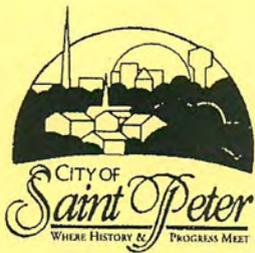


**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, April 14, 2014
Community Center Governors' Room - 7:00 p.m.

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
- IV. VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments
- V. APPROVAL OF CONSENT AGENDA ITEMS**
- VI. UNFINISHED BUSINESS**
 - A. Broadway Plant Upgrade Project Change Order No. 1
- VII. NEW BUSINESS**
 - A. 2014 Equipment Certificate Purchase: Squad Car
 - B. Hospital Equipment Purchase Requests
 - C. Welco West Subdivision No. 2 Preliminary Plat
 - D. Welco West Subdivision No. 2 Final Plat
 - E. Road Right-Of-Way Plat No. 3
 - F. Agricultural Land Lease
 - G. Construction Standards Update
 - H. Home Demolition Proposals
- VIII. REPORTS**
 - A. MAYOR**
 - 1. "Arbor Day/Month" Proclamation
 - B. CITY ADMINISTRATOR**
 - 1. Board of Appeals and Equalization Meeting
 - 2. Transit Route Changes
 - 3. Park Opening Date
 - 4. Others
- IX. 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. **APPROVAL OF MINUTES**

A copy of the minutes of the March 24, 2014 regular Council meeting is attached for approval. A MOTION is in order.

IV. **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.

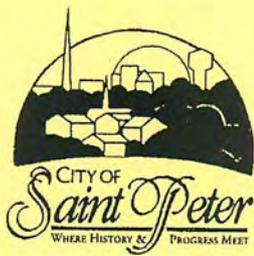
V. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for March 20, 2014 through April 9, 2014 are attached. Please see the attached staff reports and RESOLUTION.

VI. **UNFINISHED BUSINESS**

A. **ADOPTION OF A RESOLUTION APPROVING CHANGE ORDER #1 FOR BROADWAY PLANT UPGRADE PROJECT**

Staff recommends approval of Change Order No. 1 that would reduce the contract price by \$9,000 based on alternate materials being used for insulation. Please see the attached staff report and RESOLUTION.



VII. NEW BUSINESS

A. **ADOPTION OF A RESOLUTION APPROVING 2014 EQUIPMENT CERTIFICATE PURCHASE: SQUAD CAR**

Staff recommends approval of a purchase of a replacement squad car from funded by the 2014 equipment certificate. Please see the attached staff report and RESOLUTION.

B. **ADOPTION OF A RESOLUTION APPROVING HOSPITAL EQUIPMENT CERTIFICATE PURCHASE REQUESTS**

Hospital CEO George Rohrich will present two requests for purchase of Hospital equipment which each exceed \$15,000. As required by the City Code, Council approval is required for expenditures above this level. Please see the attached staff reports and RESOLUTIONS.

C. **ADOPTION OF A RESOLUTION APPROVING PRELIMINARY PLAT FOR WELCO WEST SUBDIVISION NO. 2**

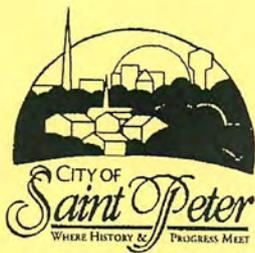
The Planning and Zoning Commission recommends approval of the preliminary plat for Welco West Subdivision No. 2. As the Council is aware, the original plat included development of townhome properties. The portion of the subdivision that was tax delinquent and ultimately sold to Mike and Julie Drummer for development of a mixture of townhomes, single family and multi-family structures needs to be replatted to accommodate the new development plans. Please see the attached staff report and RESOLUTION.

D. **ADOPTION OF A RESOLUTION APPROVING FINAL PLAT FOR WELCO WEST SUBDIVISION NO. 2**

The Planning and Zoning Commission recommends approval of the final plat for Welco West Subdivision No. 2. Please see the attached staff report and RESOLUTION.

E. **ADOPTION OF A RESOLUTION ADOPTING ROAD RIGHT-OF-WAY PLAT NO. 3**

Staff recommends adoption of the Road Right-Of-Way Plat No. 3 for the intersection of Old Minnesota Avenue and West St. Julien Street. Please see the attached staff report and RESOLUTION.



F. ADOPTION OF A RESOLUTION APPROVING EXECUTION OF FARM LEASE

Staff recommends execution of a lease to farm the acreage recently acquired by the City from the Marion Lampert estate. The property will be farmed until the City is ready to develop the land. Please see the attached staff report and RESOLUTION.

G. ADOPTION OF A RESOLUTION APPROVING CONSTRUCTION STANDARDS UPDATES

Public Works recommends modifications be made to certain construction standards. Please see the attached staff report and RESOLUTION.

H. ADOPTION OF A RESOLUTION ACCEPTING HOME DEMOLITION PROPOSAL FOR 1724 NORTH FIFTH STREET PROPERTY

Staff recommends acceptance of the proposal by Nielsen Blacktopping for demolition of the City owned property at 1724 North Fifth Street. This home was purchased by the City and is being demolished to make way for construction of Delaney Street. Please see the attached staff report and RESOLUTION.

IX. REPORTS

A. MAYOR

1. REPORT ON "ARBOR DAY/ARBOR MONTH" PROCLAMATION

Mayor Strand will proclaim April 25th as Arbor Day and the month of May, 2014 as Arbor Month.

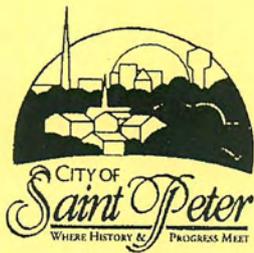
2. OTHERS

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

B. CITY ADMINISTRATOR

1. REPORT ON BOARD OF APPEALS AND EQUALIZATION MEETING

The annual Board of Appeals and Equalization meeting has been scheduled for Tuesday, April 16th at 6:00 p.m. at the Nicollet County Government Center. A report will be provided at this time.



2. REPORT ON TRANSIT ROUTE CHANGES

A report will be provided at this time on changes that have been implemented on the Transit route system.

3. REPORT ON PARK OPENING DATE

A report will be provided at this time on the schedule for the official opening of the City's parks facilities.

4. OTHERS

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

X. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

**MINUTES OF THE CITY COUNCIL MEETING
MARCH 24, 2014**

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 March 24, 2014.

A quorum present, Mayor Strand called the meeting to order at 7:00 p.m. The following members were present: Councilmembers Grams, Zieman, Brand, Kvamme, Parras and Mayor Strand. Absent was Councilmember Carlin. The following officials were present: City Administrator Prafke, City Attorney Brandt, and City Engineers Domras and Loose.

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

Public Hearing Road Right-of-Way Vacation: South Minnesota Avenue, Highway 333, Highway 295 – Mayor Strand opened the public hearing on vacation of road right-of-way for a portion of South Minnesota Avenue, Trunk Highway 333 and Trunk Highway 295 at 7:01 p.m. Community Development Director Wille presented the recommendation for vacation of the portions of roadway which are no longer used for roadway purposes and were abandoned upon the completion of the realignment of South Minnesota Avenue in 2011 and adoption of Right-of-Way Plat #1. Wille indicated the roadway would revert to the State of Minnesota through the Department that oversees the Regional Treatment Center. City Administrator Prafke indicated that the State is no longer allowed to transfer property between State divisions or departments and must utilize a third party (the City of Saint Peter) to complete the transfer. There being no further speakers, the hearing was declared closed at 7:04 p.m.

Approval of Minutes – Councilmember Parras objected to language in the minutes related to the cooperative agreement with MnDOT for the Highway 169 project. Parras objected to a phrase in the statement attributed to City Administrator Prafke which read, "...the proposed agreement doesn't require the City to build the roundabout but does require the City to fund it and it does assume the City has worked in good faith with MnDOT..." Parras asked for "fund it" to be changed. Staff suggested the words "if built" be added after "fund it". A motion was made by Kvamme, seconded by Parras, to approve the minutes of the February 24, 2014 regular City Council meeting with the proposed language change. With all in favor, the motion carried and the minutes were approved as modified. A complete copy of the minutes of the February 24, 2014 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

Consent Agenda – In motion by Zieman, seconded by Kvamme, Resolution No. 2014-28 entitled "Resolution Approving Consent Agenda" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-28 is contained in the City Administrator's book entitled Council Resolutions 20.

Fire Relief Association Bylaws – City Administrator Prafke recommended approval of the updated Fire Relief Association bylaws. Prafke noted the updates are done on a regular basis and the current changes were suggested by the State Attorney General's office for all Relief Associations in Minnesota. In motion by Brand, seconded by Parras, Resolution No. 2014-29

entitled "Resolution Approving Modified Fire Relief Association Bylaws", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-29 is contained in the City Administrator's book entitled Council Resolutions 20.

Tobacco Ordinance Modification (E-Cigarettes) – City Administrator Prafke recommended the City Code be modified to include the definition of products commonly known as "e-cigarettes" under the tobacco products definitions which would require anyone selling the products to be licensed by the City and the products to be kept behind the counter. Prafke also recommended adoption of a resolution similar to one adopted in 2002 that would continue to restrict tobacco use from within ten feet (10') of the door of a City building (including the outdoor swimming pool) and would be modified to also include a ban on e-cigarette use in these facilities. Finally, Prafke reported that the proposed actions would not restrict smoking of e-cigarettes in privately owned establishments, which would be up to the individual property owners and may be restricted by changes to the Clean Indoor Air Act which were being considered in the Minnesota Legislature.

Erin Simmons of the American Lung Association, addressed the Council to encourage adoption of regulations that would ban use of e-cigarettes and prohibit "sampling" of such products at places such as hookah bars. Simmons indicated her belief that 79% of Minnesotans support such a ban and young people see e-cigarettes as a glamorous product that is part of the social norm.

Sandra Renor, a local public health nurse, stated she would love to see our community put tight reins on big tobacco and encouraged the Council to do whatever they can to protect Saint Peter youth.

City Administrator Prafke reminded the Council that adoption of the ordinance and resolution did not prohibit use of e-cigarette products and only restricted sale of the products by licensed vendors and prohibited use of the products in and within ten feet of the door of City owned buildings and the outdoor swimming pool.

In motion by Grams, seconded by Brand, Ordinance No. 14 Third Series entitled "An Ordinance Amending Saint Peter City Code Chapter 12 'Business Regulation And Licensing', Article III 'Tobacco Products' By The Modification Of Section 12-58 'Definitions' And Adopting By Reference Saint Peter City Code Chapter 1 Section 1-6, Which, Among Other Things, Contain Penalty Provisions", was introduced. Upon roll call, Councilmembers Grams, Zieman, Kvamme, Brand and Mayor Strand voting aye, Councilmember Parras voting nay, the Ordinance was declared passed and adopted. A complete copy of Ordinance No. 14, Third Series is contained in the City Administrator's book entitled Council Ordinances 2.

In motion by Brand, seconded by Zieman, Resolution No. 2014-30 entitled "Resolution Designating City Buildings As 'Smoke Free'", was introduced. Upon roll call, Councilmembers Grams, Zieman, Kvamme, Brand and Mayor Strand voting aye, Councilmember Parras voting nay, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-30 is contained in the City Administrator's book entitled Council Resolutions 20.

Unbudgeted Purchase: Utility Truck – Water Utilities Superintendent Moulton presented Public Works Director Giesking's request for authorization for the unbudgeted purchase of a 2014 Ford 4x4 half-ton super cab utility truck from Tenvoorde Ford in the amount of \$27,051.75 that would replace a 1995 Chevrolet truck that would be declared as surplus property. Moulton

explained it was an unbudgeted request because funding would come from the stormwater, water and wastewater budgets and only the stormwater budget had been adopted for 2014. Councilmember Brand questioned why Ford trucks were the only ones being considered for the purchase. Moulton explained that Ford was the only manufacturer that made trucks that could accommodate tool boxes for equipment that is eight feet in length and that such equipment was used every day during the majority of the year by the water, wastewater, and stormwater crews. Moulton also stated a super cab truck was being recommended because the crew carries maps and expensive locators which could not be stored in the tool boxes and a four door truck could be purchased, but it would be so long it would become ineffective to use on a daily basis. In motion by Kvamme, seconded by Zieman, Resolution No. 2014-31 entitled "Resolution Authorizing Unbudgeted Purchase Of A Ford 4X4 Super Cab", was introduced. Upon roll call, with Councilmembers Grams, Zieman, Kvamme, Parras and Mayor Strand voting aye, Councilmember Brand abstaining, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-31 is contained in the City Administrator's book entitled Council Resolutions 20.

Rain Barrel Program – Water Utilities Superintendent Moulton presented Public Works Director Giesking's request for authorization to reinstate the rain barrel program which had been well received by utility customers in the last two years. Moulton indicated the same four local vendors would be used for sale of the barrels and rebates of \$25 per barrel or \$10 per barrel kit would be available up to a total budget of \$1,000. In motion by Parras, seconded by Brand, Resolution No. 2014-32 entitled "Resolution Authorizing Continuation Of Rain Barrel Program And Establishing Funding For Rebate Program", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-32 is contained in the City Administrator's book entitled Council Resolutions 20.

Nicollet Avenue Electric Project Materials Bid Authorization – Water Utilities Superintendent Moulton presented Public Works Director Giesking's request for receipt of bids for electric system materials that would be used to complete a transmission loop from the Sunrise Substation to the Broadway Substation. Moulton reported the materials were expected to cost \$380,000 and over \$100,000 in wire had already been purchased for the project which would be installed this summer by the City's Linemen. In motion by Grams, seconded by Parras, Resolution No. 2014-33 entitled "Resolution Authorizing Receipt Of Bids For Purchase Of Materials For Nicollet Avenue Electric Project", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-33 is contained in the City Administrator's book entitled Council Resolutions 20.

Road Right-Of-Way Vacation – Following the public hearing, Community Development Director Wille recommended approval of the vacation of abandoned right-of-way along South Washington Avenue, Trunk Highway 333 and Trunk Highway 295. In motion by Kvamme, seconded by Parras, Resolution No. 2014-34 entitled "Resolution Vacating Those Sections Of South Washington Avenue, TH 295 And TH 333 Abandoned Upon The 2011 Realignment Of South Washington Avenue", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-34 is contained in the City Administrator's book entitled Council Resolutions 20.

Registered Land Survey: Lot 4, Block 2 Pine Pointe Subdivision No. 3 – Community Development Director Wille presented the Planning Commission's recommendation for approval of Registered Land Survey #65 which would create Parcels A and B from Lot 4, Block 2 Pine Pointe Subdivision #3. Wille indicated Parcel A would be sold by the current property owner for construction of a single family home and Parcel B would be sold to an abutting property owner

as an undevelopable lot with no street frontage. Wille indicated the Planning Commission's recommendation was contingent upon the abutting property owner agreeing that Parcel B would not be developed and Wille reported he had written confirmation from the abutting property owner that it would not be developed. In motion by Parras, seconded by Kvamme, Resolution No. 2014-35 entitled "Resolution Accepting Registered Land Survey #65, Creating Two Parcels Upon The Split Of Lot 4, Block 2, Pine Pointe Subdivision #3", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-35 is contained in the City Administrator's book entitled Council Resolutions 20.

Revolving Loan Request: Tanis Brothers – Community Development Director Wille presented the Economic Development Authority's recommendation for approval of a revolving loan request in the amount of \$59,012 for Tanis Brothers LLC for renovation of a commercial property at 309 South Minnesota Avenue. Wille indicated the loan would be at three percent (3%) interest, amortized over twenty (20) years with a balloon payment due at ten (10) years as per the updated loan guidelines and would be secured by a second mortgage on the property and a personal guarantee by Patrick Tanis. Wille indicated the property housed the Comfort Systems business and the upstairs would be renovated into two efficiency apartments with a pre-construction appraisal of the property at \$105,000 and a post development estimated valuation of \$255,000. Paul Tanis, Jr., who is the father of and has power of attorney for Patrick Tanis, appeared before the Council to report Patrick was pleased to invest in the downtown and that one of the apartments was already leased. Mr. Tanis also indicated that no funds would be requested from the loan until the remodeling project was completed. Councilmember Grams asked what the rent would be for the apartments. Mr. Tanis reported the apartments would be loft style efficiency units with sky lights, high ceilings and hardwood floors and would rent for between \$700-750. In motion by Brand, seconded by Parras, Resolution No. 2014-36 entitled "Resolution Approving \$59,012 Revolving Loan To Tanis Brothers, LLC To Partially Finance The Renovation And Rehabilitation Of A Commercial Structure Located At 309 South Minnesota Avenue", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-36 is contained in the City Administrator's book entitled Council Resolutions 20.

Ritt Street Property Lease – Community Development Director Wille requested approval for execution of a lease between the Economic Development Authority (EDA) and Quality Products LLC (MRCI) for the property at 430 Ritt Street. Wille indicated the current tenant, Jari USA, had chosen not to renew the lease and would vacate the property at the end of March. Wille had negotiated with the subtenant in the building, Quality Products LLC, for a one year lease at \$3 per square foot which would provide \$9,166 in monthly revenue on the property. Wille reported the property would continue to be offered for sale and the lease included a sixty (60) day termination clause. In motion by Kvamme, seconded by Brand, Resolution No. 2014-47 entitled "Resolution Authorizing The President Of The EDA To Execute A One Year Lease Of The 430 Ritt Street Property By And Between The Saint Peter Economic Development Authority And Quality Products LLC", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-37 is contained in the City Administrator's book entitled Council Resolutions 20.

Real Estate Listing Agreement – Community Development Director Wille requested approval for execution of a one year real estate listing agreement with Coldwell Banker Commercial-Fischer Group to market the 430 Ritt Street Property. Wille indicated Coldwell would receive a six percent (6%) commission upon sale of the property or six percent (6%) of the first year's rental if another tenant was found for the building. Wille also noted that they would receive no

commission if the City were to sell the property to Quality Products LLC/MRCI. In motion by Kvamme, seconded by Grams, Resolution No. 2014-38 entitled "Resolution Authorizing The EDA President To Execute A Real Estate Listing Agreement By And Between The EDA And Coldwell Banker Commercial-Fisher Group For The Sale Of The 430 Ritt Street Property Owned By The Saint Peter Economic Development Authority", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-38 is contained in the City Administrator's book entitled Council Resolutions 20. Councilmember Grams expressed his appreciation to Community Development Director Wille for his work on negotiating a lease for the property.

Equipment Certificate Solicitation – City Administrator Prafke recommended competitive bids be received for the 2014 equipment certificate in the amount of \$345,000. Prafke reported the projected interest on the equipment certificates was three percent (3%) which would result in an annual debt service of \$76,000. Councilmember Parras expressed his continued objection to purchase of the tactical response vehicle which was included in the equipment certificate budget. Prafke reminded the Council they had already approved several purchases to be funded by the equipment certificate, including the tactical vehicle. Councilmember Brand asked if the Mechanic's replacement truck had been removed from the budget. Prafke indicated the purchase would be delayed another year unless other funding was found. In motion by Zieman, seconded by Grams, Resolution No. 2014-39 entitled "Resolution Authorizing Solicitation Of Bids For \$345,000 Equipment Certificate", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-39 is contained in the City Administrator's book entitled Council Resolutions 20.

Transit Language Assistance Program – City Administrator Prafke recommended approval be provided for an updated language assistance program for the City's transit system. Prafke noted adoption of the program, with the changes required by the Federal government, was mandatory for the City to continue to receive the 80% funding for transit operational costs. In motion by Grams, seconded by Zieman, Resolution No. 2014-40 entitled "Resolution Approving Federal Title VI Language Assistance Plan", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-40 is contained in the City Administrator's book entitled Council Resolutions 20.

Reports

American Public Power Association (APPA) Legislative Rally – Mayor Strand and Councilmember Kvamme reported the meeting with Minnesota Legislators in Washington, D.C. went very well and the trip was successful.

"Vietnam Veterans Day" Proclamation – Mayor Strand proclaimed March 29, 2014 as "Vietnam Veterans Day" in Saint Peter and encouraged residents to attend the ceremony on March 29th at 4:00 p.m. at the Community Center.

City/County Meeting Discussion – City Administrator Prafke reported discussion at the last City/County meeting included the transit system, transit development and the survey; road work including the Highway 99 and Highway 22 bridges; solid waste fees; flood planning; and stormwater development on the west side of Saint Peter.

Council Goal Session – City Administrator Prafke reminded Councilmembers that there would not be a workshop on March 31st, but the Council would instead meet in a goal session beginning at 3:00 p.m.

Transit Anniversary – City Administrator Prafke invited the public to a celebration of the 25th year of operation of the City’s transit system which would occur on March 25, 2014 from 2-4:00 p.m. at the Community Center. Prafke indicated the Transit Coordinator would be at the Community Center to answer questions about the transit system and refreshments and door prizes would be available.

Executive Session: Land Acquisition Negotiations – City Administrator Prafke requested a closed session be convened in the Traverse des Sioux Room to discuss land acquisition negotiations as allowed under State Statute. In motion by Kvamme, seconded by Brand, Resolution No. 2014-41 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. 2014-41 is contained in the City Administrator’s book entitled Council Resolutions 20.

The Council adjourned to closed session at 8:46 p.m. in the Traverse des Sioux room of the Community Center to discuss land acquisition negotiations.

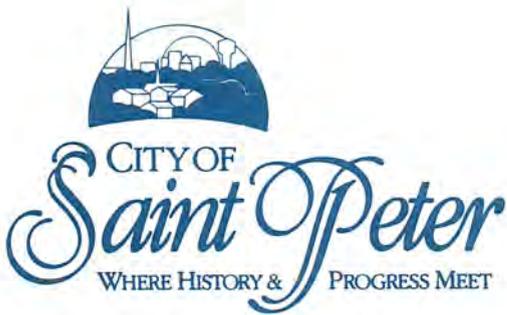
The Council returned to open session at 8:55 p.m.

There being no further business, a motion was made by Zieman, seconded by Brand, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:56 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: April 1, 2014

FROM: Lewis Giesking
Director of Public Works

RE: Purchase of a 500 kVA Transformer

ACTION/RECOMMENDATION

Authorize purchase of a 500 kVA three-phase transformer from WESCO Distribution in the amount of \$10,377.56.

BACKGROUND

Nicollet County is constructing a new office building adjacent to Front Street within the City. The electric utility staff has been working with the electrical engineers for the project and determined a 500 kVA, three-phase, 208 Y/120 pad mount transformer is required to provide service to the new building. A 208 voltage was selected to match the voltage of the existing courthouse buildings. The building is proposed to be constructed during the year 2014 and the transformer will be needed by September of this year. Two quotes were obtained for the purchase:

<u>COMPANY</u>	<u>QUOTE</u>	<u>WITH TAX</u>	<u>DELIVERY</u>	<u>LIFETIME (30 YR) COST</u>
Border States	\$10,825.00	\$11,569.22	26 weeks	\$29,390.00
WESCO	\$9,710.00	\$10,377.56	8 weeks	\$29,687.00

A thirty-year analysis was completed comparing losses, which showed the WESCO transformer would cost \$297, total cost, more than the Border States transformer over a 30 year period. However, it is recommended to purchase the WESCO transformer as the delivery time is short making it available when needed in September 2014.

FISCAL IMPACT:

The purchase will be funded through the Electric Fund.

ALTERNATIVES/VARIATIONS:

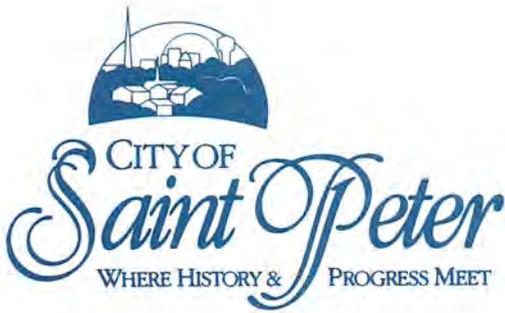
Do not act: Staff will move forward with the purchase.

Negative Votes: Staff will seek City Council direction.

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/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: April 4, 2014

FROM: Lewis Giesking
Director of Public Works

RE: Old Minnesota Avenue Lighting Purchases

ACTION/RECOMMENDATION

Authorize purchase of thirteen streetlight poles, bases, and heads from WESCO of Fridley, Minnesota in the amount of \$39,234.

BACKGROUND

The City has been actively involved in upgrading streets and Highway 169 in the commercial district on the north end of the community. Upgrades to North Third Street and a portion of Old Minnesota Avenue were initiated in 2013. Commercial streetlights meeting the new standard (LED heads) are being purchased to upgrade the streetlights in this area and will be installed upon the completion of the street construction later this spring. Existing streetlights in this area are a combination of old steel poles and some wood poles with old cobra heads. Thirteen new streetlights will be needed to provide coverage.

The Minnesota Department of Transportation (MnDOT) will fund and install the new commercial street lights (LED) on Highway 169 as a part of their construction project this summer and fall. MnDOT will also be installing new commercial street lights at the intersections of Highway 169 and Dodd Avenue, Highway 169 and St. Julien Street and Highway 169 and Union Street.

The City will be receiving bids this spring to upgrade the intersection of St. Julien Street and Old Minnesota Avenue for the ultimate installation of a roundabout and the reconstruction of the Union Street intersection at Old Minnesota Avenue. The project will include installation of sidewalk on Old Minnesota Avenue from Union Street to North Third Street.

The new commercial area streetlight standard is a stainless steel pole, painted black, thirty feet (30') foot tall, with a nine foot (9') arm. The cobra heads are a LED light, which is much more efficient than the existing high pressure sodium lights. The new LED cobra head lights are much more efficient than the metal halide manufactured five years ago. The new LED cobra lights now provide lighting coverage with poles every 200 feet versus the 140 foot spacing used years ago. Three quotes were received for providing poles and bases and two quotes were received for the LED cobra heads as follows:

VENDOR	UNIT PRICE PER POLE	TOTAL PRICE
WESCO	\$2,075.00	\$26,975.00
JT Services	\$2,169.00	\$28,197.00
Graybar	\$2,201.09	\$28,614.17

VENDOR	UNIT PRICE PER BASE	TOTAL PRICE
WESCO	\$348.00	\$4,524.00
JT Services	\$338.00	\$4,394.00
Graybar	\$380.43	\$4,945.59

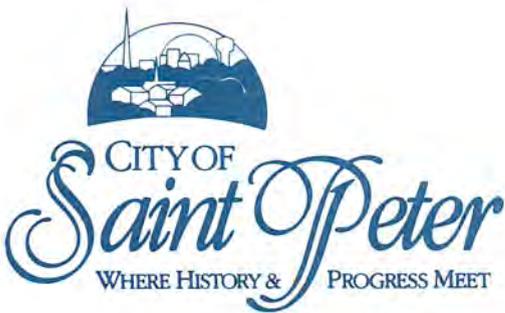
VENDOR	UNIT PRICE PER LED COBRA HEAD	TOTAL PRICE
WESCO	\$595.00	\$7,735.00
Graybar	\$775.00	\$10,075.00
JT Services	no quote provided	

The quotes are tied together for shipping purposes; therefore, the low bidder is WESCO with a total quote of \$39,234.00.

The purchase of streetlights will be funded from the Electric Utility Fund.

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

LGG/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: April 4, 2014

FROM: Lewis Giesking
Director of Public Works

RE: Conduit Purchase

ACTION/RECOMMENDATION

Authorize purchase of conduit from WESCO/Dura-line in the amount of \$16,650.

BACKGROUND

The Electric Utility is in need of four-inch conduit and two-inch conduit for the purposes of installing underground electric distribution line for replacement wire downtown and for the Nicollet Avenue project. This conduit would be placed in inventory until used. Three quotes were obtained.

<u>VENDOR</u>	<u>UNIT PRICE PER FOOT</u>	<u>TOTAL PRICE</u>
3,300 lineal feet of 4 inch diameter S DR-13.5 smooth wall conduit		
WESCO/Dura-line	\$2.50	\$8,250.00
Border States	\$2.613	\$8,622.90
JT Services	\$2.652	\$8,751.60

<u>VENDOR</u>	<u>UNIT PRICE PER FOOT</u>	<u>TOTAL PRICE</u>
14,000 lineal feet of 2 inch diameter schedule 40, smooth wall conduit		
WESCO/Dura-line	\$0.60	\$8,400.00
Border States	\$0.62	\$8,680.00
JT Services	\$0.658	\$9,212.00

The quotes are tied for delivery purposes. The total low quote was submitted by WESCO/Dura-line in the amount of \$16,650.00.

The purchase of these items will be funded from the Electric Utility Fund.

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

LGG/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: 4/7/2014

FROM Paula O'Connell
Finance Director

PMO

RE: Meter Reader Hire

ACTION/RECOMMENDATION

Approve the hire of Jon Biehn as a part-time meter reader at a wage of \$12.78 per hour or \$10.28 per hour with health insurance.

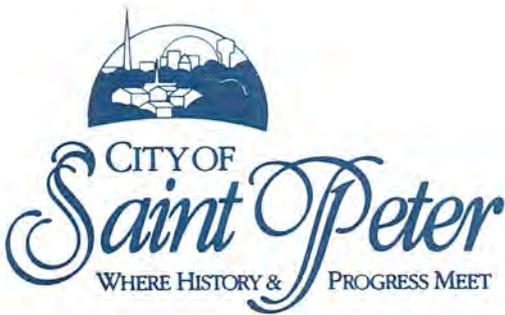
BACKGROUND

It was determined in the beginning of February that one of our readers would not be returning to work and that we would be looking for a replacement to maintain our meter reading staff of three.

The job description was reviewed and advertisements were placed in February. Interviews and reference checks were conducted. Mr. Biehn has cleared the background check and physical exam.

I am recommending the hire of John Biehn at a wage of \$12.78 per hour or \$10.28 per hour with health insurance. Following successful completion of the 1040 hours or one year probation (whichever is shorter), he would be eligible to receive \$13.01 per hour or \$10.51 per hour with health insurance, plus any adjustment offered for the 2015 year. An adjustment of this type is needed to ensure Biehn is compensated in line with his co-workers.

If you have any further questions or need any additional information please contact me.



Memorandum

TO: Todd Prafke
City Administrator

DATE: April 2, 2014

FROM: Lewis Giesking *Lew*
Director of Public Works

Pete Moulton *Peto*
Water Utilities Superintendent

Re: Seasonal Employee Appointments

ACTION/RECOMMENDATION

It is recommended the City Council approve the appointments for the Utilities Division of the Department of Public Works for the 2014 season.

BACKGROUND

The 2014 Public Works Utilities budgets contain money allocated for hiring seasonal employees. In discussions with the qualified seasonal applicants, the following candidates have related experience and are willing to begin employment with various sections of Public Works. The selected individuals will take care of mowing and trimming around city facilities, maintenance at the ponds, stormwater detention basins, parks and streets; they will also assist full-time employees with daily functions. They include: Seasonal Employee Appointments, their hourly wage and start date:

Utilities: (Water/Wastewater/Stormwater)

Grant Germscheid	\$8.00	June 2	
Jesse Munsterman	\$8.00	May 12	
Reed Bruender	\$8.25	May 12	
Loren Meier	\$8.00	April 21	2/3 days per week
Doug Kampen	\$8.25	April 21	2/3 days per week
James Vickery	\$8.25	April 21	2/3 days per week
Richard Hurlbert	\$9.00	April 21	2/3 days per week
Patrick Mears	\$9.00	April 21	2/3 days per week
Robert Wendelschafer	\$8.75	April 21	2/3 days per week
Roger Schoeb	\$8.50	April 21	4 hours per week

Please include appointment of these seasonal positions on the consent agenda for the April 14, 2014 regular meeting.

FISCAL IMPACT:

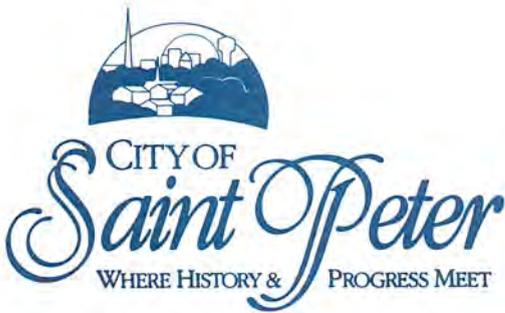
Funding for these seasonal positions has been budgeted for in each utility.

ALTERNATIVES/VARIATIONS:

Approval: Staff will proceed with the hire process for these seasonal employees.

Denial: No further action will be taken without additional direction from the Council.

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



Memorandum

TO: Todd Prafke
 City Administrator

DATE: April 1, 2014

FROM: Lew Giesking *Lew*
 Director of Public Works

RE: 2014 Seasonal Employees

ACTION/RECOMMENDATION

It is recommended the City Council approve the appointments for the Maintenance Division of the Department of Public Works for the 2014 season.

BACKGROUND

Every year due to season workloads, it is necessary for the Maintenance Division of the Department of Public Works to hire seasonal employees to accomplish the additional work. The following is a listing of employees that have been interviewed or are returnees that we are recommending for hire for the 2014 season. This group is normally made up of high school graduates and college students seeking "summer employment". The 2014 seasonal employees recommended for the Maintenance Division are as follows:

Parks Employee Name	2014 Hourly Wage	Start Date
Arik Lokensgard	\$8.25	6/2/14
Seth Wenner	\$8.50	5/14/14
Nathen Kempenich	\$8.25	5/16/14
Scott Leonard	\$8.00	6/2/14
Skip Keller 1-2 days a week	\$9.25	4/14/14
Bob Lutz 1-2 days a week	\$8.75	4/14/14

Environmental Services Employee Name	2014 Hourly Wage	Start Date
Lance Wilson	\$8.75	5/19/14
Ben Rosburg	\$8.50	5/19/14

Streets Employee Name	2014 Hourly Wage	Start Date
Kasandra McCabe	\$8.25	5/19/14
Nick Rosburg	\$8.00	6/2/14

Flowering Program

Once the flower baskets are installed outdoors, the city will be working with the state of Minnesota RTC staff; that will be watering the flowers twice a day, seven days a week. They will provide a supervisor to coordinate the work. Based on previous experience, it is estimated

there will be 952 hours of work watering the flowers. At a cost of \$10.00 per hour, the total cost for watering will be \$9,520.00.

Fiscal Impact:

The 2014 Budgets identifies funding for these seasonal employee positions.

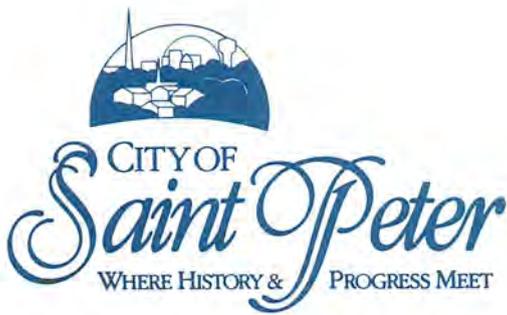
Alternatives and Variations:

Vote in favor: Staff will notify the proposed seasonal employees of the City Council's decision.

Negative Vote: Staff will await further direction regarding hiring seasonal employees.

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

LGG/TM/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/09/14

FROM: Jane Timmerman
Director of Recreation & Leisure Services

RE: Seasonal Employee Appointments

ACTION/RECOMMENDATION

Approve recommendations for seasonal employees for 2014 summer programs in the Recreation and Leisure Services Department.

BACKGROUND

Applications have been received and reviewed for seasonal employee positions in the Recreation and Leisure Services Department. Following the interview process, staff recommends the appointment of candidates to fill 56 seasonal positions as shown on the consent resolution. Please note that appointments for the swimming pool staff are contingent upon the passing of a pre-employment drug test and background check. All pool candidates are current in the required Red Cross certifications for the positions indicated. All wages are provided according to the resolutions previously adopted by the City Council.

FISCAL IMPACT:

These positions are planned for in the 2014 Recreation and Leisure Services and Swimming Pool budgets.

ALTERNATIVES/VARIATIONS:

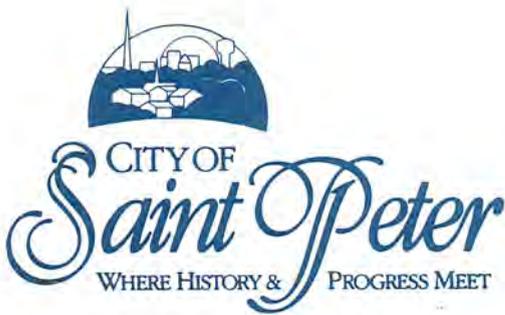
Do not act: No further action will be taken without additional direction from the Council.

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/



Memorandum

To: Todd Prafke
City Administrator

Date: April 8, 2015

Fr: Cindy Moulton *Cindy*
Administrative Secretary

Re: Licenses

ACTION/RECOMMENDATION

Provide approval of licenses.

BACKGROUND

Please place these item on the April 14, 2014 City Council consent agenda.

The annual Tree Worker License is up for renewal. Melchior Tree Service and Tooltimes Handyman have submitted their license for approval. The licensing date will be May 1, 2014 – April 30, 2014.

The Nicollet County Ag Society has submitted their Consumption & Display Permit for renewal for their location at 400 Union Street, Johnson Hall. The licensing period will be April 1, 2014 – March 31, 2015.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

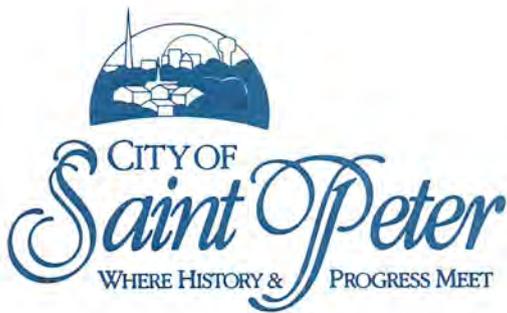
Do Not Act: No further action will be taken without Council direction.

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: 03/06/14

FROM: Paula O'Connell
Finance Director

Wayne Albers
Transit Coordinator

RE: Surplus Property Declaration: Transit Bus #10

ACTION/RECOMMENDATION

Provide for a surplus property declaration for Bus #10, a 2005 Ford E450 (VIN 1FDXE45P15HA60175), and authorize public sale of the vehicle as outlined in the City Code.

BACKGROUND

This bus was put into service in late 2005. This past November the bus suffered a mechanical failure and the City's Mechanic reported the estimated the cost of repairs would exceed the value of the bus. With that information in mind, the repairs were not completed.

As the bus was purchased with funds from the State of Minnesota, it is necessary to secure a release of their financial interest in the bus prior to disposal. The Minnesota Department of Transportation, Office of Transit has released its interest in the bus.

Many reusable parts have since been removed from the bus and at this time we recommend the bus be declared as surplus property and offered for public sale.

FISCAL IMPACT:

There is no cost to this action. If approved, the bus will be offered for public sale on the State of Minnesota Department of Administration online auction website. Any proceeds realized from the sale will be returned to the City. In the event that the bus does not sell at auction staff will negotiate the sale of the bus to Brandt's Auto Parts.

ALTERNATIVES/VARIATIONS:

No action: No further action will be taken without additional direction from the City Council.

Negative vote: No further action will be taken without additional direction from the City Council.

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

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

POWA

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A. H. HERMEL WHOLESAL	vending/concessions	COMMUNITY CENTER	COMMUNITY CENTER	175.29
			TOTAL:	175.29
ALPHA WIRELESS COMMUNICATIONS CO	ltr radio maintenance	GENERAL FUND	MUNICIPAL BUILDING	59.32
	ltr radio maintenance	GENERAL FUND	PUBLIC WORKS ADMIN	83.04
	ltr radio maintenance	WATER	ADMIN AND GENERAL	56.83
	ltr radio maintenance	WASTE WATER FUND	ADMIN AND GENERAL	51.40
	ltr radio maintenance	ELECTRIC FUND	ADMIN AND GENERAL	51.41
			TOTAL:	302.00
AMAZON	new materials for library	LIBRARY FUND	LIBRARY	918.02
			TOTAL:	918.02
AMERICAN CASTING & MANUFACTURING CORP	red,blue meter seals	ELECTRIC FUND	POWER DISTRIBUTION	594.34
			TOTAL:	594.34
AUTOMATIC SYSTEMS CO.	well#14cable repairs	WATER	SOURCE OF SUPPLY	646.30
			TOTAL:	646.30
BGMN, INC	lubricating grease	GENERAL FUND	STREETS	19.00
	lubricating grease	GENERAL FUND	PARKS	19.00
	lubricating grease	WATER	DISTRIBUTION AND STORA	9.50
	lubricating grease	WASTE WATER FUND	SOURCE/TREATMENT	9.50
	lubricating grease	ENVIRON SERVICES F	REFUSE DISPOSAL	9.50
	lubricating grease	ELECTRIC FUND	POWER DISTRIBUTION	19.00
	lubricating grease	STORMWATER FUND	TREATMENT	9.50
			TOTAL:	95.00
BOYER TRUCKS	trans cooler	GENERAL FUND	STREETS	1,072.65
			TOTAL:	1,072.65
BRANDT LAW OFFICE	civil	GENERAL FUND	LEGAL SERVICES	2,020.00
	criminal	GENERAL FUND	LEGAL SERVICES	10,475.75
	civil	GENERAL FUND	LEGAL SERVICES	1,533.00
	criminnal	GENERAL FUND	LEGAL SERVICES	8,397.50
	hendrickson/jari	TORNADO DISASTER R	ECONOMIC DEVMT	29.00
	mrci	TORNADO DISASTER R	ECONOMIC DEVMT	116.00
	shotguns plus	TORNADO DISASTER R	ECONOMIC DEVMT	174.00
	430 ritt st	TORNADO DISASTER R	ECONOMIC DEVMT	145.00
	tanis bros	TORNADO DISASTER R	ECONOMIC DEVMT	14.50
	welco west	2004 SUBDIVISIONS	ECONOMIC DEVMT	1,109.70
	welco west	2004 SUBDIVISIONS	ECONOMIC DEVMT	420.50
	roundabout	PERM IMPROVMENT RE	STREETS	1,645.75
	washington ave link	PERM IMPROVMENT RE	STREETS	14.50
	roundabout	PERM IMPROVMENT RE	STREETS	2,762.25
	washington ave link	PERM IMPROVMENT RE	STREETS	14.50
	parkland lease	PARK LAND DEDICATI	PARKS	1,116.50
	green valley	WATER	ADMIN AND GENERAL	290.00
	green valley	WATER	ADMIN AND GENERAL	870.00
			TOTAL:	31,148.45
CENTERPOINT ENERGY MINNEGASCO	feb gas@1724 n 5th	PERM IMPROVMENT RE	STREETS	55.24
			TOTAL:	55.24
ERIC CHRISTENSEN	12hrs training,mileage	GENERAL FUND	FIRE	146.16
	12 hrs training per diem	GENERAL FUND	FIRE	70.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	216.16
CINTAS FIRST AID & SAFETY	4 vehicle first aid kits	GENERAL FUND	STREETS	63.04
	first aid supplies	GENERAL FUND	RECREATION/LEISURE SER	91.89
	4 vehicle first aid kits	GENERAL FUND	PARKS	50.43
	first aid supplies	LIBRARY FUND	LIBRARY	4.95
	4 vehicle first aid kits	WATER	ADMIN AND GENERAL	25.22
	4 vehicle first aid kits	WASTE WATER FUND	ADMIN AND GENERAL	25.22
	4 vehicle first aid kits	ENVIRON SERVICES F	ADMIN AND GENERAL	25.21
	4 vehicle first aid kits	ELECTRIC FUND	ADMIN AND GENERAL	63.04
			TOTAL:	349.00
COLE PAPERS INC	cleaning supplies	LIBRARY FUND	LIBRARY	263.87
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	1,055.52
			TOTAL:	1,319.39
COMFORT SYSTEMS, INC.	430 ritt st furnace repair	TORNADO DISASTER R	ECONOMIC DEVMT	371.48
			TOTAL:	371.48
COMPUTER TECHNOLOGY SOLUTIONS, INC.	on-site issue fixes	GENERAL FUND	CITY ADMINISTRATION	31.89
	on-site issue fixes	GENERAL FUND	FINANCE	114.83
	on-site issue fixes	GENERAL FUND	POLICE	146.72
	on-site issue fixes	GENERAL FUND	FIRE	19.14
	on-site issue fixes	GENERAL FUND	BUILDING INSPECTOR	19.14
	on-site issue fixes	GENERAL FUND	PUBLIC WORKS ADMIN	44.65
	desktop computer key softw	GENERAL FUND	STREETS	100.00
	on-site issue fixes	GENERAL FUND	STREETS	12.76
	on-site issue fixes	GENERAL FUND	RECREATION/LEISURE SER	82.93
	desktop computer key softw	GENERAL FUND	PARKS	80.00
	on-site issue fixes	GENERAL FUND	PARKS	6.38
	on-site issue fixes	GENERAL FUND	ECONOMIC DEVMT	12.76
	on-site issue fixes	LIBRARY FUND	LIBRARY	204.14
	on-site issue fixes	PUBLIC ACCESS	PUBLIC ACCESS	6.38
	desktop computer key softw	COMMUNITY CENTER	COMMUNITY CENTER	200.00
	on-site issue fixes	COMMUNITY CENTER	COMMUNITY CENTER	6.38
	desktop computer key softw	WATER	ADMIN AND GENERAL	40.00
	on-site issue fixes	WATER	ADMIN AND GENERAL	31.90
	desktop computer key softw	WASTE WATER FUND	ADMIN AND GENERAL	40.00
	on-site issue fixes	WASTE WATER FUND	ADMIN AND GENERAL	19.14
	on-site issue fixes	ENVIRON SERVICES F	REPUSE DISPOSAL	6.38
	desktop computer key softw	ENVIRON SERVICES F	ADMIN AND GENERAL	40.00
	desktop computer key softw	ELECTRIC FUND	ADMIN AND GENERAL	100.00
	on-site issue fixes	ELECTRIC FUND	ADMIN AND GENERAL	83.29
	on-site issue fixes	STORMWATER FUND	ADMINISTRATION AND GEN	12.76
	on-site issue fixes	TRANSIT	TRANSIT/TRANSPORTATION	6.01
			TOTAL:	1,467.58
COPIER BUSINESS SOLUTIONS	copier contract jan-mar201	GENERAL FUND	STREETS	30.25
	contract overage 2/10-3/9	GENERAL FUND	RECREATION/LEISURE SER	100.68
	copier contract jan-mar201	GENERAL FUND	PARKS	24.20
	contract overage 2/10-3/9	COMMUNITY CENTER	COMMUNITY CENTER	100.68
	copier contract jan-mar201	WATER	ADMIN AND GENERAL	12.10
	copier contract jan-mar201	WASTE WATER FUND	ADMIN AND GENERAL	12.10
	copier contract jan-mar201	ENVIRON SERVICES F	ADMIN AND GENERAL	12.10
	copier contract jan-mar201	ELECTRIC FUND	ADMIN AND GENERAL	30.25
			TOTAL:	322.36

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CREDIT RIVER TOOLS	mirror & combo wrench	GENERAL FUND	STREETS	10.42
	mirror & combo wrench	GENERAL FUND	PARKS	10.42
	mirror & combo wrench	WATER	DISTRIBUTION AND STORA	5.21
	mirror & combo wrench	WASTE WATER FUND	SOURCE/TREATMENT	5.21
	mirror & combo wrench	ENVIRON SERVICES F	REFUSE DISPOSAL	5.21
	mirror & combo wrench	ELECTRIC FUND	POWER DISTRIBUTION	10.42
	mirror & combo wrench	STORMWATER FUND	TREATMENT	5.21
	TOTAL:			52.10
CULLIGAN	solar salt delivered	COMMUNITY CENTER	COMMUNITY CENTER	19.20
			TOTAL:	19.20
CUMMINS NPOWER, LLC	gen#4aftercoolr ring slv,f	ELECTRIC FUND	POWER PRODUCTION	1,126.38
			TOTAL:	1,126.38
CUSHMAN MOTOR COMPANY INC	#407cushman scarifier&tine	GENERAL FUND	PARKS	416.65
			TOTAL:	416.65
DEMCO, INC.	office supplies	LIBRARY FUND	LIBRARY	96.97
			TOTAL:	96.97
DGR ENGINEERING	gen plnt const&testing	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	2,989.30
			TOTAL:	2,989.30
DRANTTEL SALES & SERVICE	wheels	ENVIRON SERVICES F	REFUSE DISPOSAL	38.00
			TOTAL:	38.00
DAN DVORAK	2-12 hr training per diem	GENERAL FUND	FIRE	140.00
			TOTAL:	140.00
EARL F ANDERSEN INC	14 ga sq tube 10'-put w/po	GENERAL FUND	STREETS	65.25
			TOTAL:	65.25
EMERGENCY RESPONSE SOLUTIONS	nomex hood	GENERAL FUND	FIRE	39.80
	2 hfxyellow w/storz coupli	GENERAL FUND	FIRE	543.00
	cover	GENERAL FUND	FIRE	46.57
	receiver assy mask #10	GENERAL FUND	FIRE	257.10
	valve stem repairs tank#47	GENERAL FUND	FIRE	79.40
			TOTAL:	965.87
BETHANN EMLEY	comp air,cd holder,supplie	YOUTH CENTER GRANT	YOUTH CENTER	34.03
			TOTAL:	34.03
FASTENAL COMPANY	prof screwdriver	GENERAL FUND	STREETS	5.73
	masonry drill bits	GENERAL FUND	PARKS	13.36
	sleeve anchor bolts-doors	GENERAL FUND	PARKS	10.40
	masonry drill bits	GENERAL FUND	PARKS	12.00
	screw anchors,masonry bits	GENERAL FUND	PARKS	10.46
	connector	WATER	DISTRIBUTION AND STORA	11.43
	hid 70w bulb	ELECTRIC FUND	POWER DISTRIBUTION	22.60
			TOTAL:	85.98
FORESTRY SUPPLIERS INC	steel toed pack boots	GENERAL FUND	PARKS	404.26
	steel toed pack boots	ENVIRON SERVICES F	ADMIN AND GENERAL	134.76
	pack boots dan k	ENVIRON SERVICES F	ADMIN AND GENERAL	142.46
			TOTAL:	681.48

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GENERATIONS PHOTOGRAPHY & VINYL CREATI	#214 logo & numbers	GENERAL FUND	STREETS	<u>25.00</u>
			TOTAL:	25.00
GENESIS	march fuel	GENERAL FUND	STREETS	<u>8,179.70</u>
			TOTAL:	8,179.70
GREATER MANKATO GROWTH	2nd qtr econ dvlp aggr due	GENERAL FUND	ECONOMIC DEVMT	<u>6,373.00</u>
			TOTAL:	6,373.00
MATT GROCHOW	cell phone reimbursement	GENERAL FUND	POLICE	<u>100.00</u>
			TOTAL:	100.00
GUSTAVUS ADOLPHUS COLLEGE-DINING	storm water mtg food	STORMWATER FUND	ADMINISTRATION AND GEN	<u>68.40</u>
			TOTAL:	68.40
JOHN HANK	mn rural water conf meals	WASTE WATER FUND	ADMIN AND GENERAL	<u>29.28</u>
			TOTAL:	29.28
HAWKINS, INC.	sodium hyd,sodium bisulfat	WATER	PURIFICATION AND TREAT	3,402.00
	chlorine azone15,sod hyd,a	WATER	DISTRIBUTION AND STORA	4,005.46
	sulfuric acid,poly	WASTE WATER FUND	BIOSOLIDS	5,158.52
	sulfuric acid poly &polyme	WASTE WATER FUND	BIOSOLIDS	5,180.91
	sulfuric acid,poly	WASTE WATER FUND	SOURCE/TREATMENT	229.88
	ferric chloride	WASTE WATER FUND	SOURCE/TREATMENT	4,336.88
	sulfuric acid poly &polyme	WASTE WATER FUND	SOURCE/TREATMENT	<u>3,962.98</u>
			TOTAL:	26,276.63
HILLYARD/HUTCHINSON	vac hoses,filters,bags,bru	WASTE WATER FUND	SOURCE/TREATMENT	<u>198.79</u>
			TOTAL:	198.79
HOLIDAY COMMERCIAL	march fuel	GENERAL FUND	POLICE	402.91
	march fuel	GENERAL FUND	FIRE	27.04
	march fuel	GENERAL FUND	BUILDING INSPECTOR	107.70
	march fuel	GENERAL FUND	STREETS	219.85
	march fuel	GENERAL FUND	PARKS	304.05
	march fuel	WATER	DISTRIBUTION AND STORA	399.72
	march fuel	WATER	CUSTOMER ACCOUNTS	13.76
	march fuel	WASTE WATER FUND	SOURCE/TREATMENT	78.04
	march fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	13.76
	march fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	309.74
	march fuel	ELECTRIC FUND	POWER DISTRIBUTION	284.06
	march fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	13.75
	march fuel	STORMWATER FUND	ADMINISTRATION AND GEN	<u>144.95</u>
			TOTAL:	2,319.33
HORVICK INC	#112camlock dust plugs&rep	GENERAL FUND	STREETS	<u>51.77</u>
			TOTAL:	51.77
ICOR TECHNOLOGY INC.	mini caliber robot	2014 EQUIPMENT CER	POLICE	<u>36,971.65</u>
			TOTAL:	36,971.65
INFRATECH	subsurface magnetic locato	STORMWATER FUND	COLLECTIONS/LIFT STATI	<u>829.10</u>
			TOTAL:	829.10
INGRAM BOOK COMPANY	library materials	LIBRARY FUND	LIBRARY	<u>620.58</u>
			TOTAL:	620.58

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
JAVENS MECHANICAL CONTRACTING CO.	boiler#3ignition module re	WASTE WATER FUND	SOURCE/TREATMENT	112.00
			TOTAL:	112.00
BILL JOHNSON	training per diem,mileage	GENERAL FUND	FIRE	146.16
			TOTAL:	146.16
ROBERT E JONES	3days training per diem,mi	GENERAL FUND	FIRE	169.12
			TOTAL:	169.12
DONNIE KLOSSNER	sr dance entertainment	GENERAL FUND	SENIOR COORDINATOR	175.00
			TOTAL:	175.00
KWIK TRIP INC	march fuel	GENERAL FUND	POLICE	2,017.90
	march fuel	GENERAL FUND	STREETS	45.30
	march fuel	GENERAL FUND	PARKS	295.02
	march fuel	WATER	SOURCE OF SUPPLY	8.22
	march fuel	WATER	PURIFICATION AND TREAT	12.32
	march fuel	WATER	DISTRIBUTION AND STORA	61.62
	march fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	48.56
	march fuel	TRANSIT	TRANSIT/TRANSPORTATION	3,268.73
			TOTAL:	5,757.67
LAGER'S INC	#312sway bar bushing	GENERAL FUND	POLICE	27.00
	#22transmission cooler	WATER	DISTRIBUTION AND STORA	337.50
			TOTAL:	364.50
BARBARA A LUKER	st cloud mcfoa mileage,mea	GENERAL FUND	CITY ADMINISTRATION	141.81
			TOTAL:	141.81
MACQUEEN EQUIPMENT INC	#214pelican street sweeper	2014 EQUIPMENT CER	STREETS	185,143.00
			TOTAL:	185,143.00
MARCO, INC.	2/23-3/22 contract	GENERAL FUND	CITY ADMINISTRATION	16.01
	2/23-3/22 contract	GENERAL FUND	CITY CLERK	16.01
	2/23-3/22 contract	GENERAL FUND	FINANCE	10.67
	2/23-3/22 contract	GENERAL FUND	POLICE	8.54
	2/23-3/22 contract	GENERAL FUND	BUILDING INSPECTOR	4.27
	2/23-3/22 contract	GENERAL FUND	PUBLIC WORKS ADMIN	2.13
	2/23-3/22 contract	GENERAL FUND	ECONOMIC DEVMT	1.07
	2/23-3/22 contract	WATER	ADMIN AND GENERAL	9.60
	2/23-3/22 contract	WASTE WATER FUND	ADMIN AND GENERAL	9.60
	2/23-3/22 contract	ELECTRIC FUND	ADMIN AND GENERAL	28.81
			TOTAL:	106.71
MARY'S FLOWERS	flowers	WATER	CUSTOMER ACCOUNTS	8.02
	flowers	WASTE WATER FUND	CUSTOMER ACCOUNTS	8.02
	flowers	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	8.00
	flowers	ELECTRIC FUND	CUSTOMER ACCOUNTS	8.02
			TOTAL:	32.06
MENARDS	electrical supplies	GENERAL FUND	FIRE	23.47
	return electrical supplies	GENERAL FUND	FIRE	11.91-
	(4) 1" crdless vinyl wh	GENERAL FUND	FIRE	73.96
			TOTAL:	85.52
METRO JANITORIAL SUPPLY INC.	cleaner	COMMUNITY CENTER	COMMUNITY CENTER	289.33

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	289.33
METRO SALES INC	copier charges	GENERAL FUND	POLICE	43.20
	leased copier charges	LIBRARY FUND	LIBRARY	456.61
			TOTAL:	499.81
MISC VENDOR	CREATIVE TOUCH FLORAL	GENERAL FUND	POLICE	70.00
	HOGLUND BUS & TRUCK CO	#817passenger door motor	TRANSIT	267.57
			TOTAL:	337.57
MN COMPOSTING COUNCIL	2014membership raoul,dan	ENVIRON SERVICES F	ADMIN AND GENERAL	175.00
			TOTAL:	175.00
PETE MOULTON	mileage mpca conf	WASTE WATER FUND	ADMIN AND GENERAL	103.60
	lions dues	WASTE WATER FUND	ADMIN AND GENERAL	80.00
	mileage 3/17-3/28/14	STORMWATER FUND	ADMINISTRATION AND GEN	24.64
			TOTAL:	208.24
MTI DISTRIBUTING CO	#311pivot frame&caster whe	GENERAL FUND	PARKS	1,632.10
			TOTAL:	1,632.10
MUNICIPAL EMERGENCY SERVICES, INC.	gloves	GENERAL FUND	FIRE	552.24
			TOTAL:	552.24
MVTL LABORATORIES INC	sludge analysis	WASTE WATER FUND	BIOSOLIDS	691.50
	salty dis hwe	WASTE WATER FUND	SOURCE/TREATMENT	150.00
	salty discharge	WASTE WATER FUND	SOURCE/TREATMENT	170.00
			TOTAL:	1,011.50
RON NEARY JR.	training per diem,mileage	GENERAL FUND	FIRE	83.44
			TOTAL:	83.44
NICOLLET COUNTY TREASURER	annual solid waste fee	GENERAL FUND	MUNICIPAL BUILDING	101.00
	librar annual solid waste	LIBRARY FUND	LIBRARY	11.00
	cc annual solid waste tax	COMMUNITY CENTER	COMMUNITY CENTER	11.00
	annual 430 ritt st taxes	TORNADO DISASTER R	ECONOMIC DEVMT	11,363.00
	parkland s/e of welco west	PARK LAND DEDICATI	PARKS	149.00
	parkland s/e of welco west	PARK LAND DEDICATI	PARKS	2,503.00
	annual water tower taxes	WATER	ADMIN AND GENERAL	370.50
			TOTAL:	14,508.50
NORTH CENTRAL INTERNATIONAL	brake chamber	GENERAL FUND	STREETS	155.40
	cb mic holders	GENERAL FUND	STREETS	47.18
			TOTAL:	202.58
PAAPE COMPANIES, INC.	repairs	COMMUNITY CENTER	COMMUNITY CENTER	1,260.00
			TOTAL:	1,260.00
NATHAN PARIS	2014 comp plan gis mapping	GENERAL FUND	ECONOMIC DEVMT	229.50
			TOTAL:	229.50
SYLVIA PERRON	sr dance photos,cutlery,mo	GENERAL FUND	SENIOR COORDINATOR	33.82
			TOTAL:	33.82
DARRELL PETTIS	1-1/2 training per diem	GENERAL FUND	FIRE	70.00
			TOTAL:	70.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
PROFESSIONAL WATER TECHNOLOGIES	antiscalant spectrguard re	WATER	PURIFICATION AND TREAT	10,000.00
			TOTAL:	10,000.00
RONALD D. QUADE	meeting per diem,mileage	GENERAL FUND	FIRE	60.80
			TOTAL:	60.80
QUILL	ink cartridges	GENERAL FUND	STREETS	40.67
	ink cartridges	GENERAL FUND	PARKS	32.54
	ink cartridges	WATER	ADMIN AND GENERAL	16.27
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	16.27
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	16.26
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	40.67
			TOTAL:	162.68
ANDY REDNING	training per diem	GENERAL FUND	FIRE	70.00
			TOTAL:	70.00
REFLECTO PRODUCTS CO	bumper stickers	GENERAL FUND	FIRE	167.40
			TOTAL:	167.40
RIVER'S EDGE HOSPITAL & CLINIC	drug screens	TRANSIT	TRANSIT/TRANSPORTATION	58.00
			TOTAL:	58.00
TOM ROESSLER JR.	training per diem	GENERAL FUND	FIRE	70.00
			TOTAL:	70.00
S&S THERMO DYNAMICS	city hall emergency hvac s	GENERAL FUND	MUNICIPAL BUILDING	2,853.81
			TOTAL:	2,853.81
SAM'S CLUB	5 prs snowshoes	GENERAL FUND	RECREATION/LEISURE SER	336.90
			TOTAL:	336.90
SERVOCAL INSTRUMENTS INC.	sjwp flow test water meter	WATER	SOURCE OF SUPPLY	450.00
	sjwp flow test water meter	WATER	PURIFICATION AND TREAT	450.00
			TOTAL:	900.00
SOUTH CENTRAL COLLEGE	fire school registration m	GENERAL FUND	FIRE	120.00
	2014 fire school registrat	GENERAL FUND	FIRE	1,300.00
			TOTAL:	1,420.00
SOUTH CENTRAL REGIONAL FIRE DEPT. ASSN	2014 dues	GENERAL FUND	FIRE	50.00
			TOTAL:	50.00
SOUTHWEST MN CHAPTER OF ICC	5/21 class dave,dean	GENERAL FUND	BUILDING INSPECTOR	160.00
			TOTAL:	160.00
SPRINT SOLUTIONS, INC.	cell phone svc2/15-3/14	GENERAL FUND	FIRE	17.35
	cell phone svc2/15-3/14	WATER	ADMIN AND GENERAL	39.99
	on call phones2/15-3/14	WATER	ADMIN AND GENERAL	24.30
	on call phones2/15-3/14	WASTE WATER FUND	ADMIN AND GENERAL	30.49
	on call phones2/15-3/14	ELECTRIC FUND	ADMIN AND GENERAL	24.30
			TOTAL:	136.43
ST CLOUD STATE UNIVERSITY	2014mcfoa conf reg9/11-12	GENERAL FUND	CITY ADMINISTRATION	195.00
			TOTAL:	195.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
STATE INDUSTRIAL PRODUCTS	descaler,weed killer	COMMUNITY CENTER	COMMUNITY CENTER	731.71
			TOTAL:	731.71
NICHOLAS STRAND	training per diem	GENERAL FUND	FIRE	70.00
			TOTAL:	70.00
STREICHER'S	flashlight,holder,baton	GENERAL FUND	POLICE	115.98
	belt,knife,pistol mount,pa	GENERAL FUND	POLICE	221.92
	holder,baton	GENERAL FUND	POLICE	124.98
	flashlight,ammunition	GENERAL FUND	POLICE	176.99
	flashlight	GENERAL FUND	POLICE	134.99
			TOTAL:	774.86
JENNIFER THORESON	clothing allowance	WASTE WATER FUND	ADMIN AND GENERAL	96.98
			TOTAL:	96.98
TIGERDIRECT.COM	ups scada server #1	WATER	ADMIN AND GENERAL	184.87
			TOTAL:	184.87
MATT ULMAN	training per diem,mileage	GENERAL FUND	FIRE	173.60
			TOTAL:	173.60
USA BLUE BOOK	amber glass chem jugs	WATER	PURIFICATION AND TREAT	71.79
			TOTAL:	71.79
VISA	video to be reimbursed	GENERAL FUND	NON-DEPARTMENTAL	2.99
	mtg meals russ,george,jeff	GENERAL FUND	CITY ADMINISTRATION	84.68
	graphics software subscrip	GENERAL FUND	CITY ADMINISTRATION	74.95
	st cloud interop conf keit	GENERAL FUND	POLICE	125.00
	sds book/station	GENERAL FUND	FIRE	55.86
	photo ink&paper for appa p	GENERAL FUND	PUBLIC WORKS ADMIN	21.46
	storm sentinel	GENERAL FUND	STREETS	18.07
	sales tax refund	GENERAL FUND	RECREATION/LEISURE SER	5.09-
	sales tax refund	GENERAL FUND	RECREATION/LEISURE SER	14.76-
	swim facility fee renewal	GENERAL FUND	SWIMMING POOL	650.00
	rick afo recert exam fee	GENERAL FUND	SWIMMING POOL	140.00
	color printer for pool	GENERAL FUND	SWIMMING POOL	112.09
	storm sentinel	GENERAL FUND	PARKS	18.07
	dvd plyr&pro-bus,monitor	PUBLIC ACCESS	PUBLIC ACCESS	769.45
	2 stacking chairs	COMMUNITY CENTER	COMMUNITY CENTER	55.48
	6 carafes	COMMUNITY CENTER	COMMUNITY CENTER	126.14
	survey return postage	COMMUNITY CENTER	COMMUNITY CENTER	19.60
	storm sentinel	WATER	DISTRIBUTION AND STORA	9.04
	thawing machine parts	WATER	DISTRIBUTION AND STORA	152.25
	mn rural h20 conf fuel,mea	WATER	ADMIN AND GENERAL	85.14
	storm sentinel	WASTE WATER FUND	SOURCE/TREATMENT	9.04
	storm sentinel	ENVIRON SERVICES F	REFUSE DISPOSAL	9.04
	mn shade tree course dan,r	ENVIRON SERVICES F	ADMIN AND GENERAL	360.00
	storm sentinel	ELECTRIC FUND	POWER DISTRIBUTION	18.07
	appa dc rally meals	ELECTRIC FUND	ADMIN AND GENERAL	111.58
	appa dc rally hotel lew	ELECTRIC FUND	ADMIN AND GENERAL	1,826.30
	appa dc rally hotel kvamme	ELECTRIC FUND	ADMIN AND GENERAL	1,506.84
	appa dc rally hotel strand	ELECTRIC FUND	ADMIN AND GENERAL	1,461.04
	appa dc rally registration	ELECTRIC FUND	ADMIN AND GENERAL	735.00
	msp parking	ELECTRIC FUND	ADMIN AND GENERAL	140.00
	sales tax refund	ELECTRIC FUND	ADMIN AND GENERAL	8.41-

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	storm sentinel	STORMWATER FUND	TREATMENT	9.02
	paws walk supplies	RESTRICTED CONTRIB	COMMUNITY SERVICE	110.98
	babysitter training books	RESTRICTED CONTRIB	RECREATION/LEISURE SER	247.18
	sales tax refund	YOUTH CENTER GRANT	YOUTH CENTER	4.80-
			TOTAL:	9,031.30
VON ESSEN TOWING	towing #11 stuck in snow	TRANSIT	TRANSIT/TRANSPORTATION	55.00
			TOTAL:	55.00
WESCO DISTRIBUTION INC	heb-aa fuse holder	ELECTRIC FUND	NON-DEPARTMENTAL	476.00
	heb-aa fuse holder	ELECTRIC FUND	NON-DEPARTMENTAL	34.00
			TOTAL:	510.00
WILSON DEVELOPMENT SERVICES, LLC	acqu&reloc svc roundabout	PERM IMPROVMENT RE	STREETS	2,077.30
			TOTAL:	2,077.30
TOM WINSELL	cases	GENERAL FUND	POLICE	58.98
			TOTAL:	58.98
WRITE ON	anniversary program gifts	GENERAL FUND	POLICE	45.17
	john h clothing allowance	WASTE WATER FUND	ADMIN AND GENERAL	203.40
			TOTAL:	248.57
WW GOETSCH ASSOCIATES, INC	instl sear repair kit memb	WATER	PURIFICATION AND TREAT	770.00
			TOTAL:	770.00
ZAHL EQUIPMENT SERVICE	inst nozzle boot,labor,tra	GENERAL FUND	STREETS	98.88
	inst nozzle boot,labor,tra	GENERAL FUND	PARKS	79.10
	inst nozzle boot,labor,tra	WATER	ADMIN AND GENERAL	39.55
	inst nozzle boot,labor,tra	WASTE WATER FUND	ADMIN AND GENERAL	39.55
	inst nozzle boot,labor,tra	ENVIRON SERVICES F	ADMIN AND GENERAL	39.54
	inst nozzle boot,labor,tra	ELECTRIC FUND	ADMIN AND GENERAL	98.88
			TOTAL:	395.50

===== FUND TOTALS =====

101	GENERAL FUND	57,020.74
211	LIBRARY FUND	2,576.14
213	PUBLIC ACCESS	775.83
217	COMMUNITY CENTER	4,050.33
240	TORNADO DISASTER REV LOAN	12,212.98
393	2004 SUBDIVISIONS - PIR	1,530.20
401	PERM IMPROVMENT REVOLVING	6,569.54
404	PARK LAND DEDICATION	3,768.50
474	2014 EQUIPMENT CERTIFICAT	222,114.65
601	WATER	22,920.41
602	WASTE WATER FUND	21,120.62
603	ENVIRON SERVICES FUND	1,331.20
604	ELECTRIC FUND	11,888.94
606	STORMWATER FUND	1,103.58
610	TRANSIT	3,655.31
820	RESTRICTED CONTRIBUTIONS	358.16
824	YOUTH CENTER GRANT	29.23

 GRAND TOTAL: 373,026.36

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 –

**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 7,500 are hereby approved:

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Wesco Distribution	500 KVA 3 phase transformer	10,377.56	Electric
Wesco Distribution	13 Streetlight poles, bases and heads	39,234.00	Electric
WESCO/Dura-line	4" and 2" conduit	16,650.00	Electric

2. The following license renewals are hereby approved subject to compliance with City Code regulations and payment of the license fees:

Tree Worker License

Melchior Tree Service	5/1/14 – 4/30/15
Tooltimes Handyman	5/1/14 – 4/13/15

Consumption & Display Permit

Nicollet County Ag Society	400 Union St	4/1/14 – 3/31/15
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3. The following regular and seasonal employee appointments are hereby approved at the wages indicated:

<u>NAME</u>	<u>POSITION</u>	<u>HOURLY WAGE</u>
Jon Biehn	Part-time Meter Reader	\$10.28/hour
Grant Germscheid	Seasonal Utility Laborer	8.00
Jesse Munsterman	Seasonal Utility Laborer	8.00
Reed Bruender	Seasonal Utility Laborer	8.25
Loren Maier	Seasonal Utility Laborer	8.00
Doug Kampen	Seasonal Utility Laborer	8.25
James Vickery	Seasonal Utility Laborer	8.25
Richard Hurlbert	Seasonal Utility Laborer	9.00
Patrick Mears	Seasonal Utility Laborer	9.00
Robert Wendelschafer	Seasonal Utility Laborer	8.75
Roger Schoeb	Seasonal Utility Laborer	8.50
Arik Lokensgard	Parks Laborer	8.25
Seth Wenner	Parks Laborer	8.50
Nathen Kempenich	Parks Laborer	8.25
Scott Leonard	Parks Laborer	8.00

Skip Keller	Parks Laborer	9.25
Bob Lutz	Parks Laborer	8.75
Lance Wilson	Enviro Services Laborer	8.75
Ben Rosburg	Enviro Services Laborer	8.50
Kasandra McCabe	Streets Laborer	8.25
Nick Rosburg	Streets Laborer	8.00
Elizabeth Hanson	Coord/Create A Camp	10.75
Matt Johnson	Coord/Sports/Special Events	10.25
Taylor Zallek	Coord/Volunteer in the Park	9.75
Emily Nelsen	Coord/Preschool/Specialty Camp	9.25
Kara Kocmick	Rec Leader PT	8.25
Erik Thorkleson	Rec Leader	8.00
Katie Hanson	Rec Leader	7.75
Emily Thomas	Rec Leader	7.75
Blake Hardesty	Rec Leader	7.50
Laura Taggart	Rec Leader	7.50
Alexandria Tiedtke	Rec Leader	7.25
Alexandra Rhodes	Rec Leader	7.25
Madelyn Germscheid	Rec Leader	7.25
Samantha Ely	Rec Leader	7.25
Nicole Stenzel	Rec Leader	7.25
Gary Cooper	Rec Leader	7.25
Michael Zellar	Rec Leader	7.25
Alyssa Hagen	Rec Leader	7.25
Bobbi Foss	Rec Leader PT	7.25
Robert Lawson	Rec Leader PT	7.25
Nick Zarn	Rec Leader PT	7.25
Maggie Schroeder	Head Lifeguard	10.75
Ashley Lager	Head Lifeguard	10.25
Brent Chouanard	Head Lifeguard	9.75
Kierstin Karlsrud	Head Lifeguard	9.75
Alissa Lager	WSI/Lifeguard	9.25
Brooke Phillips	WSI/Lifeguard	9.00
Ian Karlsrud	WSI/Lifeguard	9.00
Ingrid Karlsrud	WSI/Lifeguard	8.50
Hallie Douglas	WSI/Lifeguard	8.50
Jackson Keeley	WSI/Lifeguard	8.50
Julia Putz	WSI/Lifeguard	8.50
Jessi Weiss	WSI/Lifeguard	8.50
Alex Willson	WSI/Lifeguard	8.50
Janna Quick	WSI/Lifeguard	8.50
Calli Sizer	WSI/Lifeguard	8.50
Martha Stelter	WSI/Lifeguard	8.50
Megan Stenzel	WSI/Lifeguard	8.50
Brett Zallek	WSI/Lifeguard	8.50
Maggie Conlon	WSI/Lifeguard	8.00
Maddie Harvey	WSI/Lifeguard	8.00
Kaylee Neubauer	WSI/Lifeguard	8.00
Noelle Neubauer	WSI/Lifeguard	8.00
Kaelan Weiss	WSI/Lifeguard	8.00
Laura Taggart	WSI/Lifeguard	8.00

Halla Lindell	Lifeguard	7.25
Brigette Boyer	Lifeguard	7.25
Malik Baxter	Lifeguard	7.00
Grant Germscheid	Lifeguard	7.00
Alyssa Lokensgard	Lifeguard	7.00
Maggie Ringler	Lifeguard	7.00
Sara Rinnkvist	Cashier	6.80
Maddy Meyer	Cashier	6.55
Kylie Wakefield	Cashier	6.55
Tiffani Wilson	Cashier	6.80
Charlie Bushell	Maintenance	9.75

4. The following vehicle, for which the City no longer has a need, is hereby declared as surplus property and Staff is authorized to offer the vehicle for public sale as outlined in the City Code:

2005 Ford E 450 bus – VIN #1FDXE45P15HA60175

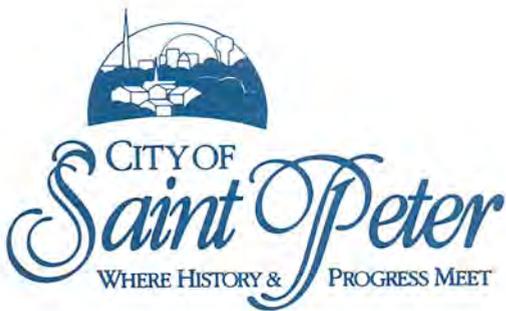
5. The schedule of disbursements for March 20, 2014 through April 9, 2014 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 14th day of April, 2014.

 Timothy Strand
 Mayor

ATTEST:

 Todd Prafke
 City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/10/14

FROM: Lewis G. Giesking
Director of Public Works

RE: Broadway Plant Equipment Upgrade Project Change Order No. 1

ACTION/RECOMMENDATION

Approve Change Order No. 1 for the Broadway Plant Equipment Upgrade Project which will result in a contract deduction of \$9,000.

BACKGROUND

The installation of catalyst equipment for the Broadway generation plant has been completed. The equipment has been tested and is in operation, which means the plant now meets the new Environmental Protection Agency (EPA) requirements for air emissions before the deadline of May 3, 2014. The heat generated from the exhaust could cause overheating of equipment within the plant during warm days which makes it necessary to encase the newly installed equipment on the exhaust system with insulation.

The original specifications called for the installation of a calcium silicate insulation; which is a brittle, fibrous insulation that matches insulation installed around the original exhaust and hospital grade silencers. The newly installed catalyst equipment is configured with setbacks, pressure ports and temperature ports which will make it very difficult to install calcium silicate installation.

Prestige Manufacturing Inc., the contractor on the catalyst project, has proposed an alternative type of insulation which is a fibrous insulation blanket that can be easily cut and fit around the new catalysts. The City's electrical engineers, DeWild, Grant and Reckert Engineering, have evaluated this alternative insulation blanket and determined that it will provide the same or better insulation than the original specified material. The proposed insulation will be easier to install for an overall savings on the contract cost of \$9,000. The original contract price was \$248,750 and the new contract price will be \$239,750.

The deadline for completion of the catalyst installation was March 31, 2014. The installed catalysts meet EPA requirements; therefore, it is proposed to set a new completion date of May 16, 2014. It has taken some time to evaluate the proposed insulation materials and to negotiate the cost reduction. The proposed extension of time will allow for delivery of the new materials and for the contractor to install them before the weather warms substantially.

This change can be accomplished by issuance of a Change Order No. 1 to the original contract.

FISCAL IMPACT:

The net impact of the change order is a reduction in the contract price of \$9,000. The contract work is being funded from the Electric Utility Fund.

ALTERNATIVES AND VARIATIONS:

No action: The contractor will be required to complete the project as per the specifications.

Negative vote: Staff will seek City Council direction concerning the change order.

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 on this agenda item.

LGG/amg

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION AUTHORIZING CHANGE ORDER NUMBER ONE FOR THE BROADWAY EQUIPMENT
UPGRADE PROJECT CATALYST INSTALLATION**

WHEREAS, the Environmental Protection Agency required the city to reduce CO2 emissions from the Broadway generation plant by May 3, 2013; and

WHEREAS, the city entered into a contract with Prestige Manufacturing Inc. of Kimball, Nebraska, on November 25, 2013 for the installation of catalyst equipment; and

WHEREAS, the catalyst equipment has been installed, tested, and is fully operational; and

WHEREAS, the contractor, Prestige Manufacturing Inc. has proposed using a non-specified type of insulation around the catalyst; and

WHEREAS, the city's engineers, DGR Engineers, have evaluated the proposed insulation and is recommending the use of the fibrous insulation blankets; and

WHEREAS, the contractor has agreed to a reduction in the total contract price of \$9,000.00; and

WHEREAS, the contract deadline is proposed to be extended from March 31, 2014 to May 16, 2014 to allow time for the completion of the work; and

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

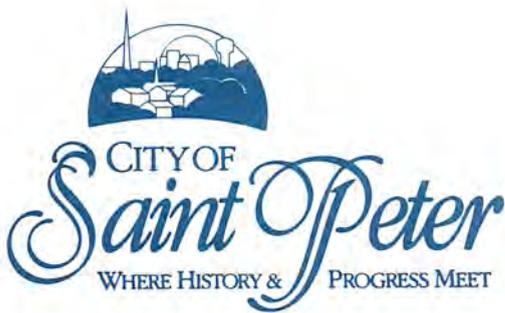
The City Council hereby authorizes the execution of change order number one with Prestige Manufacturing Inc., of Kimball, Nebraska, for a reduction in the contract price of \$9,000.00 and an extension of the contract deadline to May 16, 2014.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of April, 2014.

Tim Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/10/14

FROM: Matt Peters
Chief of Police

RE: Police Vehicle Purchase

ACTION/RECOMMENDATION

Authorize purchase of one Dodge Durango Special Service vehicle in accordance with City of Saint Peter purchasing policy.

BACKGROUND

Since 1998 our operational plan had been to rotate cars out of our fleet by purchasing one car/two cars on alternating years. When this plan has been followed, it has been cost effective and worked well in keeping our fleet safe and in good operating condition. However, due to budget constraints beginning in 2002 we did not purchase squad car in 2003 or 2006; in 2007 we purchased one squad car; and most recently we purchased one car in 2010 and two cars in 2012, and one car in 2013.

Considering the amount of use the vehicles receive (in hours and mileage), our patrol fleet is in the best operating order possible. We were forced to make major repairs to our vehicles at the end of 2006 and January 2007. In 2009 we replaced an engine in one squad.

Through many years of long standing experience we know that it is not cost effective to operate a squad car over approximately 75,000 miles. After 75,000 miles squad cars no longer become viable and are rarely worth the cost of major repairs.

We propose to purchase a Dodge Durango four-wheel-drive. As you know we currently have a Dodge Durango in our fleet. This has been an exceptional vehicle especially this past winter. The four-wheel-drive is valuable in our service to citizens.

That being said, our Officers simply appreciate the overall size of the vehicle. It is better from an ergonomic standpoint to enter and exit a vehicle such as this multiple times a work shift. This becomes especially important considering that most of our Officers are very tall.

It is also important to recognize that officers are required to carry various equipment on them and this requirement is increasing not decreasing. It can be very uncomfortable for an Officer large in stature to be comfortable in a vehicle that has a seat position lower to the ground and a tighter driver seat area. Our Officers have found that it is a much easier vehicle to work out of as compared to a car.

For several years we have considered moving to a large vehicle platform simply because of the police equipment requirements of not only the Officers, but also the vehicle equipment requirements. Also the esthetics and look of the vehicle should not be discounted. Officers want to drive vehicles that project a professional department. We believe these vehicles are a prudent move for now and into the future.

A Dodge Durango is more expensive than a Dodge Charger. A state contract Dodge Charger is approximately \$3,000 less. Maintenance and fuel cost are similar. However, an offsetting consideration is that Dodge Durango's have a much better resale value.

The vehicle we propose to purchase this year will replace a 2010 Dodge Charger with 100,000+ miles.

The price quoted from Lagers, Inc. is less than other comparable State contract vehicles, i.e. Chevrolet 4WD base price, \$31,494.81.

FISCAL IMPACT:

The Lager's Inc. purchase price is \$30,260 plus additional taxes and license fees. The 2014 Equipment Certificate will fund the purchase of this vehicle. The proposed Resolution authorizing these expenditures also includes \$4,000 per vehicle for the transfer/installation of equipment from one vehicle to another, as well as the design graphics for the vehicle.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will wait for further direction.

Negative vote: Staff will attempt to keep the current fleet in operational condition. (This option could cause a delay in service to the community and documentable rationale is that it is not cost effective.)

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.

MP/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 –

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

RESOLUTION APPROVING 2014 EQUIPMENT CERTIFICATE PURCHASE

WHEREAS, the City Council has established a budget and provided funding for purchases to be financed by an equipment certificate; and

WHEREAS, the City is in need of new Police 4-wheel drive patrol vehicle; and

WHEREAS, the vehicles are available through the State bid process; and

WHEREAS, staff recommends the purchase of one Dodge Durango Special Service from Lager's Inc.

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

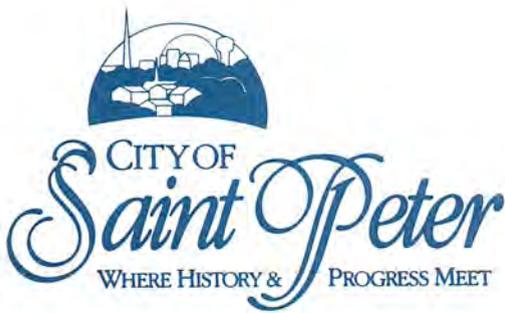
1. Staff is authorized to proceed with purchase of a Dodge Durango Special Service vehicle from Lager's Inc., in the amount of \$30,260, to be funded by the 2014 equipment certificate.
2. Said purchase shall be made consistent with the State of Minnesota contract.
3. Staff is authorized to proceed with the purchase of services to transfer/install equipment removed from 2010 Dodge Charger into the new 2014 vehicle and to install graphic design on the new 2014 Dodge Durango for fees not to exceed \$4,000 per vehicle.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this day of April, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke,
City Administrator

DATE: 4/10/2014

FROM: George Rohrich
River's Edge Hospital and Clinic CEO

RE: Automated Pharmacy System Purchase

ACTION/RECOMMENDATION

Approve purchase of a replacement Automated Pharmacy System.

BACKGROUND

This request is for the River's Edge Hospital and Clinic to replace its existing pharmacy automation system at a cost of \$149,786.79. Replacement is required as the manufacturer of the existing equipment will no longer provide support past October 1, 2014. The existing system was purchased 10 years ago.

The pharmacy automation system ensures the right medicine at the right time is available to be administered to the patient. It controls inventory, safeguards narcotics, and maintains required documentation of pharmacy transactions. This equipment is vital as the Hospital does not maintain a Pharmacist on staff or in the building around the clock.

Two bids were received for this equipment:

- Pyxis - \$116,912.00
- Omnicell - \$149,786

Although Omnicell is more expensive, we are recommending its' purchase for the following reasons:

- Higher quality construction
- Longer automated records retention
- Better use references, coupled with our experience with Pyxis
- The machine better fits the space allocated

Support services and training are included with the purchase.

FISCAL IMPACT:

The cost of the equipment, \$149,786.79, will be paid by Hospital Depreciation funds.

ALTERNATIVES/VARIATIONS:

Do Not Act: Staff will wait for additional direction from the Council. A significant wait could mean that we will not be able to have training and the replacement equipment in place prior to the time the current unit is no longer supported and its interconnection with our electronic health records system could be a concern.

Denial: Staff will use the current system and work to address issues as they arise. Long term, a better strategy would need to be implemented which could include having our pharmacy staffed 24/365.

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 this agenda item.

GR/

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 - _____

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

**RESOLUTION APPROVING PURCHASE OF OMNICELL PHARMACY AUTOMATION
SYSTEM FOR RIVER'S EDGE HOSPITAL AND CLINIC**

WHEREAS, the City Code requires City Council approval for all Hospital purchases exceeding \$15,000; and

WHEREAS, River's Edge Hospital and Clinic wishes to replace its pharmacy automation system and

WHEREAS, the system must be in place by September, 2014; and

WHEREAS, Hospital staff recommends the purchase of the system from Omnicell, Inc.; and

WHEREAS, funds are available in the Hospital Depreciation Fund for this purchase.

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

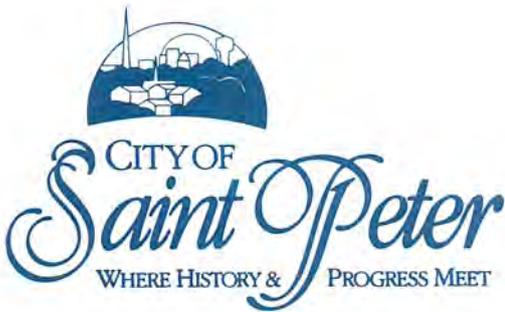
1. River's Edge Hospital and Clinic is authorized to proceed with the replacement of a pharmacy automation system from Omnicell, Inc. in the amount of \$149,786.79.
2. Funding for the purchase shall be from Hospital Depreciation Fund.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of April, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 4/10/2014

FROM: George Rohrich
River's Edge Hospital and Clinic

RE: Cystoscopy System Purchase

ACTION/RECOMMENDATION

Approve purchase of a cystoscopy system for urology procedures at the Hospital.

BACKGROUND

This request is for the River's Edge Hospital and Clinic (REHC) to purchase a cystoscopy system. This equipment will enable urology procedures to be performed at the Hospital.

The Hospital has been working with a urologist who is willing to perform urologic procedures at REHC if cystoscopy equipment is available. The urologist assisted REHC in selection of the necessary equipment. Three quotes were received for this purchase as outlined on the attached summary.

We recommend the Olympus proposal because it has a superior quality and service record and our doctors prefer it based on their use of similar equipment at other facilities. The Hospital has both gastroscopes and colonoscopes from Olympus.

FISCAL IMPACT:

Funding for the purchase, in the amount of \$33,001.21, will be from the Hospital Operations fund. This equipment will result in a new source of revenue for REHC. REHC estimates this new service line will generate the cost of this equipment in 2 years or less.

ALTERNATIVES/VARIATIONS:

Do Not Act: No urological procedures would be able to be performed until the equipment becomes available to the Urologist.

Denial: New urological services would not be available or preformed at hospital.

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

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

GR/

Urology Equipment

Department: Surgery

- To obtain equipment for surgeries currently performed by Dr. Goldberg

Capital or Operating? Capital

Competitive Bids Obtained? Yes. Quotes from Olympus, Stryker and UHS

Describe Equipment:

	<u>Olympus</u>	<u>Stryker</u>	<u>UHS</u>
	- New	- New	- Recertified/PreOwned
	\$ 33,001.21	27,285.47	27,000.00
Cystoscopes	1-Rigid 30 degrees \$ 7,315.10		
	1-Rigid 70 degrees \$ 6,461.00		
	1-Rigid 12 degrees \$ 9,833.20		
	1-Flexible w/ forceps \$ 9,391.91		

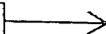
need to verify Stryker has all items listed in Olympus quote; UHS missing electrode item

Financing Options:

Capital Lease	Capital Lease	No Financing on Purchase
24 mn (zero due first 6 mns)	- 24 or 36 mn	Operating Lease option
\$ 1,955.00 \$ 35,190.00	1,211.52 29,076.48	12,24,60 mns
	835.53 30,079.08	3,115.00 37,380.00
		1,950.00 46,800.00
		1,260.00 75,600.00
12 mn		
\$ 2,750.10 \$ 33,001.20		
24 mn adtl cost \$ 2,188.80		
Operating Lease		
- 24 or 36 mn		
1,346.00 32,304.00		
916.78 33,004.08		

Physicians Preference: Olympus Equipment

Proposed at March commission mtg and approved. Financed through operations cash.



hh

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 - _____

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

**RESOLUTION APPROVING PURCHASE OF OMNICELL CYSTOSCOPY SYSTEM FOR
RIVER'S EDGE HOSPITAL AND CLINIC**

WHEREAS, the City Code requires City Council approval for all Hospital purchases exceeding \$15,000; and

WHEREAS, River's Edge Hospital and Clinic wishes to purchase a cystoscopy system which will allow urologists to perform urology procedures at the Hospital; and

WHEREAS, three quotes were received for the purchase and Hospital staff recommends the purchase of the system from Olympus America, Inc.; and

WHEREAS, funds are available in the Hospital's Operations Fund.

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

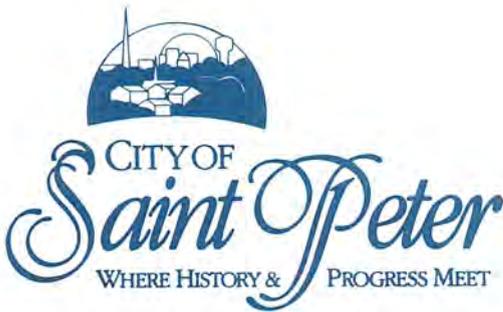
1. River's Edge Hospital and Clinic is authorized to proceed with purchase of a cystoscopy system from Olympus America, Inc. in the amount of \$33,001.21.
2. Funding for the purchase shall be from the Hospital Operations Fund.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of April, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/08/14

FROM: Russ Wille
Community Development Director

RE: Welco West No. 2 Subdivision (Preliminary and Final Plats)

ACTION/RECOMMENDATION

Adopt the attached resolutions accepting the Preliminary Plat and then the Final Plat of Welco West No. 2 subdivision as recommended by the Planning and Zoning Commission.

BACKGROUND

Welco West Subdivision was constructed by Westerman Lumber Co. for the development of townhome residential units. The development was to be developed as 2 and 3 unit, attached townhouses.

After only 11 townhomes were constructed, the developer experienced bankruptcy and the subdivision was soon subject to tax forfeiture. The City of Saint Peter negotiated the acquisition of the defunct subdivision from Nicollet County and solicited development proposals from area contractors and realtors.

Upon review of the two submittals, the City Council determined that the proposal submitted by Michael and Julie Drummer was most desirable and addressed the housing needs of the community as determined in the 2012 Housing Study. The City Council has subsequently sold the property to the Drummers for redevelopment.

The lots within the original Welco West Subdivision were specifically platted for "zero lot line" development of attached 2 and 3 unit townhouses. The existing plat would not accommodate the revised development plan created by the Drummers. Therefore, it is necessary and appropriate to provide for the replatting to allow for an alternative development of the subdivision.

In the southeast corner of the subdivision, the Drummers intend to construct 12 townhome units significantly similar to the existing townhomes previously constructed by Westerman Lumber Co. This particular area of the existing subdivision will not need to be replatted as the existing lots will already accommodate the construction of townhomes.

With the exception of the far southern portion of the existing subdivision, the balance of Welco West will need to be re-platted to accommodate the construction of single-family homes. The submitted plat of Welco West No. 2 Subdivision depicts 32 single-family lots.

The majority of the property North of Meridian Street will be re-platted as Lots 1 and 2, Block 4, Welco West No. 2 Subdivision and Drummer intends to construct a 40 unit multi-family residential structure in Block 4.

A temporary stormwater basin will remain north of Meridian Street. The City has constructed a temporary stormwater basin within what will be re-platted as Block 4. Once the City is able to site a permanent, regional stormwater basin, the pond within Block 4 could be abandoned and made available for development of a second 40 unit structure.

All of the new lots created within Welco West No. 2 subdivision conform to the minimum requirements of the zoning and subdivision ordinances.

Following notice as provided in statute, the Planning and Zoning Commission held a public hearing on the Preliminary Plat of Welco West No. 2 subdivision. Following the conclusion of the hearing, the Planning Commission has recommended that the City Council accept the Preliminary Plat and the Final Plat of Welco West No. 2 subdivision as submitted by Michael and Julie Drummer.

FISCAL IMPACT:

The Drummers have paid the established fee for review of the re-platting. The City will incur costs to record the Final Plat of Welco West No. 2 subdivision once approved by the Council.

ALTERNATIVES/VARIATIONS:

Do not act: This action would effectively table the matter.

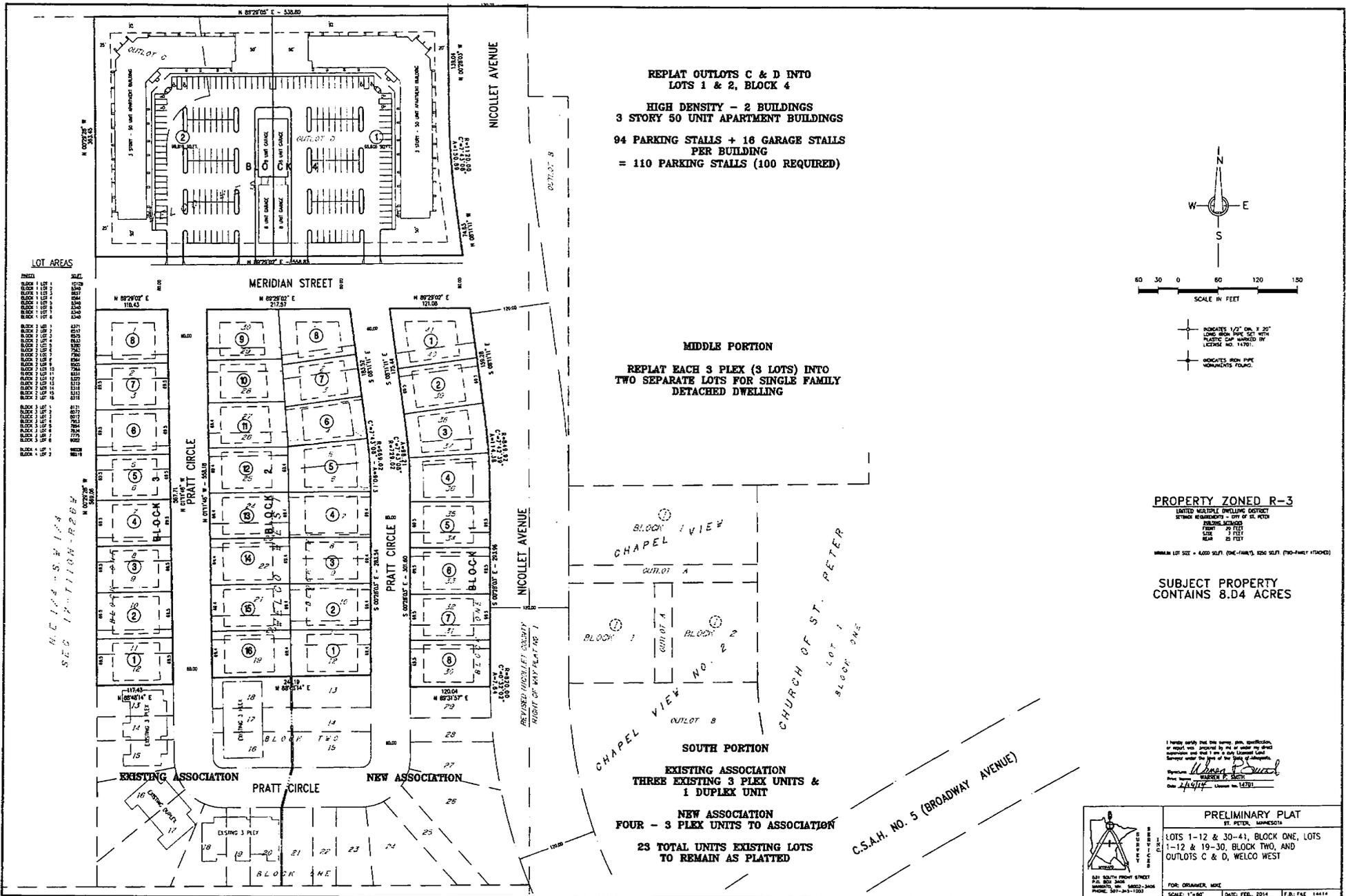
Negative Votes: The Drummers will be asked to submit an alternative plat for future considerations.

Modification of the Resolution: The plats should be considered as submitted. Alterations may necessitate additional public hearings to receive citizen input.

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

RJW

84



REPLAT OUTLOTS C & D INTO
 LOTS 1 & 2, BLOCK 4

HIGH DENSITY - 2 BUILDINGS
 3 STORY 50 UNIT APARTMENT BUILDINGS

94 PARKING STALLS + 18 GARAGE STALLS
 PER BUILDING
 = 110 PARKING STALLS (100 REQUIRED)

MIDDLE PORTION

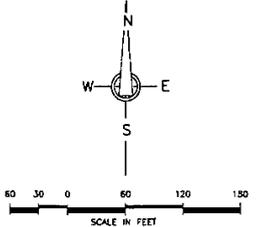
REPLAT EACH 3 PLEX (3 LOTS) INTO
 TWO SEPARATE LOTS FOR SINGLE FAMILY
 DETACHED DWELLING

SOUTH PORTION

EXISTING ASSOCIATION
 THREE EXISTING 3 PLEX UNITS &
 1 DUPLEX UNIT

NEW ASSOCIATION
 FOUR - 3 PLEX UNITS TO ASSOCIATION

23 TOTAL UNITS EXISTING LOTS
 TO REMAIN AS PLATTED



INDICATES 1/2" OR 1/4" LONG IRON PIPES SET WITH PLASTIC CAP MARKED BY LICENSE NO. 14701

INDICATES IRON PIPE MARKINGS FOUND

PROPERTY ZONED R-3

LIMITED MULTIPLE DWELLING DISTRICT
 SETBACK REQUIREMENTS - CITY OF ST. PETER

FRONT	25 FEET
REAR	25 FEET
SIDE	10 FEET

MINIMUM LOT SIZE = 6,000 SQ. FT. (ONE-FAMILY), 8,000 SQ. FT. (TWO-FAMILY UNITS)

SUBJECT PROPERTY
 CONTAINS 8.04 ACRES

I hereby certify that the survey, plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Signature: *Warren P. Smith*
 Title: *WARREN P. SMITH*
 Date: *2/14/14*

	PRELIMINARY PLAT ST. PETER, MINNESOTA
	LOTS 1-12 & 30-41, BLOCK ONE, LOTS 1-12 & 19-30, BLOCK TWO, AND OUTLOTS C & D, WELCO WEST
FOR: DESIGNER, INC. SCALE: 1"=60' DATE: FEB. 2014 P.L. FAX: 144114	

WELCO WEST NO. 2

CITY OF ST. PETER NICOLLET COUNTY, MINNESOTA

INSTRUMENT OF DEDICATION

Know all men by these present that we, Michael A. Drummer and Julie K. Drummer, husband and wife, fee owners of the following described property to wit:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 490, and 41, Block One; Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29 and 30, Block Two; and Outlots C and D, Welco West, according to the plat thereof on file and of record with the Nicollet County Recorder. Containing 10.65 Acres.

do hereby declare that we have caused the above described property to be surveyed and plotted and monuments to be set, that we have named said plotted area WELCO WEST NO. 2 and that we dedicate to the public use the easements shown hereon.

Dated this _____ day of _____, 2014 by Michael A. Drummer and Julie K. Drummer.

Michael A. Drummer

Julie K. Drummer

NOTARY CERTIFICATE

State of Minnesota
County of Blue Earth

On this the ____ day of _____, 2014, before me a Notary Public within and for said County, personally Michael A. Drummer and Julie K. Drummer, husband and wife, known by me to be the persons named in the foregoing instrument and who did acknowledge said instrument to be their free act and deed.

Notary Public

SURVEYOR'S CERTIFICATE

I, Warren P. Smith, Licensed Land Surveyor, do hereby certify that I have surveyed or directly supervised the survey of the property described on this plat, prepared this plat or directly supervised the preparation of this plat of WELCO WEST NO. 2; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments indicated on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of the surveyor's certification are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 2014.

Warren P. Smith, Licensed Land Surveyor
Minnesota License No. 14701

State of Minnesota
County of Blue Earth

The foregoing Surveyor's Certificate was acknowledged before me this ____ day of _____, 2014, by Warren P. Smith, a Licensed Land Surveyor.

Notary Public, Blue Earth County, MN
My commission expires _____

APPROVALS

Be it known that on this the ____ day of _____, 2014, the Planning Commission of the City of St. Peter did duly review this plat of WELCO WEST NO. 2.

Chairman _____

Secretary _____

Be it known that on this the ____ day of _____, 2014, the City Council of the City of St. Peter did duly approve this plat of WELCO WEST NO. 2.

Mayor _____

Clerk _____

TITLE OPINION

I, Richard C. Nelson, a licensed attorney in the State of Minnesota, do hereby certify that the owners as indicated hereon, represent all ownership interest in the land encompassed by this plat.

Richard C. Nelson, Licensed Attorney

COUNTY AUDITOR/TREASURER

I hereby certify that there are no delinquent taxes and/or delinquent special assessments, that the current taxes have been paid and that the transfer has been entered on the land described herein on the ____ day of _____, 2014.

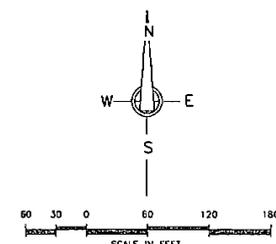
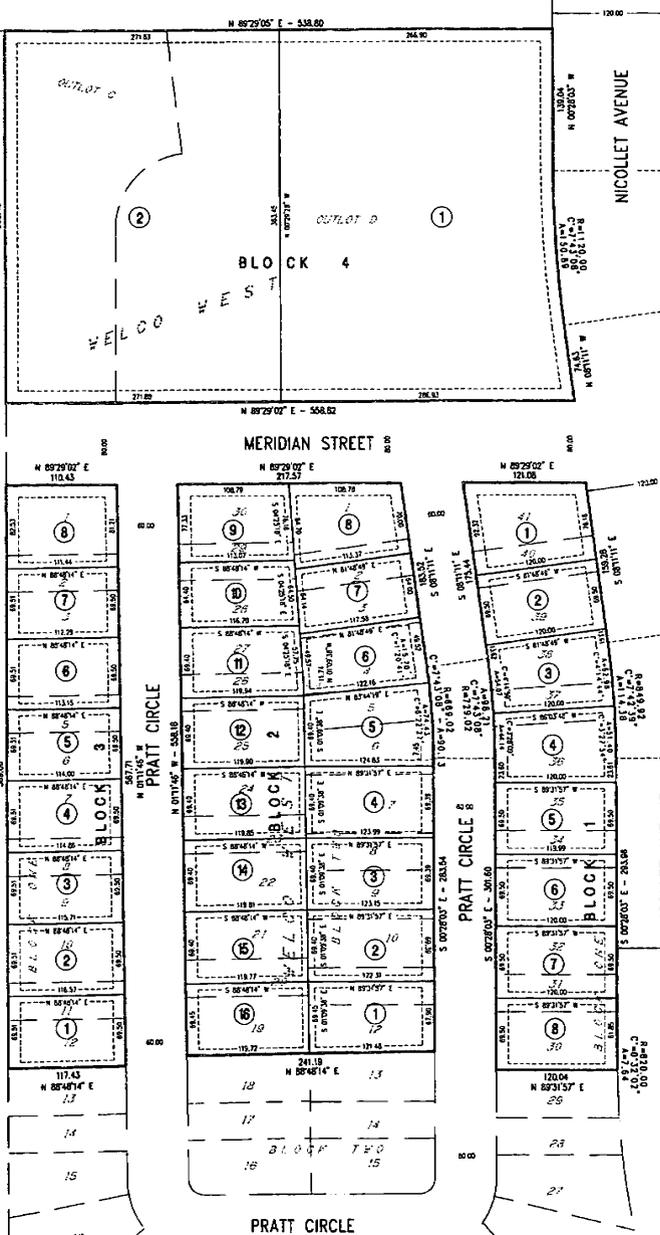
County Auditor/Treasurer _____

I hereby certify that this instrument was filed in my office for record on this, the ____ day of _____, 2014, at ____ o'clock, ____ M., and that it is duly recorded on _____ Plots, Number _____.

FINAL PLAT
PENDING FINAL REVIEW
(02/19/2014)
SURVEY SERVICES, INC.

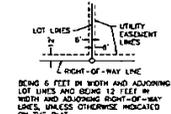
LOT AREAS

Block	Lot	Area
Block 1	Lot 1	0.12
Block 1	Lot 2	0.12
Block 1	Lot 3	0.12
Block 1	Lot 4	0.12
Block 1	Lot 5	0.12
Block 1	Lot 6	0.12
Block 1	Lot 7	0.12
Block 1	Lot 8	0.12
Block 1	Lot 9	0.12
Block 1	Lot 10	0.12
Block 1	Lot 11	0.12
Block 1	Lot 12	0.12
Block 1	Lot 13	0.12
Block 1	Lot 14	0.12
Block 1	Lot 15	0.12
Block 1	Lot 16	0.12
Block 1	Lot 17	0.12
Block 1	Lot 18	0.12
Block 1	Lot 19	0.12
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Block 1	Lot 27	0.12
Block 1	Lot 28	0.12
Block 1	Lot 29	0.12
Block 1	Lot 30	0.12
Block 1	Lot 31	0.12
Block 1	Lot 32	0.12
Block 1	Lot 33	0.12
Block 1	Lot 34	0.12
Block 1	Lot 35	0.12
Block 1	Lot 36	0.12
Block 1	Lot 37	0.12
Block 1	Lot 38	0.12
Block 1	Lot 39	0.12
Block 1	Lot 40	0.12
Block 1	Lot 41	0.12
Block 1	Lot 42	0.12
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Block 1	Lot 44	0.12
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Block 1	Lot 47	0.12
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Block 1	Lot 50	0.12
Block 1	Lot 51	0.12
Block 1	Lot 52	0.12
Block 1	Lot 53	0.12
Block 1	Lot 54	0.12
Block 1	Lot 55	0.12
Block 1	Lot 56	0.12
Block 1	Lot 57	0.12
Block 1	Lot 58	0.12
Block 1	Lot 59	0.12
Block 1	Lot 60	0.12
Block 1	Lot 61	0.12
Block 1	Lot 62	0.12
Block 1	Lot 63	0.12
Block 1	Lot 64	0.12
Block 1	Lot 65	0.12
Block 1	Lot 66	0.12
Block 1	Lot 67	0.12
Block 1	Lot 68	0.12
Block 1	Lot 69	0.12
Block 1	Lot 70	0.12
Block 1	Lot 71	0.12
Block 1	Lot 72	0.12
Block 1	Lot 73	0.12
Block 1	Lot 74	0.12
Block 1	Lot 75	0.12
Block 1	Lot 76	0.12
Block 1	Lot 77	0.12
Block 1	Lot 78	0.12
Block 1	Lot 79	0.12
Block 1	Lot 80	0.12
Block 1	Lot 81	0.12
Block 1	Lot 82	0.12
Block 1	Lot 83	0.12
Block 1	Lot 84	0.12
Block 1	Lot 85	0.12
Block 1	Lot 86	0.12
Block 1	Lot 87	0.12
Block 1	Lot 88	0.12
Block 1	Lot 89	0.12
Block 1	Lot 90	0.12
Block 1	Lot 91	0.12
Block 1	Lot 92	0.12
Block 1	Lot 93	0.12
Block 1	Lot 94	0.12
Block 1	Lot 95	0.12
Block 1	Lot 96	0.12
Block 1	Lot 97	0.12
Block 1	Lot 98	0.12
Block 1	Lot 99	0.12
Block 1	Lot 100	0.12



INDICATES 1/2" DIA. X 30" LONG IRON PIPE SET WITH PLASTIC CAP MARKED BY LICENSE NO. 14701

INDICATES IRON PIPE MONUMENTS FOUND



LEGEND

ARC DISTANCE
RADIUS LEANCH
CENTRAL ANGLE
POINT OF CURVATURE
POINT OF TANGENCY

bh

WELCO WEST NO. 2
S.E.C. 17-T11N-12R-9E

RECEIVED NICOLLET COUNTY
RIGHT OF WAY PLAT NO. 1

BLOCK 1 VIEW
CHAPEL VIEW
OUTLOT A
OUTLOT B
BLOCK 1
OUTLOT 4
BLOCK 2
CHAPEL VIEW NO. 2

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

RESOLUTION ACCEPTING PRELIMINARY PLAT OF WELCO WEST NO. 2 SUBDIVISION

WHEREAS, property owners Michael and Julie Drummer have submitted the required forms and plans; and have paid the appropriate fee for a Preliminary Plat review of Welco West No. 2 Subdivision; and

WHEREAS, the Welco West No. 2 Subdivision plat provides for the re-platting of the Welco West Subdivision which had been subject to tax forfeiture; and

WHEREAS, the owners of the property are seeking to re-plat the property to accommodate a residential development providing for the construction of townhomes, single family houses and a multi-family apartment complex; and

WHEREAS, the Drummers have submitted the Preliminary Plat of Welco West No. 2 subdivision for Planning and Zoning Commission and City Council review; and

WHEREAS, the Planning and Zoning Commission had reviewed the Preliminary Plat of Welco West No. 2 Subdivision pursuant to the requirements of Chapter 44 of the City Code; and

WHEREAS, notice of public hearing was advertised as per State Statute and interested parties were provided an opportunity before the Planning and Zoning Commission to comment on the propose Preliminary Plat of Welco West No. 2 subdivision; and

WHEREAS, the Planning and Zoning Commission has found that the Preliminary Plat of Welco West No. 2 Subdivision conforms to the Comprehensive Plan of the City and the Planning and Zoning Commission has considered the requirements of the community so that the Plat will provide a consistent and unified scheme for the development of the community; and

WHEREAS, the Planning and Zoning Commission recommends that the City Council accept the Preliminary Plat of Welco West No. 2 as submitted.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: The Preliminary Plat of Welco West No. 2 is hereby accepted as submitted by Michael and Julie Drummer.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of March, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

RESOLUTION APPROVING FINAL PLAT OF WELCO WEST NO. 2 SUBDIVISION

WHEREAS, property owners Michael and Julie Drummer have submitted the required forms and plans; and have paid the appropriate fee for a Final Plat review of Welco West No. 2 subdivision; and

WHEREAS, the Final Plat of Welco West No. 2 subdivision provides for a re-platting of the Welco West Subdivision which had been subject to tax forfeiture; and

WHEREAS, the owners of the property are seeking to re-plat the property to accommodate a residential development providing for the construction of townhomes, single family houses and a multi-family residential dwelling; and

WHEREAS, the Drummers have submitted the Final Plat of Welco West No. 2 subdivision for Planning and Zoning Commission review; and

WHEREAS, the Planning and Zoning Commission has found that the Final Plat of Welco West No. 2 subdivision conforms to the Comprehensive Plan of the City and the Planning and Zoning Commission has considered the requirements of the community so that the Plat will provide a consistent and unified scheme for the development of the community; and

WHEREAS, the Planning and Zoning Commission has recommended that the City Council accept the Final Plat of Welco West No. 2 subdivision as submitted by Michael and Julie Drummer; and

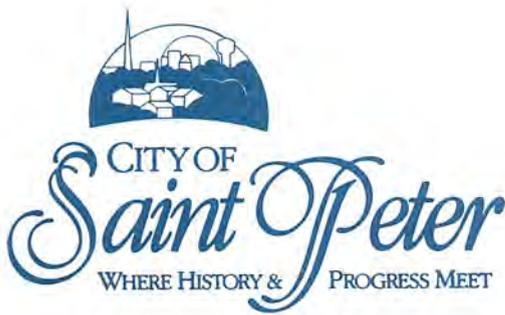
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the Final Plat of Welco West No. 2 subdivision is hereby approved as submitted by Michael and Julie Drummer.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of April, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/08/14

FROM: Russ Wille
Community Development Director

RE: City of Saint Peter Right-of-Way Plat No. 3

ACTION/RECOMMENDATION

Adopt the attached resolution accepting and adopting the City of Saint Peter Road Right-of-Way Plat No. 3 as recommended by the Planning and Zoning Commission.

BACKGROUND

As the Minnesota Department of Transportation (MnDOT) has planned for the reconstruction of Highway 169, the City of Saint Peter has planned to make improvements to Old Minnesota Avenue and Saint Julien Street.

To effectively manage traffic control within the area, the City has planned for the construction of a roundabout within the Old Minnesota Avenue and West Saint Julien Street intersection. It has been determined by computer modeling that the roundabout would provide the best solution to manage the increased traffic expected for the area as additional commercial development is undertaken.

To provide sufficient land for the construction of a roundabout at this intersection, additional road right-of-way is necessary to accommodate the designed improvement. City of Saint Peter Right-of-Way Plat No. 3 depicts the right-of-way necessary for the roundabout.

The plat indicates that to accommodate the construction of a roundabout, the City will be required to acquire land from the property owners adjacent to the intersection. Additional land will need to be acquired from Michael Skrove (Skrove Automotive), National Retail Properties (Carquest), Northern Con-Agg, Lyndale Terminal Company (Holiday) and McDonalds Real Estate Company.

While property will need to be acquired from the listed property owners, it must be noted that adoption of the plat does not cause the transfer or sale of any property. It is the City's intent that the property acquisitions will be negotiated between the City and the private interests.

It should also be noted that adoption of the plat does not establish a timeline for roundabout construction. The plat does not obligate the City to construct any particular traffic control devices nor does it limit the activities which may be undertaken within the right-of-way.

The Planning and Zoning Commission held a public hearing regarding the proposed right-of-way plat on April 1, 2014. Following the hearing, the Commission voted unanimously to recommend that the City Council accept the plat as submitted.

FISCAL IMPACT:

The City will incur the costs of recording the plat once adopted by the City Council.

ALTERNATIVES/VARIATIONS:

Do not act: Such action would effectively table the matter.

Negative Votes: The plat will not be adopted to accommodate the construction of traffic control structures.

Modification of the Resolution: The plat must be considered as presented and alterations may necessitate another public hearing for additional public input.

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

RJW

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

RESOLUTION APPROVING THE CITY OF SAINT PETER ROAD RIGHT OF WAY PLAT NO.

3

WHEREAS, the City of Saint Peter has planned for the construction of improvements at the intersection of Old Minnesota Avenue and West Saint Julien Street; and

WHEREAS, pursuant to Minnesota Statute §160.085, the City of Saint Peter has prepared a plat of lands to be acquired for the completion of the planned construction; and

WHEREAS, the proposed construction is consistent with the City's Area Transportation Plan adopted by the City Council; and

WHEREAS, the Planning and Zoning Commission reviewed the proposed City of Saint Peter Road Right of Way Plat No. 3; and

WHEREAS, the Planning and Zoning Commission finds that the proposed traffic control is necessary to manage the increased future traffic levels anticipated for the immediate area; and

WHEREAS, the Planning and Zoning Commission finds that the addition of sidewalks will enhance the circulation within the area and improve the safety of pedestrians; and

WHEREAS, the Planning and Zoning Commission also finds that the completed project will improve the quality of stormwater entering the Minnesota River; and

WHEREAS, the Planning and Zoning Commission held a public hearing on April 1, 2014 to receive citizen input regarding the plat and has recommended that the City Council accept the plat as presented.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: City of Saint Peter Right-of-Way Plat No. 3 is hereby adopted and accepted.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of April, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



City of Saint Peter

Home of Gustavus
Adolphus College

County Seat of
Historic Nicollet County

City Attorney
James W. Brandt

Assistant City Attorney
Stefanie L. Menning

219 West Nassau
P.O. Box 57
Saint Peter, Minnesota
56082
(507) 931-6940
FAX (507) 931-6909



MEMORANDUM

TO: Mayor Strand and Council Members

FROM: James W. Brandt 

DATE: April 4, 2014

RE: Lease of Farmland

Action/Recommendation: Approve the attached Farm Lease to Brett R. Annexstad

BACKGROUND

Last fall, the City purchased approximately 75 acres west of the city limits for the purpose of developing future parkland. Since the land was purchased late in the year after freeze up, the City was unable to begin preparing the land for a park last fall.

Since it is recommended to begin growing grass in the fall, it was recommended to lease the farmland for the coming crop year.

In an attempt to find an appropriate tenant, I first discussed this matter with the previous tenant, Bill Lambert. Mr. Lambert declined to lease the land for this coming crop year and recommended that I discuss this matter with Grant Annexstad, who farms the land immediately to the north of this property.

Prior to discussing the Lease with Mr. Annexstad, I reviewed other rental properties within the St. Peter river valley. Since the soil in the St. Peter river valley is sandy, the rentals are substantially less than the heavier clay soils above the ridgeline to the west of the City.

After reviewing rentals in the St. Peter river valley, I had a discussion with Grant Annexstad. Grant Annexstad made an offer of \$210.00 per tillable acre. Given the other rentals that I had reviewed, \$210.00 is a very fair rental and I would suggest the Council approve the rental.

Grant asked whether his son, Brett Annexstad, who is a 2006 St. Peter graduate, would be allowed to rent the farm. Brett has executed the Lease and has submitted the full amount of rental payment.

FISCAL IMPACT

The tenant has paid the \$14,700.00 rental fee.

ALTERNATIVES/VARIATIONS

Do not act; the tenant will be notified of the Council's decision not to act in the matter and the City will return the tenant's check.

NEGATIVE VOTES

The tenant will be notified of the City Council's denial of the Lease

MODIFICATION/RESOLUTIONS

Given that Brett Annexstad has executed the Lease and submitted payment, any alteration would need to be acceptable to Mr. Annexstad.

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

FARM LEASE

On this 14th day of April, 2014, it is agreed the City of Saint Peter, a Minnesota municipal corporation, as Lessor, hereby leases and rents to Brett R. Annexstad, as Lessee, the farm land lying in Nicollet County, Minnesota, described as follows, to-wit:

The South Half of the Southwest Quarter (S $\frac{1}{2}$ of SW $\frac{1}{4}$), Section Seventeen (17), Township 110 North, Range 26 West, Nicollet County, Minnesota, EXCEPTING THEREFROM the following described parcel of land:

All that part of Parcel 2, Nicollet County Right of Way Plat No. 1, lying in the Southeast Quarter of the Southwest Quarter and the Southwest Quarter of the Southwest Quarter of Section 17, Township 110 North, Range 26 West, Nicollet County, Minnesota, described as: Commencing at the South Quarter corner of Section 17; thence North 00 degrees 07 minutes 44 seconds East (assumed bearing) on the East line of the Southwest Quarter of Section 17, a distance of 946.54 feet to a Southeasterly corner of said Parcel 2 and the point of beginning; thence continuing North 00 degrees 07 minutes 44 seconds East on said East line, 151.69 feet to a Northeasterly corner of said Parcel 2 and a point on a 5784.48 foot radius nontangential curve to the left having a central angle of 02 degrees 52 minutes 06 seconds and a 289.55 foot chord which bears South 51 degrees 26 minutes 39 seconds West; thence on the curve and Northeasterly line of said Parcel 2, a distance of 289.58 feet to the point of tangency; thence South 50 degrees 00 minutes 36 seconds West on said Northeasterly line, 936.91 feet to a point on a 1085.90 foot radius curve to the right having a central angle of 21 degrees 42 minutes 59 seconds; thence on the curve and said Northeasterly line, 411.58 feet; thence South 18 degrees 16 minutes 25 seconds East, 20.00 feet to a point on a 1105.90 foot radius nontangential curve to the right having a central angle of 15 degrees 36 minutes 33 seconds and a 300.35 foot chord which bears South 79 degrees 31 minutes and 51 seconds West; thence on the curve 301.28 feet to the point of intersection with the North right of way line of a public road being 41.25 feet North of the South line of the Southwest Quarter of Section 17; thence North 89 degrees 56 minutes 24 seconds West; not tangent to previous curve on said right of way line, 52.57 feet; thence South 00 degrees 03 minutes 36 seconds West, 41.25 feet to a South line of said parcel 2 and the South line of the Southwest Quarter of Section 17; thence South 89 degrees 56 minutes 24 seconds East on said South line, 375.64 feet to a point on a 1205.90 foot nontangential radius curve to the left, having a central angle of 21 degrees 54

minutes 01 seconds and a 458.13 foot chord which bears North 60 degrees 57 minutes 37 seconds East; thence on the curve and Southerly line of said Parcel 2, a distance of 460.93 feet to the point of tangency; thence North 50 degrees 00 minutes 36 seconds East on said Southerly line, 936.91 feet to a point on a 5664.48 foot radius curve to the right, having a central angle of 01 degrees 56 minutes 22 seconds; thence on the curve and said Southerly line, 191.75 feet to the point of beginning;

and

Parcel No. "16" of Nicollet County Right-of-Way Plat No. 27. And Parcel No. "2N1" of Revised Nicollet County Right-of-Way Plat No. 1 for CSAH 5, according to the plat thereof on file in the office of the Nicollet County Recorder;

for the term of one crop year beginning the first day of April, 2014, and ending upon the removal of the crop no later than December 31, 2014.

Said Lessee, in consideration of said lease, hereby covenants with said Lessor as follows, to-wit:

RENT: That Lessee will pay to said Lessor rent for said land the sum of \$14,700.00 in cash, the receipt of which is hereby acknowledged.

OPERATION: That Lessee will farm said land according to the best practices in the locality thereof and furnish all hired help, tools, implements and machinery necessary to that end.

SEED: That Lessee will use only the best seed at his own expense.

HARVESTING: That Lessee will promptly pay all cost of harvesting grain.

WEEDS: That Lessee will keep down all weeds each year and will not allow the same to mature seed at any time. Lessee must provide Lessor with a written list of all chemicals and fertilizers used on the leased property.

STRAW AND MANURE: That Lessee may remove or sell any straw.

PLOWING: That Lessee shall be required to plow back said land to a smooth surface to provide a surface that is ready for final grading and turf establishment, unless waived in writing by the Lessor.

REPAIRS: That Lessee will at once, at his own expense, replace and repair all damages to improvements on said land caused by his want of care or negligence.

ENTRY BY LESSOR: That said Lessor may enter upon said land at any time to inspect the same and to make such repairs and improvements as Lessor shall deem necessary, or to prepare for the Lessor's future park, provided Lessor shall not damage crops and other property of said Lessee.

ASSIGNMENT AND SUBLETTING: That no party will assign this lease nor sublet any part of said land.

SURRENDER OF POSSESSION AND HOLDING OVER: That at the termination of said term and upon re-entry by said Lessor as herein provided, he will peaceably surrender possession of all said land to said Lessor; and that in case he shall remain in possession thereof after expiration of said term or after re-entry as herein provided it shall not be construed as a renewal of this lease, and that, in such case, he will surrender such possession to said Lessor upon demand.

After the Lessee has harvested his crops at the end of this lease, Lessee hereby agrees to allow the Lessor, their assigns, or the Lessor to enter upon the premises for the purpose of preparing its future park.

(The words "Lessor" and "Lessee" shall, where the context so permits, be interpreted to mean the heirs, executors, administrators, legal representatives, successors and assigns of the respective parties hereto and where applicable, words used in this instrument in the masculine gender include the feminine and neuter, the singular number includes the plural and plural the singular.)

In testimony whereof, both parties have hereunto set their hands and seals the day and year hereinbefore written.

City of Saint Peter

By Timothy Strand, Mayor

Attested to: Todd Prafke, City Administrator

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION APPROVING EXECUTION OF ONE YEAR LEASE OF CITY OWNED
AGRICULTURAL LAND WITH BRETT R. ANNEXSTAD**

WHEREAS, the City owns property west of the City limits and adjacent to Broadway Avenue;
and

WHEREAS, THE City intends to develop the property as a park; and

WHEREAS, the development of a park would be better begun in the fall of the year; and

WHEREAS, Brett Annexstad is willing to lease the property for a period of one year; and

WHEREAS, the Lease fits within the City's goals to develop a park in the best possible manner;
and

WHEREAS, the City needs time to develop an appropriate park plan.

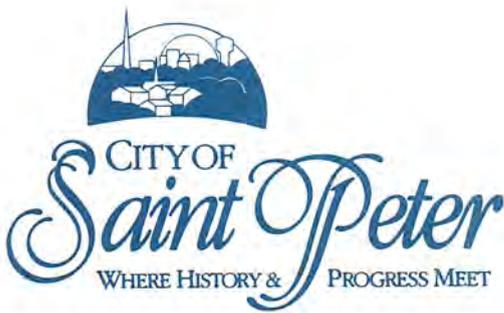
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the Mayor and City Administrator are authorized to execute a one growing season Lease by and between the City of Saint Peter and Brett R. Annexstad for the 75.06 acres of land purchased from the Lambert Trust.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of April, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/10/14

FROM: Lewis Giesking
Director of Public Works

RE: Standard Detail Updates for 2014

ACTION/RECOMMENDATION

Authorize updates to the City's Construction Standard Detail Plates.

BACKGROUND

The City has maintained standard details for quite some time now. These standards are meant to provide direction and clarity as work is done within our community that is either owned by or will be owned by the City once completed. The plates that are included in this packet provide for change or additions in a number of areas. The reason for the modifications or additions are: Compliance with the Americans with Disabilities Act; changes to construction materials; MnDOT standards the we believe are better and should be adopted by the City, and/or enhancements that will provide better quality and longer life to projects.

The recommended changes are as follows:

Standard Detail Number

Modification

0001 –Eccentric Fernco Splint

Added: #5 Rebar on each side of pipe (TYP.) for a total of four (4) each.

0002 – Concentric Fernco Splint
Dome area adjacent to curb

Added: #5 Rebar

1001 – Bituminous Trail Detail

Added: or recycled concrete or bituminous

1003 – Concrete Walk Typical Section

Added: or recycled concrete or bituminous

1005 – Concrete Trail

Added: or recycled concrete or bituminous

2001 – Stainless Steel Pole Street Light

Added: LED Head – Phillips Lumec catalog
NO. 160W96LEDK-R-LE2-UNIV-RC-BK
Factory finish – Black
With 20 Year life photo eye

4006 – Storm Sewer Design F Manhole

Added: Note 3 – Tongue and groove joint

7017 – Pedestrian Curb Ramp with Truncated Dome area

Reworded Note #11 – The construction of a new or reconstruction of an existing pedestrian ramp will not be allowed unless a pedestrian ramp meeting city standards is located on the opposite side of the street from the ramp being proposed. In the event no ramp exists a new ramp meeting city standards shall be constructed (See detail 7017B)

Added: Note #13

Added: Note #14

Added: Note #15

Added: Note #16

Added: Legend – These longitudinal slope ranges shall be the starting point. If site conditions warrant, longitudinal slope s up to 8.3% for flatter are allowed

Added: Note S

Added: Note F

7017A – Pedestrian Curb Ramp with Sidewalk Adjacent to Curb

Added: or recycled concrete or bituminous
Added: Legend – These longitudinal slope ranges shall be the starting point. If site conditions warrant, longitudinal slope s up to 8.3% for flatter are allowed

Added: Note S

Added: Note F

Added: Note #1

Added: Note #2

Added: Note #3

Added: Note #5

7017B – Intersection Pedestrian Ramp and Crosswalk Requirements

New

7020A – Residential/Commercial Concrete Walk and apron adjacent to curb

Added: or recycled concrete or bituminous

7020 C – Commercial Concrete Walk and Apron

Added: or recycled concrete or bituminous

7020R – Residential Concrete Walk and Apron

Added: or recycled concrete or bituminous

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:

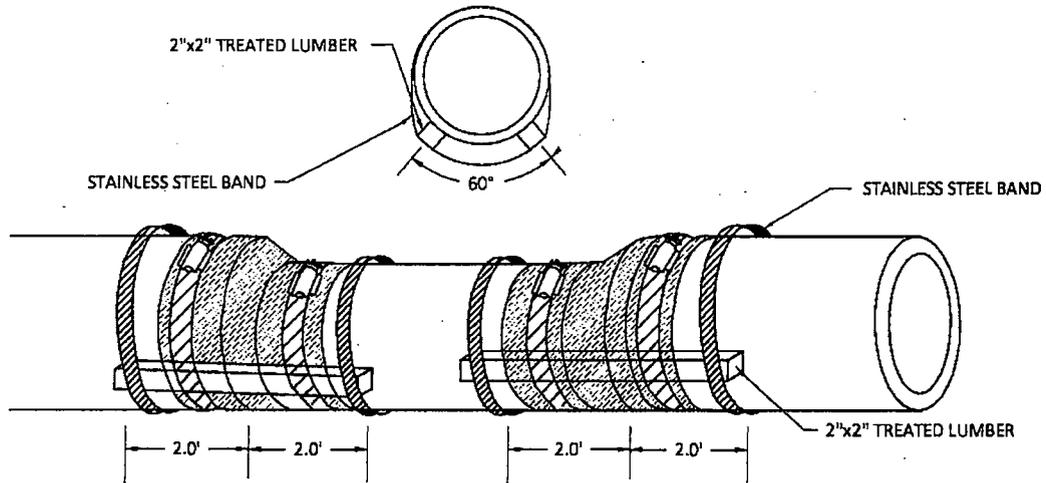
Do not act: The standards will not be updated.

Negative vote: The standards will not be updated.

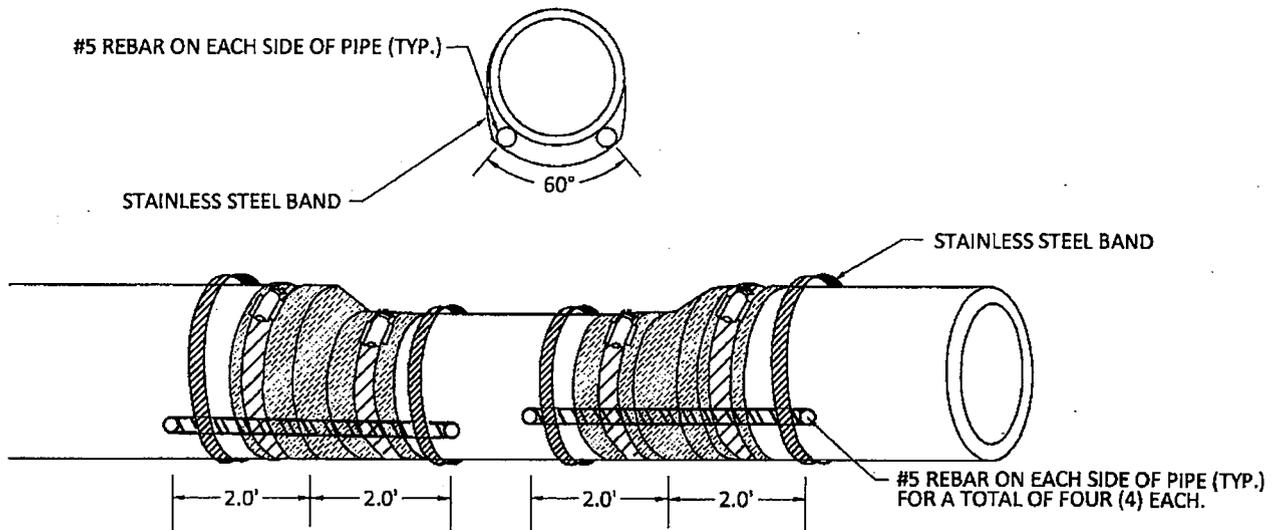
Modification of the resolution: This is always an option of the City Council.

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

LGG/amg



2"x2" TREATED LUMBER



#5 REBAR

ECCENTRIC FERNCO SPLINT

NOT TO SCALE

SAINT PETER STANDARD

PLATE 0001

ECCENTRIC FERNCO SPLINT

STANDARD DETAIL

PLATE NO:

0001

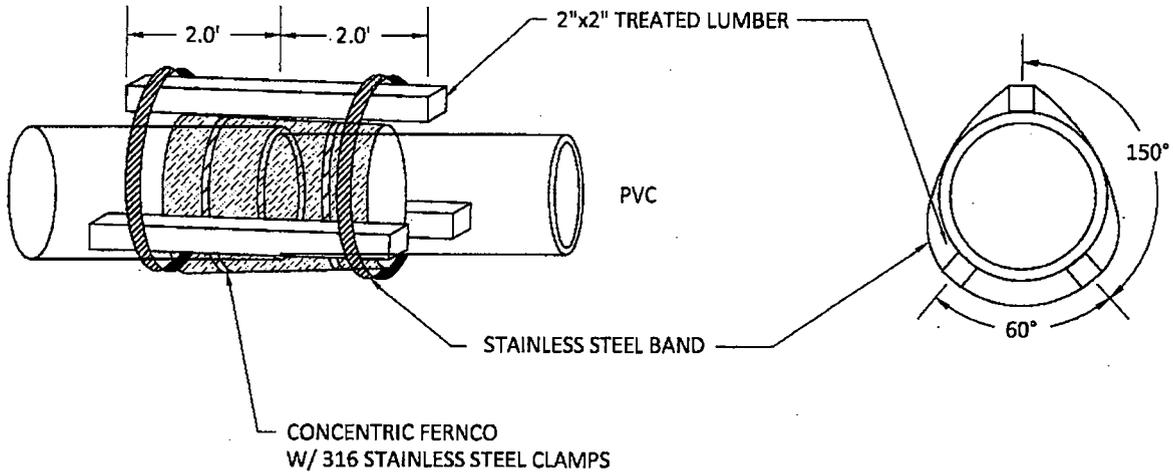
APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

REVISED:

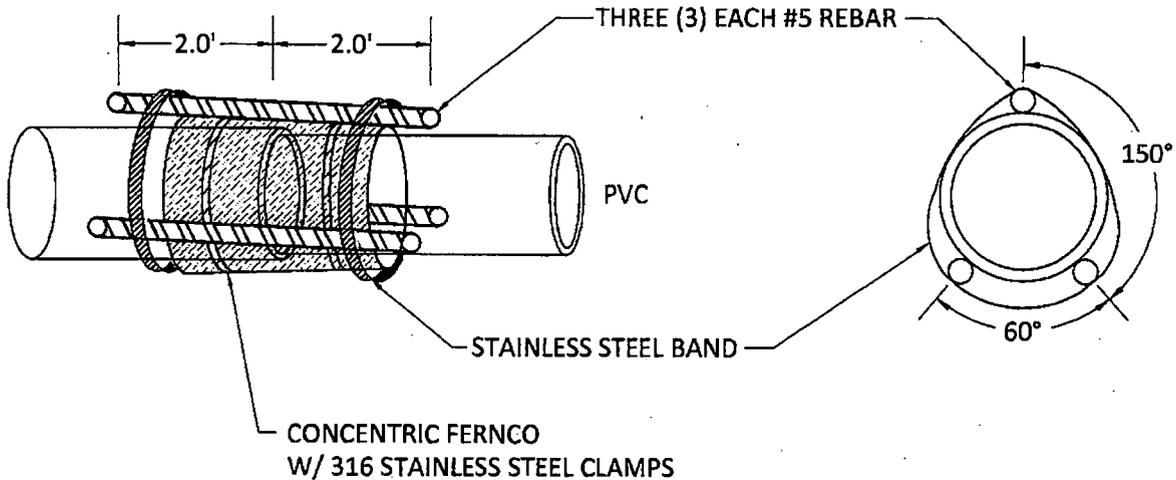
REMARKS:

SAINT PETER UTILITY STANDARD DETAIL





2"x2" TREATED LUMBER



#5 REBAR

CONCENTRIC FERNCO SPLINT

NOT TO SCALE

SAINT PETER STANDARD
PLATE 0002

CONCENTRIC FERNCO SPLINT

STANDARD DETAIL
PLATE NO:
0002

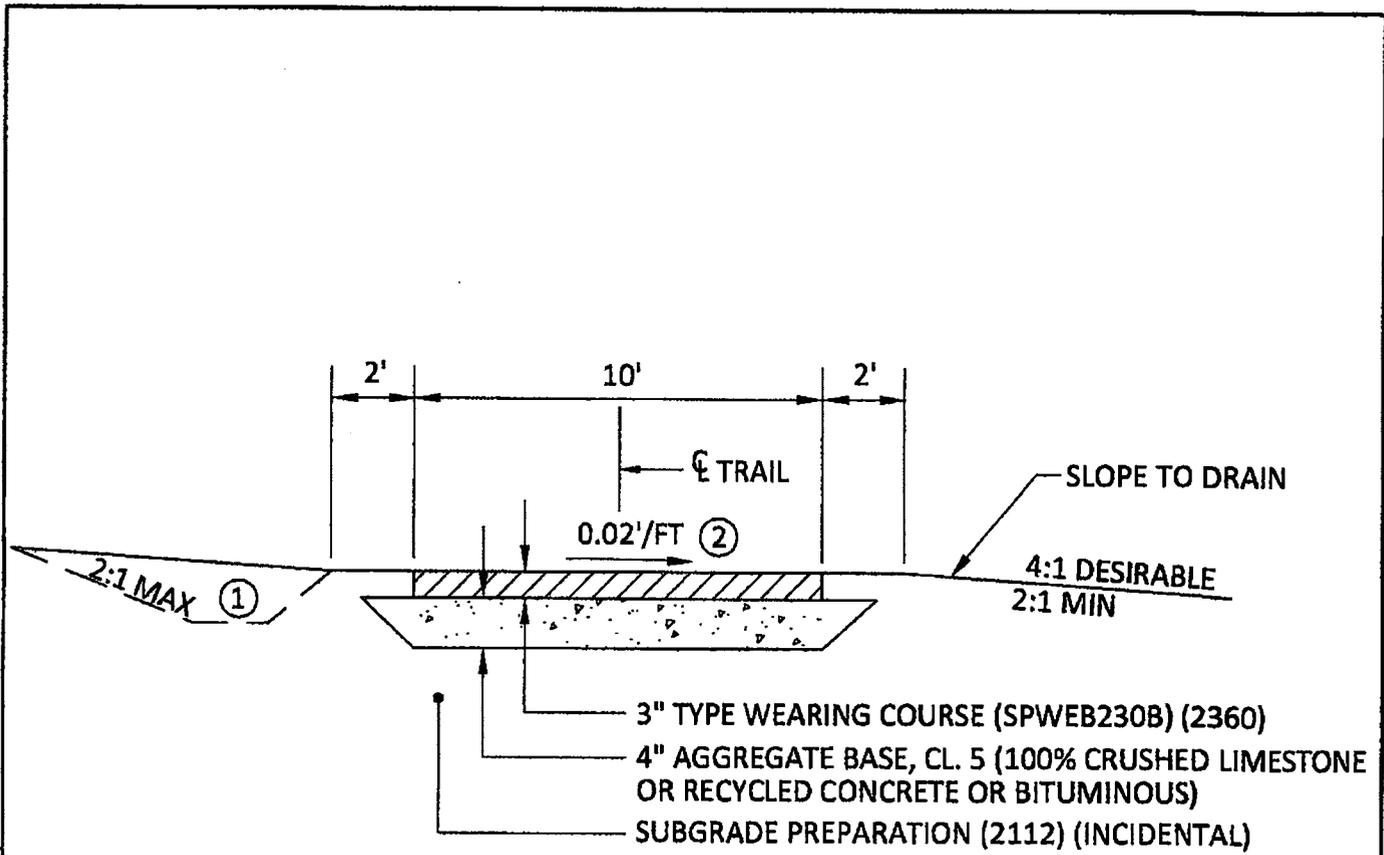
APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

REVISED:

REMARKS:

SAINT PETER UTILITY STANDARD DETAIL



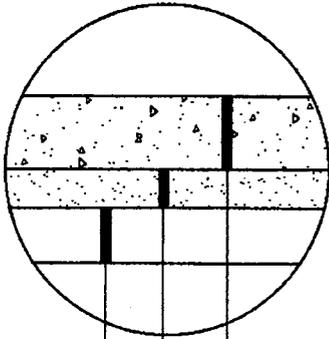


- ① DITCH IF REQUIRED FOR DRAINAGE
- ② SLOPE TOWARDS INSIDE OF CURVE

BITUMINOUS TRAIL DETAIL
 NOT TO SCALE
 SAINT PETER STANDARD
 PLATE 1001

BITUMINOUS TRAIL DETAIL	STANDARD DETAIL PLATE NO: 1001
APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004	 CITY OF Saint Peter <small>NICOLLET COUNTY, MINNESOTA</small> <small>WHERE HISTORY & PROGRESS MEET</small>
REVISED: REVISION ADOPTED BY CITY COUNCIL ON AUGUST 8, 2011	
REMARKS:	
SAINT PETER UTILITY STANDARD DETAIL	

V:\STP\1001.dwg - Revised Detail.dwg



4" CONC. SIDEWALK (2521)
 3" AGGREGATE BASE, CL. 5 (2211)
 (100% CRUSHED LIMESTONE OR RECYCLED CONCRETE OR BITUMINOUS)
 (INCIDENTAL TO WALK)
 SUBGRADE PREPARATION (2112) (INCIDENTAL)

NOTES:

1. MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL APPLY. CONCRETE MIX 3A32 WILL BE REQUIRED.
2. SIDEWALKS: REFERENCE SECTION 2521, AGGREGATE BASE: REFERENCE SECTION 2211
3. 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.)
4. PLACE 1/2" EXPANSION JOINT AT 100 FT. INTERVALS FOR SIDEWALK.
5. CONCRETE WALK CONSTRUCTION JOINTS SHALL BE TOOLED OR SAW CUT AT 6 FT. INTERVALS.
6. SIDEWALK EDGES SHALL BE ROUNDED WITH 1/4" RADIUS TOOL.

CONCRETE WALK
 NOT TO SCALE
SAINT PETER STANDARD
PLATE 1003

**CONCRETE WALK
 TYPICAL SECTION**

STANDARD DETAIL
 PLATE NO:
1003

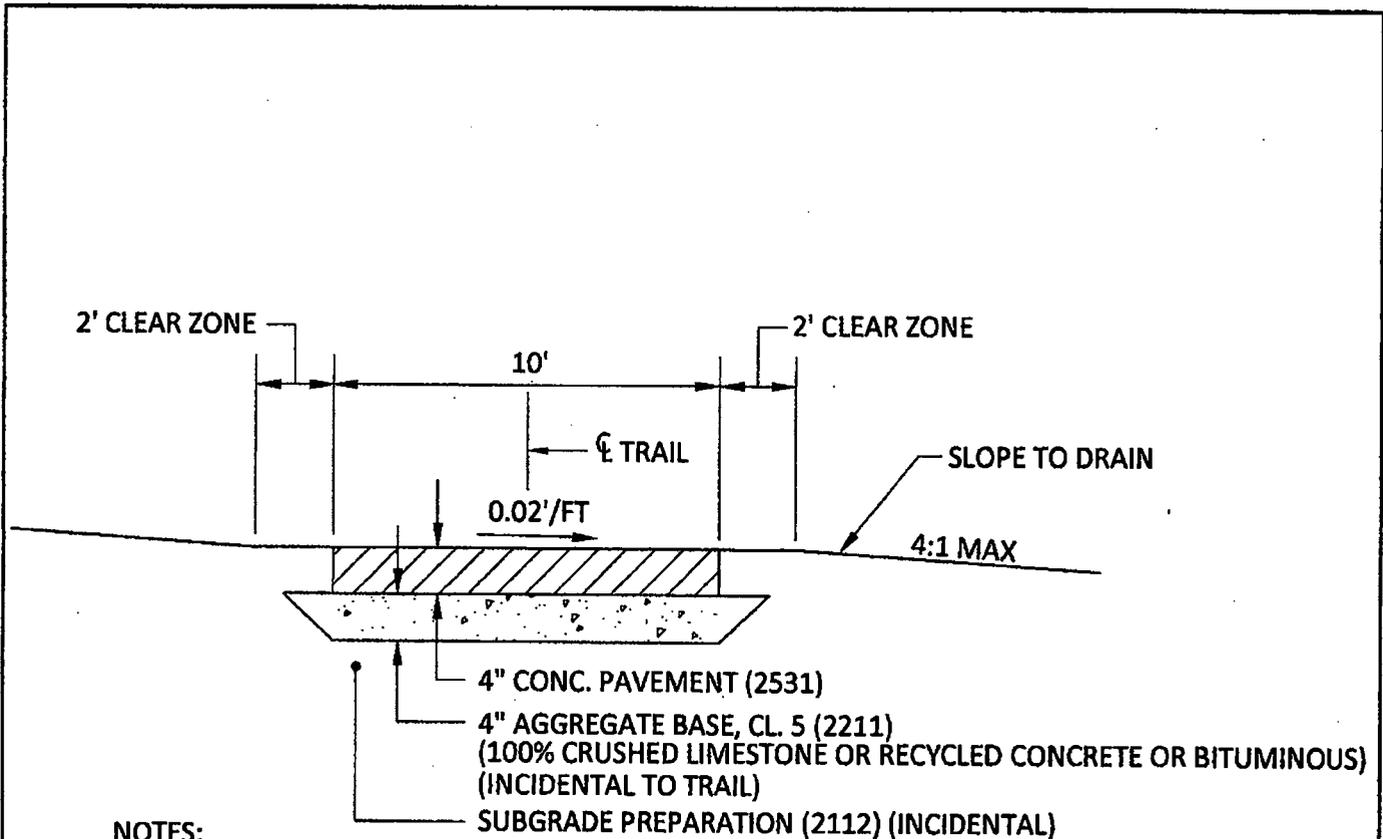
APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

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

REMARKS:

SAINT PETER UTILITY STANDARD DETAIL





NOTES:

1. ALL JOINTS SHALL BE SAW CUT TO A DEPTH OF $1\frac{3}{16}$ ".
2. TRAIL CENTERLINE JOINT SHALL BE SAW CUT.
3. TRANSVERSE JOINTS SHALL BE SAW CUT AT 5 FT. INTERVALS.
4. TRAIL EDGES SHALL BE ROUNDED WITH $\frac{1}{4}$ " RADIUS TOOL.
5. $\frac{1}{2}$ " EXPANSION JOINT SHALL BE CONSTRUCTED AT MAXIMUM 100 FT. INTERVALS.

CONCRETE TRAIL

NOT TO SCALE

SAINT PETER STANDARD
PLATE 1005

CONCRETE TRAIL

STANDARD DETAIL
PLATE NO:
1005

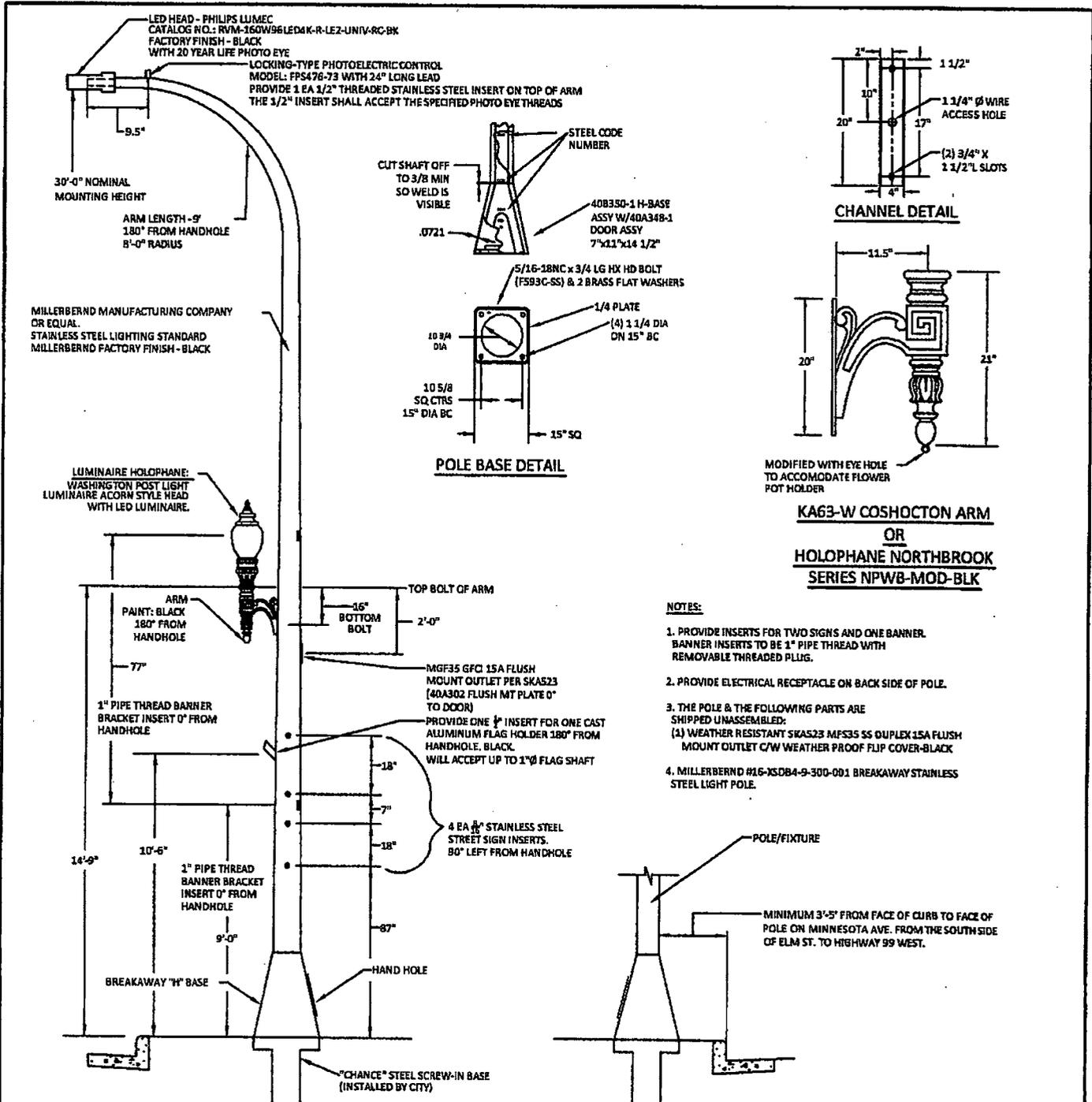
APPROVED: ADOPTED BY CITY COUNCIL ON MAY 14, 2012

REVISED:

REMARKS:

SAINT PETER UTILITY STANDARD DETAIL





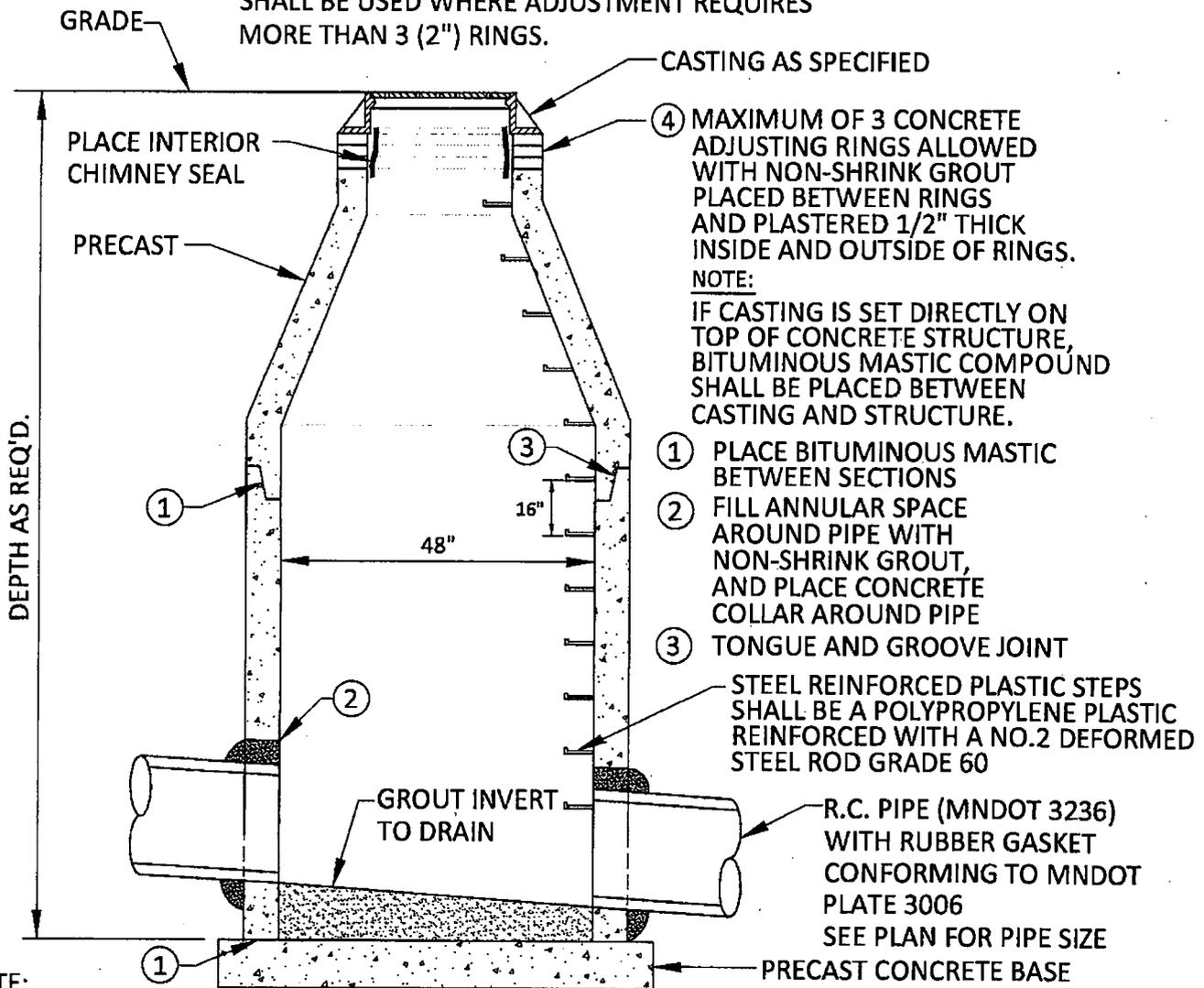
**STAINLESS STEEL POLE
 STREET LIGHT**
 NOT TO SCALE
 SAINT PETER STANDARD
 PLATE 2001

- NOTES:**
1. PROVIDE INSERTS FOR TWO SIGNS AND ONE BANNER. BANNER INSERTS TO BE 1" PIPE THREAD WITH REMOVABLE THREADED PLUG.
 2. PROVIDE ELECTRICAL RECEPTACLE ON BACK SIDE OF POLE.
 3. THE POLE & THE FOLLOWING PARTS ARE SHIPPED UNASSEMBLED:
 (A) WEATHER RESISTANT SKAS23 MFS35 SS DUPLEX 15A FLUSH MOUNT OUTLET C/W WEATHER PROOF FLIP COVER-BLACK
 4. MILLERBERND #16-KSDB4-9-300-001 BREAKAWAY STAINLESS STEEL LIGHT POLE.

MINIMUM 3'-5" FROM FACE OF CURB TO FACE OF POLE ON MINNESOTA AVE. FROM THE SOUTH SIDE OF ELM ST. TO HIGHWAY 99 WEST.

STAINLESS STEEL POLE STREET LIGHT		STANDARD DETAIL PLATE NO: 2001
APPROVED: ADOPTED BY CITY COUNCIL ON MARCH 23, 2009		 CITY OF Saint Peter MINNESOTA WHERE HISTORY & PROGRESS MEET
REVISED: REVISION ADOPTED BY CITY COUNCIL ON		
REMARKS: COMMERCIAL		
SAINT PETER UTILITY STANDARD DETAIL		

④ MAXIMUM ADJUSTMENT ALLOWED BETWEEN THE TOP CONE SECTION AND BOTTOM CASTING IS 12". A MAXIMUM OF 3 INDIVIDUAL ADJUSTING RINGS SHALL BE USED. TALLER 6" OR 12" RINGS SHALL BE USED WHERE ADJUSTMENT REQUIRES MORE THAN 3 (2") RINGS.



④ MAXIMUM OF 3 CONCRETE ADJUSTING RINGS ALLOWED WITH NON-SHRINK GROUT PLACED BETWEEN RINGS AND PLASTERED 1/2" THICK INSIDE AND OUTSIDE OF RINGS.

NOTE:
IF CASTING IS SET DIRECTLY ON TOP OF CONCRETE STRUCTURE, BITUMINOUS MASTIC COMPOUND SHALL BE PLACED BETWEEN CASTING AND STRUCTURE.

- ① PLACE BITUMINOUS MASTIC BETWEEN SECTIONS
- ② FILL ANNULAR SPACE AROUND PIPE WITH NON-SHRINK GROUT, AND PLACE CONCRETE COLLAR AROUND PIPE
- ③ TONGUE AND GROOVE JOINT

STEEL REINFORCED PLASTIC STEPS SHALL BE A POLYPROPYLENE PLASTIC REINFORCED WITH A NO.2 DEFORMED STEEL ROD GRADE 60

R.C. PIPE (MNDOT 3236) WITH RUBBER GASKET CONFORMING TO MNDOT PLATE 3006 SEE PLAN FOR PIPE SIZE

NOTE:
THE PIPE END(S) SHALL BE STUBBED INSIDE THE MANHOLE OR CATCH BASIN A MAXIMUM OF THREE-INCHES (3"), UNLESS APPROVED OTHERWISE BY THE ENGINEER/OWNER.

**STORM SEWER
DESIGN F MANHOLE**

NOT TO SCALE
SAINT PETER STANDARD
PLATE 4006

**STORM SEWER
DESIGN F MANHOLE**

STANDARD DETAIL
PLATE NO:
4006

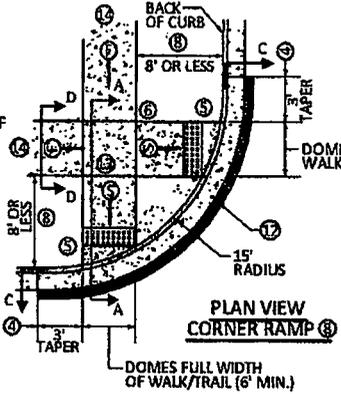
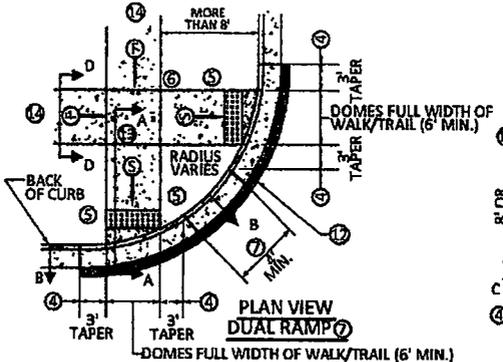
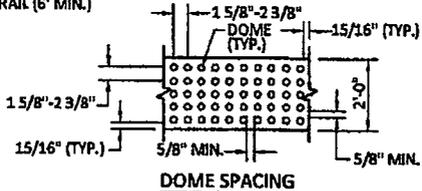
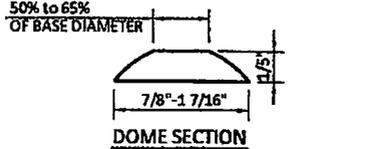
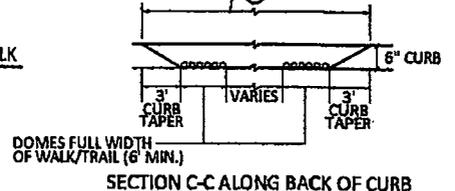
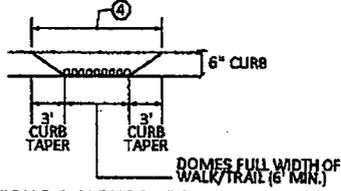
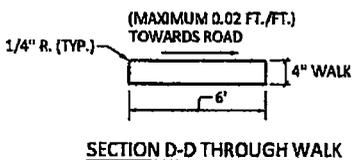
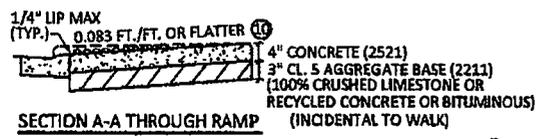
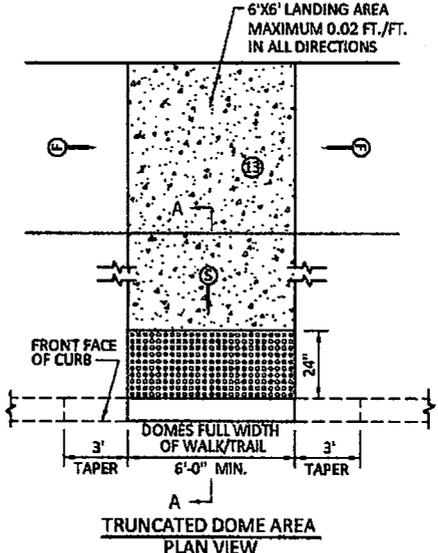
APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

REVISED: REVISION ADOPTED BY CITY COUNCIL ON FEBRUARY 26, 2007

REMARKS:

SAINT PETER UTILITY STANDARD DETAIL





- NOTES:**
- 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.
 - MAXIMUM OFFSET OF THE DETECTABLE WARNING PLATES/TRUNCATED DOME AREA FROM THE BACK OF CURB IS 6". THE PLATES SHALL BE ALIGNED IN THE DIRECTION OF TRAVEL AND SHALL NOT BE STAGGERED.
 - 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).
 - SAWCUT CURB AND GUTTER REMOVAL LIMITS
 - APPROX SOD REPLACEMENT AREA
 - REMOVE EXISTING WALK AS REQUIRED
 - 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.
 - THIS LAYOUT APPLIES WHEN BOTH SIDEWALKS ARE 8' OR LESS FROM CURB. (w/15' RADIUS)
 - IF RADIUS IS LARGER THAN 15' THE LAYOUTS IN NOTES 6 & 7 WILL HAVE TO BE FIELD VERIFIED.
 - CROSS SLOPE OF THE RAMP MAY NOT EXCEED 0.02 FT./FT. AS CONSTRUCTED.
 - THE CONSTRUCTION OF A NEW OR RECONSTRUCTION OF AN EXISTING PEDESTRIAN RAMP WILL NOT BE ALLOWED UNLESS A PEDESTRIAN RAMP MEETING CITY STANDARDS IS LOCATED ON THE OPPOSITE SIDE OF THE STREET FROM THE RAMP BEING PROPOSED. IN THE EVENT NO RAMP EXISTS, A NEW RAMP MEETING CITY STANDARDS SHALL BE CONSTRUCTED (SEE DETAIL 7017B).
- ⑬ SAW CUT AND REMOVE EXISTING BITUMINOUS PAVEMENT 6" MINIMUM FROM LIP OF GUTTER. PLACE BITUMINOUS PATCH TO MATCH EXISTING PAVEMENT SURFACE.
- ⑭ 4' BY 4' MIN. LANDING WITH MAX. 2.0% SLOPE IN ALL DIRECTIONS.
- ⑮ IF LONGITUDINAL SLOPE IS GREATER THAN 5.0%, 4' X 4' MIN. LANDING WITH MAX 2.0% SLOPE IN ALL DIRECTIONS REQUIRED.

- LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE CHANGES DIRECTION, AT THE TOP OF RAMP THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE. SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30' OF VERTICAL RISE WHEN THE LONGITUDINAL SLOPE IS GREATER THAN 5.0%. CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS. ALL GRADE BREAKS WITHIN THE PEDESTRIAN ACCESS ROUTE (PAR) SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL. DETECTABLE WARNINGS MAY BE PART OF 6' X 6' LANDING AREA IF IT IS NOT FEASIBLE TO CONSTRUCT THE LANDING OUTSIDE OF THE DETECTABLE WARNING AREA.
- SEE MNDOT STANDARD PLAN SHEET NO. 5-297.250 (SHEETS 1 THRU 5) FOR ADDITIONAL DETAIL INFORMATION.

LEGEND

- THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.
- ⑬ INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%
- ⑭ INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%

PEDESTRIAN CURB RAMP
NOT TO SCALE
SAINT PETER STANDARD
PLATE 7017

PEDESTRIAN CURB RAMP WITH TRUNCATED DOME AREA

STANDARD DETAIL
PLATE NO:
7017

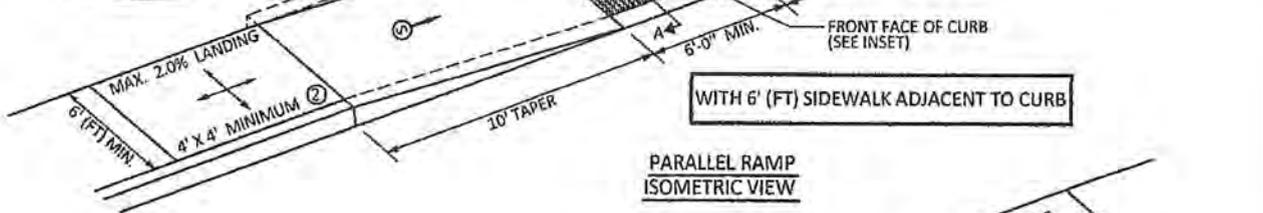
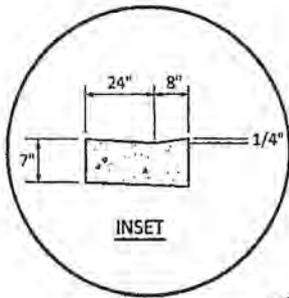
APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004

REVISED: REVISION ADOPTED BY CITY COUNCIL ON _____

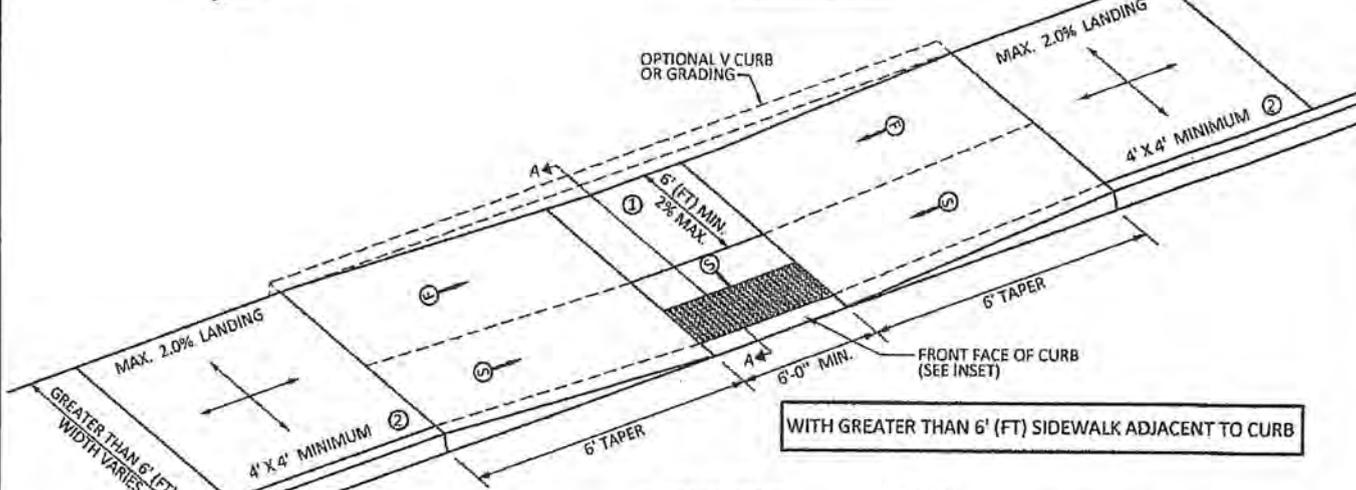
REMARKS: FOR USE ON LOCAL, MSA, CSAH, OR FEDERAL PROJECTS

SAINT PETER UTILITY STANDARD DETAIL

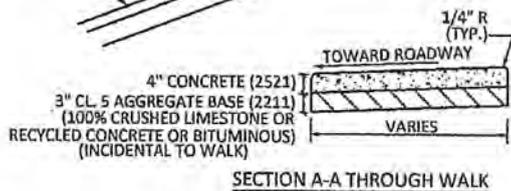




PARALLEL RAMP ISOMETRIC VIEW



PARALLEL RAMP ISOMETRIC VIEW



SECTION A-A THROUGH WALK

LEGEND

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

⑤ INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%

⑥ INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%

PEDESTRIAN CURB RAMP WITH SIDEWALK ADJACENT TO CURB
 NOT TO SCALE
 SAINT PETER STANDARD PLATE 7017A

NOTES:

- 4' BY 4' MIN. LANDING WITH MAX. 2% SLOPE IN ALL DIRECTIONS.
 - IF LONGITUDINAL SLOPE IS GREATER THAN 5.0%, 4' X 4' MIN. LANDING WITH MAX 2.0% SLOPE IN ALL DIRECTIONS REQUIRED.
 - FOR CONSTRUCTION NOTES, REFER TO DETAILS 7017.
 - LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL SLOPE IS GREATER THAN 5.0%.
- CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS. ALL GRADE BREAKS WITHIN THE PEDESTRIAN ACCESS ROUTE (PAR) SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL.
- DETECTABLE WARNINGS MAY BE PART OF 6' X 6' LANDING AREA IF IT IS NOT FEASIBLE TO CONSTRUCT THE LANDING OUTSIDE OF THE DETECTABLE WARNING AREA.
5. SEE MNDOT STANDARD PLAN SHEET NO. 5-297.250 (SHEETS 1 THRU 5) FOR ADDITIONAL DETAIL INFORMATION.

PEDESTRIAN CURB RAMP WITH SIDEWALK ADJACENT TO CURB

STANDARD DETAIL
 PLATE NO:
7017A

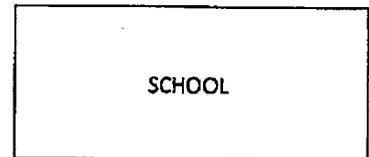
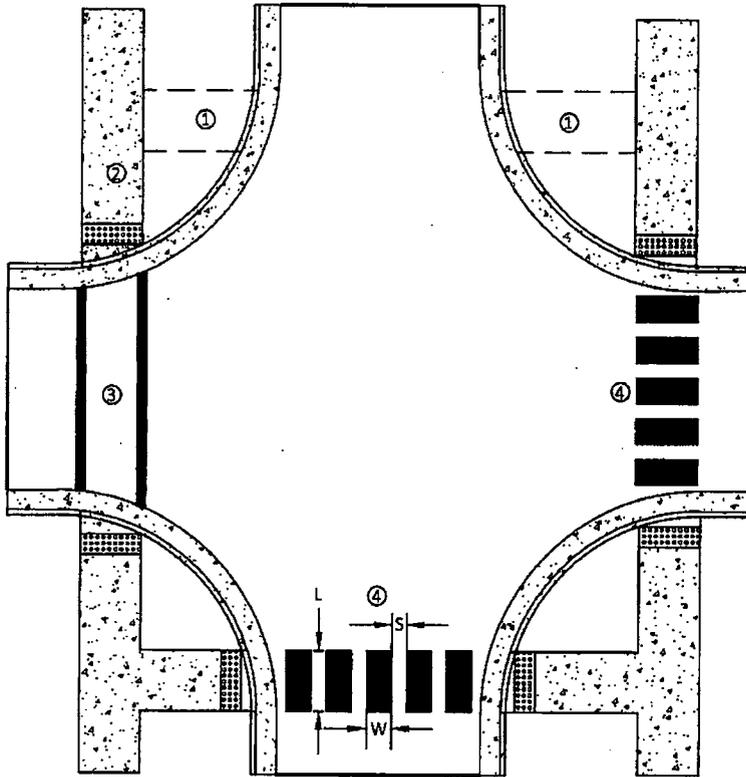
APPROVED: ADOPTED BY CITY COUNCIL ON APRIL 22, 2013

REVISED: ADOPTED BY CITY COUNCIL ON _____

REMARKS:

SAINT PETER UTILITY STANDARD DETAIL





ZEBRA CROSSWALK MARKINGS

NOTES:

- ① PEDESTRIAN RAMP NOT REQUIRED UNLESS RAMP ON OPPOSITE SIDE OF ROAD IS CONSTRUCTED OR RECONSTRUCTED.
- ② NEWLY CONSTRUCTED OR RECONSTRUCTED PEDESTRIAN RAMPS SHALL MEET REQUIREMENTS OF STANDARD DETAILS 7017 AND 7017A.
- ③ 6" WHITE STRIPING REQUIRED AT CROSS WALK OF COLLECTOR ROAD. STRIPING NOT REQUIRED ON LOCAL (NON-COLLECTOR) STREETS.
- ④ ZEBRA CROSSWALK STRIPING REQUIRED AT ALL CROSS WALKS ADJACENT TO SCHOOLS REGARDLESS OF COLLECTOR OR LOCAL CLASSIFICATION. SEE ZEBRA CROSSWALK MARKINGS TABLE AND NOTES.

WIDTH OF ROAD (FACE TO FACE)	(W) WIDTH OF PAINTED AREA	(S) WIDTH OF SPACE	(L) LENGTH OF PAINTED AREA	NUMBER OF PAINTED AREAS
36 FEET	2.5 FEET	3.5 FEET	6.0 FEET	5 EACH
40 FEET	2.5 FEET	2.5 FEET	6.0 FEET	7 EACH
44 FEET	2.5 FEET	3.0 FEET	6.0 FEET	7 EACH

- Ⓐ PAINTED AREAS TO BE CENTERED ON CENTERLINE AND LANE LINES.
- Ⓑ A MINIMUM OF 1.5 FEET CLEAR DISTANCE SHALL BE LEFT ADJACENT TO THE CURB. IF THE LAST PAINTED AREA FALLS INTO THIS DISTANCE, IT MUST BE OMITTED.
- Ⓒ THE BLOCKS SHALL BE LOCATED TO AVOID THE WHEEL PATH OF VEHICLES.

PEDESTRIAN RAMP & CROSSWALK
NOT TO SCALE
 SAINT PETER STANDARD
 PLATE 7017B

INTERSECTION PEDESTRIAN RAMP AND CROSSWALK REQUIREMENTS

STANDARD DETAIL
 PLATE NO:
7017B

APPROVED: ADOPTED BY CITY COUNCIL ON _____

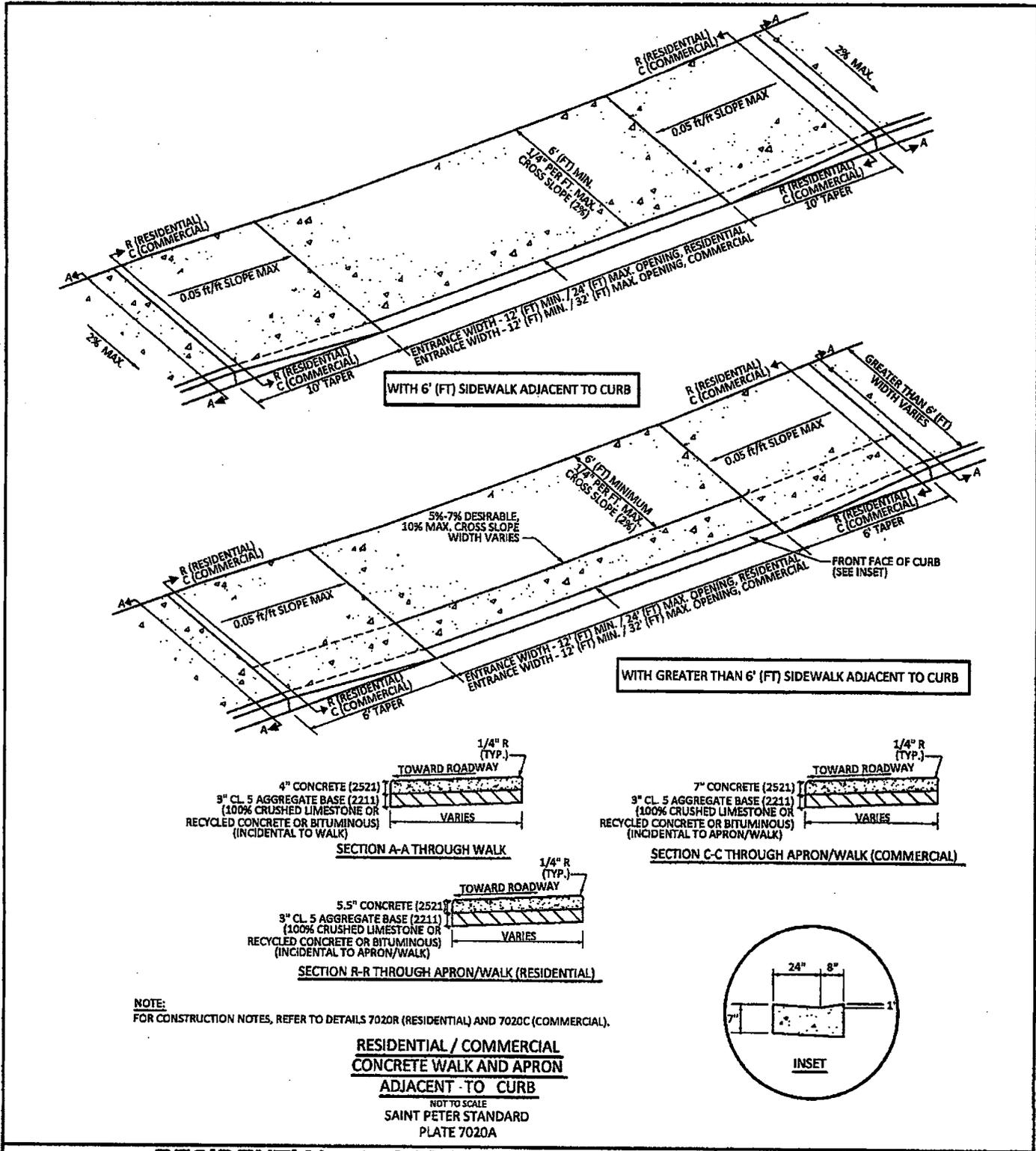
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REMARKS: FOR USE ON LOCAL, MSA, CSAH, OR FEDERAL PROJECTS

SAINT PETER UTILITY STANDARD DETAIL



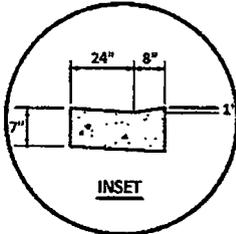
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NOTE:
FOR CONSTRUCTION NOTES, REFER TO DETAILS 7020R (RESIDENTIAL) AND 7020C (COMMERCIAL).

**RESIDENTIAL / COMMERCIAL
CONCRETE WALK AND APRON
ADJACENT TO CURB**

NOT TO SCALE
SAINT PETER STANDARD
PLATE 7020A

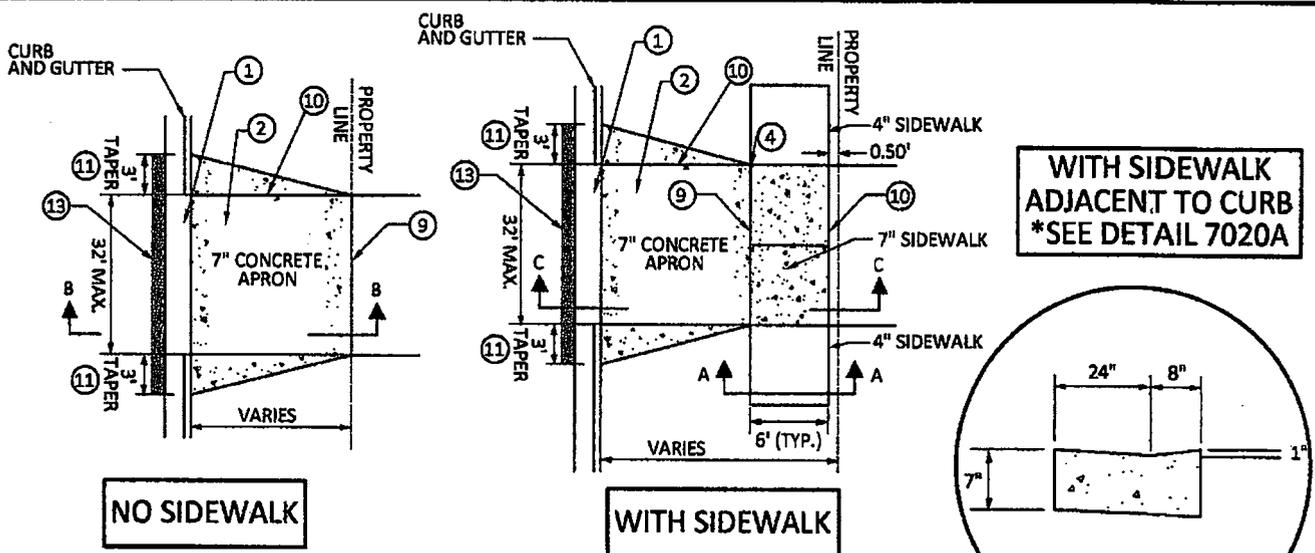


RESIDENTIAL / COMMERCIAL CONCRETE WALK AND APRON ADJACENT TO CURB	
APPROVED: ADOPTED BY CITY COUNCIL ON APRIL 22, 2013	
REVISED:	
REMARKS:	
SAINT PETER UTILITY STANDARD DETAIL	

STANDARD DETAIL
PLATE NO:
7020A

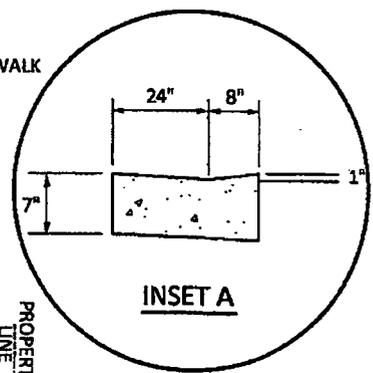
**CITY OF
Saint Peter**
NICOLLET COUNTY, MINNESOTA
WHERE HISTORY & PROGRESS MEET

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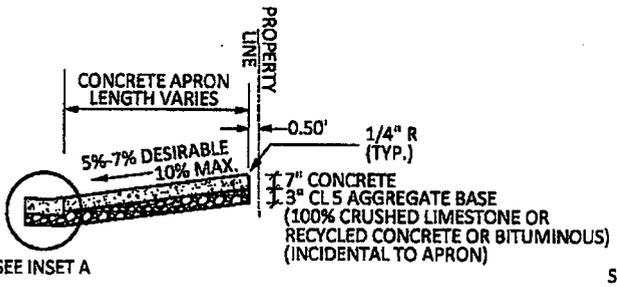


NO SIDEWALK

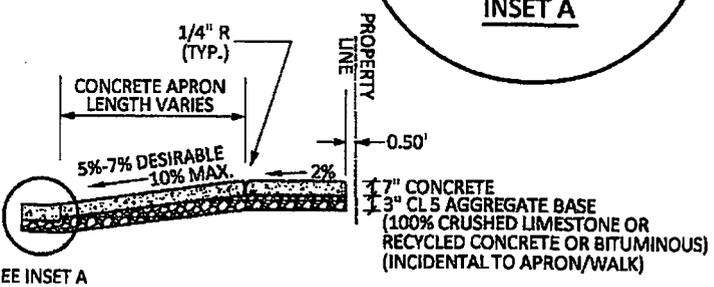
WITH SIDEWALK



INSET A



SEE INSET A



SEE INSET A

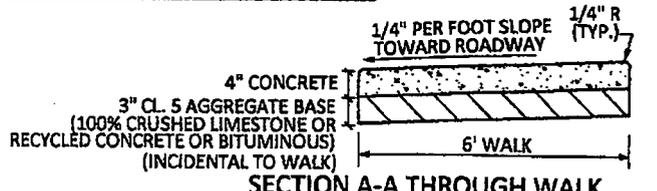
SECTION B-B THROUGH APRON

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

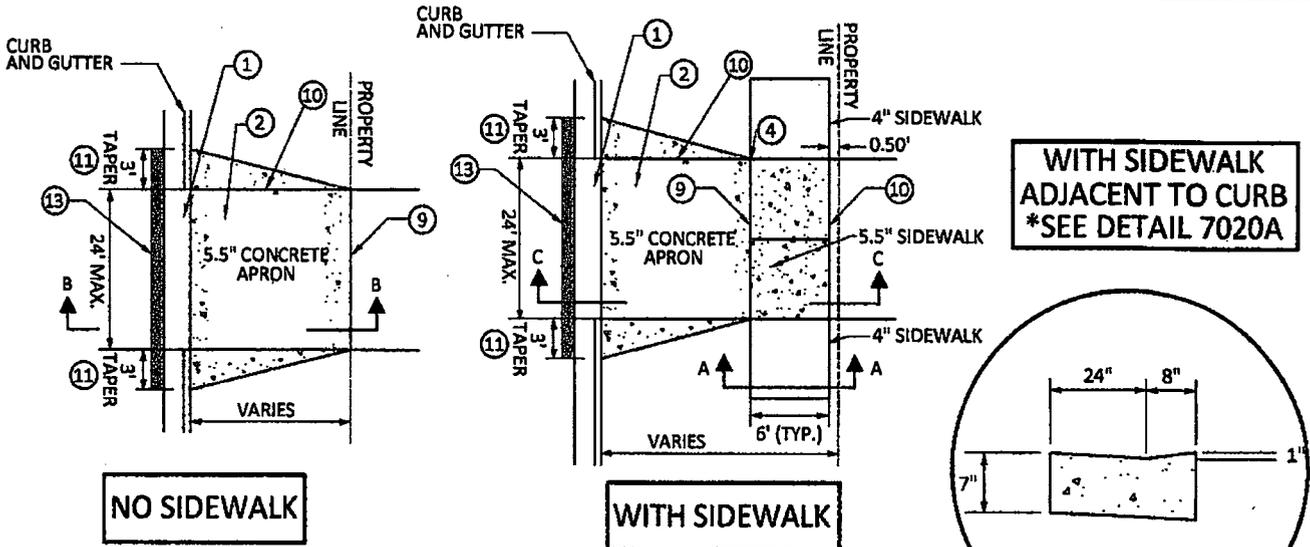


11. IF A 6' (FT) WIDE WALK IS ADJACENT TO BACK OF CURB, THEN THE CURB TAPER SHALL BE 10' (FT) IN LENGTH. IF A WALK ADJACENT TO BACK OF CURB IS WIDER THAN 6' (FT) AND CONTAINS A MINIMUM OF 6' (FT) WALKING AREA AT 2% CROSS SLOPE, THE CURB TAPER SHALL BE 6' (FT) IN LENGTH. * SEE DETAIL 7020A
12. CONCRETE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

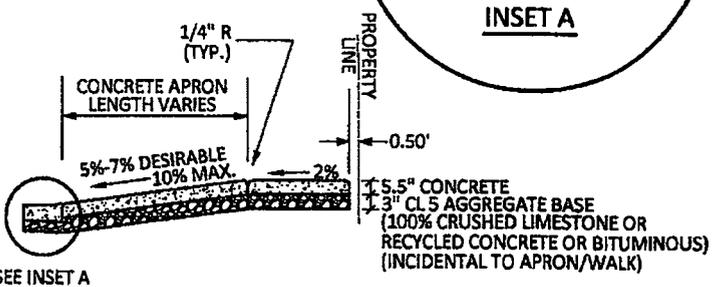
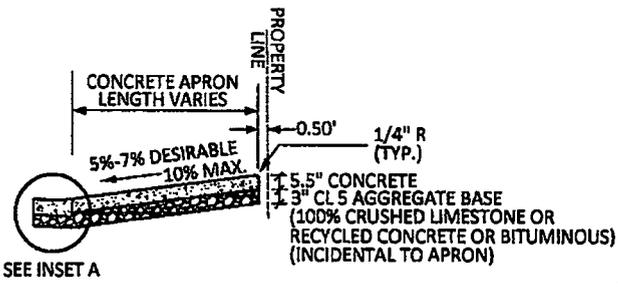
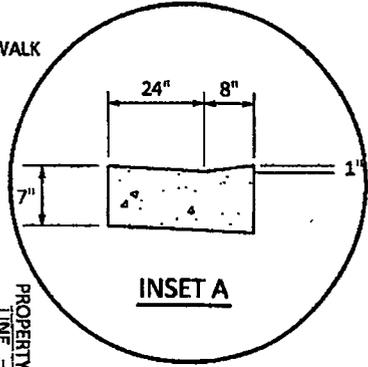
13. SAW CUT AND REMOVE EXISTING BITUMINOUS PAVEMENT 6" MINIMUM FROM LIP OF GUTTER. PLACE BITUMINOUS PATCH TO MATCH EXISTING PAVEMENT SECTION.

**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	 <p>CITY OF Saint Peter NICOLET COUNTY, MINNESOTA WHERE HISTORY & PROGRESS MEET</p>
REVISED: REVISION ADOPTED BY CITY COUNCIL ON APRIL 22, 2013	
REMARKS:	
SAINT PETER UTILITY STANDARD DETAIL	



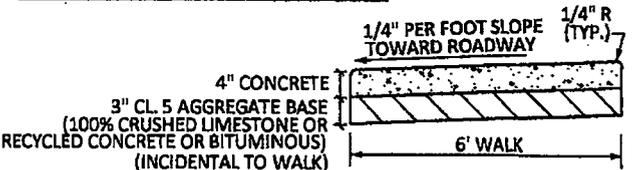
**WITH SIDEWALK
ADJACENT TO CURB
*SEE DETAIL 7020A**



SECTION B-B THROUGH APRON

SECTION C-C THROUGH APRON

- NOTES:**
- SEE "PEDESTRIAN CURB RAMP" DETAIL AND PLANS FOR PLACEMENT OF PEDESTRIAN CURB RAMP.
 - SLOPE OF DRIVEWAY TO PROPERTY LINE MAY VARY IF NO SIDEWALK IS REQUIRED.
 - MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION SHALL APPLY. CONCRETE MIX 3A32 WILL BE REQUIRED.
 - SIDEWALKS: REFERENCE SECTION 2521, CURB & GUTTER: REFERENCE SECTION 2531, DRIVEWAYS: REFERENCE SECTION 2531, AGGREGATE BASE: REFERENCE SECTION 2211
 - CONTRACTOR SEE PLANS FOR PLACEMENT OF WALK AND DIMENSIONS FOR CONSTRUCTION OF DRIVEWAYS.
 - 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.)
 - CONCRETE DRIVEWAY PAVEMENT IS NOT TO BE POURED MONOLITHICALLY WITH CURB AND GUTTER.
 - DRIVEWAY OPENINGS SHALL BE A MAXIMUM OF 24' FROM BOTTOM OF 3' TAPER TO BOTTOM OF 3' TAPER.
 - 1/2" EXPANSION JOINT. PLACED AT 100 FT. INTERVALS FOR SIDEWALK.
 - CONTRACTION JOINT (FORMED OR SAWED)



SECTION A-A THROUGH WALK

- 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
- 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

<p>RESIDENTIAL CONCRETE WALK AND APRON</p>	<p>STANDARD DETAIL PLATE NO: 7020R</p>
<p>APPROVED: ADOPTED BY CITY COUNCIL ON JANUARY 12, 2004</p>	<p>CITY OF Saint Peter NICOLET COUNTY, MINNESOTA WHERE HISTORY & PROGRESS MEET</p>
<p>REVISED: REVISION ADOPTED BY CITY COUNCIL ON APRIL 22, 2013</p>	
<p>REMARKS: SAINT PETER UTILITY STANDARD DETAIL</p>	

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

RESOLUTION APPROVING REVISED CONSTRUCTION STANDARD DETAIL PLATES

WHEREAS, the American with Disabilities Act requirements have been revised and updated; and

WHEREAS, some City construction standards need to have details added to clarify intent for contractors; and

WHEREAS, an intersection pedestrian ramp and crosswalk requirements is a new option and staff recommends adoption of construction standards for the ramp and crosswalk.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the following new and modified construction standard detail plates are hereby adopted:

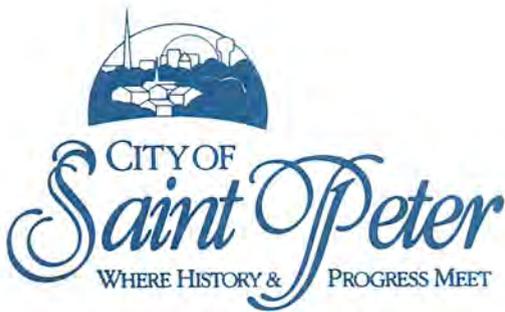
- #0001 – Eccentric Fernco Splint
- #0002 – Concentric Fernco Splint Dome area adjacent to curb
- #1001 – Bituminous Trail Detail
- #1005 – Concrete Trail
- #2001 – Stainless Steel Pole Street Light
- #4006 – Storm Sewer Design F Manhole
- #7010 – Pedestrian Curb Ramp and Truncated Dome area
- #7017A – Pedestrian Curb Ramp with Sidewalk adjacent to Curb
- #7017B – Intersection Pedestrian Ramp and Crosswalk Requirements
- #7020A – Residential/ Commercial Concrete Walk and apron adjacent to curb
- #7020C – Commercial Concrete Walk and Apron
- #7020R – Residential Concrete Walk and Apron

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of April, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 04/08/14

FROM: Lewis Giesking
Director of Public Works

RE: 1724 North Fifth Street House Demolition

ACTION/RECOMMENDATION

Accept the proposal from Nielsen Blacktopping, Inc. of Kasota, MN to demolish the house located at 1724 North Fifth Street in the amount of \$8,000.

BACKGROUND

The City purchased the home located at 1724 North Fifth Street for the Washington Avenue Link Project. As part of the project the home needs to be raised and the site needs to be cleared and leveled off for the construction of the future Delaney Street.

Formal written proposals were developed, placed on our Web Site in the public notice section and sent to four contractors who are highly capable of performing the work. Four contractors submitted the necessary paperwork from the written proposals. They include:

Nielsen Blacktopping, Inc	\$ 8,000.00
Hansen Sanitation, Inc.	\$ 8,840.00
Dulas Excavating	\$ 9,500.00
Rehnelt Excavation	\$11,225.00

Staff recommends that Nielsen Blacktopping, Inc. of Kasota be authorized to complete the work with a project completion deadline of 30 days following council approval.

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

FISCAL IMPACT:

The demolition will be funded by the Washington Avenue Link Project.

ALTERNATIVES/VARIATIONS:

Do not act: Staff will seek City Council direction.

Negative votes: No further action will be taken without additional 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/amg

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 –

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

RESOLUTION ACCEPTING PROPOSAL FOR DEMOLITION OF 1724 NORTH FIFTH STREET TO NIELSEN BLACKTOPPING, INC.

WHEREAS, the City is the owner of the property located at 1724 North Fifth Street; and

WHEREAS, the home needs to be removed and the site prepared for the Washington Avenue Link Project and the construction of Delaney Street; and

WHEREAS, written proposals were used to identify a scope of work; and

WHEREAS, four qualified contractors, all with experience in demolition work, submitted proposals as follows; and

Nielsen Blacktopping, Inc	\$ 8,000.00
Hansen Sanitation, Inc.	\$ 8,840.00
Dulas Excavating	\$ 9,500.00
Rehnelt Excavation	\$11,225.00

WHEREAS, staff recommends acceptance of the proposal from Nielsen Blacktopping, Inc.

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

1. The City Council hereby accepts the formal proposal from Nielsen Blacktopping, Inc. of Kasota, Minnesota in the amount of \$8,000 to perform the demolition and removal of the home at 1724 North Fifth Street.
2. Funding for the project shall be from Washington Avenue Link Project funds.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 14th day of April 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

PROCLAMATION

“ARBOR DAY AND 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 April 25, 2014 as “ARBOR DAY” and May, 2014 as “ARBOR MONTH” in the City and encourage citizens to in the planting ceremony at McGill Park at 10:00 a.m. on April 25th and 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 14th day of April, 2014.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator

