVE BITUMINOUS PAVEMENT	1,612.00	SQ YD	5.00	8,060.00	1,612.00	8,060.00	1,612.00	8,060.00		8,060.00	100%	-
A-2	TYPE SP 9.5 WEARING COURSE MIX (2,B)	150.00	TON	115.25	17,287.50	150.00	17,287.50	150.00	17,287.50		17,287.50	100%	-
A-3	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	250.00	TON	111.06	27,765.00	250.00	27,765.00	250.00	27,765.00		27,765.00	100%	-
A-4	AGGREGATE BASE (CV) CLASS 5	135.00	CU YD	17.00	2,295.00	17.00	289.00	17.00	289.00		289.00	13%	2,006.00
A-5	BIOLOG	150.00	LIN FT	6.50	975.00	132.00	858.00	132.00	858.00		858.00	88%	117.00

**Progress Estimate - Unit Price Work**

**Contractor's Application for Payment**

Owner: City of Dassel	Owner's Project No.:
Engineer: Bolton & Menk, Inc.	Engineer's Project No.: <b>0W1.132887</b>
Contractor: Levanen Underground LLC	Agency's Project No.:
Project: 2024 Parking Lot and Sidewalk Improvements	
Contract: 2024 Parking Lot and Sidewalk Improvements	

Application No.: 5 Application Period: From 10/11/24 to 07/11/25 Application Date: 07/30/25

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C x E) (\$)	Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
						Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E x G) (\$)				
<b>Original Contract Totals</b>					\$	<b>360,537.50</b>		\$	<b>387,536.91</b>	\$	<b>387,536.91</b>	<b>107%</b>	\$ <b>(26,999.41)</b>



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Willmar, MN 56201-5818

Ph: (320) 231-3956  
Fax: (320) 231-9710  
Bolton-Menk.com

August 20, 2025

RE: Dassel - Cokato Trail Improvements  
City of Dassel, Minnesota  
BMI No.: 24X.136350.000

Dear Dassel - Cokato Trail Committee Members:

On August 20, 2025, we received four (4) bids for the Dassel-Cokato Trail Improvements project. The bids ranged from a low of \$332,545.45 to a high of \$505,168.65. The low bid was submitted by R & K Industries LLC dba Diversified Paving of St. Augusta, Minnesota in the amount of \$332,545.45. The estimate for the project was approximately \$415,000.00.

Diversified Paving has been in business for a few years. Based on a review of their references they have completed other projects similar in nature to this project in a timely manner. Overall, we feel that they are qualified to complete this project.

Based on the above information, if the Committee wishes to move forward with the project, we recommend that the contract for the Dassel-Cokato Trail Improvements project be awarded to R & K Industries LLC dba Diversified Paving of St. Augusta, Minnesota in the amount of \$332,545.45.

Please let me know if you have any questions or need any additional information.

Sincerely,

**Bolton & Menk, Inc.**

A handwritten signature in blue ink that reads 'Mitchell Lease'.

**Mitchell Lease, P.E.**  
Project Manager

## BID TABULATION

**PROJECT:** DASSEL-COKATO TRAIL IMPROVEMENTS  
DASSEL, MN

**DATE:** August 20, 2025

**PROJECT NO.** 24X.136350.000

**TIME:** 11:00 A.M.

**QUEST PROJECT NO.** 9797725

BIDDERS	BASE BID
1. Diversified Paving St. Augusta, MN	\$332,545.45
2. Knife River Corporation – North Central Sauk Rapids, MN	\$359,839.75
3. DMJ Asphalt Inc. Medina, MN	\$411,346.50
4. Duininck, Inc. Prinsburg, MN	\$505,168.65