

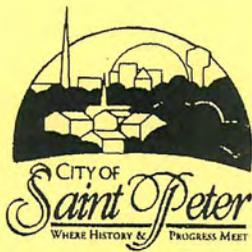
**CITY OF SAINT PETER, MINNESOTA  
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, August 11, 2014  
Community Center Governors' Room - 7:00 p.m.

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
  - 1. July 24, 2014 Regular Meeting
  - 2. August 4, 2014 Special Meeting
- IV. VISITORS**
  - A. Scheduling of Visitor Comments on Agenda Items
  - B. General Visitor Comments
- V. APPROVAL OF CONSENT AGENDA ITEMS**
- VI. UNFINISHED BUSINESS**

None needed.
- VII. NEW BUSINESS**
  - A. Payroll Clerk Position Creation
  - B. 2015 Transit Grant Application
  - C. Sanitary Sewer Project Proposals
- VIII. REPORTS**
  - A. MAYOR**
  - B. CITY ADMINISTRATOR**
    - 1. Highway 169 Detour
    - 2. Veterans Memorial
    - 3. Downtown Flower Program
    - 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**

Copies of the minutes of the July 28, 2014 regular meeting and the August 4, 2014 special meeting are attached for approval. MOTIONS are 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 July 24, 2014 through August 6, 2014 are attached. Please see the attached staff reports and RESOLUTION.

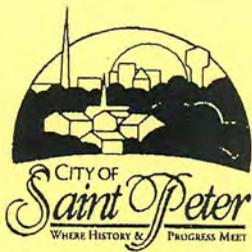
VI. **UNFINISHED BUSINESS**

None scheduled.

VII. **NEW BUSINESS**

A. **ADOPTION OF A RESOLUTION CREATING PART-TIME PAYROLL CLERK POSITION**

Staff recommends creation of a part-time (0.5) Payroll Clerk position in the Finance Department. Please see the attached staff report and RESOLUTION.



**B. ADOPTION OF A RESOLUTION APPROVING SUBMISSION OF 2015 TRANSIT GRANT APPLICATION**

Staff recommends approval be provided for submission of a transit grant application for funding for the City's transit service during 2015. Submission and ultimate approval of the application will provide 80% funding for operation of the City's transit system. Please see the attached staff report and RESOLUTION.

**C. ADOPTION OF A RESOLUTION ACCEPTING PROPOSAL FOR SANITARY SEWER PROJECT**

Proposals have been received for a sanitary sewer project for the casing and excavation work necessary to correct inflow and infiltration problems with the interceptor sewer. Please see the attached staff report and RESOLUTION.

**VIII. REPORTS**

**A. MAYOR**

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

**B. CITY ADMINISTRATOR**

**1. REPORT ON HIGHWAY 169 DETOUR**

A report will be provided at this time on MnDOT's action to detour traffic from Highway 169.

**2. REPORT ON VETERANS MEMORIAL**

A report will be provided at this time on discussions related to the Veterans Memorial.

**3. REPORT ON DOWNTOWN FLOWER PROGRAM**

A report will be provided at this time on the 2014 downtown flower program.

**4. OTHERS**

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

**IX. ADJOURNMENT**

Office of the City Administrator

**CITY OF SAINT PETER, MINNESOTA**

**OFFICIAL PROCEEDINGS**

**MINUTES OF THE CITY COUNCIL MEETING**

**JULY 28, 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 July 28, 2014.

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

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

**Approval of Minutes** – A motion was made by Parras, seconded by Zieman, to approve the minutes of the July 14, 2014 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the July 14, 2014 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

**Visitors** – Chamber of Commerce Executive Director Ed Lee read from a prepared statement to express the Chamber's disagreement with the last electric rate increase. Lee indicated the Chamber felt the rate increase was not "business friendly". Mayor Strand asked Lee if the Chamber had any alternatives to suggest in lieu of the rate increase to keep the Electric Fund solvent and Lee indicated they did not.

**Consent Agenda** – In motion by Kvamme, seconded by Zieman, Resolution No. 2014-109 entitled "Resolution Approving Consent Agenda" was introduced. Councilmember Kvamme questioned how often fire hydrants are painted. Staff indicated the cycle is every 6-7 years. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-109 is contained in the City Administrator's book entitled Council Resolutions 20.

**2014 Old Minnesota Avenue Surface Improvements Project Bid Award** – Public Works Director Giesking recommended award of the bid for the surface improvements on Old Minnesota Avenue at the intersection with Union Street (which includes sidewalk installation along Old Minnesota Avenue), to OMG Midwest, dba Southern Minnesota Construction, in the amount of \$218,370.80 to be funded by Municipal State Aid funds. Giesking noted the City had made a commitment to the Minnesota Department of Transportation (MnDOT) to complete the work in conjunction with the Highway 169 project. Councilmember Zieman questioned why the Engineer's estimate was so far off the actual bid price. Staff indicated several factors may have influenced the actual bid price including there being only one bidder and other potential bidders all being booked up through the construction season. In motion by Kvamme, seconded by Brand, Resolution No. 2014-110 entitled "Resolution Awarding Bid For 2014 Old Minnesota Avenue Surface Improvements Project", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-110 is contained in the City Administrator's book entitled Council Resolutions 20.

**Rejection Of 2014 TH 169 and Union Street Utility Improvements Bids** – Public Works Director Giesking recommended rejection of the bids received for utility work at the Highway 169/Union Street intersection due to the bids being more than twice the amount of the Engineer's estimate for the project. Giesking indicated the largest portion of the work included in the bid was for repairs to the interceptor sewer to eliminate inflow and infiltration. Giesking also noted it appeared that only one contractor in southern Minnesota does direct bore work (jack and augering without surface cutting) and staff was continuing to look for alternatives to solve the interceptor sewer issues. In motion by Zieman, seconded by Parras, Resolution No. 2014-111 entitled "Resolution Rejecting Bids For The 2014 TH169 And Union Street Utility Improvement Project", was introduced. Councilmember Zieman asked what would be done with the \$302,000 that had been expected to be spent on the project. Giesking noted that funds had been budgeted in the utility funds for repairs and the money would remain in those funds. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-111 is contained in the City Administrator's book entitled Council Resolutions 20.

**Unbudgeted Purchase: Computer Servers** – City Administrator Prafke requested authorization for the unbudgeted purchase of two computer servers. Prafke noted the current server housing the City's primary domain service software and the financial billing/accounting software were both on a server that Microsoft had ended support for. Prafke recommended two servers be purchased as replacement at a price of \$17,660 from Computer Technology Services with funding split between the General, Community Center and Utility funds. In motion by Brand, seconded by Parras, Resolution No. 2014-112 entitled "Resolution Authorizing Unbudgeted Purchase Of Computer Servers", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-112 is contained in the City Administrator's book entitled Council Resolutions 20.

**Minimum Wage Modifications** – City Administrator Prafke recommended modifications to certain seasonal and regular employee wages to ensure compliance with the recently changed minimum wage legislation that will take effect August 1, 2014. Prafke noted the proposed changes will ensure compliance with the rules for 2014, but additional changes will be recommended later in the fall to comply with the changes in the law that take effect in 2015 and 2016. Prafke stated the changes were based on Council workshop discussion and the "relative pay" theory the Council wished to operate under. In motion by Parras, seconded by Kvamme, Resolution No. 2014-113 entitled "Resolution Modifying Certain Employee Wages to Ensure Compliance With Minimum Wage Regulations", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2014-113 is contained in the City Administrator's book entitled Council Resolutions 20.

## **Reports**

**"Night to Unite" Proclamation** – Mayor Strand proclaimed August 5th as "Night To Unite Day" in the City and encouraged residents to participate in the activities at Veteran's Memorial Park.

**Mayor's Report** – Mayor Strand reported on his recent activities which included providing a welcome speech for The Ride Across Minnesota (TRAM) participants and meeting with business owners in Saint Peter on various topics. Strand also reported participants from the Red Ribbon AIDS fundraising bicycle ride had recently stopped in Gorman Park, but indicated no one from the organizing group had contacted the City.

**Highway 169 Detour**- City Administrator Prafke reported attendance at the Highway 169 detour open house included about 70 residents and business owners and staff and MnDOT officials would work to mitigate concerns raised about the detour route by attendees. Prafke encouraged the public to watch the City's website and/or Facebook page for more information on the detour plan.

**Primary Election** – City Administrator Prafke reminded everyone of the August 12, 2014 primary election and encouraged people to vote.

There being no further business, a motion was made by Parras, seconded by Zieman, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:44 p.m.

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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator

**CITY OF SAINT PETER, MINNESOTA**  
**OFFICIAL PROCEEDINGS**  
**MINUTES OF THE SPECIAL CITY COUNCIL MEETING**  
**AUGUST 4, 2014**

Pursuant to due call and notice thereof, a special meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on August 4, 2014.

A quorum present, Mayor pro tem Brand called the special meeting to order at 5:30 p.m. The following members were present: Councilmembers Carlin, Grams, Kvamme, Brand, Parras, and Zieman. Absent was Mayor Strand. The following officials were present: City Administrator Prafke and City Attorney Brandt.

**Highway 169 Detour** – City Administrator Prafke explained that a special meeting had been called to consider the request from the Minnesota Department of Transportation (MnDOT) to detour all car traffic from Highway 169 onto Old Minnesota Avenue from the northern intersection with Highway 169 to Union Street. Prafke indicated MnDOT had made the request in an effort to allow the Highway 169 project contractor to make up approximately 4 weeks of work that had been lost due to heavy rains and flooding at the beginning of the project. Prafke also noted that it was important to the Saint Peter community and to MnDOT to ensure the Highway project was completed this construction season. Prafke reported he had reviewed with MnDOT officials the concerns raised at the open house event and the City's concerns related to topics such as ensuring the detour was removed before school begins; providing for access to businesses along the detour route; providing a safe area for pedestrians and bicyclists; refuse collection; mail delivery; safety of children in the Green Valley mobile home park; trucks backing up into businesses; and emergency vehicle access.

Councilmembers had extensive discussion about the concerns raised by residents along the detour route, penalties that would be imposed on the contractor if the deadline to finish before school began was missed; and whether or not the Highway contractor was working at full capacity for the days and hours they were contracted to work. City Administrator Prafke reminded Councilmembers that the contractor works for MnDOT and not the City and MnDOT has heard the public's concerns related to the contractor and was encouraging the contractor to work harder, faster and longer on the project. Prafke also pointed out that the City's goal is to work with MnDOT to get the Highway project completed in one construction season and detouring traffic puts MnDOT in a better position to do so.

Project Engineer Zachary Tess of MnDOT indicated they were reviewing the actual days lost with the contractor and reminded the Council that as things now stand, the contractor would be unable to finish the project this construction season and that would mean only the northbound lanes of Highway 169 would be open throughout the winter which was certain to cause safety issues.

Tess also indicated that MnDOT continues to work with the City to address issues, however if the Council chose not to approve the detour, MnDOT would most likely detour the traffic west of Saint Peter on a route which had even more safety concerns including higher rates of speed, hidden driveways and substantial curves in the roadway.

Marie Dranttel, 34697 Daisy Lane, addressed the Council to suggest the detour be made west of Saint Peter similar to what has previously been used when Highway 169 was flooded or under construction. Dranttel also expressed concerns that MnDOT's discussion with residents of Green Valley Trailer Court were done when most residents were not at home.

Maureen Scholl, 41193 Cedar Ridge Road, expressed concerns that those living along the detour route outside of the City limits had not received adequate notification of the proposed detour and questioned why taking traffic off only 1-1.5 miles of the 10 miles or so of Highway 169 between Saint Peter and Le Sueur would be enough to allow the contractor to catch up. Scholl also commented that the contractor was currently using sections of Old Minnesota Avenue to bypass highway traffic and expressed concerns about damage to Old Minnesota Avenue which she said had not received any maintenance effort except for seal coating in over 50 years.

John Dranttel, representing Traverse Township, questioned why the Council was wasting time with the special meeting when the signs for the detour had been put up already.

Tim Samuelson, 41134 Old Minnesota Avenue, expressed concerns about whether traffic would be able to make the "double 90" transition from Highway 169 to Old Minnesota Avenue and encouraged the Council to leave traffic the way it is.

A motion was made by Carlin, seconded by Kvamme, to introduce a Resolution entitled "Resolution Authorizing Execution Of Agreement No. 06528 With Minnesota Department Of Transportation For Detour Of Highway 169 Traffic To Old Minnesota Avenue And Broadway Avenue". A motion was made by Brand, seconded by Parras, to modify the resolution by insertion of language that would call for all Highway 169 traffic being detoured to the proposed truck detour route. Councilmember Carlin questioned why, if the primary concerns about the Old Minnesota Avenue detour were safety related, would the Council consider detouring all traffic to come into Saint Peter on Broadway Avenue which had more residential properties than Old Minnesota Avenue. Councilmember Kvamme indicated he was uncomfortable moving all traffic to Broadway Avenue without giving notice to residents along Broadway of the proposed change and allowing them a chance to express concerns. On the motion, with Councilmembers Parras and Brand voting aye; Councilmembers Zieman, Carlin, Grams and Kvamme voting nay, the motion failed.

Upon roll call of the original resolution, Councilmembers Kvamme and Carlin voting aye, Councilmembers Parras, Brand, Grams and Zieman voting nay, the resolution failed.

There being no further business, a motion was made by Zieman, seconded by Grams, to adjourn. With all in favor, the motion carried and the meeting adjourned at 6:30 p.m.

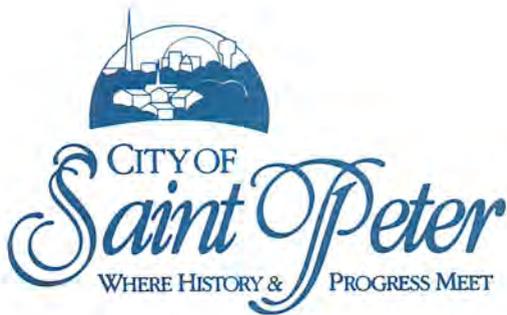
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 8/6/2014

**FROM:** Cindy Moulton  
Administrative Secretary

**RE:** Licenses

### ACTION/RECOMMENDATION

Provide approval of licenses.

### BACKGROUND

Jorge Alonso dba Tasty Treats Concessions has submitted a Temporary Soft Drink License application in order to sell pop at the Rock Bend Folk Festival. The Festival will take place at Minnesota Square Park on September 6-7, 2014 .

The Nicollet County Agricultural Society has submitted an application for a Soft Drink and a Show License. They have decided to apply for annual licenses to avoid the confusion of obtaining licenses during their events. The licenses will cover all events that will be held at the Nicollet County Fairgrounds at 400 West Union Street. The licensing period will be August 8, 2014 – December 31, 2014.

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

CKM

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ALPHA WIRELESS COMMUNICATIONS CO	monthly LTR maintenance	GENERAL FUND	MUNICIPAL BUILDING	59.32
	monthly LTR maintenance	GENERAL FUND	PUBLIC WORKS ADMIN	83.04
	monthly LTR maintenance	WATER	ADMIN AND GENERAL	56.83
	monthly LTR maintenance	WASTE WATER FUND	ADMIN AND GENERAL	51.40
	monthly LTR maintenance	ELECTRIC FUND	ADMIN AND GENERAL	<u>51.41</u>
	TOTAL:			302.00
AMAZON	library books	LIBRARY FUND	LIBRARY	<u>809.33</u>
			TOTAL:	809.33
AMERICAN CONCRETE	1430 church st sand mix	STORMWATER FUND	TREATMENT	<u>203.00</u>
			TOTAL:	203.00
AMERICAN PAVEMENT SOLUTIONS, INC.	crack seal 41,760# @ \$1.44	GENERAL FUND	STREETS	<u>60,134.40</u>
			TOTAL:	60,134.40
AMERICAN PUMP COMPANY	o-rings, discharge clamps	WASTE WATER FUND	COLLECTOR/LIFT STAT	813.48
	8-50' discharge hoses, cla	STORMWATER FUND	COLLECTIONS/LIFT STATI	4,216.00
	elbow & reducer	STORMWATER FUND	COLLECTIONS/LIFT STATI	<u>713.96</u>
			TOTAL:	5,743.44
AMERICINN	corr amount on 7/18 charge	WASTE WATER FUND	ADMIN AND GENERAL	<u>0.04-</u>
			TOTAL:	0.04-
ATLAS COPCO COMPRESSORS LLC	air compressor maintenance	WASTE WATER FUND	SOURCE/TREATMENT	1,806.55
	air compressor maintenance	WASTE WATER FUND	SOURCE/TREATMENT	<u>1,945.26</u>
			TOTAL:	3,751.81
BARNES & NOBLE INC	lib books	LIBRARY FUND	LIBRARY	<u>347.39</u>
			TOTAL:	347.39
BNR IRRIGATION SERVICES, INC.	service veteran's field ir	GENERAL FUND	PARKS	<u>34.26</u>
			TOTAL:	34.26
BOLTON & MENK INC	wash ave link	PERM IMPROVMENT RE	STREETS	<u>1,410.00</u>
			TOTAL:	1,410.00
BUNGUM ASSET MANAGEMENT	refund bldg permit	GENERAL FUND	NON-DEPARTMENTAL	297.90
	refund bldg permit	GENERAL FUND	NON-DEPARTMENTAL	193.64
	refund bldg permit	GENERAL FUND	NON-DEPARTMENTAL	<u>12.50</u>
			TOTAL:	504.04
C & S SUPPLY CO INC	clothing allowance - gunde	GENERAL FUND	PUBLIC WORKS ADMIN	65.98
	boots - leonard	GENERAL FUND	PARKS	128.95
	steel toe boots - powers	ENVIRON SERVICES F	ADMIN AND GENERAL	116.95
	steel toe boots - tyrell	STORMWATER FUND	ADMINISTRATION AND GEN	<u>123.95</u>
			TOTAL:	435.83
CENTRAL FIRE PROTECTION INC	fire extinguisher	GENERAL FUND	STREETS	21.25
	fire extinguisher	GENERAL FUND	PARKS	17.00
	fire extinguisher	WATER	ADMIN AND GENERAL	8.50
	fire extinguisher	WASTE WATER FUND	ADMIN AND GENERAL	8.50
	fire extinguisher	ENVIRON SERVICES F	ADMIN AND GENERAL	8.50
	fire extinguisher	ELECTRIC FUND	ADMIN AND GENERAL	<u>21.25</u>
			TOTAL:	85.00

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CHARD TILING & EXCAVATING	wash ave link	PERM IMPROVMENT RE	STREETS	396,709.50
	'14 old mn/st julien sewer	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	24,559.00
	ritt street storm sewer	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	<u>6,962.50</u>
			TOTAL:	428,231.00
CHEMSEARCH	hyd oil	GENERAL FUND	STREETS	145.68
	engine flushing oil	GENERAL FUND	STREETS	75.60
	hyd oil	GENERAL FUND	PARKS	145.68
	engine flushing oil	GENERAL FUND	PARKS	75.60
	hyd oil	WATER	DISTRIBUTION AND STORA	72.84
	engine flushing oil	WATER	DISTRIBUTION AND STORA	37.80
	hyd oil	WASTE WATER FUND	SOURCE/TREATMENT	72.84
	engine flushing oil	WASTE WATER FUND	SOURCE/TREATMENT	37.80
	hyd oil	ENVIRON SERVICES F	REFUSE DISPOSAL	72.84
	engine flushing oil	ENVIRON SERVICES F	REFUSE DISPOSAL	37.80
	hyd oil	ELECTRIC FUND	POWER DISTRIBUTION	145.68
	engine flushing oil	ELECTRIC FUND	POWER DISTRIBUTION	75.60
	hyd oil	STORMWATER FUND	TREATMENT	72.84
	engine flushing oil	STORMWATER FUND	TREATMENT	<u>37.80</u>
			TOTAL:	1,106.40
CINTAS CORPORATION #754	uniform cleaning	ELECTRIC FUND	ADMIN AND GENERAL	<u>129.12</u>
			TOTAL:	129.12
CLARKE MOSQUITO CONTROL PRODUCTS INC.	insecticide	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>963.63</u>
			TOTAL:	963.63
COLE PAPERS INC	soap, cups, towels, bags	GENERAL FUND	STREETS	62.94
	towels, glass clnr, dish s	GENERAL FUND	STREETS	100.64
	bags	GENERAL FUND	STREETS	21.04
	paper towels	GENERAL FUND	SWIMMING POOL	170.37
	soap, cups, towels, bags	GENERAL FUND	PARKS	62.94
	towels, glass clnr, dish s	GENERAL FUND	PARKS	100.64
	bags	GENERAL FUND	PARKS	21.04
	soap, cups, towels, bags	WATER	DISTRIBUTION AND STORA	31.47
	towels, glass clnr, dish s	WATER	DISTRIBUTION AND STORA	50.32
	bags	WATER	DISTRIBUTION AND STORA	10.52
	soap, cups, towels, bags	WASTE WATER FUND	SOURCE/TREATMENT	31.47
	towels, glass clnr, dish s	WASTE WATER FUND	SOURCE/TREATMENT	50.32
	bags	WASTE WATER FUND	SOURCE/TREATMENT	10.52
	soap, cups, towels, bags	ENVIRON SERVICES F	REFUSE DISPOSAL	31.47
	towels, glass clnr, dish s	ENVIRON SERVICES F	REFUSE DISPOSAL	50.32
	bags	ENVIRON SERVICES F	REFUSE DISPOSAL	10.52
	soap, cups, towels, bags	ELECTRIC FUND	POWER DISTRIBUTION	62.94
	towels, glass clnr, dish s	ELECTRIC FUND	POWER DISTRIBUTION	100.64
	bags	ELECTRIC FUND	POWER DISTRIBUTION	21.04
	soap, cups, towels, bags	STORMWATER FUND	TREATMENT	31.46
	towels, glass clnr, dish s	STORMWATER FUND	TREATMENT	50.32
	bags	STORMWATER FUND	TREATMENT	<u>10.53</u>
			TOTAL:	1,093.47
COMFORT SYSTEMS, INC.	ac unit pw compressor	GENERAL FUND	STREETS	539.75
	woodshop ac quote compress	GENERAL FUND	STREETS	26.56
	ac unit pw compressor	GENERAL FUND	PARKS	431.80
	woodshop ac quote compress	GENERAL FUND	PARKS	21.25
	430 Ritt ac circuit board	TORNADO DISASTER R	ECONOMIC DEVMT	390.48

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	ac unit pw compressor	WATER	ADMIN AND GENERAL	215.90
	woodshop ac quote compress	WATER	ADMIN AND GENERAL	10.63
	ac unit pw compressor	WASTE WATER FUND	ADMIN AND GENERAL	215.90
	woodshop ac quote compress	WASTE WATER FUND	ADMIN AND GENERAL	10.63
	ac unit pw compressor	ENVIRON SERVICES F	ADMIN AND GENERAL	215.90
	woodshop ac quote compress	ENVIRON SERVICES F	ADMIN AND GENERAL	10.62
	ac unit pw compressor	ELECTRIC FUND	ADMIN AND GENERAL	539.75
	woodshop ac quote compress	ELECTRIC FUND	ADMIN AND GENERAL	26.56
			TOTAL:	2,655.73
COMPUTER TECHNOLOGY SOLUTIONS, INC.	replacement backup tapes	GENERAL FUND	CITY ADMINISTRATION	7.35
	hp computer	GENERAL FUND	CITY CLERK	600.00
	hp printer for IT M451DN	GENERAL FUND	FINANCE	370.00
	replacement backup tapes	GENERAL FUND	FINANCE	26.47
	replacement backup tapes	GENERAL FUND	POLICE	33.82
	replacement backup tapes	GENERAL FUND	FIRE	4.41
	replacement backup tapes	GENERAL FUND	BUILDING INSPECTOR	4.41
	replacement backup tapes	GENERAL FUND	PUBLIC WORKS ADMIN	10.29
	replacement backup tapes	GENERAL FUND	STREETS	2.94
	replacement backup tapes	GENERAL FUND	RECREATION/LEISURE SER	19.12
	replacement backup tapes	GENERAL FUND	PARKS	1.47
	replacement backup tapes	GENERAL FUND	ECONOMIC DEVMT	2.94
	replacement backup tapes	LIBRARY FUND	LIBRARY	47.06
	replacement backup tapes	PUBLIC ACCESS	PUBLIC ACCESS	1.47
	replacement backup tapes	COMMUNITY CENTER	COMMUNITY CENTER	1.47
	replace printer bdwy	WATER	ADMIN AND GENERAL	370.00
	replacement backup tapes	WATER	ADMIN AND GENERAL	7.35
	replacement backup tapes	WASTE WATER FUND	ADMIN AND GENERAL	4.41
	replacement backup tapes	ENVIRON SERVICES F	REFUSE DISPOSAL	1.47
	replacement backup tapes	ELECTRIC FUND	ADMIN AND GENERAL	19.20
	replacement backup tapes	STORMWATER FUND	ADMINISTRATION AND GEN	2.94
	replacement backup tapes	TRANSIT	TRANSIT/TRANSPORTATION	1.41
			TOTAL:	1,540.00
COURT SPORTS AND MORE	clothing allow jen t.	WASTE WATER FUND	ADMIN AND GENERAL	60.00
	clothing allow scot	WASTE WATER FUND	ADMIN AND GENERAL	40.00
			TOTAL:	100.00
CRETEX CONCRETE PRODUCTS, INC.	ritt street improv rcp, ga	STORMWATER FUND	COLLECTIONS/LIFT STATI	890.00
			TOTAL:	890.00
CRYSTAL LAWN, INC	SUNRISE TOWER IRRIGATION	WATER	DISTRIBUTION AND STORA	52.32
	HWY169 IRRIG START UP	ENVIRON SERVICES F	REFUSE DISPOSAL	108.69
	HWY 169 IRRG START UP	ENVIRON SERVICES F	REFUSE DISPOSAL	105.57
	hwy 169 irr by mgm	ENVIRON SERVICES F	REFUSE DISPOSAL	64.27
			TOTAL:	330.85
CRYSTAL VALLEY	load mgmt fuel	ELECTRIC FUND	POWER PRODUCTION	22,864.45
			TOTAL:	22,864.45
CRYTEEL TRUCK EQUIPMENT INC	vactor repair	WASTE WATER FUND	COLLECTOR/LIFT STAT	4,381.75
			TOTAL:	4,381.75
DGR ENGINEERING	distrib design 6/30/14	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	747.00
	bdwy gen plant const/final	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	1,135.50
			TOTAL:	1,882.50

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DRANTTEL SALES & SERVICE	blades	ENVIRON SERVICES F	REFUSE DISPOSAL	48.00
			TOTAL:	48.00
EARL F ANDERSEN INC	ped xing, arrow signs	GENERAL FUND	STREETS	387.90
			TOTAL:	387.90
FARMERS ELEVATOR CO OF TRAVERSE	BULK POTASH	GENERAL FUND	STREETS	91.40
	BULK POTASH	GENERAL FUND	PARKS	91.40
	BULK POTASH	WATER	DISTRIBUTION AND STORA	45.70
	BULK POTASH	WASTE WATER FUND	SOURCE/TREATMENT	45.70
	BULK POTASH	ENVIRON SERVICES F	REFUSE DISPOSAL	45.70
	BULK POTASH	ELECTRIC FUND	POWER DISTRIBUTION	91.40
	BULK POTASH	STORMWATER FUND	TREATMENT	45.69
			TOTAL:	456.99
FRED POWERS	work boots	WASTE WATER FUND	ADMIN AND GENERAL	139.46
	class a driver lic	WASTE WATER FUND	ADMIN AND GENERAL	45.25
			TOTAL:	184.71
GELDNER UNDERGROUND, INC.	HOWARD ST OFF WASH AVE BOR	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	357.50
			TOTAL:	357.50
GENESIS	diesel for july	GENERAL FUND	STREETS	8,461.90
			TOTAL:	8,461.90
GRAINGER	MEASURING WHEELS	GENERAL FUND	STREETS	267.93
			TOTAL:	267.93
GRAYBAR ELECTRIC COMPANY INC	coup-4	ELECTRIC FUND	POWER DISTRIBUTION	51.15
			TOTAL:	51.15
GUSTAVUS ADOLPHUS COLLEGE P.O.	July postage	GENERAL FUND	CITY ADMINISTRATION	21.89
	July postage	GENERAL FUND	CITY CLERK	3.15
	July postage	GENERAL FUND	ELECTIONS	18.54
	July postage	GENERAL FUND	FINANCE	180.98
	July postage	GENERAL FUND	POLICE	83.47
	July postage	GENERAL FUND	FIRE	11.05
	July postage	GENERAL FUND	BUILDING INSPECTOR	11.11
	July postage	GENERAL FUND	PUBLIC WORKS ADMIN	44.73
	July postage	GENERAL FUND	STREETS	4.33
	July postage	GENERAL FUND	RECREATION/LEISURE SER	91.14
	July postage	GENERAL FUND	PARKS	13.86
	July postage	GENERAL FUND	ECONOMIC DEVMT	17.52
	July postage	LIBRARY FUND	LIBRARY	4.97
	July postage	COMMUNITY CENTER	COMMUNITY CENTER	4.98
	July postage	WATER	ADMIN AND GENERAL	19.58
	July postage	WATER	CUSTOMER ACCOUNTS	92.32
	July postage	WASTE WATER FUND	ADMIN AND GENERAL	6.10
	July postage	WASTE WATER FUND	CUSTOMER ACCOUNTS	92.31
	July postage	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	92.31
	July postage	ELECTRIC FUND	ADMIN AND GENERAL	16.32
	July postage	ELECTRIC FUND	CUSTOMER ACCOUNTS	92.32
	July postage	TRANSIT	TRANSIT/TRANSPORTATION	4.25
			TOTAL:	927.23
HAWKINS, INC.	sodium hydro, metab	WATER	PURIFICATION AND TREAT	2,190.00

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	sodium hydro	WATER	PURIFICATION AND TREAT	877.50
	sodium hydro	WATER	PURIFICATION AND TREAT	916.50
	azone,sodium hyd, hydro ac	WATER	PURIFICATION AND TREAT	2,836.81
	sulfuric acid	WASTE WATER FUND	BIOSOLIDS	110.77
	poly	WASTE WATER FUND	BIOSOLIDS	5,060.00
	SULFURIC ACID	WASTE WATER FUND	BIOSOLIDS	97.48
	ferric chloride	WASTE WATER FUND	SOURCE/TREATMENT	4,476.72
	sulfuric acid	WASTE WATER FUND	SOURCE/TREATMENT	258.48
	polymer	WASTE WATER FUND	SOURCE/TREATMENT	3,680.85
	SULFURIC ACID	WASTE WATER FUND	SOURCE/TREATMENT	<u>227.46</u>
			TOTAL:	20,732.57
HOLIDAY COMMERCIAL	fuel for july	GENERAL FUND	POLICE	599.19
	fuel for july	GENERAL FUND	BUILDING INSPECTOR	75.14
	fuel for july	GENERAL FUND	STREETS	573.73
	fuel for july	GENERAL FUND	PARKS	735.21
	fuel for july	COMMUNITY CENTER	COMMUNITY CENTER	96.40
	fuel for july	WATER	ADMIN AND GENERAL	398.57
	Fuel for July	WATER	CUSTOMER ACCOUNTS	41.33
	fuel for july	WASTE WATER FUND	ADMIN AND GENERAL	533.01
	Fuel for July	WASTE WATER FUND	CUSTOMER ACCOUNTS	41.33
	fuel for july	ENVIRON SERVICES F	REFUSE DISPOSAL	235.07
	fuel for july	ELECTRIC FUND	ADMIN AND GENERAL	462.59
	Fuel for July	ELECTRIC FUND	CUSTOMER ACCOUNTS	42.57
	fuel for july	STORMWATER FUND	ADMINISTRATION AND GEN	<u>664.96</u>
			TOTAL:	4,499.10
JANE TIMMERMAN-PETTY CASH	create a camp supp	GENERAL FUND	RECREATION/LEISURE SER	13.95
	movies in park supp	GENERAL FUND	RECREATION/LEISURE SER	<u>16.10</u>
			TOTAL:	30.05
JAVENS MECHANICAL CONTRACTING CO.	replace vent cap/rpz valve	GENERAL FUND	SWIMMING POOL	1,879.46
	investigateleaky rpz, rpz	WASTE WATER FUND	SOURCE/TREATMENT	<u>159.00</u>
			TOTAL:	2,038.46
JAY LINK	punch/mag holder/knife	GENERAL FUND	POLICE	<u>51.50</u>
			TOTAL:	51.50
JOHN HANK	MEALS MWOA CONF 7/28/14	WASTE WATER FUND	ADMIN AND GENERAL	47.86
	MEALS FOR MWOA CONF 7/28/1	WASTE WATER FUND	ADMIN AND GENERAL	<u>7.58</u>
			TOTAL:	55.44
KEELEY FARM DRAINAGE	golden mulch mnsquare	GENERAL FUND	PARKS	<u>52.50</u>
			TOTAL:	52.50
KEEPSRS, INC.	pistol, rear & night sight	GENERAL FUND	POLICE	414.00
	used gun	GENERAL FUND	POLICE	<u>265.00</u>
			TOTAL:	149.00
KIBBLE EQUIPMENT	#113 filter kit&element	STORMWATER FUND	TREATMENT	<u>150.29</u>
			TOTAL:	150.29
KWIK TRIP INC	fuel for july	GENERAL FUND	POLICE	2,336.87
	fuel for july	GENERAL FUND	BUILDING INSPECTOR	49.76
	fuel for july	WATER	ADMIN AND GENERAL	29.70
	fuel for July	WATER	CUSTOMER ACCOUNTS	11.92

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	fuel for july	WASTE WATER FUND	ADMIN AND GENERAL	29.70
	fuel for July	WASTE WATER FUND	CUSTOMER ACCOUNTS	11.92
	fuel for July	ELECTRIC FUND	CUSTOMER ACCOUNTS	11.91
	fuel for july 2014	TRANSIT	TRANSIT/TRANSPORTATION	<u>2,916.79</u>
			TOTAL:	5,398.57
LAGER'S INC	2012 dodge strut tens	GENERAL FUND	POLICE	136.50
	electrical repair	GENERAL FUND	POLICE	<u>162.19</u>
			TOTAL:	298.69
LEWIS GIESKING	postage - 169 detour ltr	GENERAL FUND	STREETS	24.01
	mileage - july	GENERAL FUND	STREETS	18.06
	mileage-169 coalition mtg	GENERAL FUND	STREETS	15.68
	mileage - july	GENERAL FUND	PARKS	14.38
	mileage - july	WATER	ADMIN AND GENERAL	7.19
	mileage - july	WASTE WATER FUND	ADMIN AND GENERAL	7.19
	mileage - july	ENVIRON SERVICES F	ADMIN AND GENERAL	7.20
	mileage - july	ELECTRIC FUND	ADMIN AND GENERAL	18.06
	mileage-smmpa solar mtg ro	ELECTRIC FUND	ADMIN AND GENERAL	105.28
	mileage-smmpa monthly mtg	ELECTRIC FUND	ADMIN AND GENERAL	34.83
	mileage-mmua lunch mtg, pa	ELECTRIC FUND	ADMIN AND GENERAL	20.10
	mileage-travel wash ave	ELECTRIC FUND	ADMIN AND GENERAL	2.35
	mileage-cert mail&inspect	ELECTRIC FUND	ADMIN AND GENERAL	<u>3.25</u>
			TOTAL:	277.58
LOFFLER	electrical outage repair	GENERAL FUND	MUNICIPAL BUILDING	<u>38.75</u>
			TOTAL:	38.75
MACQUEEN EQUIPMENT INC	dirt shoe scraper	GENERAL FUND	STREETS	<u>35.76</u>
			TOTAL:	35.76
MANKATO-SFS COMPANIES, INC.	shower valves	GENERAL FUND	SWIMMING POOL	<u>350.81</u>
			TOTAL:	350.81
MARCO, INC.	6/23-7/22/14 contract	GENERAL FUND	CITY ADMINISTRATION	22.57
	6/23-7/22/14 contract	GENERAL FUND	CITY CLERK	22.57
	6/23-7/22/14 contract	GENERAL FUND	FINANCE	15.05
	6/23-7/22/14 contract	GENERAL FUND	POLICE	12.04
	6/23-7/22/14 contract	GENERAL FUND	BUILDING INSPECTOR	6.02
	6/23-7/22/14 contract	GENERAL FUND	PUBLIC WORKS ADMIN	3.01
	6/23-7/22/14 contract	GENERAL FUND	ECONOMIC DEVMT	1.50
	6/23-7/22/14 contract	WATER	ADMIN AND GENERAL	13.54
	6/23-7/22/14 contract	WASTE WATER FUND	ADMIN AND GENERAL	13.56
	6/23-7/22/14 contract	ELECTRIC FUND	ADMIN AND GENERAL	<u>40.63</u>
			TOTAL:	150.49
MENARDS	supplies	GENERAL FUND	FIRE	45.86
	coasters	GENERAL FUND	SWIMMING POOL	47.92
	pool cart wheels	GENERAL FUND	SWIMMING POOL	35.96
	wood	GENERAL FUND	PARKS	27.00
	downtown irrigation parts	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>18.49</u>
			TOTAL:	175.23
METERING & TECHNOLOGY SOLUTIONS	meters	WATER	NON-DEPARTMENTAL	<u>378.68</u>
			TOTAL:	378.68

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
METRO SALES INC	copier/printer maint charg	LIBRARY FUND	LIBRARY	503.56
			TOTAL:	503.56
MIDWEST SPECIALTY SALES	deck motor	STORMWATER FUND	TREATMENT	781.74
			TOTAL:	781.74
MN DEPT OF HEALTH	wibit review at Pool	RESTRICTED CONTRIB	SWIMMING POOL	600.00
			TOTAL:	600.00
MN DEPT OF HUMAN SERVICES	mowing services	GENERAL FUND	NON-DEPARTMENTAL	50.00
	flower watering services	ENVIRON SERVICES F	REFUSE DISPOSAL	417.50
			TOTAL:	467.50
MN PIPE & EQUIPMENT	Dips	WATER	NON-DEPARTMENTAL	470.12
	12" repair coupling	WATER	NON-DEPARTMENTAL	910.80
	1' copper tubing	WATER	NON-DEPARTMENTAL	3,352.00
	encoder output module	WATER	DISTRIBUTION AND STORA	278.13
	gaskets	WATER	DISTRIBUTION AND STORA	44.59
	muni ball	WASTE WATER FUND	COLLECTOR/LIFT STAT	487.35
			TOTAL:	5,542.99
MN STATE UNIVERSITY	Mt Simon monitoring	WATER	SOURCE OF SUPPLY	317.00
			TOTAL:	317.00
MN VALLEY ACTION COUNCIL INC.	cip agreement- appliance a	ELECTRIC FUND	ADMIN AND GENERAL	50.00
			TOTAL:	50.00
MVTL LABORATORIES INC	testing	WASTE WATER FUND	SOURCE/TREATMENT	126.50
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	81.25
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	59.25
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	156.50
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	156.50
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	118.40
	mei testing	WASTE WATER FUND	SOURCE/TREATMENT	43.20
	testing	WASTE WATER FUND	SOURCE/TREATMENT	118.40
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	81.25
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	200.50
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	81.25
	testing	WASTE WATER FUND	SOURCE/TREATMENT	150.40
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	59.20
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	118.40
	mei testing	WASTE WATER FUND	SOURCE/TREATMENT	43.20
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	112.80
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	112.80
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	118.40
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	65.20
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	118.40
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	59.20
	wwtf testing	WASTE WATER FUND	SOURCE/TREATMENT	118.40
	hwe testing	WASTE WATER FUND	SOURCE/TREATMENT	118.40
	testing	WASTE WATER FUND	SOURCE/TREATMENT	118.40
	mei testing	WASTE WATER FUND	SOURCE/TREATMENT	43.20
			TOTAL:	2,579.40
NATIONAL ASSOCIATION OF SCHOOL RESOURC	2014-15 membership	GENERAL FUND	POLICE	40.00
			TOTAL:	40.00

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
NORTH CENTRAL INTERNATIONAL	suspension bolsters #207	GENERAL FUND	STREETS	887.08
	mud flap hangers 207	GENERAL FUND	STREETS	35.24
	retainer #44	GENERAL FUND	STREETS	2.52
	dimmer switch #44	GENERAL FUND	STREETS	83.98
			TOTAL:	1,008.82
NORTH CENTRAL LABORATORIES	sulfuric acid buf-set	WASTE WATER FUND	SOURCE/TREATMENT	257.19
	whirl-pak	WASTE WATER FUND	SOURCE/TREATMENT	87.91
			TOTAL:	345.10
NORTHERN SAFETY TECHNOLOGY, INC.	#714 lighthouse	STORMWATER FUND	TREATMENT	246.65
			TOTAL:	246.65
OFFICEMAX	dvd's for police	GENERAL FUND	POLICE	24.99
	printer ink	GENERAL FUND	PUBLIC WORKS ADMIN	175.96
			TOTAL:	200.95
OVERHEAD DOOR COMPANY OF MANKATO INC	2' #41 chain	WASTE WATER FUND	SOURCE/TREATMENT	8.40
			TOTAL:	8.40
PAULA O'CONNELL	energy svc coalition conf	ELECTRIC FUND	CUSTOMER ACCOUNTS	32.67
	energy svc coalition conf	ELECTRIC FUND	CUSTOMER ACCOUNTS	302.24
	energy svc coalition conf	ELECTRIC FUND	CUSTOMER ACCOUNTS	20.00
			TOTAL:	354.91
PETE MOULTON	mileage 7/7-7/17/14	WATER	ADMIN AND GENERAL	115.92
	mileage 7/22-8/1/14	WATER	ADMIN AND GENERAL	10.64
	mileage 7/7-7/17/14	WASTE WATER FUND	ADMIN AND GENERAL	11.20
	mileage 7/22-8/1/14	WASTE WATER FUND	ADMIN AND GENERAL	34.16
	mileage 7/7-7/17/14	STORMWATER FUND	ADMINISTRATION AND GEN	35.84
	mileage 7/22-8/1/14	STORMWATER FUND	ADMINISTRATION AND GEN	59.92
			TOTAL:	267.68
QUICK MART ST PETER	july fuel	GENERAL FUND	POLICE	527.05
			TOTAL:	527.05
QUILL	ink cartridges	GENERAL FUND	STREETS	69.61
	ink cartridges	GENERAL FUND	PARKS	55.69
	ink cartridges	WATER	ADMIN AND GENERAL	27.84
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	27.84
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	27.85
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	69.61
			TOTAL:	278.44
RAMY TURF PRODUCTS	50# seed,mulch	STORMWATER FUND	COLLECTIONS/LIFT STATI	524.00
			TOTAL:	524.00
RECREATION SUPPLY COMPANY	wheels, casters, seat belt	GENERAL FUND	SWIMMING POOL	467.68
			TOTAL:	467.68
RIVER'S EDGE HOSPITAL & CLINIC	drug screens	GENERAL FUND	POLICE	41.50
	drug screens	GENERAL FUND	STREETS	29.00
	physical	WASTE WATER FUND	ADMIN AND GENERAL	225.00
	drug screens	ENVIRON SERVICES F	ADMIN AND GENERAL	29.00
	drug screens	STORMWATER FUND	ADMINISTRATION AND GEN	29.00
	jan-jun '14 vacant space r	MEDICAL CAMPUS	NON-DEPARTMENTAL	48,414.00-

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	jan-jun '14 mob mthly exp	MEDICAL CAMPUS	ADMIN & GENERAL	<u>61,096.64</u>
			TOTAL:	13,036.14
RYAN ELECTRIC OF ST PETER	bulbs, ballasts, labor	GENERAL FUND	STREETS	141.50
	rr exhaust fan warming hou	GENERAL FUND	PARKS	164.70
	gault park photo eye repla	GENERAL FUND	PARKS	95.45
	parking lot lights jeff pa	GENERAL FUND	PARKS	75.00
	bulbs, ballasts, labor	GENERAL FUND	PARKS	113.20
	bulbs, ballasts, labor	WATER	ADMIN AND GENERAL	56.60
	svc call chemical motor	WASTE WATER FUND	SOURCE/TREATMENT	75.00
	bulbs, ballasts, labor	WASTE WATER FUND	ADMIN AND GENERAL	56.60
	bulbs, ballasts, labor	ENVIRON SERVICES F	ADMIN AND GENERAL	56.60
	bulbs, ballasts, labor	ELECTRIC FUND	ADMIN AND GENERAL	<u>141.50</u>
			TOTAL:	976.15
RYAN PLUMBING & HEATING	chk fan in mens bath-gorma	GENERAL FUND	PARKS	465.52
	wash square-fan in bathroo	GENERAL FUND	PARKS	887.00
	gault park mens bath fan	GENERAL FUND	PARKS	854.97
	gault womens bath fan	GENERAL FUND	PARKS	854.97
	frozen water service-430ri	WATER	DISTRIBUTION AND STORA	<u>155.00</u>
			TOTAL:	3,217.46
SAFEGUARD BY QBF	utility bill forms	WATER	CUSTOMER ACCOUNTS	133.44
	utility bill forms	WASTE WATER FUND	CUSTOMER ACCOUNTS	133.44
	utility bill forms	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	133.43
	utility bill forms	ELECTRIC FUND	CUSTOMER ACCOUNTS	<u>133.44</u>
			TOTAL:	533.75
SOUTHERN MN CONSTRUCTION CO INC	asphalt south end	GENERAL FUND	STREETS	2,242.00
	asphalt south end	GENERAL FUND	STREETS	6,137.77
	asphalt south end	GENERAL FUND	STREETS	13,419.55
	valves & mh	WATER	DISTRIBUTION AND STORA	157.14
	valves & mh	WASTE WATER FUND	COLLECTOR/LIFT STAT	157.14
	valves & mh	STORMWATER FUND	TREATMENT	<u>157.13</u>
			TOTAL:	22,270.73
SPRING TOUCH	weed crabgrass 169 medians	ENVIRON SERVICES F	REFUSE DISPOSAL	<u>108.50</u>
			TOTAL:	108.50
ST CROIX RECREATION CO INC	chain grips for treemendou	RESTRICTED CONTRIB	PARKS	<u>221.20</u>
			TOTAL:	221.20
ST PETER RENTAL CENTER	bike trail post hole auger	RESTRICTED CONTRIB	PARKS	80.00
	bike trail post hole auger	RESTRICTED CONTRIB	PARKS	<u>80.00</u>
			TOTAL:	160.00
STEPP MFG	ball valv, spray wand hand	GENERAL FUND	STREETS	<u>158.87</u>
			TOTAL:	158.87
SUNSHINE FILTERS OF PINELLAS, INC.	filters	WASTE WATER FUND	SOURCE/TREATMENT	<u>549.37</u>
			TOTAL:	549.37
SWANSON PROCESS SERVICES CO.	calibrate actuators	WATER	PURIFICATION AND TREAT	<u>462.10</u>
			TOTAL:	462.10
TASER INTERNATIONAL	11 taser units, battery pa 2013	EQUIPMENT CER	POLICE	10,904.00

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	10,904.00
TESSMAN SEED CO	turf ace mvp	GENERAL FUND	PARKS	470.00
	turf ace mvp	GENERAL FUND	PARKS	517.00
			TOTAL:	987.00
THERMODYNAMICS	hvac svc city hall	GENERAL FUND	MUNICIPAL BUILDING	462.00
			TOTAL:	462.00
TIGERDIRECT.COM	ups-scada, monitor	WATER	ADMIN AND GENERAL	273.16
			TOTAL:	273.16
TIMOTHY STRAND	lmc summer conf meals	GENERAL FUND	MAYOR & COUNCIL	16.75
	lmc summer conf hotel	GENERAL FUND	MAYOR & COUNCIL	191.04
	lmc summer conf mileage	GENERAL FUND	MAYOR & COUNCIL	125.44
			TOTAL:	333.23
TOM WINSELL	uniform	GENERAL FUND	POLICE	63.60
			TOTAL:	63.60
US BANK	2010b agent fee	WASTE WATER FUND	ADMIN AND GENERAL	450.00
			TOTAL:	450.00
USA BLUE BOOK	total hardness reagent	WASTE WATER FUND	SOURCE/TREATMENT	47.15
	pressure gauge	WASTE WATER FUND	SOURCE/TREATMENT	90.45
			TOTAL:	137.60
VISA	amazon charge	GENERAL FUND	NON-DEPARTMENTAL	7.99
	council goal session food	GENERAL FUND	MAYOR & COUNCIL	16.47
	goal session meal	GENERAL FUND	MAYOR & COUNCIL	77.85
	league conf hotel, meals	GENERAL FUND	CITY ADMINISTRATION	448.21
	flowers reimbursed	GENERAL FUND	POLICE	57.71
	meals training	GENERAL FUND	POLICE	26.36
	ink cartridge	GENERAL FUND	POLICE	144.99
	fuel at training	GENERAL FUND	POLICE	20.00
	meals at training	GENERAL FUND	POLICE	16.14
	uniform	GENERAL FUND	POLICE	642.27
	replace laptop for pw	GENERAL FUND	PUBLIC WORKS ADMIN	913.32
	specialty camp supplies	GENERAL FUND	RECREATION/LEISURE SER	101.03
	create a camp supp	GENERAL FUND	RECREATION/LEISURE SER	41.59
	wrist bands slip n slide J	GENERAL FUND	SWIMMING POOL	14.50
	meals reda mtg	GENERAL FUND	ECONOMIC DEVMT	21.77
	membrane for stj wtr plan	WATER	PURIFICATION AND TREAT	490.00
	replace scada touch panel	WATER	ADMIN AND GENERAL	734.24
	mmual mtg meal	ELECTRIC FUND	ADMIN AND GENERAL	17.00
	night to unite supp	RESTRICTED CONTRIB	POLICE	168.37
	table covers for hfr	RESTRICTED CONTRIB	RECREATION/LEISURE SER	42.00
	hfr window decor	RESTRICTED CONTRIB	RECREATION/LEISURE SER	61.10
			TOTAL:	4,062.91
VON ESSEN TOWING	tires #311	GENERAL FUND	PARKS	65.06
	tires #554	GENERAL FUND	PARKS	36.00
	tires trailer	GENERAL FUND	PARKS	100.14
	tires #99a	WASTE WATER FUND	COLLECTOR/LIFT STAT	100.00
	repair	WASTE WATER FUND	COLLECTOR/LIFT STAT	15.00
	labor #75, 406	STORMWATER FUND	TREATMENT	108.00

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
			TOTAL:	424.20	
WATER CONSRVATION SERVICE, INC.	leak locate @ 627 s 7th 7/	WATER	DISTRIBUTION AND STORA	436.60	
			TOTAL:	436.60	
WIGEN COMPANIES, INC.	rev osmosis membranes	WATER	PURIFICATION AND TREAT	2,815.00	
			TOTAL:	2,815.00	
ZIEGLER INC	beacon #814 cat	GENERAL FUND	STREETS	117.38	
			TOTAL:	117.38	
MISC VENDOR	FISHER, TODD	DOT PHYSICAL	TRANSIT	TRANSIT/TRANSPORTATION	75.00
	LEONHARDT, LELIA	meals, esc conf 7/28-7/30	ELECTRIC FUND	CUSTOMER ACCOUNTS	52.22
	MEDIGER, JODY	swimming refund	GENERAL FUND	NON-DEPARTMENTAL	33.00
			TOTAL:	160.22	

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

101	GENERAL FUND	114,351.75
211	LIBRARY FUND	1,712.31
213	PUBLIC ACCESS	1.47
217	COMMUNITY CENTER	102.85
240	TORNADO DISASTER REV LOAN	390.48
401	PERM IMPROVMENT REVOLVING	398,119.50
473	2013 EQUIPMENT CERTIFICAT	10,904.00
601	WATER	20,024.14
602	WASTE WATER FUND	54,584.12
603	ENVIRON SERVICES FUND	3,018.20
604	ELECTRIC FUND	28,109.08
606	STORMWATER FUND	16,118.52
610	TRANSIT	2,997.45
627	MEDICAL CAMPUS	12,682.64
820	RESTRICTED CONTRIBUTIONS	1,252.67
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	GRAND TOTAL:	664,369.18
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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 license applications are hereby approved subject to compliance with City Code regulations and payment of the license fee:

Temporary Soft Drink

Jorge Alonso dba Tasty Treats Concessions	Minnesota Square Park	9/6/14 – 9/7/14
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Nicollet County Ag Society	400 West Union Street	8/6–12/31, 2014
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Show License

Nicollet County Ag Society	400 West Union Street	8/6–12/31, 2014
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2. The schedule of disbursements for July 24, 2014 through August 6, 2014 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 11th day of August, 2014.

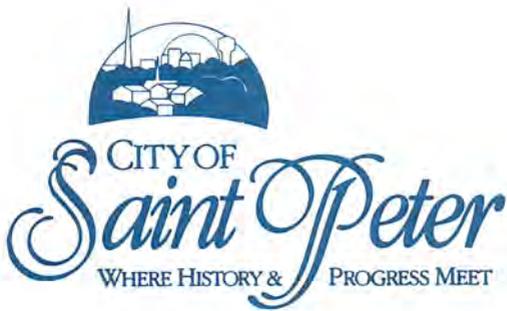
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** 08/07/14

**FROM:** Paula O'Connell  
Director of Finance/Treasurer

**RE:** Payroll Clerk Position Creation

### ACTION/RECOMMENDATION

Approve creation of a part-time Payroll Clerk position in the Finance Department including approval of job description, pay equity point level, starting wage and authorization for recruitment for the position.

### BACKGROUND

I have reviewed the workload and staffing levels in the Finance Department over the last year or so and based on that review, or more specifically in the last eight months, I believe that an additional part-time employee working 2-3 days per week is needed and the most logical and impactful use of that time will be in payroll.

The Finance staff that works with the financial systems consists of:

- Director of Finance
- Accountant
- Part-time accounts Payable Clerk (shared with the Building Department Receptionist position)
- Utility Billing Clerk
- Accounts Receivable Clerk

I also supervise the following employees:

2 Computer Service Technicians	1 Transit Coordinator	2 full-time Bus Drivers
8 part time Bus Drivers	3 Meter Readers	

The total number of employees in the Finance Department equals 19.5 full-time and part-time staff.

An integral part of the many projects the City does involves work of the Finance Department. Reporting, auditing and management information requirements have continued to grow and so have the demands on the Finance Department.

The items below are activities that have stretched the Finance staff and required deferral of some operations to complete more urgent ones:

- Customer, Council, and staff requests and want for information that wasn't as accessible in the past
- Greater need for time to meet mandates i.e. health insurance, VEBA, and flex plans
- Data privacy
- Growth of billing and collecting miscellaneous accounts receivables i.e. fire calls; effluent treatment, etc.
- Operating with the same overall staff as in 1990 with more utility customers
- Accounts payable has grown with the availability of more vendors
- 11 tax increment districts and reporting
- Miscellaneous projects of greater financial complexity including Municipal State Aid (MSA) bonding, Federal grants and others, i.e. turnbacks, and street reconstructions
- Elongated and complex discussion about budgets, rates and funds by the Council and staff requiring additional time and analysis
- On-going challenges in meeting budgetary deadlines.

The goal of adding an additional part-time employee is to free up more time for additional analysis by myself and the Accountant. This will be done by shifting some of my tasks to the Accountant and some of the Accountant's tasks (including payroll) to this new position. Payroll is a pretty discrete and separate function that can be reasonably accomplished by a part-time staff person with appropriate oversight. I also plan to make other adjustments to provide more project and analysis time in other areas, but this is the only area where additional staff would be needed.

Increasing the Finance Department staffing by a part-time position to process payroll will also provide for better separation of duties, which is a finding in our annual audit every year. The true impact will be that this allows this day-to-day function to be passed down providing room for senior staff to work on the more complex issues that need greater time, attention and analysis.

Again, my overall goal is to allow for more time for higher level work which will help staff and allow us to provide better information presentation, in-depth analysis and additional real time data to the City Council which is not available without changes to our current scope of work or staffing.

I recommend the creation of this part-time position, as well as the proposed job description, pay equity level, and starting wage.

**FISCAL IMPACT:**

A part-time Payroll Clerk could be hired for \$12.00/hour for 2-3 days a week. The annual cost would be \$14,000-\$16,775 with FICA/Medicare/PERA/unemployment. This position would not qualify for health, life, or dental benefits. This position has been included in the end of 2014 financial projections and, if approved, will be included in the budget plan for the 2015 year.

**ALTERNATIVES/VARIATIONS:**

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

Negative vote: No further action will be taken.

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

Please feel free to contact me if you have any additional questions or concerns.

CITY OF SAINT PETER, MINNESOTA  
POSITION DESCRIPTION

PAY EQUITY POINTS = 180

**POSITION TITLE:** PAYROLL CLERK

**DEPARTMENT:** FINANCE

**SUPERVISOR:** DIRECTOR OF FINANCE

**OVERVIEW OF POSITION:**

Under the direction and general supervision of the Director of Finance, the Payroll Clerk calculates employee compensation.

**ESSENTIAL JOB FUNCTIONS:**

- Maintains payroll information by collecting, calculating, and entering data.
- Prepares reports by compiling summaries of earnings, taxes, deductions, leave, disability, and nontaxable wages.
- Determines payroll liabilities by calculating employee Federal and State income and Social Security taxes and employer's social security, unemployment, and workers compensation payments.
- Resolves payroll discrepancies by collecting and analyzing information.
- Maintain and research employee benefit programs.
- Provides payroll information to employees
- Maintains employee confidence and protects payroll operations
- Assists with administrative tasks; compiles data for reports and audit; undertakes special projects as requested; prepares reports as directed.
- Assists in handling customer inquiries and routing incoming phone calls.
- Performs related duties as assigned or apparent.

**REQUIRED INTERPERSONAL SKILLS:**

Ability to communicate clearly and effectively, both orally and in writing; ability to understand and carry out directions; ability to accept responsibility; ability to cooperate with a wide range of individuals; ability to maintain confidentiality as needed.

**ESSENTIAL PHYSICAL REQUIREMENTS:**

The Payroll Clerk is required to be capable of performing the following physical functions or a combination thereof for any given workday.

**CITY OF SAINT PETER, MINNESOTA  
POSITION DESCRIPTION**

**Legend:**

Continuously is over 2/3 of a work day

Frequently is 1/3 to 2/3 of a work day

Occasionally is less than 1/3 of a work day

Work day - a normal work day is eight (8) hours with a break for a meal. A normal work week is five (5) days with two consecutive days off. During emergencies, work days may extend to 16 hours or more and a work week to seven days.

Actions: Continuously speak comprehensible English and understand English, read and write English; Hearing - continuously normal or corrected to normal; Eyesight - continuously far vision and near vision 20/40 or corrected to 20/40, differentiate colors precisely, normal depth perception, normal peripheral vision; Continuously sit, stand, or walk; Frequently bend/stoop; Occasionally squat, reach above shoulder level, kneel, push/pull; Continuously use hands for simple grasping and fine manipulating

Strength: Occasionally carry up to thirty pounds and lift up to fifty pounds.

**MINIMUM QUALIFICATIONS:**

- High School Diploma or equivalent
- One year payroll experience or Associates degree in Accounting.
- Demonstrated experience working with the public.
- Demonstrated experience working with benefits provided to employees
- Knowledge of Microsoft Word and Excel software.

**DESIRED QUALIFICATIONS**

- Previous municipal accounting experience.
- Knowledge of fund accounting principles, practices, and terminology.
- 2 or more years' experience working with employee benefits

Adopted: \_\_\_\_\_

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

RESOLUTION APPROVING CREATION OF ADDITIONAL PART-TIME POSITION IN FINANCE  
DEPARTMENT

WHEREAS, the City's Finance Department has worked with the same staffing levels for over 10 years;  
and

WHEREAS, the workload of the Department has increased as additional mandates and reporting  
requirements have been added under State Law; and

WHEREAS, the number of utility customers has also increased as the population of Saint Peter has  
grown; and

WHEREAS, the annual audit of the City has continually included a finding that the City has a limited  
segregation of duties in several areas which the auditor considers to be a significant deficiency in internal  
controls; and

WHEREAS, the finding can be eliminated and the workload decreased by the addition of one additional  
part-time position in the Finance Department; and

WHEREAS, staff recommends a part-time position of no more than twenty hours per week be created.

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

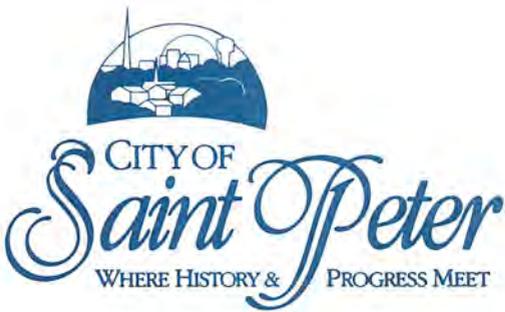
1. Effective August 12, 2014, the authorized staffing level in the Finance Department shall be  
increased by 0.5 employees with the creation of a part-time Payroll Clerk position working no  
more than twenty (20) hours per week.
2. The position description for the Payroll Clerk position is approved.
3. The pay equity points for the position shall be established at 180.
4. The starting wage for the position shall be \$12.00.
5. Staff is authorized to proceed with recruitment for the position.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11th day of  
August, 2014.

\_\_\_\_\_  
Timothy Strand  
Mayor

ATTEST:

\_\_\_\_\_  
Todd Prafke  
City Administrator



## Memorandum

**TO:** Todd Prafke  
City Administrator

**DATE:** August 11, 2014

**FROM:** Paula O'Connell  
Director of Finance

**RE:** 2015 Transit Grant Applications

### ACTION/RECOMMENDATION

Approve submission of grant applications for 2015 transit operation funds and vehicle capital funds to the Minnesota Department of Transportation (MnDOT), Office of Transit.

### BACKGROUND

The 2015 goal for the Transit system is to continue growing the route service, while improving the efficiency of both the route and Dial-a-Ride services. Improved efficiency includes cost saving while providing better service to the residents of Saint Peter and Kasota. Funding from the Department of Transportation in the amount of eighty percent (80%) of the total projected operating costs will allow us to continue to provide this valuable service to the residents of the community. The budgeted include in the grant application is as follows:

(80%)	\$285,400.00	State and Federal Share
(20%)	\$71,350.00	Local (Saint Peter) Share
	<u>\$356,750.00</u>	Total Operating Cost

This projected total operating cost is \$12,420.00 over the 2014 grant application request. MnDOT approved a grant of \$315,000.00 in 2014. It is our belief that we have additional costs going forward and that the State is willing to add funding for the City in 2015.

The Capital Funds grant is used for the replacement of buses. The deadline for the application for 2015 Capital funds is also August 30, 2014. A Capital Grant would allow for ordering a new bus in 2015 with an expected delivery date in the last quarter of 2015. In 2014 we requested and received a Capital Funds grant to purchase two buses. These buses are slated for delivery in late 2014 and will replace 1998 and 2003 model year buses. The 2008 bus will then become our back up bus and will be used primarily as a Gustavus bus. This bus currently has just under 187,000 miles and is showing signs that we may be facing major repair costs in the future. We project that there will be over 200,000 miles on this bus by the fall of 2015. MnDOT uses a service life expectancy for these buses of 5 years or 150,000 miles. The long range plan for replacement of buses included a new bus in 2015. Due to the age of our two existing buses

and the mileage on them, our MnDOT Project Manager agrees that another bus should be purchased in 2015. The state and federal share of the capital cost is also 80%. MnDOT bases the grants on projected costs of the buses which for 2015 is \$72,000.00.

(80%) \$57,600	State and Federal Share
<u>(20%) \$14,400</u>	<u>Local (Saint Peter) Share</u>
\$72,000	Projected Total Replacement Cost

The Capital Grant application deadline for 2015, as mentioned, is August 30<sup>th</sup>. If approved by MnDOT, the process of equipping and pricing the bus will begin in early 2015. The final decision to order a bus would need to be made by late April. If the required revenue to pay the local share is not available at that time then the order would not be placed and there would be no cost to the City.

MnDOT continues to stress its intention to cut the number of grant contracts for 2015. In order to achieve this reduction the Department is implementing a program of “consolidation, coordination and cooperation” and, by their own admission, the emphasis is on consolidation. Staff continues to meet with officials from Le Sueur Transit and VINE along with Nicollet, Le Sueur and Blue Earth Counties to determine if consolidation would be beneficial to any of the organizations.

**FISCAL IMPACT:**

Should this application not be approved for submission, we would face a substantial shortage of funds. Projected revenue is anticipated to be sufficient to meet the required match if the funding from the state increases to support the higher operating cost.

**ALTERNATIVES/VARIATIONS:**

Do not Act: Staff will wait for your direction, however the transit grant application must be submitted no later than August 30, 2014.

Negative Vote: Staff will wait for your direction, however the transit grant application must be submitted no later than August 30, 2014.

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.

**CITY OF SAINT PETER, MINNESOTA**

**RESOLUTION NO. 2014-**

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

**RESOLUTION AUTHORIZING SUBMISSION OF TRANSIT GRANT APPLICATIONS FOR  
2015**

WHEREAS, the City operates a transit system that is funded by a combination of City and Minnesota Department of Transportation funds; and

WHEREAS, in order to continue operation of the transit system it is necessary to secure additional funding through the State of Minnesota; and

WHEREAS, grant funds are available through the State for operation of and capital purchases for the transit system; and

WHEREAS, grant applications for the year 2015 have been developed which outline the proposed budget for the transit system; and

WHEREAS, the City Council finds the transit system to be a valuable benefit to the residents of the Saint Peter.

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

1. Staff is hereby authorized to submit grant application to the Minnesota Department of Transportation, Office of Transit for operation of the transit system in 2015 and capital purchase of a transit bus in 2015.
2. The City of Saint Peter agrees to provide a local share of twenty percent (20%) of the total operating and capital cost of the transit system.
3. The City Administrator is hereby authorized to execute such documents as may be necessary for the City to secure a transit grant for operation of the system and a capital purchase grant for the purchase of a bus in 2015.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11<sup>th</sup> day of August, 2014.

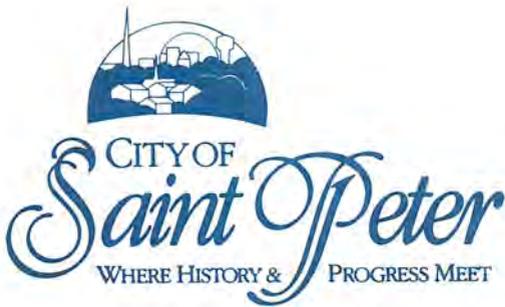
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Timothy Strand  
Mayor

ATTEST:

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Todd Prafke  
City Administrator



## Memorandum

**TO:** Honorable Mayor Strand  
Members of the City Council

**DATE:** August 8, 2014

**FROM:** Todd Prafke  
City Administrator

**RE:** Sanitary Sewer Project Highway 169 Median North of Union Street

### ACTION/RECOMMENDATION

Authorize Chard Tiling and Excavation of Belle Plaine, Minnesota to install new 15" sanitary sewer in the median of Highway 169 north of Union Street at a cost of \$31,551.40.

### BACKGROUND

This spring, as authorized by Council action, Bolton and Menk, Inc. put together a bid package for utility improvements on the North Interceptor sewer. The work was to have included directional jack and auger installation of a 15" sewer under both lanes of Highway 169 just north of Union Street. These projects were planned to be completed prior to the flood mitigation work completed on Highway 169 by the Minnesota Department of Transportation (MnDOT).

Bids were received from two contractors capable of completing the work but both bids came in substantially higher than the Engineer's estimate. Due to the higher bids and tight funding, staff requested and the City Council approved rejection of the bids on July 28, 2014. Staff continued evaluating the needs and, in conjunction with MnDOT, discussed a reduce scope of work that could be completed while the MnDOT contractor has the road traffic detoured. With a solid plan and a reduced scope, staff solicited written proposals to complete the work.

The reduced scope includes replacement of the failing sewer within the Highway 169 median where a contractor can "open-cut" the sewer and replace the failed truss pipe with new 15" polyvinyl chloride (PVC) pipe and two new manholes. A total of 365' of sewer will be installed along with two manholes. City staff will participate in the construction by supplying the bypass pumping for the contractor and completing restoration of the disturbed areas once the work is complete. Staff participation substantially reduces the out of pocket cost.

The current reduction in scope does not solve the entire issue of inflow and infiltration and in the future additional lining of the sewer under the north and south bound lanes will need to be completed. Two 125' sections of 15" sewer still remain under each the north and south bound lanes (250' total) of traffic. These pipes can be lined in the future.

This scope of work and correction is a positive step in solving an inflow problem that substantially increases wastewater flow and costs during flooding conditions.

Bolton & Menk, Inc. engineers assembled a mini-specification and staff solicited written proposals from several contractors. The request for written proposals was also included in the public notices section of the City's website. Proposals were received as follows:

<b><u>Contractor</u></b>	<b><u>Amount</u></b>
Chard Tiling/Excavation	\$31,551.40
Valley-Rich Construction	\$41,060.00
Rehnelt Construction	No proposal
Park Construction	No proposal

The Engineer's estimate was \$32,865.00 and staff recommends accepting the proposal from Chard tiling and Excavation.

**FISCAL IMPACT:**

Funding for the project has not changed and is part of the 2014 Wastewater budget. It should be noted that this reduced scope and the opportunity that is presented due to the Highway 169 excavation has dramatically reduced the cost of this portion on the project. This cost is within the budget set.

**ALTERNATIVES AND VARIATIONS:**

Vote in favor: Staff will proceed to work with Chard Tiling to complete the work.

Negative vote: Staff will wait for further direction.

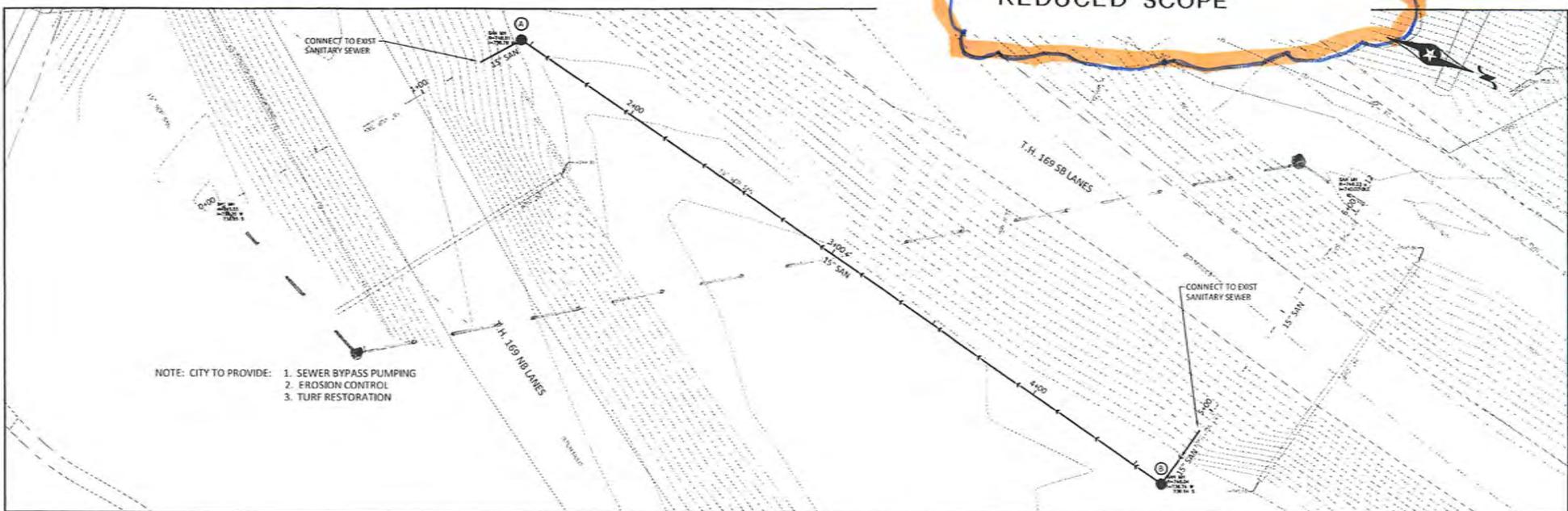
Modification of the resolution: This is always an option of the Council.

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

TP/bal

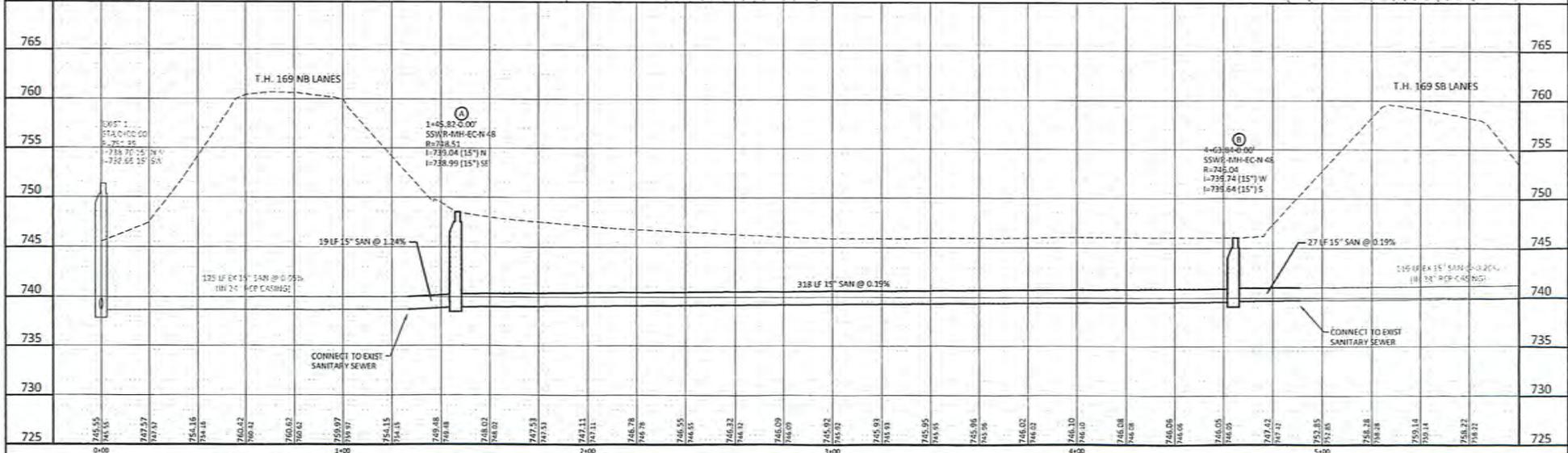


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NOTE: CITY TO PROVIDE:

1. SEWER BYPASS PUMPING
2. EROSION CONTROL
3. TURF RESTORATION



0 20 40  
SCALE  
FEET

0 5 10  
SCALE  
FEET

THIS PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION WITHOUT THE APPROVAL OF THE CITY OF SAINT PETER, MINNESOTA.

*Jeffrey A. Domsas*

JEFFREY A. DOMSAS 26864 3/30/2014

**BOLTON & MENK, INC.**  
Consulting Engineers & Surveyors

MINNETONKA, MN FARMINGTON, MN SLEEPY CREEK, MN BURNVILLE, MN WILMAR, MN  
CHASKA, MN BRANSON, MN KIMBLEWOOD, MN BAXTER, MN BOONVILLE, MN  
AMES, MN SPENCER, MN DES MOINES, IA FARGO, ND

CITY OF SAINT PETER, MINNESOTA

T.H. 169 SANITARY SEWER - MEDIAN NORTH OF UNION STREET

T.H. 169 CROSSING - UTILITY PLAN

3  
3



CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2014 -

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

**RESOLUTION AWARDING WORK FOR SANITARY SEWER WORK IN HIGHWAY 169  
MEDIAN NORTH OF UNION STREET**

WHEREAS, the City is upgrading sanitary sewer in the median north of Union Street along Highway 169; and

WHEREAS, the City work can be done in conjunction with a Minnesota Department of Transportation Highway 169 project being done by Hoffman Construction; and

WHEREAS, the City solicited written proposals for the project; and

WHEREAS, two written proposals were received for providing the sanitary sewer improvements as follows:

<b><u>Contractor</u></b>	<b><u>Amount</u></b>
Chard Tiling/Excavation	\$31,551.40
Valley-Rich Construction	\$41,060.00
Rehnelt Construction	No proposal
Park Construction	No proposal

WHEREAS, Chard Tiling and Excavation of Belle Plaine supplied the lowest cost written proposal; and

WHEREAS, staff is familiar with Chard Tiling and Excavation from other projects performed within the City of Saint Peter; and

WHEREAS, staff recommends accepting the proposal from Chard Tiling and Excavation.

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 proposal from Chard Tiling and Excavation of Belle Plaine, Minnesota in the amount of \$31,551.40.
2. Funding for the work will be from Stormwater Utility Funds.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 11<sup>th</sup> day of August, 2014.

\_\_\_\_\_  
Timothy Strand  
Mayor

ATTEST:

\_\_\_\_\_  
Todd Prafke  
City Administrator

Minnesota Department of Transportation  
News Release

August 6, 2014

Contact: Rebecca Arndt  
507-304-6106

## Highway 169 St. Peter to Le Sueur project detour begins Aug. 11

*Traffic to be detoured onto Broadway Avenue and county roads*

MANKATO, Minn. – Highway 169 traffic will be detoured beginning Aug. 11 for 3 weeks to reconstruct Highway 169 St. Peter to Le Sueur, northbound and southbound lanes. All traffic will be detoured onto Broadway Avenue and county roads. The detour route includes Broadway Avenue, Nicollet County Road 20 and Sibley County Road 8.

MnDOT and the contractor have been working on ways to complete the flood mitigation project on Highway 169 during this construction season, after the project fell behind four weeks during the wet spring and recent flooding.

The project includes raising the road and reconstructing two miles in flood prone areas so that the southbound lanes remain above a 100-year flood and can carry traffic during high water. It also includes resurfacing 9 miles of southbound Highway 169 for a smoother ride and access revisions in St. Peter for improved safety.

Hoffman Construction of Black River Falls, Wisconsin is the contractor on the \$10.7 million project. Anyone with concerns about the construction can call the hotline at 855-931-5347.

This is the first of three Minnesota River flood mitigation projects MnDOT has planned. In 2015, an additional bridge will be installed on Highway 22 at the south edge of St. Peter to handle additional water flow during floods. In 2016 a project to raise the flood-prone areas on Highway 169 between Mankato and St. Peter will also include adding median barriers and resurfacing. More information can be found at [www.dot.state.mn.us/d7/projects/floodmitigation/](http://www.dot.state.mn.us/d7/projects/floodmitigation/).

For statewide travel information, visit [www.511mn.org](http://www.511mn.org).

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### **Rebecca L. Arndt**

Public Information Officer  
MnDOT District 7  
507-304-6106  
[rebecca.arndt@state.mn.us](mailto:rebecca.arndt@state.mn.us)  
District 7 Twitter – [twitter.com/mndotscentral](https://twitter.com/mndotscentral)