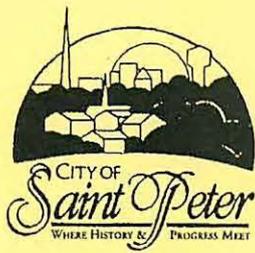


**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, April 22, 2013
Community Center Governors' Room - 7:00 p.m.

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. PUBLIC HEARING**
 - A. Tax Increment Financing District No. 1-19
 - B. Ewing Street Vacation
 - C. Nash Finch Abatement Request
- IV. APPROVAL OF MINUTES**
 - A. April 8, 2013 Regular Meeting
 - B. April 15, 2013 Special Meeting
- V. VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments
- VI. APPROVAL OF CONSENT AGENDA ITEMS**
- VII. UNFINISHED BUSINESS**
 - A. Ewing Street Vacation Request
- VIII. NEW BUSINESS**
 - A. Eminent Domain Proceedings
 - B. Land Acquisition: Andresen Property
 - C. Nash Finch Abatement Request
 - D. Unbudgeted Purchase: Wastewater Treatment Plant Conveyer Repairs
 - E. 2013 Street Maintenance Program
 - F. Construction Standard Detail Updates
 - G. North Third Street Project Approval
- IX. REPORTS**
 - A. MAYOR**
 - 1. Arbor Month Proclamation
 - 2. Police Officer Memorial Day Proclamation
 - 3. Others
 - B. CITY ADMINISTRATOR**
 - 1. City/School District #508 Committee Meeting Schedule
 - 2. City/County Committee Meeting Schedule
 - 3. Board of Appeal and Equalization Meeting
 - 4. Others
- X. ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. CALL TO ORDER

Mayor Strand will call the meeting to order and lead the Pledge of Allegiance.

II. APPROVAL OF AGENDA

A motion to approve the agenda, as posted in accordance with the Open Meetings Law, will be entertained. A MOTION is in order.

III. PUBLIC HEARINGS

A. **PUBLIC HEARING ON ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-19**

A public hearing has been scheduled at this time to consider public comments on the establishment of a redevelopment tax increment district at the site of the old hospital and nursing home. Since the hearing was scheduled, staff has determined that a housing district is more appropriate at this site. Therefore, this hearing will be cancelled and a new hearing scheduled for May 28th. At this time it is appropriate to state the hearing has been cancelled and establishment of a redevelopment district is no longer being considered at this site.

B. **PUBLIC HEARING ON EWING STREET VACATION REQUEST**

A public hearing has been scheduled at this time to receive comment on the proposed vacation of a portion of Ewing Street. Notice of the hearing has been duly published in the St. Peter Herald and area property owners have been notified. Action on the proposed street vacation is scheduled under UNFINISHED BUSINESS.

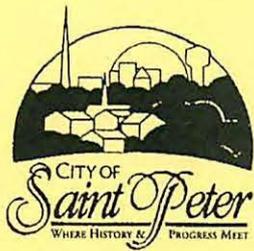
C. **PUBLIC HEARING ON ABATEMENT REQUEST FOR NASH FINCH**

A public hearing has been scheduled at this time to receive comment on a request for a tax abatement in the amount of \$40,000 submitted by Nash Finch. Notice of the hearing has been duly published in the St. Peter Herald. Action on the proposed street vacation is scheduled under NEW BUSINESS.

IV. APPROVAL OF MINUTES

A. **APRIL 8, 2013 REGULAR MEETING**

A copy of the minutes of the April 8, 2013 regular Council meeting is attached for approval. A MOTION is in order.



B. APRIL 15, 2013 REGULAR MEETING

A copy of the minutes of the April 13, 2013 special Council meeting is attached for approval. A MOTION is in order.

V. VISITORS

A. Scheduling of Visitor Comments On Agenda Items

Members of the audience wishing to address the Council with regard to an agenda item later in the meeting should be noted at this time.

B. General Visitor Comments

Members of the audience wishing to address the Council concerning items not on the agenda may do so at this time.

V. APPROVAL OF CONSENT AGENDA ITEMS

The consent agenda, including approval of the schedule of disbursements for April 4, 2013 through April 17, 2013 are attached. Please see the attached staff reports and RESOLUTION.

VI. UNFINISHED BUSINESS

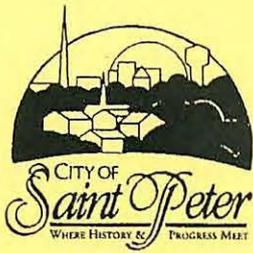
A. ADOPTION OF A RESOLUTION APPROVING THE VACATION OF A PORTION OF EWING STREET

Following the public hearing, it is appropriate to consider action on the petition to vacate a portion of Ewing Street. Please see the attached staff report and RESOLUTION.

VII. NEW BUSINESS

A. ADOPTION OF A RESOLUTION AUTHORIZING CITY ATTORNEY TO BEGIN EMINENT DOMAIN PROCEEDINGS

Staff recommends the City Attorney be directed to initiate eminent domain proceedings associated with the Washington Avenue Link Project. Please see the attached staff report and RESOLUTION.



B. ADOPTION OF A RESOLUTION APPROVING PURCHASE OF REAL ESTATE OWNED BY JAMES ANDRESEN RELATED TO WASHINGTON AVENUE LINK PROJECT

Staff recommends approval be provided for purchase of real estate belong to James Andresen to be used for the Washington Avenue Link Project. Please see the attached staff report and RESOLUTION.

C. ADOPTION OF A RESOLUTION APPROVING TAX ABATEMENT REQUEST MADE BY NASH FINCH (ECONOFOODS) AND EXECUTION OF DEVELOPMENT AGREEMENT

Staff recommends approval of the tax abatement request made by Nash Finch. Please see the attached staff report and RESOLUTION.

D. ADOPTION OF A RESOLUTION APPROVING UNBUDGETED PURCHASE OF CONVEYER REPAIRS AT WASTEWATER TREATMENT PLANT

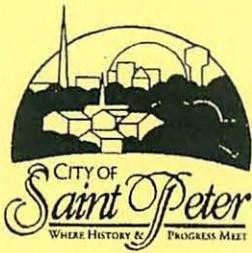
On February 21, 2013, the biosolids conveyor at the wastewater treatment Plant failed. The Wastewater operators arranged for emergency delivery of repair parts and retained a contractor to install the replacement parts which was completed on March 15, 2013. It is recommended the City Council authorize the payment to the various vendors for the emergency repair the biosolids conveyor. Please see the attached staff report and RESOLUTION.

E. ADOPTION OF A RESOLUTION APPROVING 2013 STREET MAINTENANCE PROGRAM

City staff has prepared a comprehensive street maintenance program for this summer to perform street repairs and seal the surface of streets to reduce water penetration - continuing the multi-year street program. A portion of funding is allocated to sidewalk repair. The program also initiates a 10-year plan for street name sign upgrade and replacement to comply with new federal standards. Please see the attached staff report and RESOLUTION.

F. ADOPTION OF A RESOLUTION UPDATED CONSTRUCTION STANDARD DETAIL PLATS

Changes are proposed to the City construction standards to incorporate an option for handicap sidewalk construction and clarify standards for installation and use of banners. Please see the attached staff report and RESOLUTION.



G. ADOPTION OF A RESOLUTION APPROVING NORTH THIRD STREET PROJECT AND AUTHORIZING RECEIPT OF BIDS

Construction of new facilities in the area of North Third Street will begin shortly. The City is committed to install the necessary infrastructure to provide service to the new facility. It is recommended the City Council approve the plans and set a date for receipt of bids of May 7, 2013, at 2:00 p.m. Please see the attached staff report and RESOLUTION.

VIII. REPORTS

A. MAYOR

1. REPORT ON "ARBOR MONTH" PROCLAMATION

Mayor Strand will proclaim May, 2013 as "Arbor Month".

2. REPORT ON "POLICE OFFICER MEMORIAL DAY" PROCLAMATION

Mayor Strand will proclaim May 15, 2013 as "Police Officer Memorial Day".

3. OTHERS

Any further reports by the Mayor will be provided at this time.

B. CITY ADMINISTRATOR

1. REPORT ON CITY/SCHOOL DISTRICT MEETING SCHEDULE

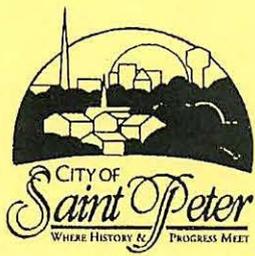
A meeting of the City/School District #508 Committee has been scheduled for April 23rd. A report will be provided at this time.

2. REPORT ON CITY/COUNTY MEETING SCHEDULE

A meeting of the City/County Committee has been scheduled for April 24th. A report will be provided at this time.

3. REPORT ON BOARD OF APPEAL AND EQUALIZATION MEETING

Nicollet County has scheduled the Saint Peter Board of Appeal and Equalization meeting for Tuesday, April 23, 2013 beginning at 6:00 p.m. in the Nicollet County Government Center. A report will be provided at this time.

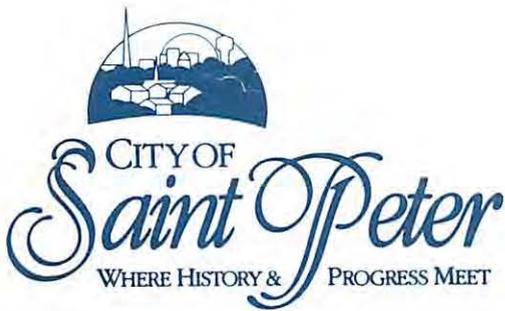


4. OTHERS

Any further reports by the City Administrator will be provided at this time.

IX. ADJOURNMENT

Office of the City Administrator
Todd Prafke



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 4/15/2013

FROM: Todd Prafke
City Administrator

RE: Tax Increment Financing District No. 1-19 Hearing

ACTION/RECOMMENDATION

None needed. For your information only.

BACKGROUND

The Council previously took action to schedule an April 22, 2013 public hearing on the creation of Tax Increment Financing District No. 1-19 at the site of the old hospital and nursing home.

Since that action, recommendation on the type of Tax Increment Financing District which should be established has been changed. Previously staff recommended establishing a "redevelopment" district. However, now we believe a "Housing" district is more appropriate.

The notification and publication requirements for establishing a Housing Tax Increment Financing District are different than those for a redevelopment district. As such, the hearing scheduled to take place at Monday's meeting will be cancelled and a new hearing notice and publication will be sent out that meets the requirements under State Statute for establishing a Housing Tax Increment Financing District.

FISCAL IMPACT:

There will be additional fees for publication of the hearing notice in the St. Peter Herald and for notifying surrounding property owners. Approximate cost will be \$500.

TP/bal

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

**MINUTES OF THE CITY COUNCIL MEETING
APRIL 8, 2013**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on April 8, 2013.

A quorum present, Mayor Strand called the meeting to order at 7:02 p.m. The following members were present: Councilmembers Pfeifer, Kvamme, Zieman, Brand and Mayor Strand. The following officials were present: City Attorney Brandt, and City Engineer Domras. Absent were Councilmembers Carlin and Eichmann and City Administrator Prafke. Finance Director O'Connell was attending in place of City Administrator Prafke.

Approval of Agenda – A motion was made by Pfeifer, seconded by Brand, to approve the agenda. With all in favor, the motion carried.

Approval of Minutes – A motion was made by Kvamme, seconded by Zieman, to approve the minutes of the March 25, 2013 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the March 25, 2013 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

Consent Agenda – Mayor Strand reported the appointment of Head Lifeguards, WSI Lifeguards, Maintenance and Cashier positions would be removed from the consent agenda so that staff can verify the proposed wages are within the established levels. In motion by Pfeifer, seconded by Kvamme, Resolution No. 2013-47 entitled "Resolution Approving Consent Agenda" was introduced as modified. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-47 is contained in the City Administrator's book entitled Council Resolutions 19.

Transit Drug And Alcohol Testing Policy Update – Finance Director O'Connell presented City Administrator Prafke's recommendation for approval of an updated drug and alcohol testing policy for transit employees. O'Connell noted that the City had been informed by the Minnesota Office of Transit that the current policy was out of date and staff had worked with State officials to develop an updated policy. Councilmember Kvamme pointed out a duplication of a paragraph in the document and staff indicated a correction would be made to remove the duplication. In motion by Kvamme, seconded by Pfeifer, Resolution No. 2013-48 entitled "Resolution Approving Updated Drug And Alcohol Testing Policy For Transit Employees", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-48 is contained in the City Administrator's book entitled Council Resolutions 19.

Bus Driver Position Description Modification – Finance Director O'Connell presented City Administrator Prafke's recommendation for approval of a modification to the Bus Driver position description to remove the requirement for a Class B driver's license with passenger endorsement. O'Connell reported that drivers of buses with less than 16 passengers are not required to have Class B licenses and lowering the requirement to a Class C or D license would attract more qualified candidates to the position. In motion by Brandt, seconded by Pfeifer,

Resolution No. 2013-49 entitled "Resolution Approving Modifications To The Bus Driver Position Description", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-49 is contained in the City Administrator's book entitled Council Resolutions 19.

Transit Coordinator Position Description Modification – Finance Director O'Connell presented City Administrator Prafke's recommendation for approval of a modification to the Transit Coordinator position description to remove the requirement for a Class B driver's license with passenger endorsement. O'Connell reported that drivers of buses with less than 16 passengers are not required to have Class B licenses and lowering the requirement to a Class C or D license would attract more qualified candidates to the position. O'Connell also noted additional proposed changes to the position description that would more accurately reflect the duties of the position and provide for a separation of financial duties that have been reassigned to other staff. In motion by Kvamme, seconded by Zieman, Resolution No. 2013-50 entitled "Resolution Approving Modifications To The Transit Coordinator Position Description", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-50 is contained in the City Administrator's book entitled Council Resolutions 19.

Social Media Policy Update – Finance Director O'Connell presented City Administrator Prafke's recommendation to update the City's social media policy, which is included in the Personnel Policy manual, to allow authorized employees to interact with the public on social media sites such as Facebook and Twitter. O'Connell noted the interaction would not include extensive dialogue, but would allow for answering questions which may be posted on the Facebook site. In motion by Kvamme, seconded by Brand, Resolution No. 2013-51 entitled "Resolution Approving Modification To Personnel Policies Related To Social Media", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-51 is contained in the City Administrator's book entitled Council Resolutions 19.

2013 Equipment Certificate Purchase – Public Works Director Giesking requested approval for the purchase of three pool "blankets" from Signature Aquatics in the amount of \$16,346.53 to be funded by the 2013 equipment certificate and the pool budget. Giesking indicated the blankets conserve heat in the pool during overnight hours and the estimated savings in heat and chemical costs by using the blankets would provide for a 1-3 year payback on the cost of the blankets. In motion by Zieman, seconded by Kvamme, Resolution No. 2013-52 entitled "Resolution Approving 2013 Equipment Certificate Purchase", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-52 is contained in the City Administrator's book entitled Council Resolutions 19.

Public Works Equipment Purchase Request – Public Works Director Giesking requested authorization to purchase a replacement mobile pump from Ziegler Caterpillar in the amount of \$32,170.44 which would include trade-in value of \$14,000 of an existing pump which was recommended to be declared as surplus property. Giesking indicated the pump was used to pump out manholes during flood conditions and during sewer repairs when water needed to be diverted around the section of pipe being repaired. Councilmember Zieman questioned why the existing pump was being replaced and what the warranty period was on the new pump. Giesking stated the existing pump was losing suction capabilities and he was unsure of the warranty, but expected it to be at least one year. Councilmember Brand suggested the existing pump should be kept as a backup. Giesking indicated the City already owned a backup pump.

Councilmember Kvamme questioned why other utility funds weren't contributing to the cost of the pump if other divisions of Public Works utilized the equipment. Finance Director O'Connell reported that costs for equipment are divided if divisions share use on a sporadic basis, but in this case, the use of the pump by other divisions would only be in case of repairs. In motion by Kvamme, seconded by Zieman, Resolution No. 2013-53 entitled "Resolution Approving Godwin Pump Purchase And Authorizing Trade-In Of Existing Pump", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-53 is contained in the City Administrator's book entitled Council Resolutions 19.

Revolving Loan Modification Request: St. Peter Community Childcare – Community Development Director Wille presented the Economic Development Authority recommendation to approve a twelve month extension (until April 1, 2014) for payment of a balloon payment due on a zero interest loan previously made to St. Peter Community Childcare (SPCCC). Wille noted SPCCC had originally requested a twenty-four month extension, but the EDA felt that the request could be reconsidered after the daycare has more financial history with the operation of their second site. Wille also pointed out that SPCCC would continue to make their \$200 monthly payments and City Administrator Prafke was working with the organization on issues surrounding lease payments. Councilmember Zieman questioned why the request for additional financial information, including the current value of the furniture, fixtures and equipment that secures the City's note, had not been provided by the daycare. Zieman also expressed his belief that the daycare has "had five years to get their books in order and if we were to charge them interest on the loan they might try harder". Councilmember Brand indicated that he was unwilling to provide an extension of more than one year because he was unable to see why the business was not profitable with the shortage of daycare facilities in the community. Zieman indicated he was hard pressed to approve the extension at zero percent interest. In motion by Kvamme, seconded by Brand, Resolution No. 2013-54 entitled "Resolution Approving Modification Of Terms Of Revolving Loan Previously Provided To St. Peter Community Childcare Center To Extend The Note By Twelve Months", was introduced. Upon roll call, Councilmembers Pfeifer, Kvamme, Brand and Mayor Strand voting aye, Councilmember Zieman voting nay, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-54 is contained in the City Administrator's book entitled Council Resolutions 19.

Fire Department Policies Modifications – Fire Chief Quade addressed the Council to request approval of the updated Fire Department policies. Quade indicated the major change in the policy was for the Department to do an annual accounting of membership activity versus a bi-annual accounting and that the minimum percentage of calls members must make to stay active was increased to thirty-five percent (35%). In motion by Pfeifer, seconded by Zieman, Resolution No. 2013-55 entitled "Resolution Approving Updated Fire Department Policies", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-55 is contained in the City Administrator's book entitled Council Resolutions 19.

Reports

Mayor's Reports - Mayor Strand reported on his recent activities which included attending the Council goal session and the Chamber of Commerce annual social.

City/School District #508 Meeting Discussion – Councilmembers Kvamme and Brandt reported on discussion at the City/School District #508 meeting which included the impact of the

Washington Avenue Link Project on the MVED building on Davis Street, the joint Safe Routes to School project; future planning agreements; facilities planning and partnering on strategic goals.

Goal Session Discussion – Councilmembers reported discussion at the Council Goal session of April 1st, was lengthy and worth their time.

Mayor Strand reminded everyone of the April 10th open house informational event on the Washington Avenue Link Project which was scheduled from 6:00 p.m. – 8:00 p.m. in the Senior Center.

Councilmember Zieman expressed his belief that Hometown Bank's shared purchase of the City's equipment certificate bonds was a good indication that local banks are involved in City bond issuances and bankers believe the City is doing well.

There being no further business, a motion was made by Pfeifer, seconded by Brand, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:42 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

MINUTES OF THE SPECIAL CITY COUNCIL MEETING

APRIL 15, 2013

Pursuant to due call and notice thereof, a special meeting of the City Council of the City of Saint Peter was conducted in the Nicollet Room of the Community Center on April 15, 2013.

A quorum present, Mayor Strand called the meeting to order at 5:30 p.m. The following members were present: Councilmembers Pfeifer, Kvamme, Zieman, Brand and Mayor Strand. The following official was present: City Administrator Prafke.

Closed Session: Land Acquisition Negotiations – City Administrator Prafke requested a closed session as allowed under State law to discuss land acquisition negotiations. In motion by Pfeifer, seconded by Eichmann, Resolution No. 2013-56 entitled "Resolution Calling For Closed Session" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-56 is contained in the City Administrator's book entitled Council Resolutions 19.

The Council adjourned to closed session at 5:31 p.m.

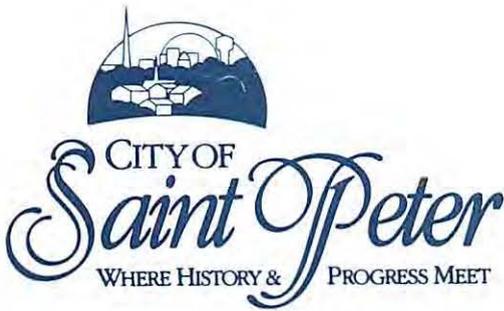
The Council returned to open session at 5:44 p.m.

There being no further business, a motion was made by Pfeifer, seconded by Eichmann, to adjourn. With all in favor, the motion carried and the meeting adjourned at 5:44 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/18/13

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: Blanket Purchase Order for Installation of Bases and Feedthroughs for An Extension and Reconstruction of The Electric Distribution System

ACTION/RECOMMENDATION

It is recommended the City Council authorize a blanket purchase order to Geldner Underground for the installation of bases and feedthroughs in the amount of \$6,000.00.

BACKGROUND

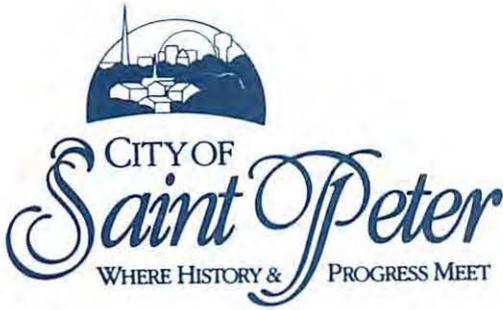
The electric utility has some 1970s underground cable that will need to be replaced this year and anticipates installation of extensions of the distribution system for new development. It is proposed to issue a blanket purchase order for this type of work so it is available to contractors to make the installations as they're needed during the year. Three contractors, who do underground boring in this area were contacted to provide proposals on a unit price basis which would be good for the entire year. One contractor, Jordan Drilling, did not respond to the request for proposal. Two contractors did provide proposals:

| Company. | One Phase Bases | Three Phase Bases |
|----------------------------|-----------------|-------------------|
| ZinnielUtility Contracting | \$250.00/each | \$325.00/each |
| Geldner Underground | \$150.00/each | \$300.00/each |

FISCAL IMPACT:

The work would be funded from the electric utility fund.

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/18/13

FROM: Lewis Giesking *LWG*
Director of Public Works

RE: Blanket Purchase Order for Installation of 2-inch Underground Conduit for An Extension of the Electric Distribution System

ACTION/RECOMMENDATION

It is recommended the City Council authorize a blanket purchase order to Geldner Underground for the installation of 2-inch conduit in the amount of \$40,000.00.

BACKGROUND

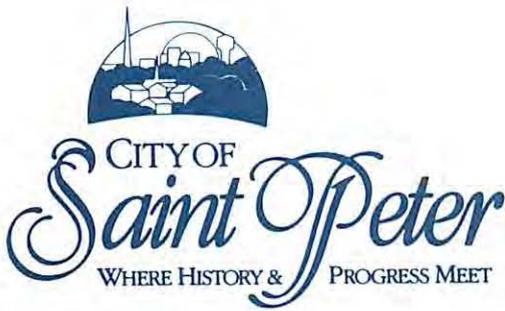
The electric utility has some 1970s underground cable that will need to be replaced during this year and anticipates installation of extensions of the distribution system for new development. It is proposed to issue a blanket purchase order for this type of work so it is available to contractors to make the installations as they're needed during the year. Three contractors, who do underground boring in this area, were contacted to provide proposals on a unit price basis which would be good for the entire year. One contractor, Jordan Drilling, did not respond to the request for proposal. Two contractors did provide proposals:

| Company | 2-inch conduit with sod | 2-inch conduit without sod |
|-----------------------------|-------------------------|----------------------------|
| Zinniel Utility Contracting | \$7.50/FT | \$6.50/FT |
| Geldner Underground | \$7.00/FT | \$6.50/FT |

FISCAL IMPACT:

The work would be funded from the electric utility fund.

LGG/vwt



Memorandum

TO: Todd Prafke
 City Administrator

DATE: 04/18/13

FROM: Lewis Giesking *L. Giesking*
 Director of Public Works

RE: Blanket Purchase Order for Installation of 4-inch Underground Conduit for An Extension of the Electric Distribution System

ACTION/RECOMMENDATION

It is recommended the City Council authorize a blanket purchase order to Geldner Underground for the installation of 4-inch conduit in the amount of \$40,000.00.

BACKGROUND

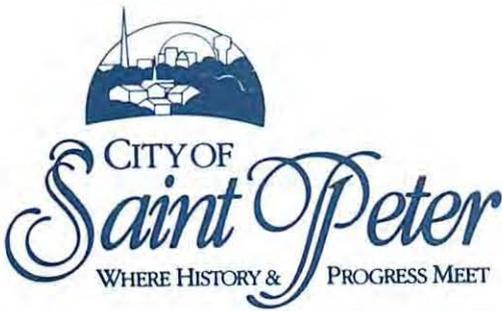
The electric utility has some 1970s underground cable that will need to be replaced during this year and anticipates installation of extensions of the distribution system for new development. It is proposed to issue a blanket purchase order for this type of work so it is available to contractors to make the installations as they're needed during the year. Three contractors, who do underground boring in this area, were contacted to provide proposals on a unit price basis which would be good for the entire year. One contractor, Jordan Drilling, did not respond to the request for proposal. Two contractors did provide proposals:

| Company | 4- inch conduit with sod | 4- inch conduit without sod |
|-----------------------------|--------------------------|-----------------------------|
| Zinniel Utility Contracting | \$11.50/FT | \$10.50/FT |
| Gelder Underground | \$7.50/FT | \$7.00/FT |

FISCAL IMPACT:

The work would be funded from the electric utility fund.

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/18/13

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: Purchase of two electric transformers

ACTION/RECOMMENDATION

It is recommended the City Council authorize the purchase of two 225 KVA electric transformers from Wesco Distribution in the amount of \$16,452.34.

BACKGROUND

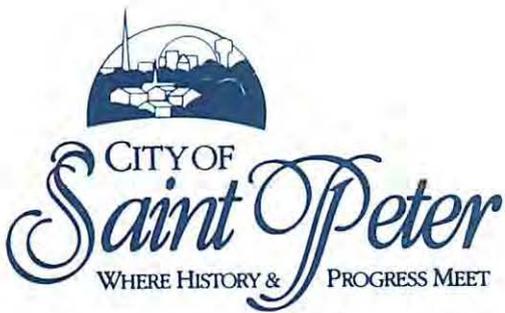
A retail business is being constructed at the intersection of Third Street and Mulberry Street which will require a 225 KVA electric transformer. The electric utility supplies the electric transformers for businesses as a part of the distribution system. Quotes have been received from two vendors for the purchase of two 225 KVA electric transformers - one for the business and one for inventory. The electric utility keeps one transformer of each size in inventory as an emergency replacement. The transformers have been evaluated based on cost, electric line losses over a 30 year period and salvage value. The ABB transformers supplied by Wesco are the best lifetime value. The delivery time for a transformer is currently seven to nine weeks.

| Company | Cost | Sales Tax | Total |
|---------------|-------------|------------|-------------|
| WESCO | \$15,394.00 | \$1,058.34 | \$16,452.34 |
| Border States | \$16,310.00 | \$1,121.31 | \$17,431.31 |

FISCAL IMPACT:

The purchase of the transformers is funded from the electric utility fund.

LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/17/13

FROM: Lewis Giesking *Lew*
Director of Public Works

RE: Sanitary Sewer Repairs

ACTION/RECOMMENDATION

Authorize PSC Construction of Madison Lake, Minnesota to repair the sewer services located at 404 Broadway Avenue, 1006 Sioux Lane, and 1445 Loren Street in the amount of \$7,577.20.

BACKGROUND

City staff was contacted by the homeowners located at 404 Broadway Avenue, 1006 Sioux Lane, and 1445 Loren Street with different sewer related problems. Staff televised each the sewer services and found a different problem at each residence requiring repairs. The homeowner at 404 Broadway Avenue is replacing an old clay line from the house to the right-of-way where the sewer pipe connects to PVC. The cost of this project would be assessed to the homeowner. The cast iron sewer service located at 1006 Sioux Lane has a break in the line located near the curb. The contractor would perform a spot repair at this address. The cost of this project would be assessed to the homeowner. The homeowner located at 1445 Loren Street has a root problem located near the main. The contractor would make replaced a section of the sewer service along with the sewer main to make a water tight connection to eliminate the root problem. The cost of this project would be assessed to the homeowner. Each of these projects would be completed by June 27, 2013.

The project was bid and awarded based on unit prices. Bidders and Prices included:

| | |
|------------------------|-------------|
| PSC Construction | \$ 7,577.20 |
| Rehnelt Excavating LLC | \$10,937.50 |
| O'Brien Plumbing | \$12,866.70 |

FISCAL IMPACT:

Work to be funded by assessment to the respective property owners.

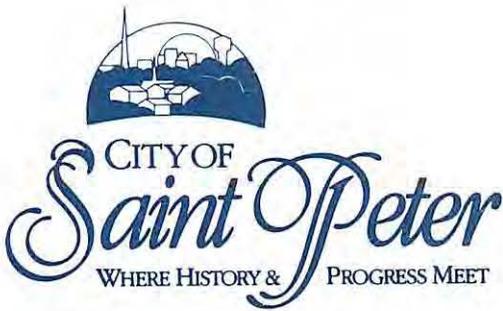
ALTERNATIVES/VARIATIONS:

Do not act: Staff will seek City Council direction.

Negative Votes: Staff will seek City Council direction.

Modification of the Resolution: This is always an option of the Council.

AK/LGG/vwt



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/18/13

FROM: Lewis Giesking
Director of Public Works

RE: 2013 Miscellaneous Sidewalk Improvements

ACTION/RECOMMENDATION

Accept proposal from Nielsen Blacktopping, Inc. of Kasota, MN in the amount of \$27,999 for the replacement and repair of City owned sidewalks, curb and gutter.

BACKGROUND

The City provides for annual inspections of sidewalks to ensure compliance with safety and handicapped accessibility requirements. There are several sidewalks in the area of the 100 and 200 blocks of South Third Street from West Broadway Avenue to Nassau Street (west side) that need work or replacement. The areas identified to be repaired will be completed in conjunction with work that has already been discussed with private property owners in the area.

The City is responsible for seven areas of sidewalk that need repair or replacement and for sidewalk that crosses alleys. Three areas outside of the downtown were included in the proposal due to failing curb and gutter. Three vendors were contracted to perform this work, however, only one proposal was received (Nielsen Blacktopping Inc.) in the amount of \$27,999.

The attached maps identify the areas where work will be performed and which is the responsibility of the City under current policies. This sum does not include any private property or assessable work. Much of this work is for alley entrance repair and handicap truncated dome replacements to meet ADA standards.

This purchase is being included on the consent agenda as it is budgeted and beneath the \$30,000 threshold that would require separate Council action under the purchasing policy.

FISCAL IMPACT:

This work is budgeted and will be funded from the General Fund.

ALTERNATIVES/VARIATIONS:

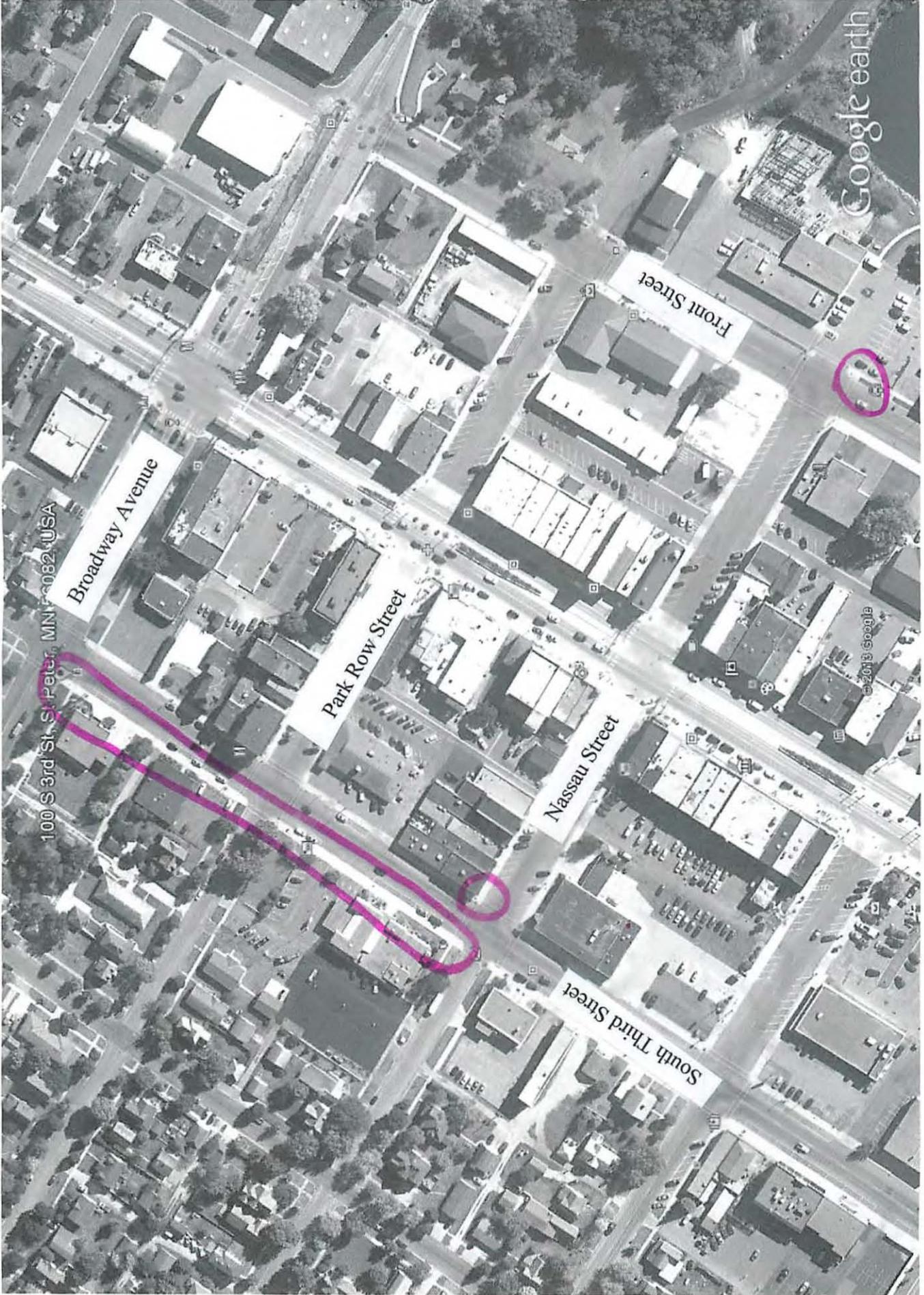
Do not act: Staff will seek City Council direction.

Negative Votes: City Council should reject the proposal

Modification of the Resolution: This is always an option of the Council.

Please feel free to contact me should you have any questions or concerns about this agenda item.

LGG/vwt



100 S 3rd St, St. Peter, MN 56082, USA

Broadway Avenue

Park Row Street

Nassau Street

South Third Street

Front Street

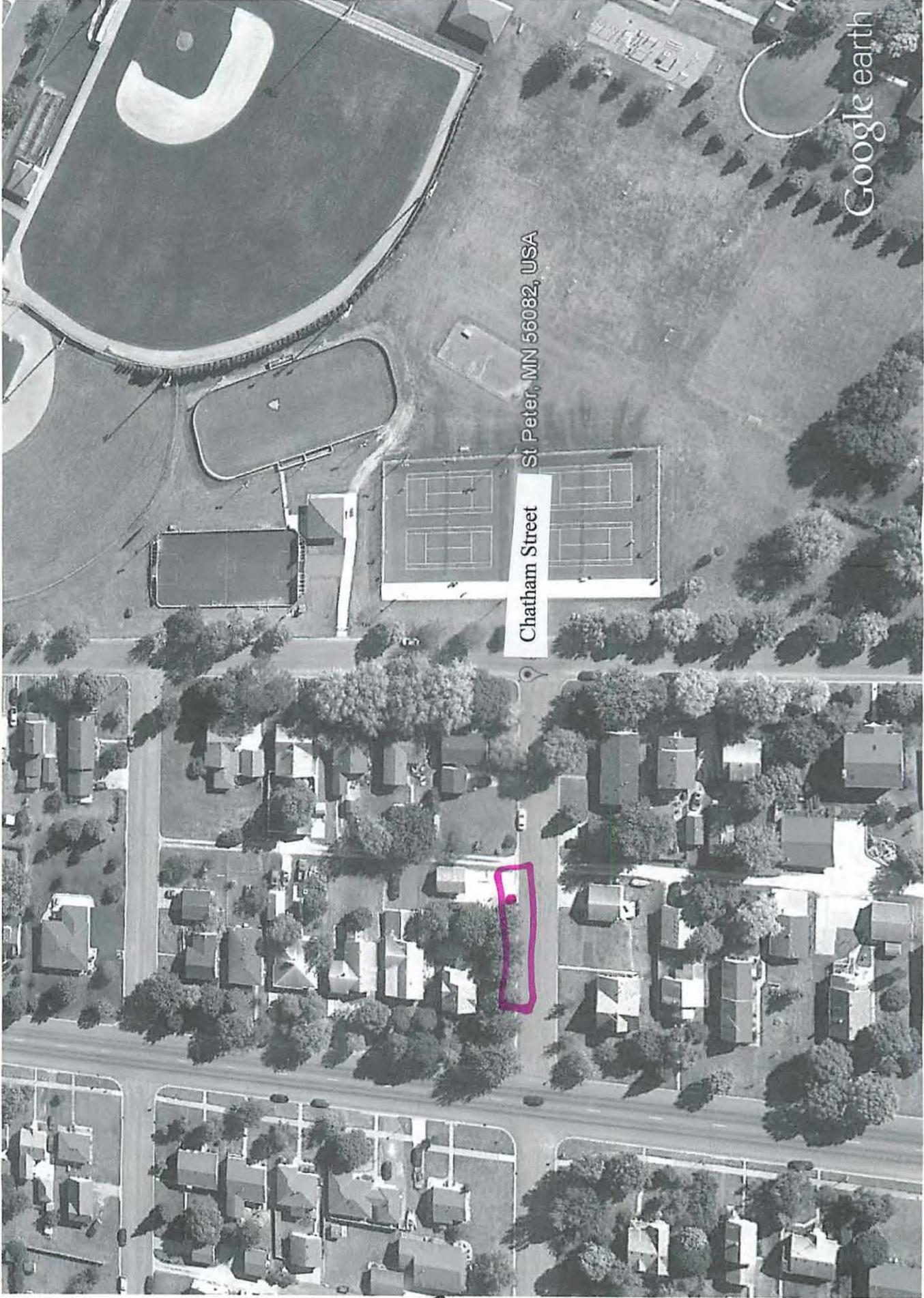
Google earth

1000

400

feet
meters

Google earth



Google earth

Chatham Street
St Peter, MN 56082, USA



900

200

feet
meters

Google earth

19



ore



Memorandum

To: Todd Prafke
City Administrator

Date: April 18, 2013

Fr: Cindy Moulton *Cindy*
Administrative Secretary

Re: Licenses

ACTION/RECOMMENDATION

Provide approval of licenses.

BACKGROUND

The City has received renewal license applications for Tree Workers and a Temporary 3.2 beer license for two events.

Morsching's Tree Service Inc., Tooltime Handyman, and Melchior Tree Serve have each submitted a Tree Worker license application in order to cut, trim, prune, and remove trees, shrubs or vines in Saint Peter. The licensing period will be May 1, 2013 – April 30, 2014.

Ecumen dba Prairie Hill, has submitted a Temporary 3.2 On Sale Beer license application in order to serve beer to their residents for two special events. The events will take place on May 9, 2013 and May 23, 2013.

Please place these items on the April 22, 2013 City Council consent agenda.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

Do Not Act: No further action will be taken without Council direction.

Denial: The applicants will be informed of the Council decision.

Modification of the Resolution: This is always an option of the Council.

Please feel free to contact me if you have any questions or concerns about these agenda items.

CKM



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/11/13

FROM: Jane Timmerman 
Recreation & Leisure Services Director

RE: Pool Seasonal Appointments

ACTION/RECOMMENDATION

Approve appointments for the outdoor pool seasonal employees in the Recreation and Leisure Services Department.

BACKGROUND

Following the recruitment and interview process, staff recommends the appointment of the attached list of thirty candidates to the positions and wages listed. Appointments are contingent upon the passing of a pre-employment drug test and background check. All candidates are current in the required Red Cross certifications for the positions indicated.

FISCAL IMPACT:

These positions are planned for in the 2013 Swimming Pool budget.

ALTERNATIVES/VARIATIONS:

Do not act: No further action will be taken without additional direction from the Council.

Negative Votes: Staff will wait for further direction.

Modification of the Resolution: This is always an option of the Council.

Please feel free to contact me should you have any questions or concerns about this agenda item.

JT/

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|--|--------------------------------|------------------------|------------------------|--------|
| 4 THE TEAM, LLC | clothing allowance dave g | GENERAL FUND | PUBLIC WORKS ADMIN | 103.00 |
| | clothing allowance jeff | WASTE WATER FUND | ADMIN AND GENERAL | 102.00 |
| | clothing allowance dan,rao | ENVIRON SERVICES F | ADMIN AND GENERAL | 148.00 |
| | TOTAL: | | | 353.00 |
| ABM EQUIPMENT & SUPPLY, INC. | camera trailer cues repair | WASTE WATER FUND | COLLECTOR/LIFT STAT | 771.02 |
| | TOTAL: | | | 771.02 |
| AFFILIATED CREDIT SERVICES | march 2013 collections | ELECTRIC FUND | CUSTOMER ACCOUNTS | 247.46 |
| | TOTAL: | | | 247.46 |
| ALL AMERICA PRESSURE WASHER MFG., INC. | fix cleaner | COMMUNITY CENTER | COMMUNITY CENTER | 445.97 |
| | TOTAL: | | | 445.97 |
| ALPHA WIRELESS COMMUNICATIONS CO | 4/1-5/1 ltr radio maintena | GENERAL FUND | MUNICIPAL BUILDING | 58.53 |
| | 4/1-5/1 ltr radio maintena | GENERAL FUND | PUBLIC WORKS ADMIN | 81.94 |
| | 4/1-5/1 ltr radio maintena | WATER | ADMIN AND GENERAL | 56.08 |
| | 4/1-5/1 ltr radio maintena | WASTE WATER FUND | ADMIN AND GENERAL | 50.72 |
| | 4/1-5/1 ltr radio maintena | ELECTRIC FUND | ADMIN AND GENERAL | 50.73 |
| | TOTAL: | | | 298.00 |
| ARROW ACE HARDWARE INC | breakroom coffeemaker | GENERAL FUND | CITY ADMINISTRATION | 4.73 |
| | breakroom coffeemaker | GENERAL FUND | CITY CLERK | 4.73 |
| | breakroom coffeemaker | GENERAL FUND | FINANCE | 3.15 |
| | breakroom coffeemaker | GENERAL FUND | POLICE | 2.52 |
| | velcro | GENERAL FUND | POLICE | 5.33 |
| | #509 plug, nipples | GENERAL FUND | FIRE | 13.34 |
| | key rings,rope,bolts,thrd | GENERAL FUND | FIRE | 280.42 |
| | breakroom coffeemaker | GENERAL FUND | BUILDING INSPECTOR | 1.26 |
| | breakroom coffeemaker | GENERAL FUND | PUBLIC WORKS ADMIN | 0.63 |
| | h2o htr, valve, rllr, frame, c | GENERAL FUND | STREETS | 5.23 |
| | pak & hand tool | GENERAL FUND | STREETS | 4.48 |
| | screws/bolts, cable ties, pa | GENERAL FUND | PARKS | 116.36 |
| | h2o htr, valve, rllr, frame, c | GENERAL FUND | PARKS | 5.23 |
| | pak & hand tool | GENERAL FUND | PARKS | 4.48 |
| | breakroom coffeemaker | GENERAL FUND | ECONOMIC DEVT | 0.32 |
| | pvc, bushings | WATER | PURIFICATION AND TREAT | 68.84 |
| | h2o htr, valve, rllr, frame, c | WATER | DISTRIBUTION AND STORA | 2.61 |
| | pak & hand tool | WATER | DISTRIBUTION AND STORA | 2.24 |
| | breakroom coffeemaker | WATER | ADMIN AND GENERAL | 2.84 |
| | h2o htr, valve, rllr, frame, c | WASTE WATER FUND | SOURCE/TREATMENT | 2.62 |
| | pak & hand tool | WASTE WATER FUND | SOURCE/TREATMENT | 2.24 |
| | bolts, paint | WASTE WATER FUND | SOURCE/TREATMENT | 29.35 |
| | hose barb | WASTE WATER FUND | SOURCE/TREATMENT | 4.26 |
| | breakroom coffeemaker | WASTE WATER FUND | ADMIN AND GENERAL | 2.82 |
| | h2o htr, valve, rllr, frame, c | ENVIRON SERVICES F | REFUSE DISPOSAL | 2.61 |
| | pak & hand tool | ENVIRON SERVICES F | REFUSE DISPOSAL | 2.24 |
| | conduit/screws, ext cord re | ELECTRIC FUND | POWER DISTRIBUTION | 22.09 |
| | h2o htr, valve, rllr, frame, c | ELECTRIC FUND | POWER DISTRIBUTION | 5.23 |
| | pak & hand tool | ELECTRIC FUND | POWER DISTRIBUTION | 4.48 |
| | breakroom coffeemaker | ELECTRIC FUND | ADMIN AND GENERAL | 8.51 |
| | h2o htr, valve, rllr, frame, c | STORMWATER FUND | TREATMENT | 2.62 |
| | pak & hand tool | STORMWATER FUND | TREATMENT | 2.22 |
| mop return | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 6.40 | |
| febreez, mop, nozzl, squeegee | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 30.41 | |
| cleaning supplies | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 10.98 | |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|---------------------------------|----------------------------|--------------------|------------------------|-----------|
| | | | TOTAL: | 655.02 |
| AUDIO EDITIONS | audio books & supplies | LIBRARY FUND | LIBRARY | 517.53 |
| | | | TOTAL: | 517.53 |
| BALLMAN ROOFING & COATINGS, LLC | roof leak,new sealant pw b | GENERAL FUND | STREETS | 85.25 |
| | roof leak,new sealant pw b | GENERAL FUND | PARKS | 68.20 |
| | roof leak,new sealant pw b | WATER | ADMIN AND GENERAL | 34.10 |
| | roof leak,new sealant pw b | WASTE WATER FUND | ADMIN AND GENERAL | 34.10 |
| | roof leak,new sealant pw b | ENVIRON SERVICES F | ADMIN AND GENERAL | 34.10 |
| | roof leak,new sealant pw b | ELECTRIC FUND | ADMIN AND GENERAL | 85.25 |
| | | | TOTAL: | 341.00 |
| BATTERIES PLUS | laptop battery | ELECTRIC FUND | POWER PRODUCTION | 82.24 |
| | | | TOTAL: | 82.24 |
| BRANDT LAW OFFICE | civil | GENERAL FUND | LEGAL SERVICES | 1,404.00 |
| | criminal | GENERAL FUND | LEGAL SERVICES | 12,217.00 |
| | eda loans | REVOLVING LOAN FUN | ECONOMIC DEVMT | 350.00 |
| | hunter hardwood | REVOLVING LOAN FUN | ECONOMIC DEVMT | 154.00 |
| | volk electric | REVOLVING LOAN FUN | ECONOMIC DEVMT | 91.00 |
| | welco west | 2004 SUBDIVISIONS | ECONOMIC DEVMT | 350.00 |
| | andresen property | PERM IMPROVMENT RE | STREETS | 395.00 |
| | batson foreclosure | HOUSING PROJECT200 | ECONOMIC DEVMT | 70.00 |
| | green valley | WATER | ADMIN AND GENERAL | 126.00 |
| | | | TOTAL: | 15,157.00 |
| BUREAU OF CRIMINAL APPREHENSION | cjdn 1st qtr conn & oper | GENERAL FUND | POLICE | 270.00 |
| | | | TOTAL: | 270.00 |
| CARQUEST AUTO PARTS STORES | turn rotor | GENERAL FUND | POLICE | 30.00 |
| | #110 arm assy,thermostat | GENERAL FUND | POLICE | 369.31 |
| | fuel pump pushrod | GENERAL FUND | FIRE | 13.75 |
| | oil,switch,tool update,bul | GENERAL FUND | STREETS | 187.41 |
| | blower motor | GENERAL FUND | STREETS | 33.52 |
| | hydraulic fluid | GENERAL FUND | STREETS | 83.30 |
| | 19a hyd hose,couplings,cri | GENERAL FUND | PARKS | 116.34 |
| | oil,switch,tool update,bul | GENERAL FUND | PARKS | 187.41 |
| | oil,switch,tool update,bul | WATER | DISTRIBUTION AND STORA | 93.70 |
| | mtr resistor | WASTE WATER FUND | COLLECTOR/LIFT STAT | 18.74 |
| | rubber products,grease gun | WASTE WATER FUND | SOURCE/TREATMENT | 166.98 |
| | oil,switch,tool update,bul | WASTE WATER FUND | SOURCE/TREATMENT | 93.81 |
| | oil,switch,tool update,bul | ENVIRON SERVICES F | REFUSE DISPOSAL | 93.70 |
| | trans mounts,tool, termina | ELECTRIC FUND | POWER DISTRIBUTION | 58.94 |
| | po#3924 auto tran less cor | ELECTRIC FUND | POWER DISTRIBUTION | 1,689.99 |
| | oil,switch,tool update,bul | ELECTRIC FUND | POWER DISTRIBUTION | 187.41 |
| | cleaner,crank | ELECTRIC FUND | POWER DISTRIBUTION | 67.34 |
| | oil,belt | STORMWATER FUND | TREATMENT | 17.47 |
| | oil,switch,tool update,bul | STORMWATER FUND | TREATMENT | 93.79 |
| | #11 htr motr | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 44.34 |
| | #12 lift support | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 55.93 |
| | #10 pair headlight bulbs | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 45.08 |
| | #11 bearing & seal | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 65.38 |
| | #10 tailpipe hangar | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 3.46 |
| | #10 wiper blades | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 19.22 |
| | | | TOTAL: | 3,836.32 |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|-------------------------------------|----------------------------|--------------------|------------------------|-----------|
| CARROT-TOP INDUSTRIES INC | flag part | GENERAL FUND | FIRE | 39.23 |
| | | | TOTAL: | 39.23 |
| CENTERPOINT ENERGY MINNEGASCO | gas march '13 | GENERAL FUND | FIRE | 519.10 |
| | gas march '13 | GENERAL FUND | STREETS | 460.13 |
| | gas march '13 | GENERAL FUND | SWIMMING POOL | 19.24 |
| | gas march '13 | GENERAL FUND | PARKS | 368.10 |
| | gas march '13 | LIBRARY FUND | LIBRARY | 1,084.47 |
| | gas march '13 | COMMUNITY CENTER | COMMUNITY CENTER | 4,084.15 |
| | gas march '13 | WATER | PURIFICATION AND TREAT | 1,627.99 |
| | gas march '13 | WATER | PURIFICATION AND TREAT | 301.07 |
| | gas march '13 | WATER | ADMIN AND GENERAL | 184.05 |
| | gas march '13 | WASTE WATER FUND | COLLECTOR/LIFT STAT | 12.82 |
| | gas march '13 | WASTE WATER FUND | SOURCE/TREATMENT | 7,838.01 |
| | gas march '13 | WASTE WATER FUND | ADMIN AND GENERAL | 184.05 |
| | gas march '13 | ENVIRON SERVICES F | ADMIN AND GENERAL | 184.04 |
| | gas march '13 | ELECTRIC FUND | ADMIN AND GENERAL | 460.13 |
| | | | TOTAL: | 17,327.35 |
| CINTAS CORPORATION #754 | mar uniforms | ELECTRIC FUND | ADMIN AND GENERAL | 457.84 |
| | | | TOTAL: | 457.84 |
| COLE PAPERS INC | cleaning supplies | GENERAL FUND | CITY ADMINISTRATION | 66.05 |
| | cleaning supplies | GENERAL FUND | CITY CLERK | 66.05 |
| | cleaning supplies | GENERAL FUND | FINANCE | 44.03 |
| | cleaning supplies | GENERAL FUND | POLICE | 35.23 |
| | cleaning supplies | GENERAL FUND | BUILDING INSPECTOR | 17.61 |
| | cleaning supplies | GENERAL FUND | PUBLIC WORKS ADMIN | 8.81 |
| | rr startup 2013tpapertowel | GENERAL FUND | PARKS | 1,532.85 |
| | cleaning supplies | GENERAL FUND | ECONOMIC DEVMT | 4.40 |
| | cleaning supplies | WATER | ADMIN AND GENERAL | 39.63 |
| | cleaning supplies | WASTE WATER FUND | ADMIN AND GENERAL | 39.64 |
| | cleaning supplies | ELECTRIC FUND | ADMIN AND GENERAL | 118.89 |
| | | | TOTAL: | 1,973.19 |
| COMPUTER TECHNOLOGY SOLUTIONS, INC. | e-mail consultation | GENERAL FUND | CITY ADMINISTRATION | 8.26 |
| | replacement server hard dr | GENERAL FUND | CITY ADMINISTRATION | 83.79 |
| | e-mail consultation | GENERAL FUND | CITY CLERK | 8.26 |
| | replacement server hard dr | GENERAL FUND | CITY CLERK | 83.79 |
| | e-mail consultation | GENERAL FUND | FINANCE | 6.20 |
| | replacement server hard dr | GENERAL FUND | FINANCE | 62.84 |
| | e-mail consultation | GENERAL FUND | POLICE | 4.64 |
| | replacement server hard dr | GENERAL FUND | POLICE | 47.13 |
| | fire station ram | GENERAL FUND | FIRE | 28.86 |
| | e-mail consultation | GENERAL FUND | BUILDING INSPECTOR | 2.07 |
| | replacement server hard dr | GENERAL FUND | BUILDING INSPECTOR | 20.95 |
| | e-mail consultation | GENERAL FUND | PUBLIC WORKS ADMIN | 2.07 |
| | replacement server hard dr | GENERAL FUND | PUBLIC WORKS ADMIN | 20.95 |
| | e-mail consultation | GENERAL FUND | ECONOMIC DEVMT | 2.07 |
| | replacement server hard dr | GENERAL FUND | ECONOMIC DEVMT | 20.95 |
| | e-mail consultation | LIBRARY FUND | LIBRARY | 1.03 |
| | replacement server hard dr | LIBRARY FUND | LIBRARY | 10.47 |
| | e-mail consultation | COMMUNITY CENTER | COMMUNITY CENTER | 2.07 |
| | replacement server hard dr | COMMUNITY CENTER | COMMUNITY CENTER | 20.95 |
| | e-mail consultation | WATER | ADMIN AND GENERAL | 3.09 |
| | replacement server hard dr | WATER | ADMIN AND GENERAL | 31.42 |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|------------------------------|----------------------------|--------------------|------------------------|------------|
| | e-mail consultation | WASTE WATER FUND | ADMIN AND GENERAL | 3.60 |
| | replacement server hard dr | WASTE WATER FUND | ADMIN AND GENERAL | 36.66 |
| | e-mail consultation | ENVIRON SERVICES F | ADMIN AND GENERAL | 1.03 |
| | replacement server hard dr | ENVIRON SERVICES F | ADMIN AND GENERAL | 10.47 |
| | e-mail consultation | ELECTRIC FUND | ADMIN AND GENERAL | 3.10 |
| | replacement server hard dr | ELECTRIC FUND | ADMIN AND GENERAL | 31.42 |
| | e-mail consultation | STORMWATER FUND | ADMINISTRATION AND GEN | 2.07 |
| | replacement server hard dr | STORMWATER FUND | ADMINISTRATION AND GEN | 20.95 |
| | e-mail consultation | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 2.07 |
| | replacement server hard dr | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 20.95 |
| | | | TOTAL: | 604.18 |
| COPIER BUSINESS SOLUTIONS | toner shipping | GENERAL FUND | RECREATION/LEISURE SER | 4.52 |
| | toner shipping | COMMUNITY CENTER | COMMUNITY CENTER | 4.52 |
| | | | TOTAL: | 9.04 |
| CULLIGAN | muni bldg softener rental | GENERAL FUND | MUNICIPAL BUILDING | 28.05 |
| | solar salt delivered | LIBRARY FUND | LIBRARY | 18.01 |
| | solar salt delivered | COMMUNITY CENTER | COMMUNITY CENTER | 13.08 |
| | | | TOTAL: | 59.14 |
| DAVID DROWN ASSOCIATES, INC. | 2009a bond 2020 prepayment | COMMUNITY CENTER B | DEBT SERVICE PAYMENTS | 250,000.00 |
| | 2009a bond 2020 prepayment | COMMUNITY CENTER B | DEBT SERVICE PAYMENTS | 4,843.75 |
| | 2013 eq cert fiscal fee | 2013 EQUIPMENT CER | FINANCE | 10,250.00 |
| | | | TOTAL: | 265,093.75 |
| DEMCO, INC. | pencil sharpener | LIBRARY FUND | LIBRARY | 67.57 |
| | | | TOTAL: | 67.57 |
| DEZURIK, INC. | valve | WASTE WATER FUND | SOURCE/TREATMENT | 221.23 |
| | | | TOTAL: | 221.23 |
| DRANTTEL SALES & SERVICE | chain saw gloves w/liners | ENVIRON SERVICES F | REFUSE DISPOSAL | 84.00 |
| | | | TOTAL: | 84.00 |
| EARL F ANDERSEN INC | street sign posts | GENERAL FUND | STREETS | 1,213.57 |
| | | | TOTAL: | 1,213.57 |
| ECONO FOODS | senior center dance food | GENERAL FUND | SENIOR COORDINATOR | 37.60 |
| | daddy daughter dance food | GENERAL FUND | RECREATION/LEISURE SER | 15.06 |
| | distilled water for batter | ELECTRIC FUND | POWER PRODUCTION | 4.68 |
| | coffee,juice,coookie swppp | STORMWATER FUND | ADMINISTRATION AND GEN | 40.79 |
| | | | TOTAL: | 98.13 |
| KEN EICHMANN | appa washington dc meals | ELECTRIC FUND | ADMIN AND GENERAL | 51.89 |
| | appa washington dc mileage | ELECTRIC FUND | ADMIN AND GENERAL | 72.88 |
| | appa washington dc metrora | ELECTRIC FUND | ADMIN AND GENERAL | 24.00 |
| | | | TOTAL: | 148.77 |
| ERICKSON OIL PRODUCTS INC | march fuel | GENERAL FUND | POLICE | 133.52 |
| | march fuel | WATER | SOURCE OF SUPPLY | 14.24 |
| | march fuel | WATER | PURIFICATION AND TREAT | 21.35 |
| | march fuel | WATER | DISTRIBUTION AND STORA | 106.76 |
| | march fuel | WASTE WATER FUND | COLLECTOR/LIFT STAT | 124.22 |
| | march fuel | STORMWATER FUND | TREATMENT | 65.65 |
| | | | TOTAL: | 465.74 |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|----------------------------------|----------------------------|--------------------|------------------------|----------|
| FASTENAL COMPANY | drill bit | GENERAL FUND | FIRE | 20.37 |
| | | | TOTAL: | 20.37 |
| FERGUSON ENTERPRISES, INC. | #509 grass rig repair pump | GENERAL FUND | FIRE | 30.07 |
| | solenoid valve | WASTE WATER FUND | SOURCE/TREATMENT | 331.23 |
| | | | TOTAL: | 361.30 |
| GOPHER STATE ONE-CALL INC | march 2013 locates | WATER | DISTRIBUTION AND STORA | 7.25 |
| | march 2013 locates | WASTE WATER FUND | COLLECTOR/LIFT STAT | 7.25 |
| | march 2013 locates | ELECTRIC FUND | POWER DISTRIBUTION | 7.25 |
| | | | TOTAL: | 21.75 |
| GREATER MANKATO GROWTH | 2nd qtr econ dvlp agreemen | GENERAL FUND | ECONOMIC DEVMT | 6,273.75 |
| | | | TOTAL: | 6,273.75 |
| GUSTAVUS ADOLPHUS COLLEGE P.O. | march 2013 postage | GENERAL FUND | CITY ADMINISTRATION | 30.49 |
| | march 2013 postage | GENERAL FUND | CITY CLERK | 5.10 |
| | march 2013 postage | GENERAL FUND | FINANCE | 128.44 |
| | march 2013 postage | GENERAL FUND | POLICE | 57.19 |
| | march 2013 postage | GENERAL FUND | FIRE | 6.12 |
| | march 2013 postage | GENERAL FUND | BUILDING INSPECTOR | 15.30 |
| | march 2013 postage | GENERAL FUND | PUBLIC WORKS ADMIN | 29.56 |
| | march 2013 postage | GENERAL FUND | RECREATION/LEISURE SER | 10.60 |
| | march 2013 postage | GENERAL FUND | RECREATION/LEISURE SER | 0.51 |
| | march 2013 postage | GENERAL FUND | SKATING RINKS | 1.02 |
| | march 2013 postage | GENERAL FUND | ECONOMIC DEVMT | 61.94 |
| | march 2013 postage | LIBRARY FUND | LIBRARY | 10.53 |
| | march 2013 postage | PUBLIC ACCESS | PUBLIC ACCESS | 0.51 |
| | march 2013 postage | WATER | ADMIN AND GENERAL | 0.00 |
| | march 2013 postage | WATER | CUSTOMER ACCOUNTS | 69.02 |
| | march 2013 postage | WASTE WATER FUND | ADMIN AND GENERAL | 4.57 |
| | march 2013 postage | WASTE WATER FUND | CUSTOMER ACCOUNTS | 69.02 |
| | march 2013 postage | ENVIRON SERVICES F | CUSTOMER ACCOUNTS | 69.02 |
| | march 2013 postage | ELECTRIC FUND | CUSTOMER ACCOUNTS | 69.01 |
| | march 2013 postage | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 1.22 |
| | | | TOTAL: | 639.17 |
| GUSTAVUS ADOLPHUS COLLEGE-DINING | daddy daughter dance cater | GENERAL FUND | RECREATION/LEISURE SER | 346.28 |
| | | | TOTAL: | 346.28 |
| HAWKINS CHEMICAL | chlorine/sod.meta&caustic | WATER | PURIFICATION AND TREAT | 3,694.25 |
| | | | TOTAL: | 3,694.25 |
| HEIMAN INC. | safety step | GENERAL FUND | FIRE | 303.41 |
| | | | TOTAL: | 303.41 |
| HICKORY TECH | phone svc 4/8-5/7/13 | GENERAL FUND | CITY ADMINISTRATION | 77.71 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | CITY CLERK | 15.37 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | FINANCE | 120.97 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | MUNICIPAL BUILDING | 7.18 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | POLICE | 360.78 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | FIRE | 150.25 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | BUILDING INSPECTOR | 45.10 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | PUBLIC WORKS ADMIN | 84.32 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | STREETS | 52.27 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | SENIOR COORDINATOR | 6.13 |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|--------------------------------|----------------------------|--------------------|------------------------|----------|
| | phone svc 4/8-5/7/13 | GENERAL FUND | RECREATION/LEISURE SER | 128.32 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | SWIMMING POOL | 31.37 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | PARKS | 93.50 |
| | phone svc 4/8-5/7/13 | GENERAL FUND | ECONOMIC DEVMT | 29.73 |
| | phone svc 4/8-5/7/13 | LIBRARY FUND | LIBRARY | 91.53 |
| | phone svc 4/8-5/7/13 | PUBLIC ACCESS | PUBLIC ACCESS | 15.39 |
| | phone svc 4/8-5/7/13 | COMMUNITY CENTER | COMMUNITY CENTER | 47.60 |
| | phone svc 4/8-5/7/13 | WATER | ADMIN AND GENERAL | 237.95 |
| | phone svc 4/8-5/7/13 | WASTE WATER FUND | ADMIN AND GENERAL | 192.77 |
| | phone svc 4/8-5/7/13 | ENVIRON SERVICES F | ADMIN AND GENERAL | 33.21 |
| | phone svc 4/8-5/7/13 | ELECTRIC FUND | ADMIN AND GENERAL | 150.20 |
| | phone svc 4/8-5/7/13 | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 49.83 |
| | | | TOTAL: | 2,021.48 |
| IMPACT | feb billing | WATER | CUSTOMER ACCOUNTS | 355.12 |
| | feb billing | WATER | CUSTOMER ACCOUNTS | 136.97 |
| | postage | WATER | CUSTOMER ACCOUNTS | 351.47 |
| | march printing | WATER | CUSTOMER ACCOUNTS | 135.34 |
| | feb billing | WASTE WATER FUND | CUSTOMER ACCOUNTS | 355.12 |
| | feb billing | WASTE WATER FUND | CUSTOMER ACCOUNTS | 136.97 |
| | postage | WASTE WATER FUND | CUSTOMER ACCOUNTS | 351.47 |
| | march printing | WASTE WATER FUND | CUSTOMER ACCOUNTS | 135.34 |
| | feb billing | ENVIRON SERVICES F | CUSTOMER ACCOUNTS | 355.11 |
| | feb billing | ENVIRON SERVICES F | CUSTOMER ACCOUNTS | 136.97 |
| | postage | ENVIRON SERVICES F | CUSTOMER ACCOUNTS | 351.45 |
| | march printing | ENVIRON SERVICES F | CUSTOMER ACCOUNTS | 135.34 |
| | feb billing | ELECTRIC FUND | CUSTOMER ACCOUNTS | 355.12 |
| | feb billing | ELECTRIC FUND | CUSTOMER ACCOUNTS | 136.97 |
| | feb billing | ELECTRIC FUND | CUSTOMER ACCOUNTS | 170.45 |
| | postage | ELECTRIC FUND | CUSTOMER ACCOUNTS | 351.47 |
| | march printing | ELECTRIC FUND | CUSTOMER ACCOUNTS | 135.33 |
| | march printing | ELECTRIC FUND | CUSTOMER ACCOUNTS | 280.93 |
| | | | TOTAL: | 4,366.94 |
| INGRAM BOOK COMPANY | adult non-fiction | LIBRARY FUND | LIBRARY | 517.14 |
| | | | TOTAL: | 517.14 |
| JOHNSON AGGREGATES | coarse washed sand for sal | GENERAL FUND | STREETS | 535.14 |
| | | | TOTAL: | 535.14 |
| KENDELL DOORS & HARDWARE, INC. | library door closer svc ca | LIBRARY FUND | LIBRARY | 75.00 |
| | | | TOTAL: | 75.00 |
| KIND VETERINARY CLINIC PA | march vet svc | GENERAL FUND | COMMUNITY SERVICE | 282.98 |
| | march paws vet svc | RESTRICTED CONTRIB | COMMUNITY SERVICE | 487.70 |
| | | | TOTAL: | 770.68 |
| JOHN KVAMME | wash dc appa conf airline | ELECTRIC FUND | ADMIN AND GENERAL | 355.80 |
| | | | TOTAL: | 355.80 |
| KWIK TRIP INC | march fuel | GENERAL FUND | POLICE | 2,575.43 |
| | march fuel | GENERAL FUND | PARKS | 252.21 |
| | march fuel | WATER | SOURCE OF SUPPLY | 8.71 |
| | march fuel | WATER | PURIFICATION AND TREAT | 13.06 |
| | march fuel | WATER | DISTRIBUTION AND STORA | 65.31 |
| | march fuel | WASTE WATER FUND | COLLECTOR/LIFT STAT | 51.74 |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT | |
|--|----------------------------|----------------------------|------------------------|--------------------|---------------|
| | march fuel | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | <u>3,105.54</u> | |
| | | | TOTAL: | 6,072.00 | |
| LAGER'S INC | #110 parts & service | GENERAL FUND | POLICE | <u>323.93</u> | |
| | | | TOTAL: | 323.93 | |
| LCN CLOSERS | door closer | LIBRARY FUND | LIBRARY | <u>285.00</u> | |
| | | | TOTAL: | 285.00 | |
| LEXIS NEXIS | march '13 subscription | GENERAL FUND | POLICE | <u>100.00</u> | |
| | | | TOTAL: | 100.00 | |
| LJP ENTERPRISES INC | mar waste svc | COMMUNITY CENTER | COMMUNITY CENTER | 431.51 | |
| | mar waste svc | WATER | PURIFICATION AND TREAT | 99.42 | |
| | mar waste svc | WASTE WATER FUND | SOURCE/TREATMENT | 211.93 | |
| | mar waste svc | ENVIRON SERVICES F | REFUSE DISPOSAL | <u>550.14</u> | |
| | | | TOTAL: | 1,293.00 | |
| LOWE'S | picnic tables repair | GENERAL FUND | PARKS | <u>80.48</u> | |
| | | | TOTAL: | 80.48 | |
| MARCO, INC. | 3/23 to 4/22 contract | GENERAL FUND | CITY CLERK | 5.89 | |
| | 3/23 to 4/22 contract | GENERAL FUND | BUILDING INSPECTOR | 5.88 | |
| | 3/23 to 4/22 contract | GENERAL FUND | ECONOMIC DEVMT | <u>5.89</u> | |
| | | | TOTAL: | 17.66 | |
| DEREK MEYER | summit pk cheks40,42,58,65 | PERM IMPROVMENT RE | STREETS | <u>38.00</u> | |
| | | | TOTAL: | 38.00 | |
| MISC VENDOR | C & S LUND TRUCKING | truck biosolids to new ulm | WASTE WATER FUND | BIOSOLIDS | 2,200.00 |
| | WANOUS, LUVERNE | senior dance entertainment | GENERAL FUND | SENIOR COORDINATOR | <u>160.00</u> |
| | | | TOTAL: | 2,360.00 | |
| MN BOARD OF PEACE OFFICER | 2013 peace officer licens | GENERAL FUND | POLICE | <u>270.00</u> | |
| | | | TOTAL: | 270.00 | |
| MN DEPT OF EMPLOYMENT & ECONOMIC DEVEL | 1st qtr unemployment | COMMUNITY CENTER | COMMUNITY CENTER | 101.50 | |
| | 1st qtr unemployment | WASTE WATER FUND | COLLECTOR/LIFT STAT | <u>276.80</u> | |
| | | | TOTAL: | 378.30 | |
| MN DEPT OF HEALTH | 3rd qtr water connect fee | WATER | NON-DEPARTMENTAL | <u>4,771.00</u> | |
| | | | TOTAL: | 4,771.00 | |
| MN DEPT OF LABOR & INDUSTRY | 1st qtr 2013 state surchar | GENERAL FUND | BUILDING INSPECTOR | <u>1,359.60</u> | |
| | | | TOTAL: | 1,359.60 | |
| MN DEPT OF TRANSPORTATION | return unused fed hwy fund | TORNADO | COLLECTOR STREET REPAI | <u>467,211.62</u> | |
| | | | TOTAL: | 467,211.62 | |
| MINNESOTA RIVER BOARD | 2012 monitor labor/equip c | WATER | SOURCE OF SUPPLY | <u>1,351.00</u> | |
| | | | TOTAL: | 1,351.00 | |
| MN TRANSPORTATION ALLIANCE | dues 2013 | GENERAL FUND | STREETS | <u>325.00</u> | |
| | | | TOTAL: | 325.00 | |
| MN WASTE PROCESSING | march disposal | ENVIRON SERVICES F | REFUSE DISPOSAL | 10,444.59 | |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|-------------------------------------|----------------------------|--------------------|------------------------|-----------|
| | | | TOTAL: | 10,444.59 |
| MN WASTEWATER OPERATORS ASSOCIATION | may 8 conference | WATER | ADMIN AND GENERAL | 20.00 |
| | may 8 conference | WASTE WATER FUND | ADMIN AND GENERAL | 40.00 |
| | may 8 conference | STORMWATER FUND | ADMINISTRATION AND GEN | 20.00 |
| | | | TOTAL: | 80.00 |
| NAPA AUTO PARTS OF ST PETER | headlight bulb | GENERAL FUND | POLICE | 18.26 |
| | rotor,battery,belt,socket& | GENERAL FUND | POLICE | 446.99 |
| | kit, heater core | GENERAL FUND | FIRE | 41.65 |
| | motor oil,washer fluid,bat | GENERAL FUND | STREETS | 174.89 |
| | wiper blade,grease gun#48 | GENERAL FUND | STREETS | 51.27 |
| | battery #47,#310a | GENERAL FUND | STREETS | 298.38 |
| | motor oil,washer fluid,bat | GENERAL FUND | PARKS | 174.89 |
| | roller ball bearings-mower | GENERAL FUND | PARKS | 137.61 |
| | motor oil,washer fluid,bat | WATER | DISTRIBUTION AND STORA | 87.43 |
| | filters | WASTE WATER FUND | COLLECTOR/LIFT STAT | 100.17 |
| | motor oil,washer fluid,bat | WASTE WATER FUND | SOURCE/TREATMENT | 87.54 |
| | motor oil,washer fluid,bat | ENVIRON SERVICES F | REFUSE DISPOSAL | 87.43 |
| | motor oil,washer fluid,bat | ELECTRIC FUND | POWER DISTRIBUTION | 174.89 |
| | alternator less core | ELECTRIC FUND | POWER DISTRIBUTION | 164.54 |
| | motor oil,washer fluid,bat | STORMWATER FUND | TREATMENT | 87.53 |
| | #406 pads/rotors,#308 pads | STORMWATER FUND | TREATMENT | 137.51 |
| | #12 cd radio | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 137.87 |
| | #11 bearing | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 49.38 |
| | | | TOTAL: | 2,458.23 |
| NELSON PRINTING COMPANY | ups | GENERAL FUND | POLICE | 57.63 |
| | mac tac, label,markers | GENERAL FUND | FIRE | 17.08 |
| | ups | GENERAL FUND | STREETS | 7.49 |
| | markers, lead | GENERAL FUND | STREETS | 2.91 |
| | ups | GENERAL FUND | PARKS | 5.99 |
| | markers, lead | GENERAL FUND | PARKS | 2.33 |
| | ups | WATER | ADMIN AND GENERAL | 3.00 |
| | markers, lead | WATER | ADMIN AND GENERAL | 1.17 |
| | billing change slips | WATER | CUSTOMER ACCOUNTS | 18.28 |
| | ups | WASTE WATER FUND | COLLECTOR/LIFT STAT | 21.48 |
| | ups | WASTE WATER FUND | ADMIN AND GENERAL | 3.00 |
| | markers, lead | WASTE WATER FUND | ADMIN AND GENERAL | 1.17 |
| | billing change slips | WASTE WATER FUND | CUSTOMER ACCOUNTS | 18.28 |
| | ups | ENVIRON SERVICES F | ADMIN AND GENERAL | 2.99 |
| | markers, lead | ENVIRON SERVICES F | ADMIN AND GENERAL | 1.16 |
| | billing change slips | ENVIRON SERVICES F | CUSTOMER ACCOUNTS | 18.26 |
| | ups main sub | ELECTRIC FUND | POWER DISTRIBUTION | 93.53 |
| | ups | ELECTRIC FUND | ADMIN AND GENERAL | 7.49 |
| | markers, lead | ELECTRIC FUND | ADMIN AND GENERAL | 2.91 |
| | billing change slips | ELECTRIC FUND | CUSTOMER ACCOUNTS | 18.28 |
| | | | TOTAL: | 304.43 |
| NEWMAN TRAFFIC SIGNS | "beacon circle"sign orch r | GENERAL FUND | STREETS | 127.21 |
| | | | TOTAL: | 127.21 |
| NICOLLET COUNTY TREASURER | annual sold waste tax | GENERAL FUND | MUNICIPAL BUILDING | 100.00 |
| | annual solid waste tax | LIBRARY FUND | LIBRARY | 75.00 |
| | annual solid waste tax | COMMUNITY CENTER | COMMUNITY CENTER | 75.00 |
| | old hosp site solid waste | OLD COMMUNITY HOSP | COMMUNITY HOSPITAL | 100.00 |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|--|-----------------------------|--------------------|---------------------|-----------|
| | annual 430 ritt st taxes | TORNADO DISASTER R | ECONOMIC DEVMT | 23,062.00 |
| | annual water tower taxes | WATER | ADMIN AND GENERAL | 374.00 |
| | | | TOTAL: | 23,786.00 |
| NICOLLET COUNTY BANK | ach transfers | GENERAL FUND | FINANCE | 6.20 |
| | ach transfers | WATER | ADMIN AND GENERAL | 1.55 |
| | ach transfers | WATER | CUSTOMER ACCOUNTS | 11.50 |
| | ach transfers | WASTE WATER FUND | ADMIN AND GENERAL | 1.55 |
| | ach transfers | WASTE WATER FUND | CUSTOMER ACCOUNTS | 11.50 |
| | ach transfers | ENVIRON SERVICES F | ADMIN AND GENERAL | 1.55 |
| | ach transfers | ENVIRON SERVICES F | CUSTOMER ACCOUNTS | 11.50 |
| | ach transfers | ELECTRIC FUND | ADMIN AND GENERAL | 1.55 |
| | ach transfers | ELECTRIC FUND | CUSTOMER ACCOUNTS | 11.50 |
| | | | TOTAL: | 58.40 |
| NICOLLET COUNTY SENIOR SERVICES | mar contract sr ctr prog c | GENERAL FUND | SENIOR COORDINATOR | 2,300.00 |
| | | | TOTAL: | 2,300.00 |
| NORTHLAND TRUST (NON-EFT ACCT) SERVICE | 2013 eq cert paying agent | 2013 EQUIPMENT CER | FINANCE | 750.00 |
| | | | TOTAL: | 750.00 |
| PET EXPO DIST. | routine aquarium maintenanc | LIBRARY FUND | LIBRARY | 76.19 |
| | | | TOTAL: | 76.19 |
| DARRELL PETTIS | 1full&1/2day school per di | GENERAL FUND | FIRE | 70.00 |
| | | | TOTAL: | 70.00 |
| QUICK MART ST PETER | march fuel | GENERAL FUND | POLICE | 314.06 |
| | march fuel | GENERAL FUND | FIRE | 50.09 |
| | | | TOTAL: | 364.15 |
| QUILL | ink cartridge | GENERAL FUND | FINANCE | 45.35 |
| | ink cartridge | WATER | ADMIN AND GENERAL | 11.34 |
| | ink cartridge | WASTE WATER FUND | ADMIN AND GENERAL | 11.34 |
| | ink cartridge | ENVIRON SERVICES F | ADMIN AND GENERAL | 11.32 |
| | ink cartridge | ELECTRIC FUND | ADMIN AND GENERAL | 11.34 |
| | | | TOTAL: | 90.69 |
| RAMADA | 5/14-17 conf brian s | ELECTRIC FUND | ADMIN AND GENERAL | 311.25 |
| | | | TOTAL: | 311.25 |
| RICE LAKE CONSTRUCTION GROUP | repair ww conveyor 5' sect | WASTE WATER FUND | BIOSOLIDS | 3,656.09 |
| | | | TOTAL: | 3,656.09 |
| TOM ROESSLER JR. | cpr instruction | GENERAL FUND | FIRE | 1,200.00 |
| | | | TOTAL: | 1,200.00 |
| RYAN ELECTRIC OF ST PETER | replace ballasts | COMMUNITY CENTER | COMMUNITY CENTER | 214.16 |
| | | | TOTAL: | 214.16 |
| SAM'S CLUB | sr ctr supplies | GENERAL FUND | SENIOR COORDINATOR | 27.06 |
| | vending | COMMUNITY CENTER | COMMUNITY CENTER | 51.97 |
| | | | TOTAL: | 79.03 |
| SELECT ACCOUNT | admin fee | GENERAL FUND | CITY ADMINISTRATION | 3.13 |
| | admin fee | GENERAL FUND | CITY CLERK | 1.95 |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|------------------------------------|---|--------------------|------------------------|------------|
| | admin fee | GENERAL FUND | FINANCE | 5.20 |
| | admin fee | GENERAL FUND | MUNICIPAL BUILDING | 1.36 |
| | admin fee | GENERAL FUND | POLICE | 25.43 |
| | admin fee | GENERAL FUND | BUILDING INSPECTOR | 4.99 |
| | admin fee | GENERAL FUND | COMMUNITY SERVICE | 1.95 |
| | admin fee | GENERAL FUND | PUBLIC WORKS ADMIN | 1.44 |
| | admin fee | GENERAL FUND | STREETS | 2.66 |
| | admin fee | GENERAL FUND | RECREATION/LEISURE SER | 5.63 |
| | admin fee | GENERAL FUND | PARKS | 10.03 |
| | admin fee | GENERAL FUND | ECONOMIC DEVMT | 1.95 |
| | admin fee | LIBRARY FUND | LIBRARY | 2.45 |
| | admin fee | COMMUNITY CENTER | COMMUNITY CENTER | 2.93 |
| | admin fee | WATER | DISTRIBUTION AND STORA | 4.79 |
| | admin fee | WATER | ADMIN AND GENERAL | 1.77 |
| | admin fee | WATER | CUSTOMER ACCOUNTS | 0.39 |
| | admin fee | WASTE WATER FUND | SOURCE/TREATMENT | 2.84 |
| | admin fee | WASTE WATER FUND | ADMIN AND GENERAL | 1.98 |
| | admin fee | WASTE WATER FUND | CUSTOMER ACCOUNTS | 0.40 |
| | admin fee | ENVIRON SERVICES F | REFUSE DISPOSAL | 3.91 |
| | admin fee | ENVIRON SERVICES F | ADMIN AND GENERAL | 0.79 |
| | admin fee | ENVIRON SERVICES F | CUSTOMER ACCOUNTS | 0.40 |
| | admin fee | ELECTRIC FUND | POWER DISTRIBUTION | 5.86 |
| | admin fee | ELECTRIC FUND | ADMIN AND GENERAL | 7.08 |
| | admin fee | ELECTRIC FUND | CUSTOMER ACCOUNTS | 2.36 |
| | admin fee | STORMWATER FUND | COLLECTIONS/LIFT STATI | 1.46 |
| | admin fee | STORMWATER FUND | ADMINISTRATION AND GEN | 4.05 |
| | admin fee | STORMWATER FUND | CUSTOMER ACCOUNTS | 0.40 |
| | admin fee | HEARTLAND TRANSIT | TRANSIT/TRANSPORTATION | 3.88 |
| | | | TOTAL: | 113.46 |
| SOUTHERN MN MUNICIPAL POWER AGENCY | mar smmpa purchased power | ELECTRIC FUND | POWER SUPPLY | 567,354.55 |
| | | | TOTAL: | 567,354.55 |
| ST PETER HERALD | profiles ad | GENERAL FUND | CITY ADMINISTRATION | 285.00 |
| | tornado help thank you | GENERAL FUND | CITY ADMINISTRATION | 615.00 |
| | dog licenses | GENERAL FUND | CITY CLERK | 49.00 |
| | rezoning | GENERAL FUND | ECONOMIC DEVMT | 213.25 |
| | gateway overlay dist | GENERAL FUND | ECONOMIC DEVMT | 206.18 |
| | park row public meeting | GENERAL FUND | ECONOMIC DEVMT | 64.68 |
| | pt lib circulation clerk | LIBRARY FUND | LIBRARY | 73.50 |
| | | | TOTAL: | 1,506.61 |
| ST PETER LUMBER CO | tile | GENERAL FUND | FIRE | 19.63 |
| | | | TOTAL: | 19.63 |
| STANDARD & POOR'S | 2013 eq cert bond rating | 2013 EQUIPMENT CER | FINANCE | 7,550.00 |
| | | | TOTAL: | 7,550.00 |
| STAPLES ADVANTAGE | date received stamp | GENERAL FUND | CITY ADMINISTRATION | 77.88 |
| | 4 chairs | GENERAL FUND | POLICE | 1,013.82 |
| | | | TOTAL: | 1,091.70 |
| STREICHER'S | knife, light | GENERAL FUND | POLICE | 176.31 |
| | | | TOTAL: | 176.31 |
| SUMMIT PARK MHC LLC | may 25-6:38:40,2,4:52,8-9: PERM IMPROVMENT RE STREETS | | | 3,025.00 |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|--|---------------------------------|--------------------|------------------------|-----------|
| | | | TOTAL: | 3,025.00 |
| THERMODYNAMICS | hvac svc jane's office | COMMUNITY CENTER | COMMUNITY CENTER | 113.40 |
| | | | TOTAL: | 113.40 |
| TRAVERSE DES SIOUX GARDEN CENTER | downtown hanging flower ba | RESTRICTED CONTRIB | CITY ADMINISTRATION | 4,275.00 |
| | | | TOTAL: | 4,275.00 |
| UNIVERSITY OF MINNESOTA | brian s work zone temp trf | ELECTRIC FUND | ADMIN AND GENERAL | 50.00 |
| | | | TOTAL: | 50.00 |
| US ENGRAVERS, INC | pager engraving | GENERAL FUND | FIRE | 53.69 |
| | | | TOTAL: | 53.69 |
| US POSTMASTER | mail 2013 summer rec/ce br | GENERAL FUND | RECREATION/LEISURE SER | 498.23 |
| | | | TOTAL: | 498.23 |
| VETTER SALES & SERVICE, LLC | vehicles313,413 polaris el 2013 | EQUIPMENT CER | PARKS | 21,244.75 |
| | | | TOTAL: | 21,244.75 |
| VOSS LIGHTING | light bulbs | LIBRARY FUND | LIBRARY | 1,137.90 |
| | light bulbs | LIBRARY FUND | LIBRARY | 41.52 |
| | light bulbs | LIBRARY FUND | LIBRARY | 402.38 |
| | light bulbs | LIBRARY FUND | LIBRARY | 183.29 |
| | | | TOTAL: | 1,765.09 |
| WASTE MANAGEMENT OF SOUTHERN MINNESOTA | feb refuse pickup | ENVIRON SERVICES F | NON-DEPARTMENTAL | 10.00 |
| | feb refuse pickup | ENVIRON SERVICES F | REFUSE DISPOSAL | 18,485.70 |
| | | | TOTAL: | 18,495.70 |
| ZIEGLER INC | yr3of3 pw wtp contract | GENERAL FUND | STREETS | 1,425.00 |
| | #408 cutting edge loknut&s | GENERAL FUND | STREETS | 267.07 |
| | yr3of3 pw wtp contract | GENERAL FUND | PARKS | 1,140.00 |
| | yr3of3 brdwy wtp contract | WATER | PURIFICATION AND TREAT | 7,740.00 |
| | yr3of3 pw wtp contract | WATER | ADMIN AND GENERAL | 570.00 |
| | yr3of3 pw wtp contract | WASTE WATER FUND | ADMIN AND GENERAL | 570.00 |
| | yr3of3 pw wtp contract | ENVIRON SERVICES F | ADMIN AND GENERAL | 570.00 |
| | yr3of3 pw wtp contract | ELECTRIC FUND | ADMIN AND GENERAL | 1,425.00 |
| | | | TOTAL: | 13,707.07 |

| VENDOR SORT KEY | DESCRIPTION | FUND | DEPARTMENT | AMOUNT |
|-------------------------|---------------------------|--------------|------------|--------|
| ===== FUND TOTALS ===== | | | | |
| 101 | GENERAL FUND | 47,430.53 | | |
| 211 | LIBRARY FUND | 4,670.51 | | |
| 213 | PUBLIC ACCESS | 15.90 | | |
| 217 | COMMUNITY CENTER | 5,608.81 | | |
| 230 | REVOLVING LOAN FUND | 595.00 | | |
| 231 | OLD COMMUNITY HOSPITAL | 100.00 | | |
| 240 | TORNADO DISASTER REV LOAN | 23,062.00 | | |
| 317 | COMMUNITY CENTER BOND | 254,843.75 | | |
| 393 | 2004 SUBDIVISIONS - PIR | 350.00 | | |
| 401 | PERM IMPROVMENT REVOLVING | 3,458.00 | | |
| 450 | HOUSING PROJECT2000 #10 | 70.00 | | |
| 473 | 2013 EQUIPMENT CERTIFICAT | 39,794.75 | | |
| 499 | TORNADO | 467,211.62 | | |
| 601 | WATER | 22,857.10 | | |
| 602 | WASTE WATER FUND | 18,590.44 | | |
| 603 | ENVIRON SERVICES FUND | 31,841.03 | | |
| 604 | ELECTRIC FUND | 575,389.16 | | |
| 606 | STORMWATER FUND | 496.51 | | |
| 610 | HEARTLAND TRANSIT | 3,639.14 | | |
| 820 | RESTRICTED CONTRIBUTIONS | 4,762.70 | | |
| ----- | | | | |
| | GRAND TOTAL: | 1,504,786.95 | | |
| ----- | | | | |

TOTAL PAGES: 12

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 –

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

RESOLUTION APPROVING CONSENT AGENDA

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT:

- 1. The following budgeted purchases in excess of \$5,000 are hereby approved:

| <u>VENDOR</u> | <u>ITEM</u> | <u>PRICE</u> | <u>FUNDING</u> |
|---------------------------|------------------------------------|--------------|----------------|
| Geldner Underground | Bases and Feedthroughs | \$6,000.00 | Electric |
| Geldner Underground | Installation of 2" conduit | \$40,000.00 | Electric |
| Geldner Underground | Installation of 4" conduit | \$40,000.00 | Electric |
| Wesco Distribution | 2 – 225 kva transformers | \$16,452.34 | Electric |
| Nielsen Blacktopping Inc. | Sidewalk, curb & gutter repairs | \$27,999.00 | General |
| PSC Construction | Sanitary Sewer assessment projects | \$7,577.20 | Wastewater |

- 2. The following license applications are approved for the terms indicated subject to payment of the licensing fee and compliance with City Code regulations:

TREE WORKERS LICENSE

| | |
|------------------------------|------------------|
| Tooltime Handyman | 5/1/13 – 4/30/14 |
| Melchior Tree Service | 5/1/13 – 4/30/14 |
| Morschings Tree Service Inc. | 5/1/13 – 4/30/14 |

TEMPORARY ON SALE BEER

| | | |
|-------------------------|-------------------|------------------|
| Ecumen dba Prairie Hill | 1305 Marshall St. | 5/9/13 & 5/23/13 |
|-------------------------|-------------------|------------------|

- 3. The following seasonal employee appointments are approved at the wages indicated:

| <u>NAME</u> | <u>POSITION</u> | <u>WAGE/HOUR</u> |
|------------------|-----------------|------------------|
| Maggie Schroeder | Head Lifeguard | \$10.75 |
| Emily Phillips | Head Lifeguard | 10.75 |
| Krista Coblentz | Head Lifeguard | 9.75 |
| Ashley Lager | Head Lifeguard | 9.75 |
| Spencer Hager | WSI/Lifeguard | 8.50 |
| Brent Chouanard | WSI/Lifeguard | 8.00 |
| Charlie Bushell | WSI/Lifeguard | 9.25 |

| | | |
|----------------------|---------------|-------|
| Ingrid Karlsrud | WSI/Lifeguard | 8.00 |
| Kierstin Karlsrud | WSI/Lifeguard | 8.50 |
| Hallie Douglas | WSI/Lifeguard | 8.00 |
| Alissa Lager | WSI/Lifeguard | 9.00 |
| Brooke Phillips | WSI/Lifeguard | 8.75 |
| Jackson Keeley | WSI/Lifeguard | 8.00 |
| Alek Prafke | WSI/Lifeguard | 9.25 |
| Julia Putz | WSI/Lifeguard | 8.00 |
| Jessi Weiss | WSI/Lifeguard | 8.00 |
| Alex Willson | WSI/Lifeguard | 8.00 |
| Janna Quick | WSI/Lifeguard | 8.00 |
| Calli Sizer | WSI/Lifeguard | 8.00 |
| Martha Stelter | WSI/Lifeguard | 8.00 |
| Megan Stenzel | WSI/Lifeguard | 8.00 |
| Brett Zallek | WSI/Lifeguard | 8.00 |
| Kara Peterson | WSI/Lifeguard | 8.50 |
| Payton Prafke | WSI/Lifeguard | 9.00 |
| Payton Prafke | Cashier | 7.55 |
| Elisabet Daisy Felty | Lifeguard | 8.00 |
| Laura Taggart | WSI only | 7.40 |
| Laura Taggart | Cashier | 6.55 |
| Sara Ronnkvist | Cashier | 6.55 |
| RaeAnn Meyer | Cashier | 6.55 |
| Rachel Obermiller | Cashier | 6.55 |
| Sam Schroeder | Maintenance | 10.75 |

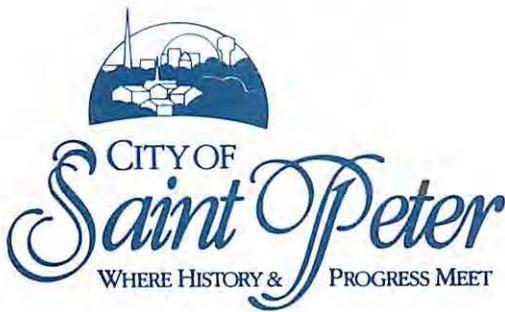
4. The schedule of disbursements for April 5, 2013 through April 17, 2013 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 22nd day of April, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/19/13

FROM: Russ Wille
Community Development Director

RE: Ewing Street Vacation

ACTION/RECOMMENDATION

Adopt the attached resolution vacating that portion of Ewing Street lying between North Washington Avenue and the north-south alley within Block 27, Skaro & Evenson Addition.

BACKGROUND

Leon and Debra Tellijohn have been joined by Michael and Alison Hermanson in petitioning for the vacation of that part of Ewing Street between the north-south alley lying in Block 27, Skaro & Evenson Addition and North Washington Avenue.

Staff research has determined that the Council had previously acted to vacate Ewing Street. However, due to administrative errors and a former Mayor's refusal to sign the resolution as ordered by the Council, the vacation was never recorded as required by Statute.

Since the time of the original action in 1970, City staff has been of the opinion that the roadway was appropriately vacated. All engineering documents and maps in the City's possession show a vacated Ewing Street.

To remedy the administrative oversight, the petitioners have agreed to begin the vacation process anew. It is their desire to remedy the administrative error.

At the direction of the City Council, I have discussed the 1970 and proposed vacation with the property owners abutting the alley on the east side of the north-south alley. It is likely that they will also petition for completion of the 1970 vacation of Ewing Street. They have however, indicated that they would not seek a complete vacation of the right-of-way but would rather seek a partial vacation which would maintain a 16-20 foot right-of-way to allow access to the north – south alley from North Fifth Street.

Following the public hearing, it is appropriate for the Council to consider the petition to vacate a portion of Ewing Street.

FISCAL IMPACT:

No fiscal impact related to the vacation has been identified.

ALTERNATIVES/VARIATIONS:

Do not act: The status of the previously vacated street will remain in dispute.

Negative Vote: The status of the previously vacated street will remain in dispute.

Modification of the Resolution: The Council could vacate a portion of the alley while maintaining the minimum right-of-way necessary to provide vehicular access to the north-south alley.

Please feel free to contact me should you have any questions or concerns about this agenda item.

RW

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

RESOLUTION VACATING THAT PORTION OF EWING STREET LYING BETWEEN NORTH WASHINGTON AVENUE AND THE NORTH-SOUTH ALLEY WITHIN BLOCK 27, SKARO & EVENSON ADDITION

WHEREAS, a petition has been submitted by the owners of property abutting Ewing Street within Block 27, Skaro & Evenson Addition; and

WHEREAS, the petitioners have submitted documents seeking to vacate that part of Ewing Street lying between North Washington Avenue and the north-south alley within Block 27, Skaro & Evenson Addition; and

WHEREAS, in 1970, the City Council passed a resolution vacating Ewing Street within Block 27, Skaro & Evenson Addition; and

WHEREAS, the previous City Council action to vacate Ewing Street was never appropriately recorded with the Nicollet County Recorder's office; and

WHEREAS, the petitioners are seeking the vacation at this time to remedy the acknowledged administrative oversight; and

WHEREAS, the 1970 vacation of Ewing Street has been represent on all of the maps and engineering documents maintained by the City of Saint Peter; and

WHEREAS, there are no public or private utilities located within the portion of the alley or avenue subject to vacation.

WHEREAS, following published and mailed notice as provided by statute, a public hearing was held by the City Council on April 22, 2013 to receive citizen input regarding the petitioned vacation; and

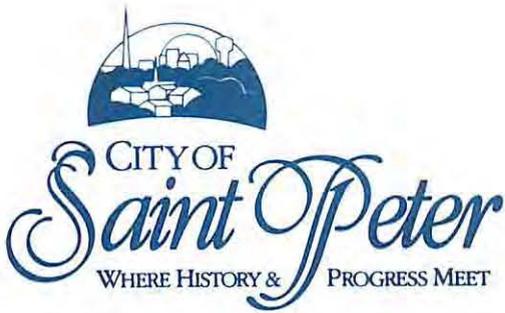
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: portion of Ewing Street lying between North Washington Avenue and the north-south alley within Block 27, Skaro & Evenson Addition is hereby vacated as petitioned.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 22nd day of April, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 4/19/13

FROM: Todd Prafke
City Administrator

RE: Eminent Domain Action-Continental Communities

ACTION/RECOMMENDATION

Approve the attached resolution directing the City Attorney to initiate an Eminent Domain (ED) proceeding.

BACKGROUND

The City Council has taken the needed steps to build a connection link of road way from North Washington Avenue near Davis Street to North Washington Avenue north of Dodd Road. Steps taken so far have including many public meetings, engineering application and receipt of approval of studies and the application for both state and federal funding. The project also included the acquisition of both personal property (manufactured homes) and real estate.

The largest portion of the road project is planned to be built on property that is located on real estate currently owned by Continental Communities (Summit Park Community).

As a part of the funding process, the City must show, within certain time frames, that it has taken the appropriate action to acquire land that is needed for the project. One of the timelines that needs to be met is August 15th and includes either a completed acquisition (closing) or the start of the ED process as provided for in Minnesota Statutes. To meet that closing timeline, working the process times backwards we need to start the ED process very soon. Without one of these actions, funds for the project may be withheld.

Members may recall that we waited for a significant period of time for the Federal Highway Administration to give approval to start the acquisition process. That time lag has meant that our time frame for acquisition has been compressed. As the required appraisal was just completed and an offer made, staff is concerned that meeting the acquisition timeline is unlikely and therefore, to maintain funding, the ED process must be started.

The owners of Summit are aware of the timelines and this process but they also have opportunities related to appraisals and review of offers. Staff believes that rushing Summit in the process for a negotiated acquisition is likely disadvantageous to us and a funding risk. By starting the ED process we continue to preserve our funding timeline while still being able to reasonably negotiate the purchase of the property.

This action is good for the community in that it continues the process toward completing the construction. This roadway meets goals set by the Council in the mid-1990s enhancing our City transportation system.

FISCAL IMPACT:

The cost of this legal work is estimated at between \$5,000 and \$10,000 if we proceed to the end of the ED process. This estimate excludes additional appraisals that may be needed as a part of the process. It is my hope that we avoid completing the purchase through this process and will continue to work towards and negotiated sale. This action is an eligible expense as a part of the project funding.

ALTERNATIVES AND VARIATIONS:

Do not act. Staff will wait for further direction, but a significant delay past the timeline requirements, may mean a loss of funding.

Negative vote. Frankly, I am not exactly sure where to go from here as not meeting the timelines may mean a loss of funding. If funding is lost, the work completed thus far would then need to be funded by City sources alone.

Modification of the resolution. This is always an option of the Council.

Please feel free to contact me if you have any questions or concerns on this agenda item.

TP/bal

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

**STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)**

**RESOLUTION DIRECTING THE CITY ATTORNEY TO INITIATE EMINENT DOMAIN
PROCEEDINGS**

WHEREAS, the City has developed a project to enhance the transportation system within the City; and

WHEREAS, the transportation enhancement requires the construction of a north-south collector street within the City connecting that portion of North Washington Avenue that intersects Davis Street and the portion of North Washington Avenue that is connected with Dodd Road through land owned by Summit Park MHC, LLC; and

WHEREAS the construction of the city street is a public purpose that allows the city to commence an eminent domain action against Summit Park MHC, LLC.

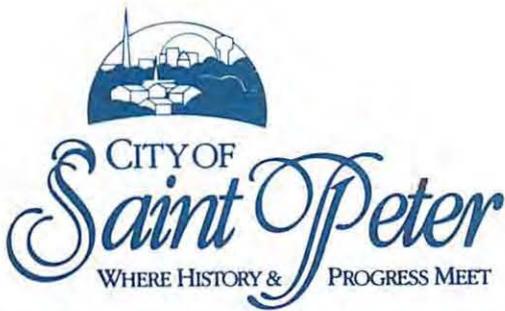
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Attorney is authorized and directed to commence and proceed with eminent domain actions in order to obtain the necessary fee simple tile and temporary easements to create a city street directly connecting the roadway as described above.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day of April, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 4/19/13

FROM: Todd Prafke
City Administrator

RE: Land Acquisition: Andresen Property

ACTION/RECOMMENDATION

Approve the attached Purchase agreement for property owned James W. Andresen for \$60,000.

BACKGROUND

This property acquisition is contemplated as a part of property needed for the Washington Avenue Link project. The property is located near the intersection of North Washington Avenue and Davis Street.

The City Council developed a process for property acquisition as a part of this project which provides a mechanism for approval of an offer to purchase. Mr. Andresen has accepted the offer and a purchase agreement was developed and has been approved by your City Attorney. The agreement has been signed by Mr. Andresen and with Council approval, the remaining title work will be completed and a closing date set.

This action is good for the community in that it continues the process toward completing the construction. This roadway meets goals set by the Council in the mid-1990s for enhancing our City transportation system.

FISCAL IMPACT:

The cost of this acquisition will be funded as a part of the Federal and State funding that has been provided for this project.

ALTERNATIVES AND VARIATIONS

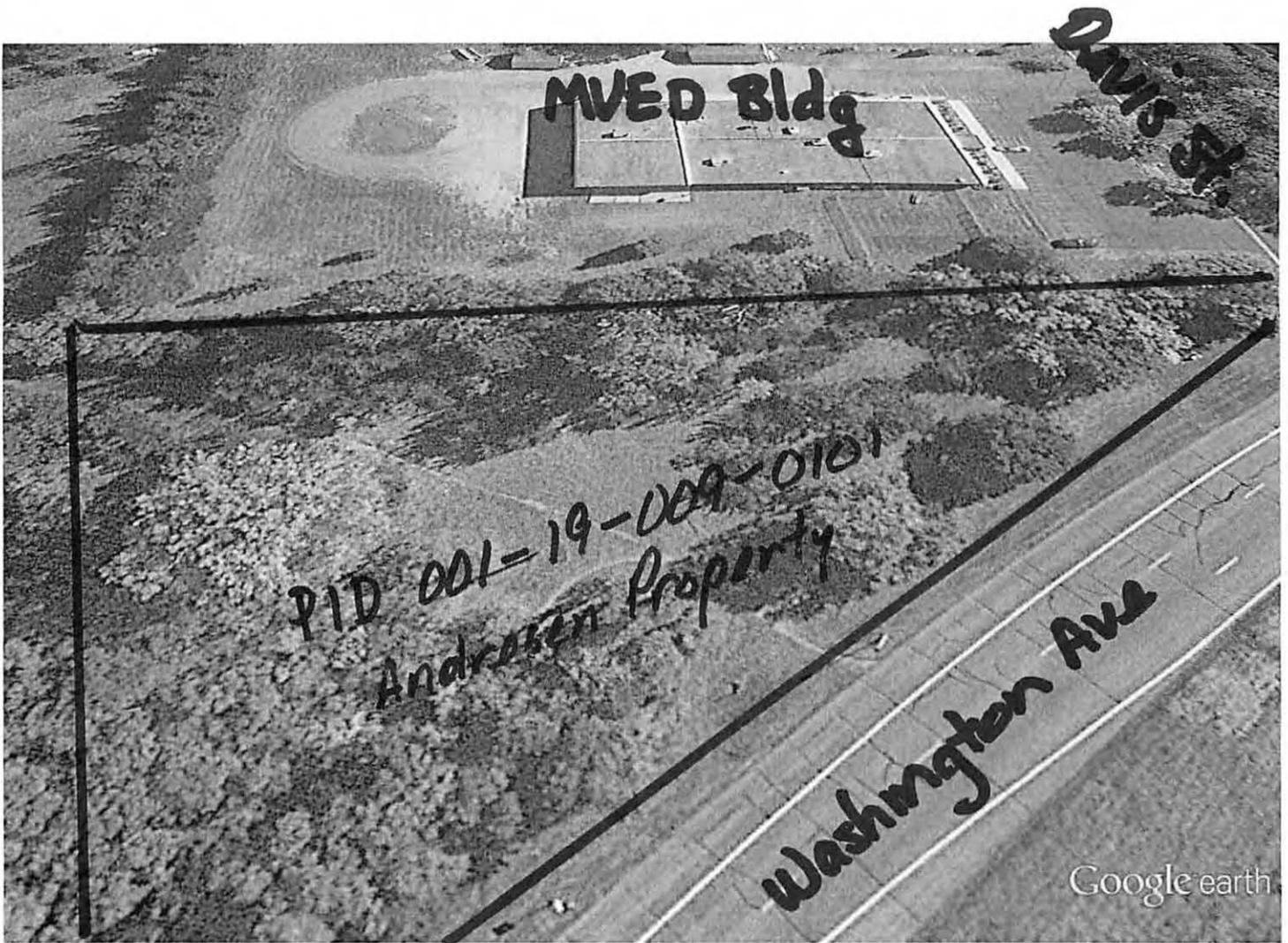
Do Not act. Staff will wait for your further direction. A significant delay will likely not provide any additional advantage as a part of the negotiations.

Negative vote. Staff will wait for direction as failing to acquire the property will mean either a significant change in the alignment that has been previously approved, or a loss of funding for the project due to not meeting the requirement, namely property acquisition, that is stipulated as part of the project approval and funding.

Modification of the resolution. This is always an option of the Council.

If you have additional questions or concerns on this agenda, please feel free to contact me.

TP/bal



Google earth



PURCHASE AGREEMENT

THIS AGREEMENT, made and entered in this _____ day of _____ 2013, by and between, James W. Andresen, a single person, ("Seller"), and The City of St. Peter, a public body corporate and politic under the laws of Minnesota. ("Purchaser").

In consideration of the mutual terms, covenants, conditions, contingencies and agreements hereinafter contained, it is hereby agreed by and between the parties as follows:

1. Sale of Property. Seller agrees to sell to Purchaser and Purchaser agrees to purchase from Seller the real property located at the NE corner of Washington Ave. and Davis St. as tax PID 001-19-009-0101 in Nicollet County ("Subject Property"), legally described as follows:

See Attached exhibit A

2. Purchase Price and Manner of Payment. The total purchase price ("Purchase Price") to be paid by Purchaser to Seller for the Subject Property shall be Sixty Thousand and no/100 Dollars(\$60,000.00). The purchase price shall be paid as follows:

- a) Earnest money: None
- b) Sixty Thousand and no/100 Dollars (\$60,000.00) to be paid in cash on the date of closing.

3. Contingencies. The Agreement and closing hereunder shall be made contingent upon each of the following:

- (a) Purchaser being satisfied as to good and marketable title to the Subject Property in Seller pursuant to Paragraph 6 herein;
- (b) All warranties and representations of Seller hereunder being true and correct as of the date hereof, and on the Date of Closing;

If all the foregoing contingencies have not been satisfied or waived by Purchaser on or before the Date of Closing or such other date as is expressly set forth above, then this Agreement may be terminated at Purchaser's option, and upon written notice of termination, any Earnest Money deposited by Purchaser, together with interest earned thereon, shall be returned to Purchaser, and upon such return neither party shall have any further rights or obligations with respect to this Agreement or the Subject Property. If notice of termination of the Agreement for failure to satisfy any contingency set forth above is not given by Purchaser on or before the Date of Closing, such contingency shall be deemed waived by Purchaser.

Purchaser shall have the right to unilaterally waive any contingency and proceed to close. Each party shall cooperate with the other in satisfying the conditions hereof.

4. Evidence of Title. Seller shall, within ten (10) days after execution of this Agreement, cause to be delivered to Purchaser for examination by its attorney an Abstract of Title certified to date (or a Certificate of Title and Registered Property Abstract), which shall include proper searches covering bankruptcies and State and Federal judgments and liens. Within 25 days thereafter the Purchaser shall give notice in writing to the Seller of any defects in or objections to the title as so evidenced and Seller shall thereafter clear the title of the defects and objections so specified at Seller's expense. Title to be conveyed as herein provided shall be marketable title, free and clear of all liens, encumbrances, restrictions options to purchase, and easements, except as may be expressly waived by Purchaser.
5. Representations and Warranties by Seller. Seller represents and warrants to Purchaser that:
 - (a) The individuals executing this Agreement and the documents referred to herein on behalf of Seller have the legal power, right and actual authority to bind Seller to the terms and conditions hereof and thereof. This Agreement and all documents required hereby to be executed by Seller are, and shall be, valid, legally binding obligations of and enforceable against Seller in accordance with their terms.
 - (b) On the Date of Closing, Seller will own all of the properties and assets being conveyed hereby, free and clear of all leases, liens, charges and encumbrances.
 - (c) Seller has received no notice of any action, litigation, investigation or proceeding of any kind pending against Seller, nor to the best of Seller's knowledge is any action, litigation, investigation, or proceeding pending or threatened against the Subject Property, or any part thereof.
 - (d) Seller will cause, to the extent applicable, all policies of insurance covering the Subject Property with respect to fire and extended coverage risks, and liability to be kept in full force and effect through and including the Date of Possession.
 - (e) On the Date of Closing, there will be no service contracts in effect in connection with the Subject Property, except those which are terminable on thirty (30) days' written notice.
 - (f) Seller warrants that it has not used the Property for the storage of hazardous substances or petroleum products and, as of the date of this Agreement, is not aware of any facts the existence of which would constitute a violation of any local, state or federal environmental law, regulation or review procedure or which would give any person a valid claim under the Minnesota Environmental Rights Act or the Federal Comprehensive Environmental Response, Compensation and Liability Act. The foregoing is applicable only to Seller's actual knowledge of facts, and

Seller represents that Seller has made no independent investigation of the Property.

- (g) Seller has not entered into any other contracts for the sale of the Subject Property, nor as of the Date of Closing will there be any first rights of refusal or options to purchase the Subject Property.
- (h) Seller has not entered into any commitments or agreements with any governmental agency or public or private utility affecting the Subject Property which have not been disclosed in writing by Seller to Purchaser.
- (i) Seller warrants that the Subject Property is a vacant parcel. Seller has not entered any lease agreements with anyone for the Subject Property.
- (j) Seller will not construct or enter into any agreement or commitment to construct any improvement or alteration to the Subject Property.
- (k) Seller will not enter into or consent to any easement, covenant or other obligation affecting the Subject Property or alteration to the Subject Property.
- (l) To the best of Seller's knowledge, after due inquiry, Seller is not in default with respect to any of its obligations or liabilities pertaining to the Subject Property.

Notwithstanding any provisions herein to the contrary, if a closing occurs hereunder, Seller shall indemnify Purchaser, its successors and assigns, against, and shall hold Purchaser, its successors and assigns, harmless from, any loss, costs, expense or damage, including reasonable attorneys' fees directly arising out of or resulting from the breach of any of the representations and warranties herein contained, whether such loss, cost, expense or damage arises prior to or after closing, provided that Purchaser did not have knowledge of said breach on or before the Date of Closing. All warranties and representation herein contained shall survive a closing.

- 6. Closing. The date on which the closing of the transaction herein described shall occur (herein referred to as the "Date of Closing") shall be on or before May 15, 2013. The closing and delivery of all such documents shall take place at the office of the City of St. Peter or at such reasonable location as may be agreed upon by Purchaser and Seller.
- 7. Possession. The Seller agrees to deliver possession of the Subject Property on the Date of Closing.
- 8. Costs and Prorations. Seller and Purchaser agree to the following Prorations and allocation of costs in connection with this Agreement and the transactions contemplated hereby:
 - (a) Seller shall pay the costs of certification and delivery of the Abstract of Title or Certificate of Title and Registered Property Abstract contemplated hereunder.

- (b) Purchaser shall pay all state or local transfer or deed taxes in connection with the Deed to be delivered hereunder, if any. Purchaser shall pay for the cost of drafting documents and closing fees. Purchaser shall pay for the recording charges in connection with recording the documents to be delivered herein.
- (c) Seller shall be responsible for payment of the real estate taxes due and payable in the year of the sale prorated to the date of closing. Seller shall pay all real estate taxes due and payable for the years prior to date of closing, together with all special assessments levied against the property. Also, Seller shall pay any and all green acres or other deferred taxes and/or special assessments levied or pending against the property.
- (d) Each of the parties shall pay all of its own respective attorneys' fees and Real Estate Brokerage fees in connection with the negotiation, preparation and closing of this Agreement and the transaction contemplated hereby.

If, and to the extent, any cost or fee shall be payable by Seller under this Agreement, Purchaser shall have the right to pay such amount for the account of Seller and deduct the amount thereof from the cash due Seller at the Date of Closing. If the amount of Seller's obligation cannot be determined on the Date of Closing, Purchaser shall have the right to establish an escrow account (and offset from the cash payment) 150% of the maximum foreseeable liability.

9. Closing Documents. At the Closing, Seller shall execute and deliver to Purchaser the following (collectively the "Closing Documents"):

- (a) Deed. A General Warranty Deed, in recordable form, signed by the Fee Owner or all other persons known or unknown claiming any right, title estate, interest or lien in the real estate described herein and the Sellers.
- (b) Seller's Affidavit. A standard form affidavit by Seller indicating that on the date of Closing there are no outstanding, unsatisfied judgments, tax liens or bankruptcies against or involving Seller or the Subject Property; that there has been no skill, labor or material furnished to the Subject Property (other than at the request of Purchaser) for which payment has not been made or for which mechanics' liens could be filed; and that there are no other unrecorded interests in the Subject Property.
- (c) Storage Tanks. If required an affidavit with respect to storage tanks pursuant to Minnesota Statutes Section 116.48.
- (d) Well Disclosure. Seller certified that there is not a well on the described Real Property and agrees to complete a Sellers Well Discloser on Date of Closing. Purchasers may conduct any water quality tests it desires at its own expense.
- (e) Sewage Treatment System. There is no individual sewage treatment system on or serving the Real Property. Municipal sanitary sewer is available to the Subject Property.

(f) Certification. A certification that the representations and/or warranties made by the Sellers are the same as were in existence on the date of the Purchase Agreement.

(g) Abstract. A registered Property Abstract or Abstract of Title certified to date.

(h) Other Documents. All other documents reasonable determined by either party and the title insurance company to be necessary to transfer and provide title for the property.

(i) Flood Plain. Seller warrants that the Subject Property does lie within the FEMA Community Panel Number 27103C0330G with an effective date of June 21, 1999. The entire subject parcel is located in Zone X, which is areas of minimal flooding.

10. Assignment. Purchaser shall have the right to assign its interest under this Agreement, without first obtaining the consent of Seller, provided that Purchaser shall remain liable to Seller under this Agreement.

11. Survival. All of the terms, covenants, conditions, representations, warranties and agreements contained in this Agreement shall survive and continue in force and effect and shall be enforceable after the closing.

12. Notices. Any notice or election required or permitted to be given or served by any party hereto upon any other shall be deemed given or served if personally delivered to an officer of the party to be notified or if mailed by US registered or certified mail, postage prepaid, return receipt requested, or sent by reputable overnight courier, to the property address as follows:

If to Seller: James W. Andresen
 PO Box 186
 St. Peter, MN 56082

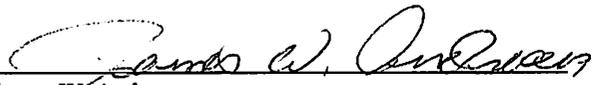
If to Purchaser: Todd Prafke, City Administrator
 The City of St. Peter
 227 South Front Street
 St. Peter, MN 56082

Except as otherwise expressly provided herein, each such notice shall be deemed to have been received by, or served upon, the party to whom addressed on the date which is three (3) days after the date upon which the same is deposited in the US registered or certified mail, postage prepaid, return receipt requested, properly addressed in the manner above provided, and if served personally or sent by reputable overnight courier, on the date of service or delivery. Any party hereto may change its address for the service of notice hereunder, in the manner above specified, ten (10) days prior to the effective date of such change.

13. Effective Date of Agreement. This Agreement shall become effective and shall be binding upon the parties hereto only after it has been executed by each of the parties hereto.
14. Captions. The paragraph headings or captions appearing in this Agreement are or convenience only, are not a part of this Agreement, and are not to be considered in interpreting this Agreement.
15. Entire Agreement; Modification. This written Agreement constitutes the entire and complete agreement between the parties hereto and supersedes any prior oral or written agreements between the parties hereto with respect to the Subject Property. It is expressly agreed that there are no verbal understandings or agreement which in any way change the terms, covenants or conditions herein set forth, and that no modification of this Agreement and no waiver of any of its terms and conditions shall be effective unless in writing and duly executed by the parties hereto.
16. Binding Effect. All covenants, agreements, warranties and provisions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. When used herein, the singular shall include the plural, the plural shall include the singular, and the use of one gender shall include all other genders, as and when the context so requires.
17. Controlling Law. This Agreement has been made and entered into under the laws of the State of Minnesota and said laws shall control the interpretation enforcement hereof.
18. Remedies. If either party shall default in its obligations hereunder, the sole remedies available to either party, except with respect to defaults under Paragraph 5 herein for which damages shall be recoverable as provided therein, shall be (i) to terminate this Agreement by written notice to the other party, in which event neither party shall have any further rights or obligations hereunder or (ii) to seek performance of this Agreement.
19. Counterparts. This Agreement may be signed in one or more counterparts, all of which taken together shall be deemed one original.
20. Severability. If any provision in this Agreement, or any application thereof, shall be invalid or unenforceable, the remainder of this Agreement and any other application of such provision shall not be affected thereby and shall not be rendered invalid or unenforceable.
21. Effective Date of Agreement. This Agreement shall become effective and shall be binding upon the parties hereto only after it has been executed by each of the parties hereto. Purchaser will have no more than forty-five (45) days after the date of Seller's acceptance of this agreement to accept and sign this Agreement.

James W. Andresen has signed this Purchase Agreement to sell the Subject Property for the price and terms and conditions set forth in this Agreement.

SELLER: James W. Andresen

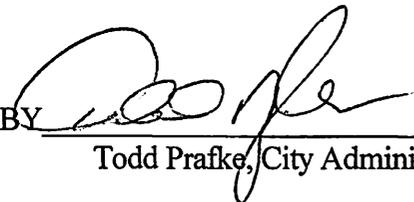

James W. Andresen

3/28/13
Date

On behalf of The City of St. Peter, and pursuant to authority granted to Todd Prafke, we have signed this Purchase Agreement to purchase the Subject Property for the price and on the terms and conditions set forth in this Agreement:

PURCHASER: The City of St. Peter

Dated: _____

BY 
Todd Prafke, City Administrator

Dated: _____

By _____

Final Acceptance Date

Exhibit A

That part of Block 26, together with the adjacent vacated streets and alleys, in the Town of Traverse des Sioux; according to the Original Survey of the Town of Traverse des Sioux, as recorded in the Office of the Register of Deeds of Nicollet County on the third day of June, 1853, lying northeasterly of the northeasterly right of way line of Minnesota Trunk Highway No. 22, more particularly described as: Beginning at the northwesterly corner of Martinson's Subdivision, according to the Plat thereof on file and of record with the Nicollet County Recorder; thence South 13 degrees 17 minutes 18 seconds East (assumed bearing) along the westerly line of Martinson's Subdivision, a distance of 442.16 feet to a point on the northerly line of Davis Street according to the Plat of Martinson's Subdivision; thence South 81 degrees 26 minutes 18 seconds West along the northerly line 20.27 feet to the point of intersection with the northeasterly right of way line of Minnesota Trunk Highway No. 22; thence northwesterly along said highway right of way line, 539 feet more or less to the point of intersection with a line which bears South 76 degrees 42 minutes 42 seconds West from the point of beginning; thence North 76 degrees 42 minutes 42 seconds East along the southerly line of Summit Mobile Home Park, a distance of 331.27 feet to the point of beginning. Containing 1.5 acres.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

**STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)**

**RESOLUTION APPROVING PURCHASE OF REAL ESTATE OWNED BY JAMES W.
ANDRESEN AS PART OF THE WASHINGTON AVENUE LINK PROJECT**

WHEREAS, the City Council has taken action to enhance transportation within the community through the development of a project that would link portions of North Washington Avenue that are not now connected; and

WHEREAS, part of the project includes the acquisition of property to be used as right-of-way for development of the roadway; and

WHEREAS, the City Council has established a process for the appraisal and acquisition of property; and

WHEREAS, the property identified as PID 001-19-009-0101 in Saint Peter is within the area identified as being needed right-of-way for the project; and

WHEREAS, an offer of purchase has been made based on the appraisal process and the property owner has accepted that offer; and

WHEREAS a purchase agreement has been signed by the seller.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT:

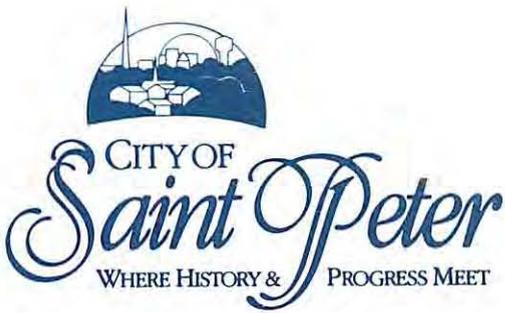
1. The Mayor and City Administrator are directed to execute the purchase agreement related to property identified as PID 001-19-009-0101 and have work completed to provide for the transfer of ownership to the City.
2. The purchase price of \$60,000 shall be funded by Washington Avenue Link Project funds.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day of April, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/18/13

FROM: Russ Wille
Community Development Director

RE: Nash Finch Company – Tax Abatement/Development Agreement

ACTION/RECOMMENDATION

Adopt the attached resolution approving a Tax Abatement and authorizing the Mayor and City Administrator to execute the associated development agreement by and between the City of Saint Peter and Nash Finch Company.

BACKGROUND

Nash Finch Company has successfully negotiated the purchase of the property in front of the Saint Peter Food Coop from Bob Nielsen and Paul Rislove (Nielsen-Rislove). Recognizing that the public would benefit from the purchase and improvements to the vehicular parking and circulation, the City of Saint Peter is being asked to appropriate \$40,000 towards improvements to the property that would benefit the public.

The Econofoods and St. Peter Food Coop developments are uses that are typically located abutting major thoroughfares such as Highway 169 (Minnesota Avenue). However, in Saint Peter, a significant challenge is created in that both highway uses are located within the Central Business District (CBD) abutting the historic downtown. The rules and regulations for development within the Central Business District are not a good fit when applied to highway service type establishments.

The physical development of the Econofoods/Food Coop properties does not allow for vehicular circulation within the two-block area. Motor vehicles are currently prohibited from circulating between the parking lots of the two uses. Cars and trucks must utilize Highway 169 or South Third Street to travel from one store to the other. The safety and efficiency of vehicular circulation would be significantly enhanced if the two uses would allow for shared access, circulation, and parking.

The Nash Finch Company purchase of the Nielsen-Rislove property will support and enhance the current remodeling and reconfiguration of the Econofoods store. The purchase will also protect the visibility of the Econofoods operations and allow for the construction of a stand-alone liquor store on the property.

Upon the purchase of the Nielsen-Rislove property, Nash-Finch will make improvements that allow for vehicular circulation between their parking lot and the Food Coop's parking lot. This will significantly improve the safety and efficiency of the vehicular circulation within the downtown. The planned improvements are depicted in Exhibit A of the proposed agreement.

As a part of the process, Nash-Finch has pursued vacation of alleys within the two-block area. Following the vacation of alleys, the City will be provided with the easements necessary to maintain and repair the existing municipal utility system within the block(s).

The construction of a stand-alone liquor store and the renovation of the existing Econofoods store are expected to create 17 new, full-time equivalent positions. Approximately 4 of the new FTE jobs are to be attributed to the construction of the new liquor store building.

A new 5,000 square foot, stand-alone liquor store would generate an estimated market value of \$390,000 as calculated by the Nicollet County Assessor's office. This would be the basis for calculating the taxes due each year. Nash Finch is being asked to consent to a Minimum Assessment Agreement establishing the \$390,000 value for the duration of the abatement.

The redevelopment of the Econofoods/Food Coop block(s) and reconfiguration of traffic access, circulation, and parking would be a significant improvement to the downtown area. The improvements would be undertaken in a manner and design that would be sympathetic to the historic downtown north of Grace Street.

In lieu of TIF, it is suggested that the City provide an abatement of its share of the new tax dollars to contribute \$25,000 towards the project. To the greatest extent, the project would be assembled so that the use of the abatement would be nearly indistinguishable from the use of Tax Increment Financing.

The use of the abatement dollars would be limited to the physical improvements undertaken to enhance vehicular access, circulation and parking. The \$25,000 would be provided once the new retail structure is 25% completed. The City would be reimbursed via the anticipated annual abatement. A David Drown Associates analysis suggests that the abatement would be repaid in full after approximately 10 years.

The proposal would only abate the City's share of the new taxation. Nicollet County and School District #508 would not be asked to participate in the abatement and thus would have an immediate, tangible benefit following construction. The City has only used abatement in one other circumstance. While we are hesitant to use abatement in just about every other instance, staff believes that its use in this situation is prudent when reviewed against the alternative costs we are likely to face. As previously stated, if we are in the position to spend money at this location in some way, it is best spent in a way that provides the greatest opportunity for improvement and overall increase in tax base, improved safety and increased utilities of an area that can positively influence the downtown.

The construction cost of a new, stand-alone liquor store would be anticipated to be approximately \$500,000. The building permit, including plan review, state surcharges, and utility access fees would be obtained at a cost of approximately \$9,039.29. It is suggested that the City of Saint Peter forgive up to \$8,100 of the \$9,039.29 in review fees, state surcharge and utility access fees. The funds would be repaid to the Building Department from the professional services line item of the Community Development departmental budget within the general fund.

The remaining \$6,900 of the proposed \$40,000 in assistance would be proposed to be provided utilizing in-kind municipal services. Recognizing that the City will benefit from certain improvements to the public utilities and vehicular circulation, participation in the financing of the improvements is prudent. The City will install 23 cubic yards of rock and will patch approximately 1,200 square feet of asphalt following installation of the new utility services. Finally, the City will cause the demolition of the wood fencing installed between the Econofoods and Nielsen-Rislove properties. Following demolition, Nash Finch Company will donate the materials to the City for use by the Public Works Department.

A public hearing regarding the proposed tax abatement is scheduled as a part of this Council meeting. Following the hearing, the City Council may pass the resolution authorizing the Mayor and City Administrator to execute the development agreement by and between the City and Nash Finch Company.

FISCAL IMPACT:

The City would provide a \$25,000 cash contribution towards the construction and parking improvements once construction of the new building is 25% completed. The City will be reimbursed at 3% interest from the tax abatements generated over the next 9 – 10 years.

\$8,100 of the sewer, water and electrical access fees charged to the project will be paid from the professional services line item of the Community Development departmental budget.

The City will commit to patching the asphalt once the water, sanitary sewer and storm sewer systems are improved. The City will also install 23 cubic yards of rock as well as remove the wooden fencing. The value of the City's participation has been determined to be \$6,900.

ALTERNATIVES/VARIATIONS:

Do not act: The project would be delayed while Nash Finch Company determines whether to proceed in the absence of the negotiated tax abatement assistance.

Negative Votes: Nash Finch Company would need to determine whether to proceed in the absence of the negotiated financial assistance.

Modification of the Resolution: Modification of the proposed terms would require renewed negotiations between the City and Nash Finch Company.

Please feel free to contact me should you have any questions or concerns about this agenda item.

RW

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013

**STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)**

**RESOLUTION APPROVING PROPERTY TAX ABATEMENT FOR CERTAIN PROPERTY IN
THE CITY OF SAINT PETER**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT:

Section 1. Recitals.

1.01. The City has determined that there exists a need to grant a property tax abatement (the "Abatement") pursuant to Minnesota Statutes, Sections 469.1812 to 469.1815 (the "Act") to Nash Finch (the "Developer"), to help pay a portion of the costs associated with the acquisition of property that will expand their retail presence (the "Project") within the City of Saint Peter on property that has a Parcel Identification Number of 19.412.4215.

1.02. On the date hereof, the City Council of the City conducted a duly noticed public hearing on the Abatement proposed to be provided by the City, at which time the views of all interested persons were heard.

Section 2. Findings.

2.01. The recitals set forth above are incorporated into this Resolution.

2.02. It is hereby found and determined that the benefits to the City from the Abatement will be at least equal to the costs to the City of the Abatement, because:

- (a) The proposed improvements to the property are not likely to take place to the same degree absent the Abatement; and
- (b) The payroll associated with the jobs to be created in the City of Saint Peter are greater than the proposed abatement amount.

2.03. It is hereby found and determined that the Abatement is in the public interest because such action will create additional tax base and provide additional employment opportunities in the City.

2.04. It is further specifically found and determined that the Abatement provided to the Developer is expected to result in the following public benefits:

- (a) Securing improvements to and the utilization of a site that has been vacant in the City of Saint Peter for many years.

- (b) The creation of additional tax base and new jobs in the City by the Developer.

Section 3. Actions Ratified; Abatement Approved; Authorized for Execution of a Development Agreement.

- 3.01. The City Council hereby ratifies all actions of the City's staff and consultants in arranging for approval of this resolution in accordance with the Act.
- 3.02. Subject to the provisions of the Act, the Abatement is hereby approved and adopted subject to the following terms and conditions:
 - (a) The term "Abatement" means the City's share of real estate taxes which relate to the value of the land and building, as determined by the City, and abated in accordance with the Tax Abatement Program.
 - (b) The City will use the Abatement proceeds to reimburse itself for project costs initially paid by the City.
 - (c) In accordance with Section 469.1813, subdivision 8 of the Act, in no year shall the Abatement; together with all other abatements approved by the City under the Act and paid in that year exceed the greater of 10% of the City's net tax capacity for that year or \$200,000 (the "Abatement Cap").
 - (d) The City will retain the Abatement proceeds commencing with taxes payable 2015. In no event shall the Abatement exceed \$3,000.00 in any year or a cumulative total of \$27,000 over the 9-year abatement term.
 - (f) In accordance with Section 469.1815 of the Act, the City will add to its levy in each year during the term of the Abatement the total estimated amount of the current year Abatement granted under this resolution.

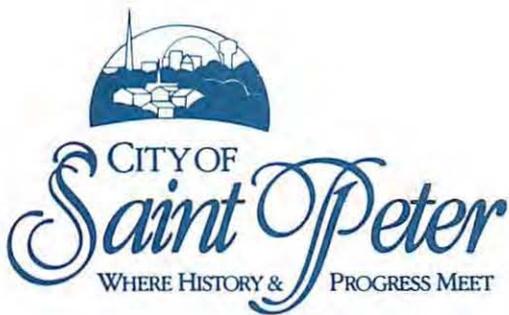
Section 4. Implementation. The Mayor and City Administrator are authorized and directed to execute and deliver any agreements, including the development agreement, necessary to implement this resolution.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day of April, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: April 11, 2013

FROM: Lewis Giesking
Director of Public Works

RE: Serpentix Conveyor Emergency Repairs

ACTION/RECOMMENDATION

Authorize unbudgeted repairs of a conveyor system at the Wastewater Treatment Plant in the total amount of \$20,296.88

BACKGROUND

In the process of pressing biosolids, staff encountered a breakdown in the system equipment. After evaluation it was determined that the Serpentix belt conveyor was not tracking correctly which caused the belt to fall off the track stopping the conveyor. Staff made repeated attempts to repair and align the belt with the gear shaft, but was unsuccessful. Rice Lake Construction was contacted to evaluate the conveyor where it was determined that the 5' head section at the end of the conveyor was worn beyond repair and needed to be replaced. The head section keeps the belt on track and drives the belt. There is a high amount of tension in the head section and the constant pulling caused the head to wear excessively. Permission was requested and given to order the 5' head with delivery in 3 to 4 days from Westminster Colorado.

While staff took action to prepare for replacement of the head section the plant still was required to adequately treat wastewater. Since there is a limited capacity in the liquid biosolids holding capacity, staff needed to make arrangements to take our biosolids to another facility for treatment. Staff coordinated that with New Ulm since they also have aerobic sludge and could treat our sludge for a minimal cost. Biosolids pressing cannot be completed without the use of the conveyor so storage of liquid biosolids was a major concern.

Delivery of biosolids to New Ulm was done thru C&S Lund Trucking of Lambertton and a tanker was brought in and loaded with liquid biosolids. Each tanker hauled about 6,000 gallons. Four tanker loads were then taken to the City of New Ulm for processing over a two week period. C&S Lund charged the City \$550.00 per delivered load which included the use of a tanker to be on our site 24 hours a day. Having a tanker on site allowed staff to transfer solids at the same time normal processing of biosolids were to take place which minimized overtime, and provided for normal wastewater operations. C&S Lund delivered the biosolids (24,000 gallons) to New Ulm who processed the wastewater and did not charge the City. We are indebted to the City staff of New Ulm for their assistance.

In the process of installing the 5' head it was discovered that additional parts were needed and were ordered. Parts included the conveyor tension assembly and an electronic speed sensor bracket and holder. Serpentix is the only vendor capable of supplying parts for our conveyor system, therefore competitive bids could not be obtained. This repair was an emergency and unbudgeted; funds will need to be allocated from the wastewater budget.

The emergency repairs cost summary is listed below.

| <u>COMPANY</u> | | <u>TOTAL</u> |
|-------------------|-----------------|--------------------|
| Serpentix | Westminster, CO | \$13,863.29 |
| Rice Lake Cont. | Deerwood, MN | \$ 3,656.09 |
| C&S Lund Trucking | Lamberton, MN | \$ 2,200.00 |
| Ryan Electric | Saint Peter, MN | \$ 577.50 |
| TOTAL COST | | \$20,296.88 |

Water Utilities Superintendent Moulton assisted with the preparation of this memo.

FISCAL IMPACT:

Funds will be allocated from the wastewater fund reserves. Staff will look to reduce spending in other areas to cover this unexpected cost.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will await City Council direction.

Negative Votes: Staff will await City Council direction.

Modification of the Resolution: This is always an option of the Council.

Please feel free to contact me should you have any questions concerning this agenda item.

LGG/vwt

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

RESOLUTION AUTHORIZING UNBUDGETED EMERGENCY REPAIRS FOR THE
CONVEYOR AT THE WASTEWATER TREATMENT PLANT

WHEREAS, on February 21, 2013, the conveyer used for biosolids processing at the Wastewater Treatment Plant failed; and

WHEREAS, the conveyer is necessary for regular processing of the biosolids for the Wastewater Plant to operate; and

WHEREAS, staff arranged for transport of sludge to New Ulm for processing, in order to keep the City's plant operational; and

WHEREAS, the problem was determined to be the head drive station for the biosolids conveyer; and

WHEREAS, one company, Serpentix, supplies this product and was able to expedite the delivery of a replacement head drive station; and

WHEREAS, Rice Lake Construction had an experienced crew available to come to Saint Peter to install the replacement head drive station; and

WHEREAS, the replacement head was delivered and installed on March 5, 2013.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT:

- 1. The City Council hereby authorizes the unbudgeted repairs for the Wastewater Treatment Plant in the following amounts to the following vendors:

| | | |
|-------------------|--------------------------|-------------|
| Serpentix | Westminster, CO | \$13,863.29 |
| Rice Lake Cont. | Deerwood, MN | \$ 3,656.09 |
| C&S Lund Trucking | Lamberton, MN | \$ 2,200.00 |
| Ryan Electric | Saint Peter, MN | \$ 577.50 |
| | Total Emergency Repairs: | \$20,296.88 |

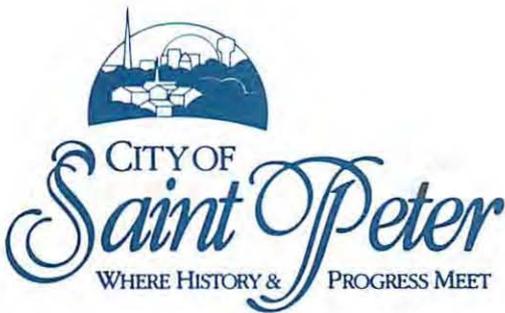
- 2. Funding for the emergency repairs shall be from Wastewater Utility fund reserves.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day of April, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/19/13

FROM: Lewis Giesking
Director of Public Works

RE: 2013 Street Maintenance Program

ACTION/RECOMMENDATION

Approve the 2013 Street Maintenance Program with a budget of \$459,500.

BACKGROUND

In 2013 the street maintenance program will consist of crack sealing, full depth asphalt patching, seal coating, curb and gutter and sidewalk repairs, and replacement of some handicapped ramps with truncated domes in the downtown area.

The cost for asphalt has increased about 10% from last year and has increased about 30% in the last five years. (The streets maintenance budget for 2013 was increased 10.6% over 2012.)

The proposed areas for seal coating are shown on the attached map and list, which is approximately 114 blocks within the city (107 blocks were done in 2012). Staff has listed just one additional option (Traverse Road) to be completed if money allows. Full depth asphalt patching will be done city-wide based on review of surface conditions

Crack sealing that staff intends to complete in 2013 is also illustrated on the attached map. The primary goal of crack sealing is to keep water from penetrating the street surface. (An example of what happens when asphalt is not sealed in a timely manner can be seen on the road surface in Nichols Court as it starts "alligator" cracking.) All three of these processes (seal coating, full depth patching and crack sealing), aid us in meeting the goal of eliminating water penetration.

Staff continues to monitor and evaluate new products that may preserve asphalt streets while extending the time period for re-doing the asphalt preservation. Our maintenance program has been based on resealing asphalt streets every five years, which is, by experience, the optimal period for maintaining a watertight surface dependent on use. As newer products are developed staff hopes to stretch the current five year plan to eight years before a street has to be resealed. (Currently, the program is resealing streets on a 6-7 year cycle.)

Shown below please find a breakdown of the proposed 2013 Street Maintenance Program. (Optimal funding is the amount needed to keep up with the maintenance needs.)

| <u>Item</u> | <u>Optimal Funding</u> | | <u>Budgeted Funding</u> | | <u>Proposed Program</u> | |
|----------------------------|------------------------|------------------|-------------------------|------------------|-------------------------|------------------|
| | <u>Quantity</u> | <u>Cost</u> | <u>Quantity</u> | <u>Cost</u> | <u>Quantity</u> | <u>Cost</u> |
| Winter Salt | 250 tons | \$24,000 | 250 tons | \$24,000 | | \$24,000 |
| Cold Mix | 10 tons | \$1,000 | 10 tons | \$1,000 | | \$1,000 |
| Gravel | 70 tons | \$1,500 | 22 tons | \$500 | | \$500 |
| Stone Only | 3,000 tons | \$54,000 | 2,000 tons | \$44,000 | 1,500 ton | \$44,000 |
| Stone Delivery | 3,000 tons | \$9,600 | 0 | 0 | 1,500 ton | \$ |
| Seal Coat | 178 blks | \$222,000 | 102 blks | \$127,000 | 114 blks | \$150,000 |
| Crosswalk Paint | | \$6,000 | | \$4,000 | | \$4,000 |
| Asphalt Full Depth Patch | 2,500 tons | \$125,000 | 1900 tons | \$100,000 | | \$83,000 |
| Crack Sealing | 28,000 lbs | \$56,000 | 20,000 lbs | \$40,000 | | \$40,000 |
| Alley Entrance Replacement | | \$20,000 | | 0 | | \$ |
| Sidewalk, Curb & Handicap | | \$25,000 | | \$20,000 | | \$37,000 |
| Stormwater Permits | | \$6,000 | | \$4,000 | | \$4,000 |
| Weed Spray | | \$2,500 | | \$1,500 | | \$1,500 |
| Sign Replacement Program | | \$10,000 | | \$3,500 | | \$3,500 |
| Additional funding | | | | \$90,000 | | \$67,000 |
| Total | | \$562,600 | | \$459,500 | | \$459,500 |

The sidewalk program will be concentrated in the downtown area of South Third Street on the west side with new sidewalks, handicap ramps and truncated domes as well as the addition of replacement curb that has been identified by City staff.

Staff has replaced all regulatory, warning and information signs within the city with the new DG3 reflective signs. Staff is recommending initiating a ten year program of replacement of the street name plates with the new standard nine inch high DG3 reflective signs. (The signs that are currently used are six inch). The 2013 budget has been proposed as \$3,500 to begin this process.

Maintenance Superintendent Mayo has assisted with the preparation of this memo.

FISCAL IMPACT:

The 2013 Street Maintenance Program is budgeted in the Streets budget and funding by the General Fund.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will await City Council direction.

Negative Votes: Staff will await City Council direction.

Modification of the Resolution: This is always an option of the Council.

Please feel free to contact me should you have any questions or concerns about this agenda item.

LGG/vwt

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

RESOLUTION APPROVING STREET MAINTENANCE PROGRAM FOR 2013

WHEREAS, the budget for the street maintenance program has been increased in 2013; and

WHEREAS, staff proposes continuation of seal coating and crack sealing to reduce the quantity of water penetrating through the street surface; and

WHEREAS, staff also proposes continuation of the sidewalk repair program; and

WHEREAS, staff also recommends initiation of a ten-year program of street name sign replacement to comply with Federal standards.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Council hereby authorizes the 2013 street maintenance program as proposed in the following estimated amounts to be funded by the General Fund:

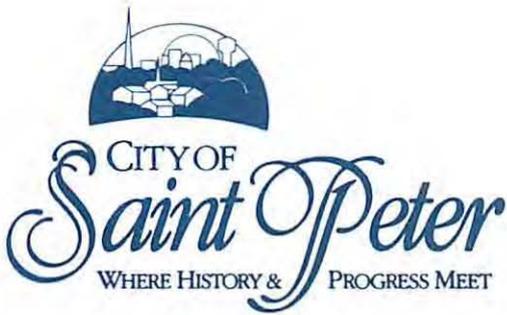
| | |
|---------------------------|---------------------|
| Winter Salt | \$24,000.00 |
| Cold Mix | \$1,000.00 |
| Gravel | \$500.00 |
| Stone Only | \$44,000.00 |
| Seal Coat | \$150,000.00 |
| Crosswalk Paint | \$4,000.00 |
| Asphalt Full Depth Patch | \$83,000.00 |
| Crack Sealing | \$40,000.00 |
| Sidewalk, Curb & Handicap | \$37,000.00 |
| Stormwater Permits | \$4,000.00 |
| Weed Spray | \$1,500.00 |
| Sign Replacement Program | \$3,500.00 |
| Additional funding | \$67,000.00 |
| Total | \$459,500.00 |

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day of April, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/18/13

FROM: Lewis Giesking
Director of Public Works

RE: Construction Standard Detail Updates

ACTION/RECOMMENDATION

Authorize updates to the City's Construction Standard Detail Plates and creation of three additional Standard Detail Plates.

BACKGROUND

The City has standard details that are used for construction of public infrastructure throughout the City. Recently the American Disabilities Act (ADA) required changes in public standards. It is the City's intention to stay in compliance with ADA requirements and to do so it would be appropriate to modify certain construction standards adopted by the City.

Staff recommends the following construction standard changes:

**Standard Detail
Number**

Modification

7017 – Commercial Concrete Walk
and Apron

Reworded Note #10 – If a 6' (FT) wide walk is adjacent to back of curb, then the curb taper shall be 10'(FT) in length. If a walk adjacent to back of curb is wider than 6' (FT) and contains a minimum of 6' (FT) walking area at 2% cross slope, the curb taper shall be 6' (FT) in length. * See detail 7017A

7017A – Pedestrian curb ramp with truncated
Dome area adjacent to curb

New

7020A – Commercial Concrete Walk

New

7020C – Commercial Concrete Walk

Added: With sidewalk adjacent to curb See detail 7020A.

Reworded Note #11 – If a 6'(FT) wide walk is adjacent to back of curb, then the curb taper shall be 10'(FT) in length. If a walk adjacent to back of curb is wider than 6' (FT) and contains a minimum of 6' (FT) walking area at 2% cross slope, the curb taper shall be 6' (FT) in length. * See detail 7020A

7020R – Commercial Concrete Walk and Apron

Added: With sidewalk adjacent to curb See detail 7020A.

Reworded Note #11 – If a 6'(FT) wide walk is adjacent to back of curb, then the curb taper shall be 10'(FT) in length. If a walk adjacent to back of curb is wider than 6'(FT) and contains a minimum of 6' (FT) walking area at 2% cross slope, the curb taper shall be 6' (FT) in length. * See detail 7020A

9003 – Banner Frame Detail

Detail name was changed to avoid confusion with Banner Detail

9003A – Banner Detail

New

Water Utilities Superintendent Moulton assisted with the preparation of this memo.

FISCAL IMPACT:

There is no direct cost the City for these changes; however, the changes should reduce costs for construction.

ALTERNATIVES/VARIATIONS:

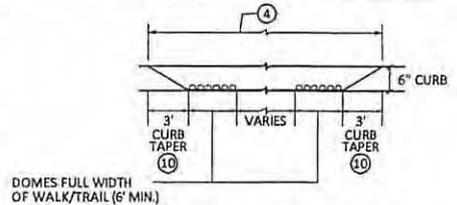
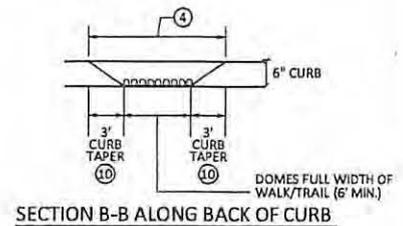
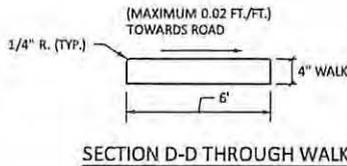
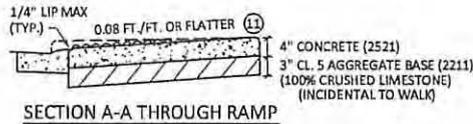
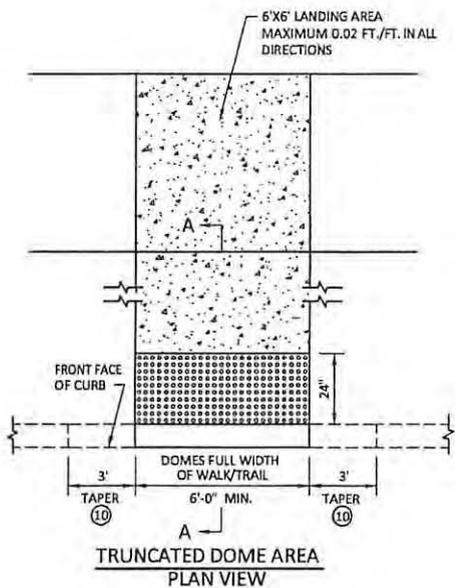
Do not act: The standards will not be updated.

Negative vote: The standards will not be updated.

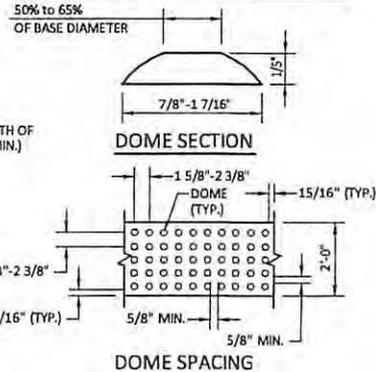
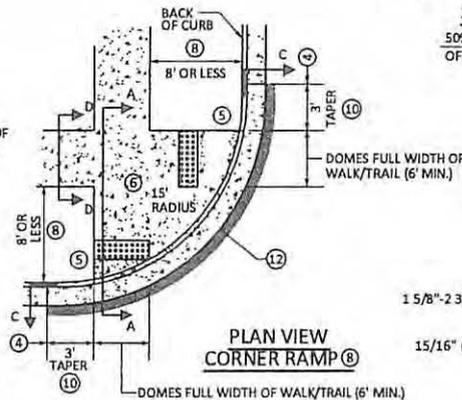
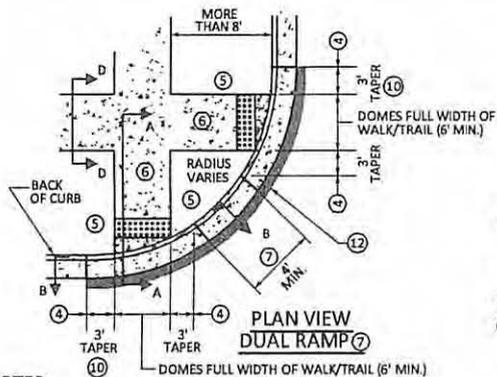
Modification of the resolution: This is always an option of the City Council.

Please feel free to contact me should you have any questions or concerns about this agenda item.

LGG/vwt



10 WITH SIDEWALK ADJACENT TO CURB *SEE DETAIL 7017A



NOTES:

- 1 THE CURB AND CURB TRANSITION ON THE RAMP WILL BE PAID FOR AS LINEAR FEET OF CONCRETE CURB OR CONCRETE CURB AND GUTTER. THE RAMP AREA WILL BE PAID FOR AS CONCRETE WALK. THE TRUNCATED DOME AREA SHALL BE PAID BY THE SQ. FT.
- 2 MAXIMUM OFFSET OF THE DETECTABLE WARNING PLATES/TRUNCATED DOME AREA FROM THE BACK OF CURB IS 5' 0". THE PLATES SHALL BE ALIGNED IN THE DIRECTION OF TRAVEL AND SHALL NOT BE STAGGERED.
- 3 ADA REQUIRED TRUNCATED DOME AREA SHALL BE 2' 0" MIN. IN DIRECTION OF TRAVEL AND SHALL EXTEND THE FULL WIDTH OF THE CURB RAMP. THIS TRUNCATED DOME AREA SHALL CONTRAST VISUALLY WITH THE ADJACENT GUTTER, ROADWAY, OR WALKWAY, EITHER LIGHT ON DARK OR DARK ON LIGHT. TRUNCATED DOME PANELS SHALL BE MANUFACTURED BY NEENAH FOUNDRY CO. OR EAST JORDAN IRON WORKS. TRUNCATED DOME PANELS SHALL BE STANDARD FINISH (NON COLOR).
- 4 SAWCUT CURB AND GUTTER REMOVAL LIMITS
- 5 APPROX SOD REPLACEMENT AREA
- 6 REMOVE EXISTING WALK AS REQUIRED
- 7 THIS LAYOUT APPLIES WHEN BOTH SIDEWALKS ARE MORE THAN 8' FROM CURB. (w/15' RADIUS) 4' MINIMUM. IF LESS THAN 4', ENTIRE RADIUS TO BE KEPT AT GUTTER ELEVATION.
- 8 THIS LAYOUT APPLIES WHEN BOTH SIDEWALKS ARE 8' OR LESS FROM CURB. (w/15' RADIUS)
- 9 IF RADIUS IS LARGER THAN 15' THE LAYOUTS IN NOTES 6 & 7 WILL HAVE TO BE FIELD VERIFIED.
- 10 IF A 6' (FT) WIDE WALK IS ADJACENT TO BACK OF CURB, THEN THE CURB TAPER SHALL BE 10' (FT) IN LENGTH. IF A WALK ADJACENT TO BACK OF CURB IS WIDER THAN 6' (FT) AND CONTAINS A MINIMUM OF 6' (FT) WALKING AREA AT 2% CROSS SLOPE, THE CURB TAPER SHALL BE 6' (FT) IN LENGTH. * SEE DETAIL 7017A
- 11 CROSS SLOPE OF THE RAMP MAY NOT EXCEED 0.02 FT./FT. AS CONSTRUCTED.

12 SAW CUT AND REMOVE EXISTING BITUMINOUS PAVEMENT 6" MINIMUM FROM LIP OF GUTTER. PLACE BITUMINOUS PATCH TO MATCH EXISTING PAVEMENT SECTION.

PEDESTRIAN CURB RAMP
NOT TO SCALE
SAINT PETER STANDARD
PLATE 7017

PEDESTRIAN CURB RAMP WITH TRUNCATED DOME AREA

STANDARD DETAIL
PLATE NO:
7017

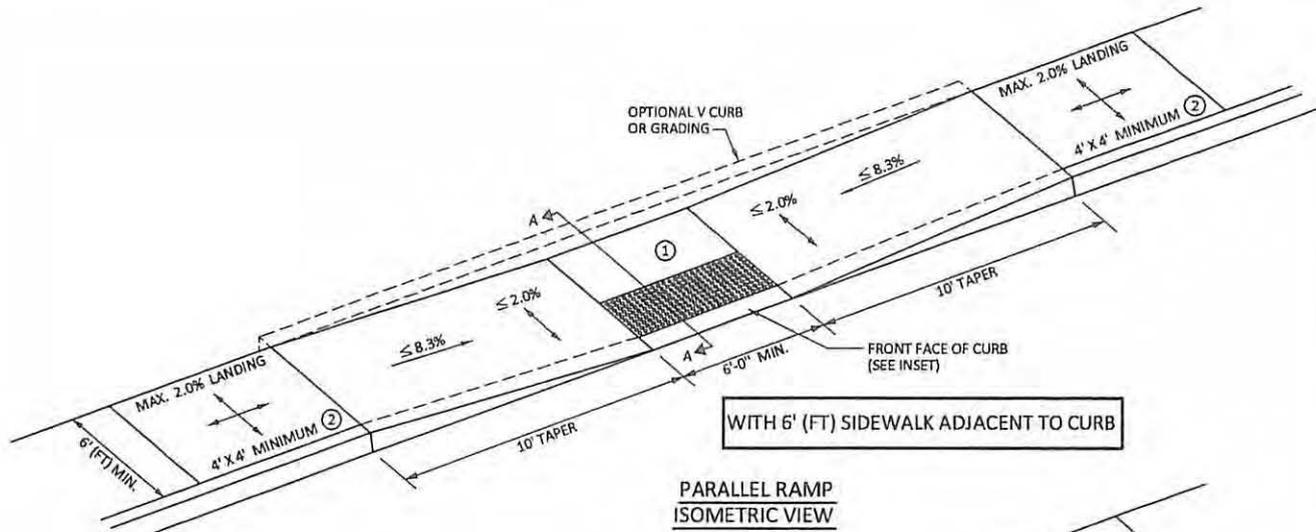
APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

REVISED: REVISION ADOPTED BY CITY COUNCIL ON MAY 14, 2012

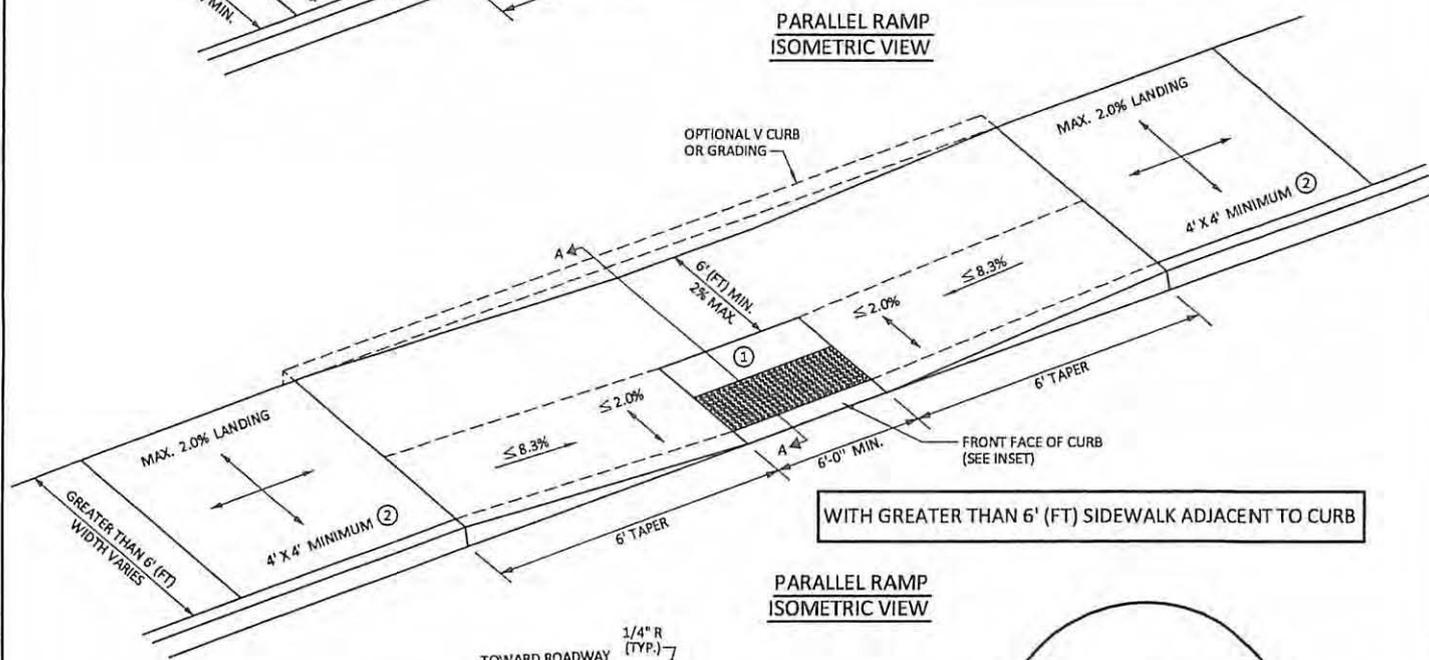
REMARKS: FOR USE ON LOCAL, MSA, CSAH, OR FEDERAL PROJECTS

SAINT PETER UTILITY STANDARD DETAIL

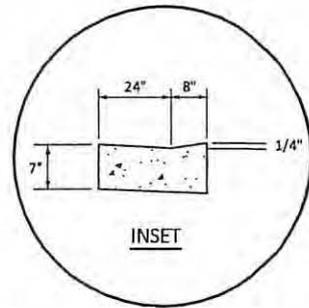
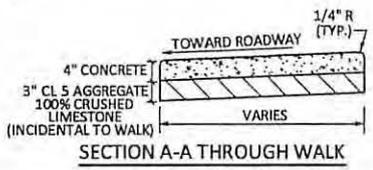




PARALLEL RAMP
ISOMETRIC VIEW



PARALLEL RAMP
ISOMETRIC VIEW



- NOTES:
1. 4' BY 4' MIN. LANDING WITH MAX. 2% SLOPE IN ALL DIRECTIONS.
 2. IF RUNNING SLOPE IS LESS THAN 5.0%, NO SECONDARY LANDING IS REQUIRED.
 3. FOR CONSTRUCTION NOTES, REFER TO DETAILS 7017.

PEDESTRIAN CURB RAMP
WITH TRUNCATED DOME AREA
ADJACENT TO CURB
NOT TO SCALE
SAINT PETER STANDARD
PLATE 7017A

**PEDESTRIAN CURB RAMP
WITH TRUNCATED DOME AREA
ADJACENT TO CURB**

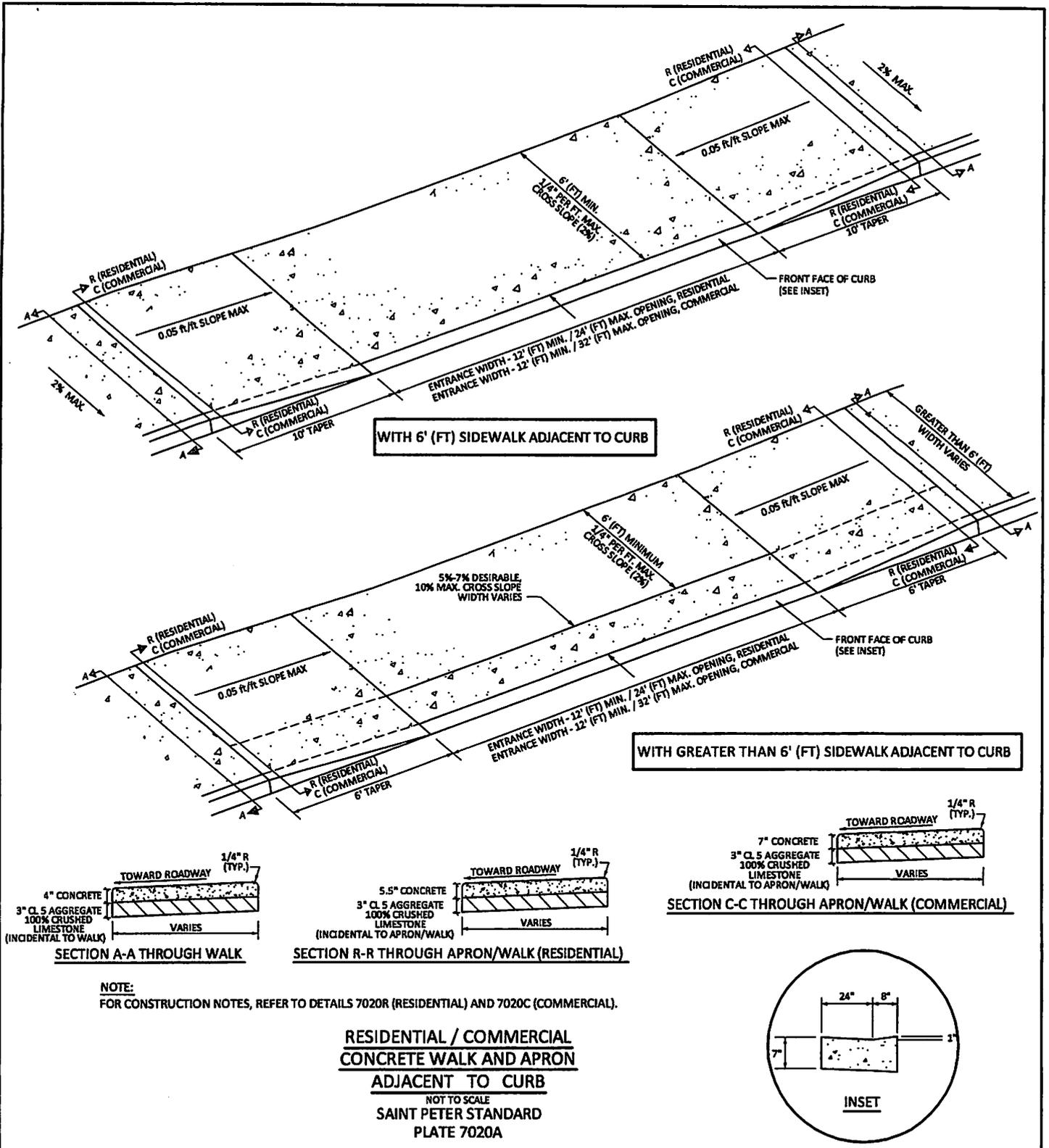
STANDARD DETAIL
PLATE NO:
7017A

APPROVED: ADOPTED BY CITY COUNCIL ON
REVISED:
REMARKS:



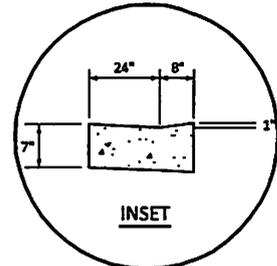
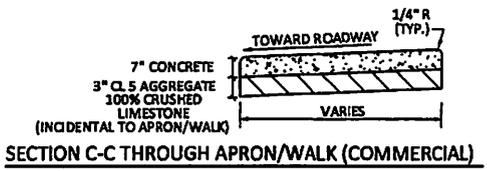
SAINT PETER UTILITY STANDARD DETAIL

Y:\STPE\7017Astdpc.dwg 3/22/13 4:44 pm



NOTE:
FOR CONSTRUCTION NOTES, REFER TO DETAILS 7020R (RESIDENTIAL) AND 7020C (COMMERCIAL).

**RESIDENTIAL / COMMERCIAL
CONCRETE WALK AND APRON
ADJACENT TO CURB**
NOT TO SCALE
SAINT PETER STANDARD
PLATE 7020A

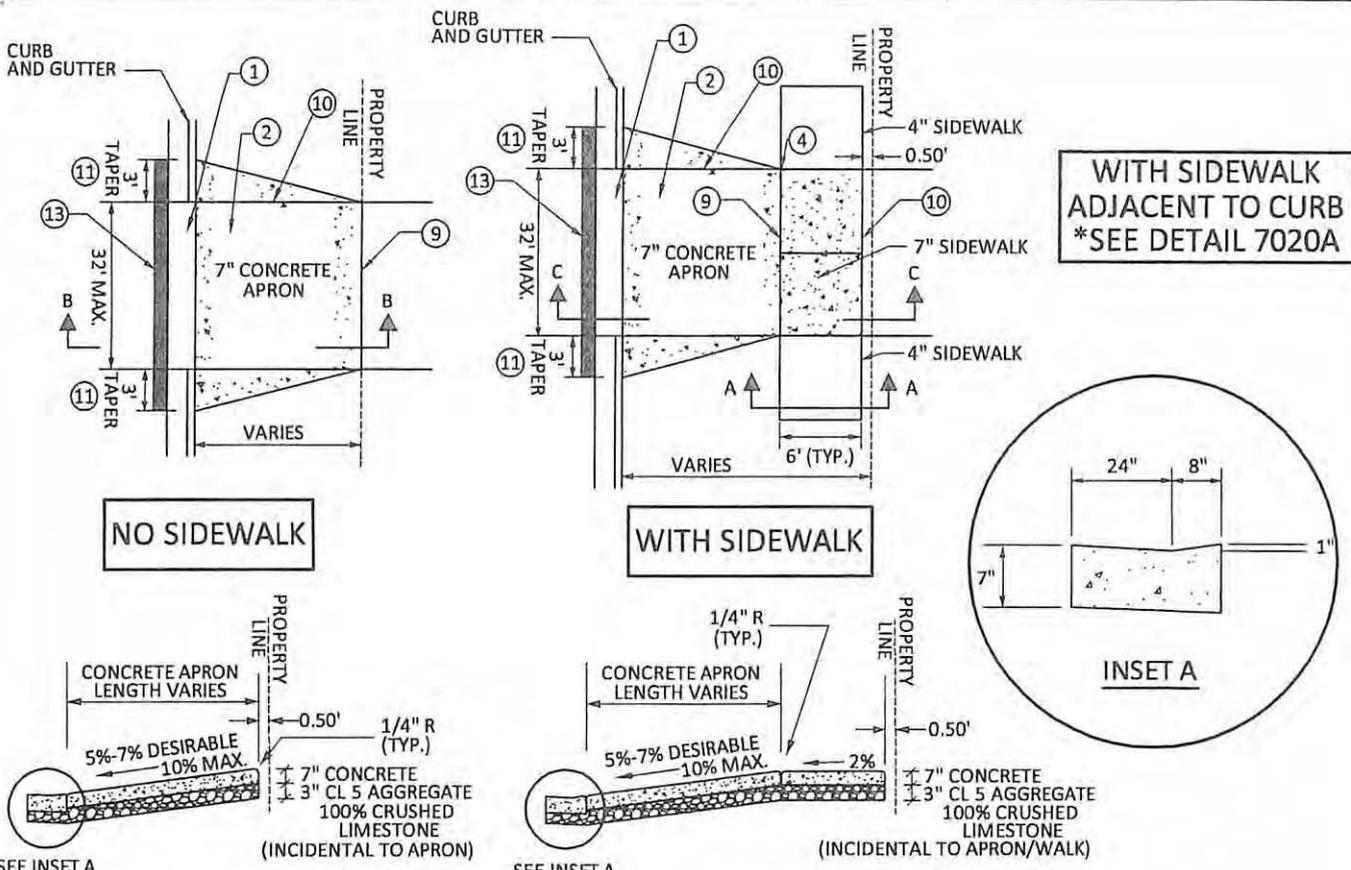


| | |
|--|--|
| RESIDENTIAL / COMMERCIAL CONCRETE WALK AND APRON ADJACENT TO CURB | |
| APPROVED: ADOPTED BY CITY COUNCIL ON | |
| REVISED: | |
| REMARKS: | |
| SAINT PETER UTILITY STANDARD DETAIL | |

STANDARD DETAIL
PLATE NO:
7020A

**CITY OF
Saint Peter**
NICOLLET COUNTY, MINNESOTA
WHERE HISTORY & PROGRESS MEET

Y:\STP\7020A.dwg 3/19/13 1:22 pm



WITH SIDEWALK
ADJACENT TO CURB
*SEE DETAIL 7020A

NO SIDEWALK

WITH SIDEWALK

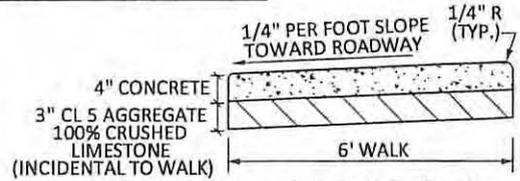
INSET A

SECTION B-B THROUGH APRON

SECTION C-C THROUGH APRON

NOTES:

1. SEE "PEDESTRIAN CURB RAMP" DETAIL AND PLANS FOR PLACEMENT OF PEDESTRIAN CURB RAMP.
2. SLOPE OF DRIVEWAY TO PROPERTY LINE MAY VARY IF NO SIDEWALK IS REQUIRED.
3. MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL APPLY. CONCRETE MIX 3A32 WILL BE REQUIRED.
4. SIDEWALKS: REFERENCE SECTION 2521, CURB & GUTTER: REFERENCE SECTION 2531, DRIVEWAYS: REFERENCE SECTION 2531, AGGREGATE BASE: REFERENCE SECTION 2211
5. CONTRACTOR SEE PLANS FOR PLACEMENT OF WALK AND DIMENSIONS FOR CONSTRUCTION OF DRIVEWAYS.
6. 1/2" PRE FORMED JOINT FILLER MATERIAL-AASHTO M213 REQUIRED AT THE INTERSECTION OF ALL MAINLINE WALK WITH STATIONARY OBJECTS. (I.E., BUILDING FOUNDATION, EXISTING WALK, ETC.) (NOT REQUIRED WHEN CURB AND GUTTER OR WALK ARE ADJACENT TO BITUMINOUS PAVEMENT.)
7. CONCRETE DRIVEWAY PAVEMENT IS NOT TO BE POURED MONOLITHICALLY WITH CURB AND GUTTER.
8. DRIVEWAY OPENINGS SHALL BE A MAXIMUM OF 32' FROM BOTTOM OF 3' TAPER TO BOTTOM OF 3' TAPER.
9. 1/2" EXPANSION JOINT. PLACED AT 100 FT. INTERVALS FOR SIDEWALK.
10. CONTRACTION JOINT (FORMED OR SAWED)



SECTION A-A THROUGH WALK

11. IF A 6' (FT) WIDE WALK IS ADJACENT TO BACK OF CURB, THEN THE CURB TAPER SHALL BE 10' (FT) IN LENGTH. IF A WALK ADJACENT TO BACK OF CURB IS WIDER THAN 6' (FT) AND CONTAINS A MINIMUM OF 6' (FT) WALKING AREA AT 2% CROSS SLOPE, THE CURB TAPER SHALL BE 6' (FT) IN LENGTH. * SEE DETAIL 7020A
12. CONCRETE WALK CONSTRUCTION JOINTS SHALL BE TOOLED OR SAW CUT AT 6 FT. INTERVALS.

13. SAW CUT AND REMOVE EXISTING BITUMINOUS PAVEMENT 6" MINIMUM FROM LIP OF GUTTER. PLACE BITUMINOUS PATCH TO MATCH EXISTING PAVEMENT SECTION.

**COMMERCIAL
CONCRETE WALK AND APRON**

NOT TO SCALE
SAINT PETER STANDARD
PLATE 7020C

**COMMERCIAL
CONCRETE WALK AND APRON**

STANDARD DETAIL
PLATE NO:
7020C

APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

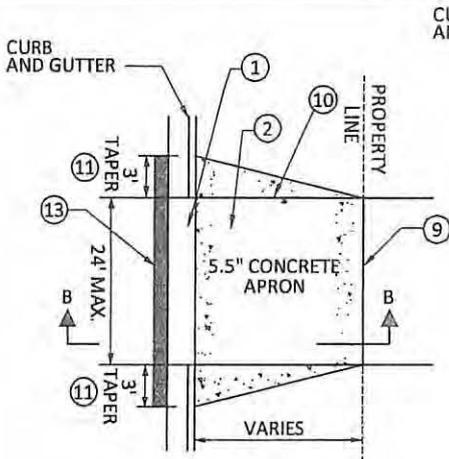
REVISED: REVISION ADOPTED BY CITY COUNCIL ON MAY 14, 2012

REMARKS:

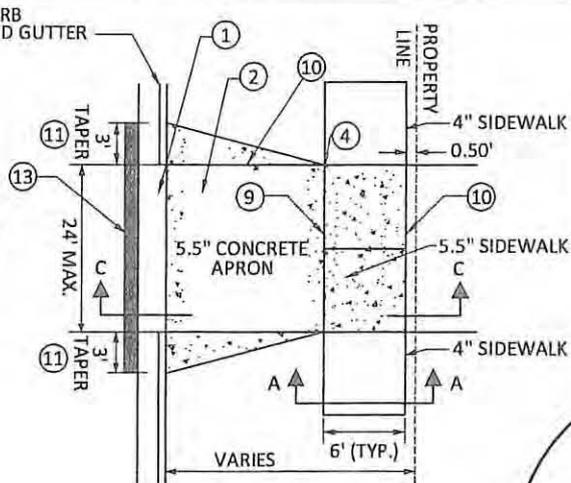
SAINT PETER UTILITY STANDARD DETAIL



Y:\STPE\7020c.dwg 3/19/13 1:23 pm

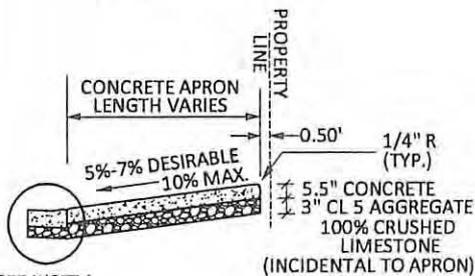
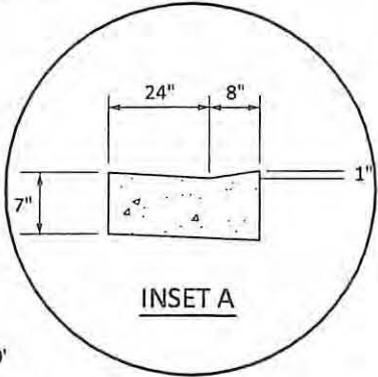


NO SIDEWALK



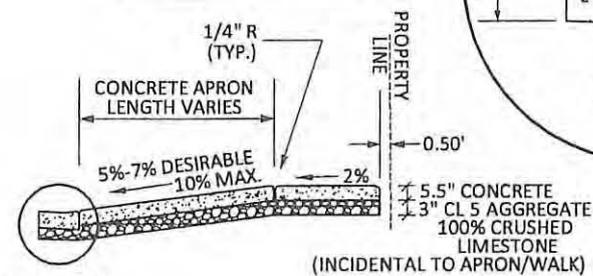
WITH SIDEWALK

**WITH SIDEWALK
ADJACENT TO CURB
*SEE DETAIL 7020A**



SEE INSET A

SECTION B-B THROUGH APRON

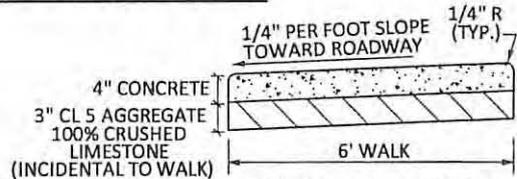


SEE INSET A

SECTION C-C THROUGH APRON

NOTES:

1. SEE "PEDESTRIAN CURB RAMP" DETAIL AND PLANS FOR PLACEMENT OF PEDESTRIAN CURB RAMP.
2. SLOPE OF DRIVEWAY TO PROPERTY LINE MAY VARY IF NO SIDEWALK IS REQUIRED.
3. MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL APPLY. CONCRETE MIX 3A32 WILL BE REQUIRED.
4. SIDEWALKS: REFERENCE SECTION 2521, CURB & GUTTER: REFERENCE SECTION 2531, DRIVEWAYS: REFERENCE SECTION 2531, AGGREGATE BASE: REFERENCE SECTION 2211
5. CONTRACTOR SEE PLANS FOR PLACEMENT OF WALK AND DIMENSIONS FOR CONSTRUCTION OF DRIVEWAYS.
6. 1/2" PRE FORMED JOINT FILLER MATERIAL-AASHTO M213 REQUIRED AT THE INTERSECTION OF ALL MAINLINE WALK WITH STATIONARY OBJECTS. (I.E., BUILDING FOUNDATION, EXISTING WALK, ETC.) (NOT REQUIRED WHEN CURB AND GUTTER OR WALK ARE ADJACENT TO BITUMINOUS PAVEMENT.)
7. CONCRETE DRIVEWAY PAVEMENT IS NOT TO BE POURED MONOLITHICALLY WITH CURB AND GUTTER.
8. DRIVEWAY OPENINGS SHALL BE A MAXIMUM OF 24' FROM BOTTOM OF 3' TAPER TO BOTTOM OF 3' TAPER.
9. 1/2" EXPANSION JOINT. PLACED AT 100 FT. INTERVALS FOR SIDEWALK.
10. CONTRACTION JOINT (FORMED OR SAWED)



SECTION A-A THROUGH WALK

11. IF A 6' (FT) WIDE WALK IS ADJACENT TO BACK OF CURB, THEN THE CURB TAPER SHALL BE 10' (FT) IN LENGTH. IF A WALK ADJACENT TO BACK OF CURB IS WIDER THAN 6' (FT) AND CONTAINS A MINIMUM OF 6' (FT) WALKING AREA AT 2% CROSS SLOPE, THE CURB TAPER SHALL BE 6' (FT) IN LENGTH. * SEE DETAIL 7020A
12. CONCRETE WALK CONSTRUCTION JOINTS SHALL BE TOOLED OR SAW CUT AT 6 FT. INTERVALS.

13. SAW CUT AND REMOVE EXISTING BITUMINOUS PAVEMENT 6" MINIMUM FROM LIP OF GUTTER. PLACE BITUMINOUS PATCH TO MATCH EXISTING PAVEMENT SECTION.

**RESIDENTIAL
CONCRETE WALK AND APRON**

NOT TO SCALE
SAINT PETER STANDARD
PLATE 7020R

**RESIDENTIAL
CONCRETE WALK AND APRON**

STANDARD DETAIL
PLATE NO:
7020R

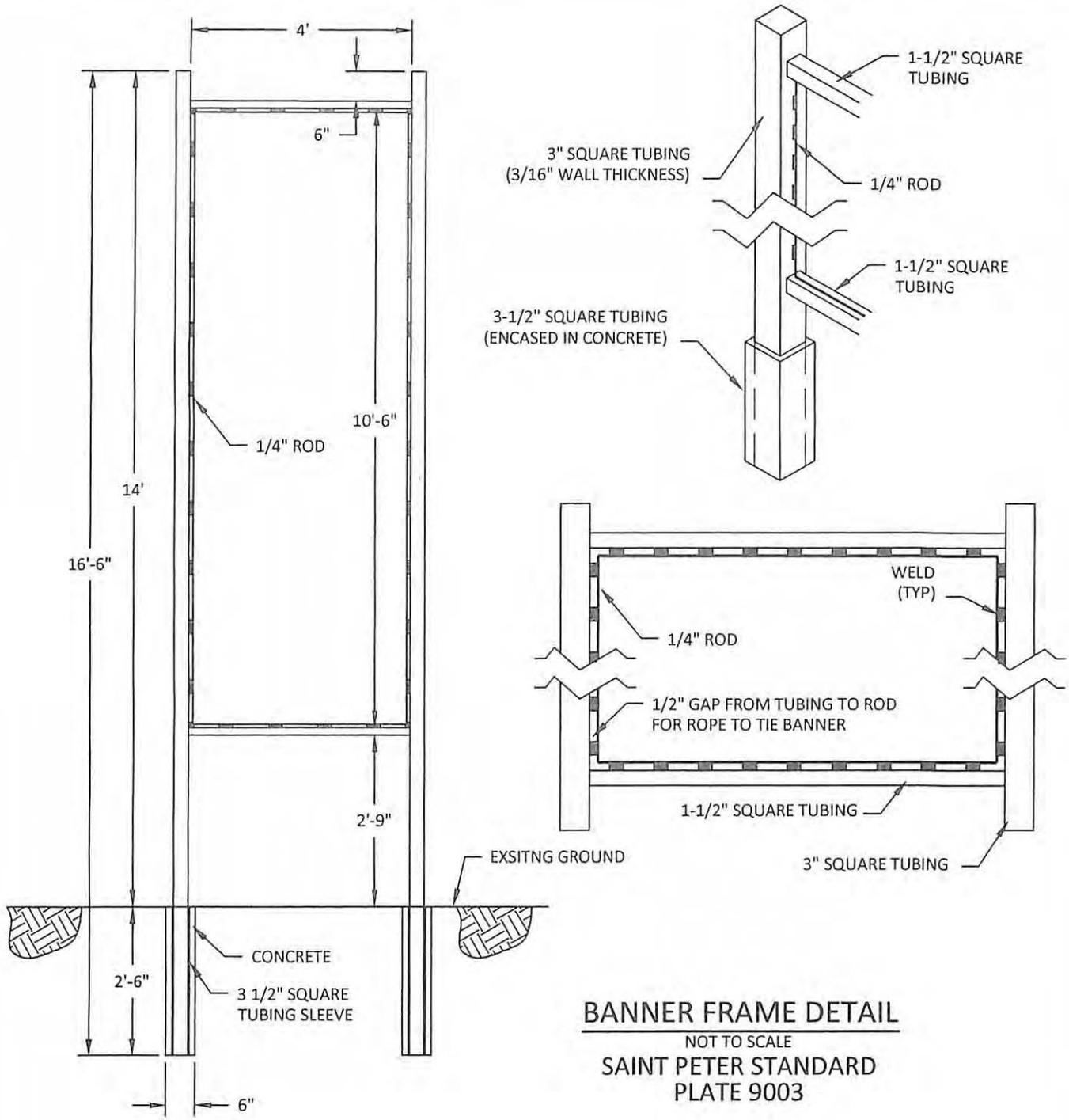
APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

REVISED: REVISION ADOPTED BY CITY COUNCIL ON MAY 14, 2012

REMARKS:

SAINT PETER UTILITY STANDARD DETAIL





BANNER FRAME DETAIL
 NOT TO SCALE
 SAINT PETER STANDARD
 PLATE 9003

BANNER FRAME DETAIL

STANDARD DETAIL
 PLATE NO:
9003

APPROVED: ADOPTED BY CITY COUNCIL ON AUGUST 10, 2009

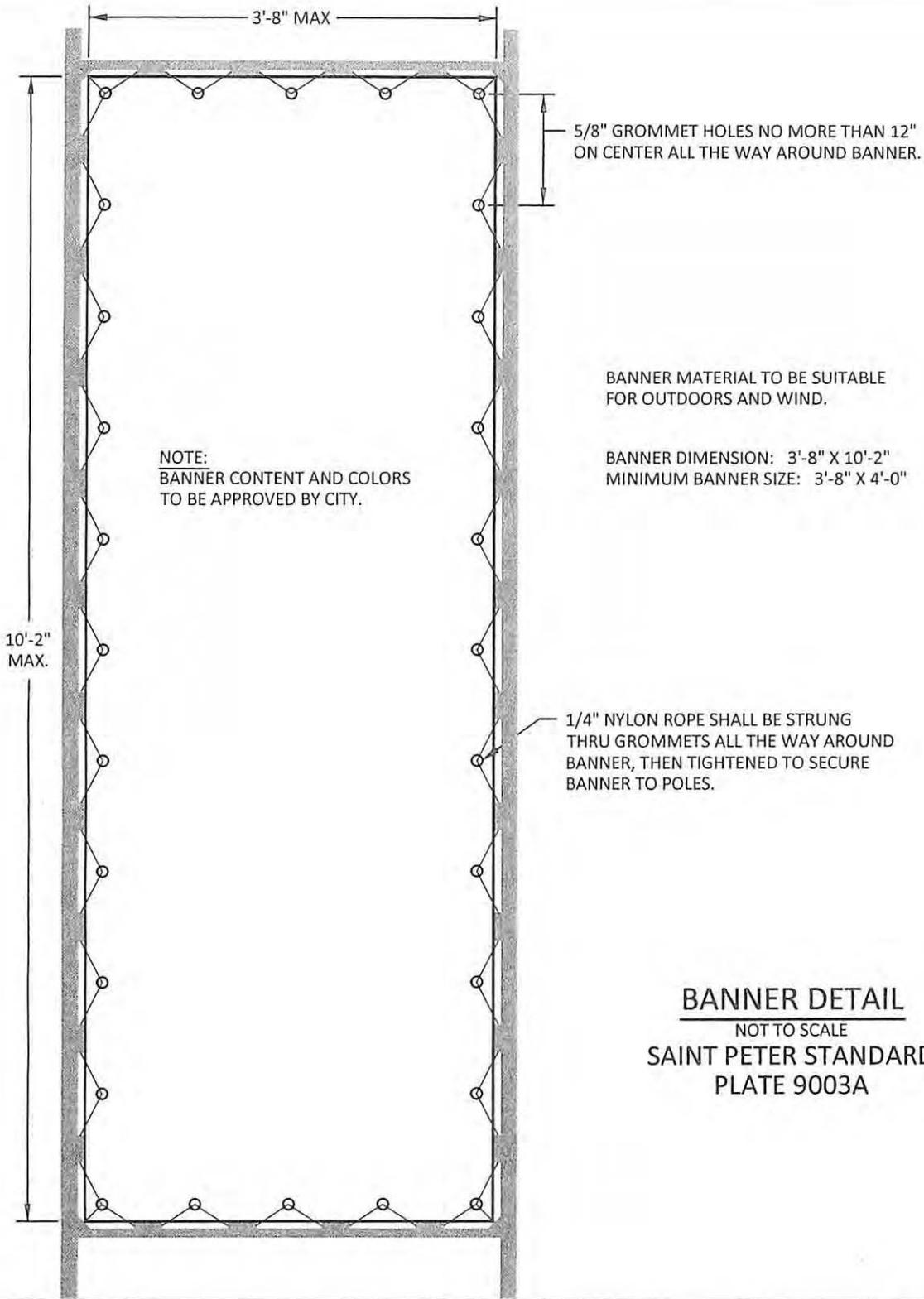
REVISED: REVISION ADOPTED BY CITY COUNCIL ON AUGUST 8, 2011

REMARKS:

SAINT PETER UTILITY STANDARD DETAIL



Y:\STPE\9003stpe.dwg 3/14/13 10:41 am



BANNER DETAIL
NOT TO SCALE
SAINT PETER STANDARD
PLATE 9003A

BANNER DETAIL

STANDARD DETAIL
PLATE NO:
9003A

APPROVED: ADOPTED BY CITY COUNCIL ON

REVISED:

REMARKS:

SAINT PETER UTILITY STANDARD DETAIL



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

**RESOLUTION APPROVING MODIFICATIONS TO CITY CONSTRUCTION STANDARD
DETAILS**

WHEREAS, new criteria is available for the construction of handicap accessible sidewalks in the area of driveways; and

WHEREAS, sidewalks behind the curb that are twelve feet (12') wide or wider allow different slopes at the curb, reducing costs for construction; and

WHEREAS, there was confusion about the banner fames and actual banner construction and installation; and

WHEREAS, additional standard detail plates have been created and modifications have been made to other standard detail plates to incorporate these changes into the City of Saint. Peter construction standards.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT:

1. The City Council hereby authorizes changes to the following standard detail plates:

7017 – Commercial Concrete Walk
and Apron

Reworded Note #10 – If a 6' (FT) wide walk is adjacent to back of curb, then the curb taper shall be 10'(FT) in length. If a walk adjacent to back of curb is wider than 6' (FT) and contains a minimum of 6' (FT) walking area at 2% cross slope, the curb taper shall be 6' (FT) in length. * See detail 7017A

7020C – Commercial Concrete Walk

Added: With sidewalk adjacent to curb See detail 7020A.

Reworded Note #11 – If a 6'(FT) wide walk is adjacent to back of curb, then the curb taper shall be 10'(FT) in length. If a walk adjacent to back of curb is wider than 6' (FT) and contains a minimum of 6' (FT) walking area at 2% cross slope, the curb taper shall be 6' (FT) in length. * See detail 7020A

7020R – Commercial Concrete Walk and Apron

Added: With sidewalk adjacent to curb See detail 7020A.

Reworded Note #11 – If a 6'(FT) wide walk is adjacent to back of curb, then the curb taper shall be 10'(FT) in length. If a walk adjacent to back of curb is wider than 6'(FT) and contains a minimum of 6' (FT) walking area at 2% cross slope, the curb taper shall be 6' (FT) in length. * See detail 7020A

9003 – Banner Frame Detail

Detail name was changed to avoid confusion with Banner Detail

2. The City Council hereby authorizes the creation of the following new standard detail plates:

7017A – Pedestrian curb ramp with truncated Dome area adjacent to curb New

7020A – Commercial Concrete Walk New

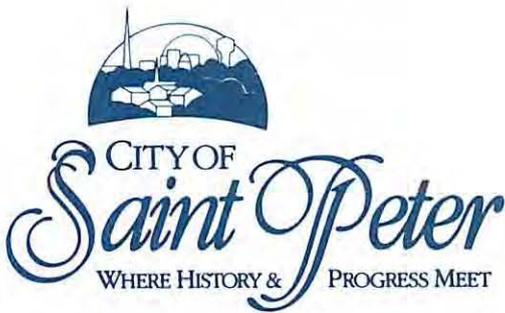
9003A – Banner Detail New

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day of April, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: April 18, 2013

FROM: Todd Prafke
City Administrator

Lewis G. Giesking
Director of Public Works

RE: 2013 North Third Street Project Approval

ACTION/RECOMMENDATION

Approving the 2013 North Third Street Project and authorization preparation of plans and specifications and receipt of bids.

BACKGROUND

Bolton and Menk, Inc. has completed the design, plans, and specifications for the 2013 North Third Street Improvements Project.

As you know, the timeline for this project is tight, so making sure we continue to meet the needs of the project and the Council is very important.

Generally, the project includes the following:

- Complete reconstruction of North Third Street from Union Street to Old Minnesota Avenue, including installation of sanitary sewer main, water main, and storm sewer to serve the new Shopko development.
- Outfall stormwater overflow line construction from Hallett's Pond to the Highway 169 ditch, requiring an "open cut" crossing of Old Minnesota Avenue (to meet MPCA requirements for control of the water level in Hallett's Pond).
- Sidewalk construction on the west side of North Third Street and on the west side of Old Minnesota Avenue in the project area.
- Sidewalk installation on Old Minnesota Avenue to Hallett's Pond and from St. Julien Street to Hallett's Pond. (Two locations in anticipation of future trail development.)
- We have some additional treatments on Third Street as a starting point for some traffic control based on the Council expressed concerns about elevated traffic numbers going south into a residential area. As we discussed, speed and turn indicators will be a part of the initial construction. Other treatments will potentially added later based our better understanding of traffic patterns as they emerge after development.

Bids are proposed to be received on May 7, 2013 at 2:00 p.m. with Council action anticipated on May 13, 2013. The project construction is anticipated to begin in June 2013 to useable by August 31, 2013. The project is anticipated to be completed in the late spring of 2014.

FISCAL IMPACT:

The project cost will be funded utilizing tax increment funding.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will seek City Council direction.

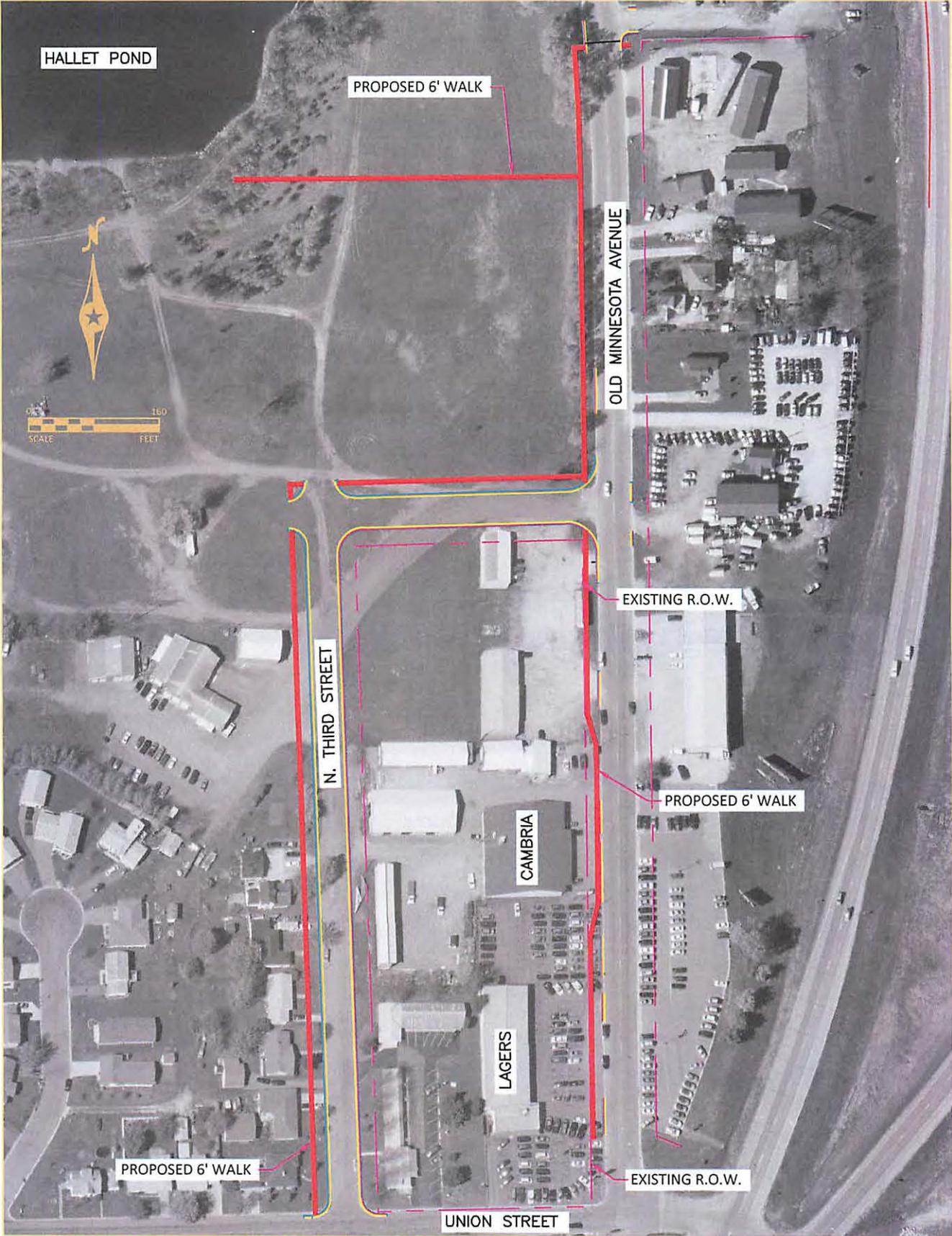
Negative vote: Staff will seek City Council direction.

Modification of the resolution: This is always an option of the City Council.

Please feel free to contact us should you have any questions or concerns on this agenda item.

TP/LGG:bl/wwt

| ITEM NO. | ITEM |
|-----------------------|-------------------------------------|
| STREET | |
| 1 | MOBILIZATION |
| 2 | TRAFFIC CONTROL |
| 3 | COMMON EXCAVATION (P) |
| 4 | AGGREGATE BASE CL. 5 (CV) |
| 5 | BITUMINOUS WEARING COURSE(2.0") |
| 6 | BITUMINOUS NON-WEARING COURSE(2.0") |
| 7 | REMOVE BITUMINOUS PAVEMENT |
| 8 | TACK COAT |
| 9 | SODDING |
| 10 | TOPSOIL BORROW |
| 11 | INLET PROTECTION |
| 12 | SILT FENCE |
| 13 | SEEDING |
| 14 | REMOVE CONCRETE CURB & GUTTER |
| 15 | CONCRETE CURB & GUTTER |
| 16 | CONCRETE SIDEWALK |
| 17 | CONCRETE DRIVEWAY PAVEMENT |
| | |
| | |
| STORM SEWER | |
| 1 | REMOVE STRUCTURE |
| 2 | 12" STORM SEWER |
| 3 | 15" STORM SEWER |
| 4 | 24" STORM SEWER |
| 5 | 30" STORM SEWER |
| 6 | 36" STORM SEWER |
| 7 | 48" STORM SEWER |
| 8 | 36" APRON WITH TRASH GUARD |
| 9 | 48" APRON WITH TRASH GUARD |
| 10 | RIP RAP, CLASS III |
| 11 | CONNECT TO EXISTING STORM SEWER |
| 12 | STORM STRUCTURE |
| 13 | STORM CASTING & CHIMNEY SEAL |
| | |
| | |
| SANITARY SEWER | |
| 1 | 10" SANITARY SEWER |
| 2 | CONNECT TO EXISTING SANITARY SEWER |
| 3 | 10"X6" SERVICE WYE |
| 4 | 8"X4" SERVICE WYE |
| 5 | 6" SANITARY SEWER SERVICE |
| 6 | 4" SANITARY SEWER SERVICE |
| 7 | SANITARY SEWER MANHOLE |
| 8 | SANITARY MANHOLE CASTING |
| 9 | CHIMNEY SEAL |
| | |
| | |
| WATERMAIN | |
| 1 | 8" WATERMAIN |
| 2 | 6" WATERMAIN |
| 3 | CONNECT TO EXISTING WATERMAIN |
| 4 | 6" GV & BOX |
| 5 | 8" GV & BOX |
| 6 | 1" CORPORATION STOP |
| 7 | 1" CURB STOP & BOX |
| 8 | 1" TYPE K COPPER |
| 9 | REMOVE HYDRANT |
| 10 | HYDRANT |
| 11 | WATERMAIN FITTINGS |
| 12 | REMOVE WATERMAIN PIPE |
| 13 | REMOVE GATE VALVE |



HALLET POND

PROPOSED 6' WALK

OLD MINNESOTA AVENUE

EXISTING R.O.W.

PROPOSED 6' WALK

N. THIRD STREET

CAMBRIA

LAGERS

PROPOSED 6' WALK

EXISTING R.O.W.

UNION STREET



BOLTON & MENK, INC.
 Consulting Engineers & Surveyors

5100 372nd Ave, #100, St. Peter, MN 56126

5100 372nd Ave, #100, St. Peter, MN 56126
 5100 372nd Ave, #100, St. Peter, MN 56126
 5100 372nd Ave, #100, St. Peter, MN 56126

© Bolton & Menk, Inc. 2013. All Rights Reserved

CITY OF SAINT PETER, MINNESOTA
 2013 NORTH THIRD STREET IMPROVEMENTS
 SIDEWALK FIGURE

APRIL 2013

FIGURE NO. 1

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

**STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)**

**RESOLUTION APPROVING 2013 NORTH THIRD STREET IMPROVEMENT PROJECT AND
AUTHORIZING RECEIPT OF BIDS**

WHEREAS, private development is occurring in the area of Old Minnesota Avenue and North Third Street; and

WHEREAS, the City has committed to make infrastructure improvements to serve the proposed private development; and

WHEREAS, water and sewer utility improvements are being installed to provide service to the proposed private development in the area; and

WHEREAS, stormwater improvements are necessary to handle stormwater and stormwater overflow from an existing stormwater containment basin (Hallett's Pond); and

WHEREAS, street and sidewalk improvements are necessary to provide improved vehicle access to the proposed development and provide pedestrian access to the proposed development; and

WHEREAS, the proposed development will be constructed during the summer of 2013.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the City Council hereby approves the plan for the 2013 North Third Street Improvement Project and authorizes Bolton and Menk, Inc. to proceed with receipt of bids.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day of April, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

PROCLAMATION

“ARBOR MONTH”

WHEREAS, Minnesota’s forest treasures were a significant attraction to early settlers because of their usefulness and the beautiful environment they protected; and

WHEREAS, trees are an increasingly vital resource in Minnesota today, enriching our lives by purifying air and water, helping conserve soil and energy, serving as recreational settings, providing habitat for wildlife of all kinds, and making our cities more livable; and

WHEREAS, Arbor Day was founded on April 10, 1872 by J. Sterling Morton at Nebraska City, Nebraska; and

WHEREAS, in 1876 Minnesota became the fourth state to adopt Arbor Day; and

WHEREAS, the citizens of Saint Peter have proudly participated in the celebration of Arbor Day and Arbor Month for many years.

NOW, THEREFORE, I, Timothy Strand, Mayor the City of Saint Peter, Minnesota, do hereby proclaim May, 2013 as “ARBOR MONTH” in the City and encourage citizens to participate in tree planting activities at their homes and businesses. In witness whereof, I have hereunto set my hand and caused the seal of the City of Saint Peter to be affixed this 22nd day of April, 2013

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



PROCLAMATION

“POLICE OFFICER MEMORIAL DAY and POLICE OFFICER WEEK”

- WHEREAS, our Nation's public safety officers are heroes who risk their lives to keep our families and communities safe; and
- WHEREAS, law enforcement personnel are dedicated to the communities they serve; and
- WHEREAS, Police Officers must continually remain vigilant and take courageous action; and
- WHEREAS, Police Officer's put their lives on the line to protect ours, sometimes making the ultimate sacrifice; and
- WHEREAS, May 15th has been designated by the President as “Police Officers Memorial Day”; and
- WHEREAS, the Saint Peter community honors and respects the sacrifices made by our Police Officers and wishes to extend gratitude to each and every member of the law enforcement community.

NOW, THEREFORE, I, Timothy Strand, Mayor of the City of Saint Peter, Minnesota, do hereby proclaim May 15, 2013 as “POLICE OFFICER MEMORIAL DAY” and May 12-18, 2013 as “POLICE OFFICER MEMORIAL WEEK” in the City of Saint Peter and hereby extend the gratitude of the Saint Peter community to all Saint Peter Police Department Officers for the service to our community and their commitment to protecting those they serve.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Saint Peter to be affixed this 22nd day of April, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

