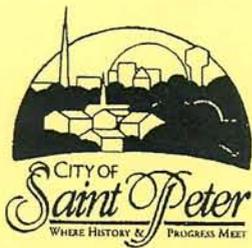


**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, August 12, 2013
Community Center Governors' Room - 7:00 p.m.
Please enter Community Center through the door marked "A"

- I. **CALL TO ORDER**
- II. **APPROVAL OF AGENDA**
- III. **PUBLIC HEARING**
 - A. MnDOT Highway 169 Project Layout
- IV. **APPROVAL OF MINUTES**
- V. **VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments
- VI. **APPROVAL OF CONSENT AGENDA ITEMS**
- VII. **UNFINISHED BUSINESS**
 - A. North Third Street Improvement Project Change Order
 - B. Property Sale Clarification: Park Row Crossing
- VIII. **NEW BUSINESS**
 - A. MnDOT Highway 169 Project Layout
 - B. Unbudgeted Repairs – Fire Station Roof
 - C. City Assistance Request: Rock Bend Folk Festival
- IX. **REPORTS**
 - A. **MAYOR**
 - B. **CITY ADMINISTRATOR**
 - 1. Council Candidate Filing
 - 2. Others
- X. **ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. CALL TO ORDER

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

II. APPROVAL OF AGENDA

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

III. PUBLIC HEARING

A. **PUBLIC HEARING ON MnDOT HIGHWAY 169 PROJECT LAYOUT**

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

IV. APPROVAL OF MINUTES

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

V. VISITORS

A. **Scheduling of Visitor Comments on Agenda Items**

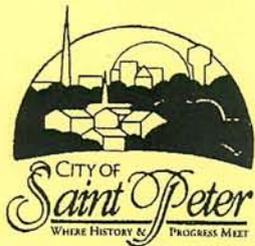
Members of the audience wishing to address the Council with regard to an agenda item later in the meeting should be noted at this time.

B. **General Visitor Comments**

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

VI. APPROVAL OF CONSENT AGENDA ITEMS

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



VII. UNFINISHED BUSINESS

A. ADOPTION OF A RESOLUTION APPROVING CHANGE ORDER #1 FOR 2013 NORTH THIRD STREET IMPROVEMENT PROJECT

Staff recommends approval of Change Order #1 for the North Third Street Project. The contractor has agreed to additional work which was not previously specified in the contract documents. Please see the attached staff report and draft RESOLUTION.

B. ADOPTION OF A RESOLUTION CLARIFYING PREVIOUS ACTION ON SALE OF PARK ROW CROSSING PROPERTY

SWMHP Park Row Crossing LLC's title company has asked for additional clarification on the parcels being sold for the Park Row Crossing development. Staff recommends adoption of a resolution that specifically indicates the parcels to be sold by the City. Please see the attached staff report and RESOLUTION.

VIII. NEW BUSINESS

A. ADOPTION OF A RESOLUTION ACCEPTING MINNESOTA DEPARTMENT OF TRANSPORTATION HIGHWAY 169 PROJECT DESIGN

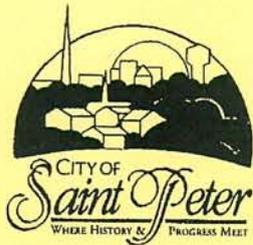
Following the public hearing it is appropriate to consider approval of the design of MnDOT's proposed Highway 169 project. Please see the attached staff report and RESOLUTION.

B. ADOPTION OF A RESOLUTION APPROVING UNBUDGETED REPAIRS TO THE FIRE STATION ROOF

Staff recommends approval be provided for Schwickert's to make repairs to the roof of the Fire Station. Please see the attached staff report and RESOLUTION.

C. ADOPTION OF A RESOLUTION APPROVING CITY ASSISTANCE REQUEST FOR ROCK BEND FOLK FESTIVAL

Staff recommends approval of a request for City assistance for Rock Bend Folk Festival. Please see the attached staff report and RESOLUTION.



IX. REPORTS

A. MAYOR

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

B. CITY ADMINISTRATOR

1. REPORT ON CITY COUNCIL FILING

A report will be provided at this time on filings for City Council. The filing period ends at 5:00 p.m. on Tuesday, August 13th.

2. 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

PUBLIC HEARING PROCESS AND PROCEDURES

Public hearings conducted at City Council meetings will include an opportunity for the general public and interested parties to hear and see all information and to ask questions, provide additional information, express support or opposition, and/or suggest modifications to the proposal.

The Mayor will conduct the public hearing. He/she will explain the procedure to be followed before the hearing begins. The public will be allowed to participate and must follow the rules of conduct. Hearings are formal proceedings and will be conducted as such. While everyone will be given an opportunity to participate, comments should be germane to the topic at hand and concise. If many people share the same viewpoint, the City Council encourages the appointment of a spokesperson to avoid repetitive testimony.

The public hearing will be conducted in the following manner:

1. Staff Presentation - City staff, or consultants employed by the City, will identify the issue of the hearing, explain any pertinent laws or regulations associated with the issue; and the steps being taken by the City.
2. Applicant's Presentation - In this portion of the hearing, the applicant (if applicable) has the opportunity to present his or her case. However, no statement either for or against the proposal should be accepted at this point.
3. Public Comment – Once staff and the applicant have completed their background information, the public will be allowed to speak in the following order:
 - a. Citizens supporting the hearing issue.
 - b. Citizens opposed to the hearing issue.
 - c. General citizen comments or questions.

All speakers in the public comment portion of the hearing will be limited to five (5) minutes. All speakers will be encouraged to present factual evidence for public consideration and to refrain from broad statements without any basis of fact. Speakers may provide written materials to the Council. The Council will listen to testimony, but will refrain from engaging in discussion with the speakers.

After all evidence has been received and everyone has been given an opportunity to be heard, the public hearing will be concluded. Action on the hearing issue may or may not be scheduled for later in the meeting. If action is to be taken, the City Council will then discuss the issue in open session. During this portion of the meeting, citizens will no longer be allowed to participate in the discussion.

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

**MINUTES OF THE CITY COUNCIL MEETING
JULY 22, 2013**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on July 22, 2013.

A quorum present, Mayor Strand called the meeting to order at 7:00 p.m. The following members were present: Councilmembers Zieman, Pfeifer, Kvamme, Eichmann, Brand, Carlin and Mayor Strand. 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 Pfeifer, seconded by Brand, to approve the agenda. With all in favor, the motion carried.

Approval of Minutes – A motion was made by Eichmann, seconded by Carlin, to approve the minutes of the July 8, 2013 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the July 8, 2013 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 18.

Visitors – Police Officer David Arpin addressed the Council to extend an invitation to participate in the fifth annual "Night to Unite" event on August 6th at Veteran's Memorial Park. Arpin reported the event will be held in conjunction with the Recreation and Leisure Services Department end of summer celebration.

Consent Agenda – In motion by Brand, seconded by Pfeifer, Resolution No. 2013-107 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. 2013-107 is contained in the City Administrator's book entitled Council Resolutions 19.

North Third Street Project Bond Sale – Shannon Sweeney of David Drown Associates addressed the Council to recommend sale of \$890,000 in general obligation tax increment bonds to United Banker's Bank at the net interest rate of 3.7043%. Sweeney indicated the Standard and Poor's rating for the bond issuance was "A+ Stable" which was the same rating the City has had for a number of years and the good rating resulted in four competitive bids which were just slightly higher than projected. Sweeney noted the bonds would be repaid by the increments generated by the Shopko retail development and any future development within the district. Sweeney also pointed out that approximately \$68,000 will be needed each year for bond payments which is just under the projected increments to be generated. In motion by Eichmann, seconded by Zieman, Resolution No. 2013-108 entitled "Resolution Accepting Proposal On The Competitive Negotiated Sale Of \$890,000 General Obligation Tax Increment Bonds, Series 2013B, And Levying A Tax For The Payment Thereof", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-108 is contained in the City Administrator's book entitled Council Resolutions 19. Councilmember Kvamme asked if the lowered bond ratings for outstate communities, as recently reported in the Mankato Free Press, would affect the City of Saint Peter. Sweeney indicated that Saint Peter has not been impacted by the reduced ratings as

evidenced by the continued rating of "A+ Stable". Sweeney also pointed out that the reductions were the result of an artificially reduced homestead market credit and valuations that affected many communities. Sweeney stated Saint Peter had survived the reduction in valuations better than most communities and no impact was expected.

Compost Site Lease – Public Works Director Giesking recommended authorization be provided for execution of a lease with Unimin Corporation for the City to process compost materials on a ten acre site. Giesking indicated the site would be fenced by the City and Southern Minnesota Construction, which has rights to the property, would be retained to grade the area. Giesking reviewed various terms of the lease which included an initial three year term with automatic renewal for additional three year terms; a 180 day termination clause by either party; the City being required to insure the site and obtain all necessary permits to operate a compost processing site; and restricting use of the site to composting materials. Jeff Jurewicz of Unimin Corporation addressed the Council to report Unimin was grateful for the opportunity to work with the City on a project that will benefit everyone. Jurewicz also indicated that Unimin understands the City has first rights to all of the composted materials, but Unimin hopes to be able to utilize some of the materials for wetland mitigation and prairie seed plots on their property. Councilmember Zieman questioned whether the original budget of \$120,000 was still adequate for the project. Giesking and City Administrator Prafke indicated the estimate was conservative and the project was expected to come in at less than that amount.

In motion by Zieman, seconded by Brand, Resolution No. 2013-109 entitled "Resolution Authorizing Execution Of Land Lease For New Compost Processing Site", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-109 is contained in the City Administrator's book entitled Council Resolutions 19.

MnDOT Fiscal Agent Agreement/Washington Avenue Link Project – Public Works Director Giesking reported it was necessary to execute an agreement for the Minnesota Department of Transportation (MnDOT) to act as the City's fiscal agent for receipt of the federal funding that will be used for the Washington Avenue Link Project. Giesking reminded Councilmembers that the \$1,405,000 in federal funding would be provided through two separate grants in 2014 and 2015. In motion by Carlin, seconded by Eichmann, Resolution No. 2013-110 entitled "Resolution Authorizing Execution Of Agency Agreement Between City Of Saint Peter And Minnesota Department Of Transportation (MnDOT) For MnDOT To Act As City's Agent In Accepting Federal Aid In Relation To The Washington Avenue Link Project", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-110 is contained in the City Administrator's book entitled Council Resolutions 19.

Washington Avenue Link Project Design – Public Works Director Giesking requested approval of the plans and specifications for Part 1 of the Washington Avenue Link Project which includes the area along North Washington Avenue from Sumner Street to a point 300' north of St. Julien Street. Giesking indicated the project would be funded by Municipal State Aid funds and bids would be received on August 20th. Giesking also reviewed the project components which included reducing the width of North Washington Avenue, widening the median, installation of a six foot (6") sidewalk on both sides of the roadway; installation of curbing on the east side; planting hybrid elm trees on the median; and removal of several rotting maple trees. Mayor Strand reminded the Council that several meetings had been held with property owners along the project roadway. Giesking noted that the concerns of the property owners had been addressed as well as could be and that some residents continue to be concerned with having to

shovel the new sidewalks. Giesking also pointed out that the contractor would be given the choice of doing the work either this fall or next spring which is expected to result in lower bids, however the successful bidder would not be allowed to begin the work this fall and complete it in 2014. In motion by Pfeifer, seconded by Brand, Resolution No. 2013-111 entitled "Resolution Approving Design Of Part One Of The Washington Avenue Link Project (Sumner Street To Three Hundred Feet [300'] North Of West St. Julien Street)", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2013-111 is contained in the City Administrator's book entitled Council Resolutions 19.

Reports

Mayor's Reports – Mayor Strand reported on his recent activities which included a Region Nine Development Commission event (bus tour, budget hearing, and dinner with representatives from the national NADO organization) and attending the joint City Council/School Board meeting.

City/School/Gustavus Committee Meeting – Councilmember Brand reported the meeting had included discussion on common goals and more detailed information on the long term goals for Gustavus and the search for a new President.

City/School District Committee Meeting – Councilmember Kvamme reported the joint City/School District committee meeting included discussion about growth within the community and land use development opportunities.

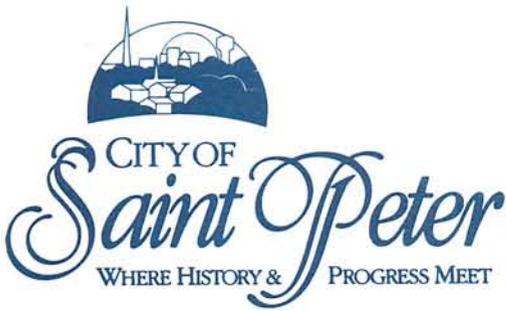
Joint City Council/School Board Meeting – City Administrator Prafke and several Councilmembers provided comments on the joint City Council/School Board meeting and expressed the belief of both boards that good planning saves money and makes things flow smoother for both entities. Councilmember Brand expressed his belief that having the committee meetings has increased the level of trust between the groups which was exhibited during the discussion of the joint meeting of the Council/School Board.

There being no further business, a motion was made by Pfeifer, seconded by Brand, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:43 p.m.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: August 6, 2013

FROM: Lewis Giesking
Director of Public Works

RE: Purchase of Chain Link Fence for Compost Site

ACTION/RECOMMENDATION

Accept quote from Sun Up Construction for 2,962 liner feet of fence with two 24' swing gates and installation of the fencing in the amount of \$31,567.

BACKGROUND

The City is under directive from the Minnesota Pollution Control Agency to move the existing compost site from the ponds to a new location that is now under City lease with the UNIMIN Corporation of Kasota. Once grading has been completed the new fence will need to be installed.

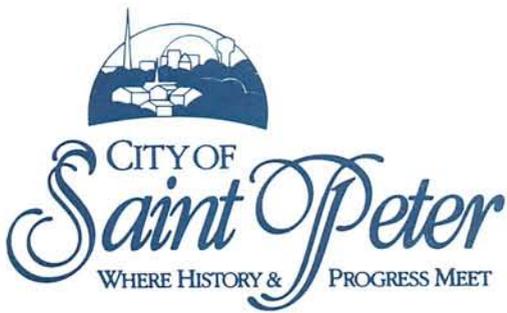
Staff is recommending the City Council accept the quote from Sun Up Construction in the amount of \$31,567 for fencing and installation. The quotes received were as follows:

<u>Vendor</u>	<u>Cost (Tax included)</u>
Sun Up Construction	\$31,567.00
Century Fencing	\$31,885.00
Pongratz Fencing	\$31,952.00

Funding for the work will be from the 2013 Environmental Services Budget and the amount falls under the total project amount budgeted for the development of this site and maintaining this service.

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

LGG



Memorandum

TO: Todd Prafke
City Administrator

DATE: 08/08/13

FROM: Lewis Giesking
Director of Public Works

RE: Ramsey/North Fourth Street Intersection Improvements

ACTION/RECOMMENDATION

Authorize improvements to the intersection of Ramsey Street and North Fourth Street in the amount of \$30,191.25 by PSC Construction.

BACKGROUND

The intersection of Ramsey Street and North Fourth Street has three failing catch basins that are made of old brick that need to be corrected. This intersection has been a priority for this year due to its condition. It is also proposed to replace the handicap access and add truncated domes to meet the new ADA standards. The project is planned to correct the problems and create a safer intersection.

Formal written proposals were received from:

PSC Construction	\$30,191.25
Rehnelt Excavating LLC	\$31,622.00
Nielsen Blacktopping, Inc.	\$36,833.00
Selly Excavating	\$37,052.50
Engineer's Estimate	\$29,125.75

The City has worked successfully with PSC Construction in the past and staff recommends acceptance of the PSC proposal.

The project cost is budgeted within the Stormwater Fund.

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

LGG



Memorandum

TO: Todd Prafke
City Administrator

DATE: August 6, 2013

FROM: Lewis Giesking
Director of Public Works

RE: Sealing of Concrete Poles

ACTION/RECOMMENDATION

Authorize B & L Utility Maintenance, LLC to perform work to seal downtown light poles for a fee of \$16,513.

BACKGROUND

The downtown light poles are starting to show deterioration and fading. This is a result of over-exposure from the sun and the heavier use of salts and liquids on road surfaces in the winter months. These poles will require cleaning with heated high pressure water prior to application of the concrete sealer solvent.

Quotes were received for this work as follows:

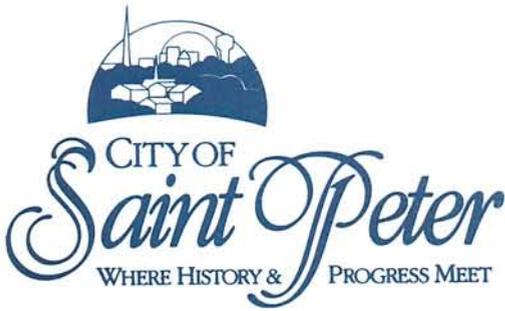
<u>VENDOR</u>	<u>COST</u>
B&L Utility Maintenance, LLC	\$168.50 each, plus tax
Scandia Consulting	\$215.00 each, plus tax

Staff recommends accepting the quote from B&L Utility Maintenance. The product that B&L Utility Maintenance is recommending is a concrete sealer solvent base with a color tint recommended by City staff. The warranty on this product is 10 years. Work would take place in August on the concrete portion of the poles. There are approximately 98 poles in the downtown area which is a total of \$16,513, plus tax.

Funding for sealing of the concrete poles is included in the Electric Fund budget.

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

LGG



Memorandum

TO: Todd Prafke
City Administrator

DATE: July 29, 2013

FROM: Lewis Giesking
Director of Public Works

RE: Wastewater Treatment - Ultra Violet Ballast Replacement

ACTION/RECOMMENDATION

Authorize Engineering America of Oakdale, Minnesota to supply 6 ultraviolet (UV) ballasts for the amount of \$9,275.00.

BACKGROUND

Wastewater is disinfected using a Trojan – Model 4000 Plus. The Model 4000 plus contains two banks of 36 bulbs and ballast for a total of 72 bulbs and ballast. The ballast is what controls the intensity of the light and powers the bulbs to turn off and on.

Due to the age of our UV 4000 Plus (10 years) we are experiencing more frequent ballast failures and staff is requesting purchase of six ballasts for use and inventory. The ballast being replaced is original equipment from 2004.

Engineering America has proprietary rights to supply equipment which is used to calculate proper dosage and ensures the proper performance of the lamps. Trojan guarantees lifetime disinfection with their products used whole as a unit. Formal written proposals were not prepared for this reason as competitive proposals would not be received.

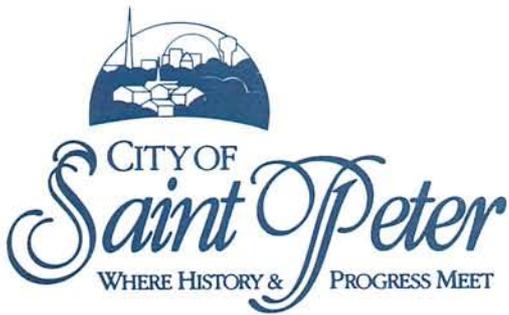
Purchase Summary:

6 Ballast @ \$1,375.00	\$8,250.00
Freight (not to exceed)	\$ 440.00
Tax	\$ 585.00
<hr/>	<hr/>
EAI Total	\$9,275.00

Funds are allocated in the 2013 Wastewater Budget for this purchase.

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

LGG



Memorandum

TO: Todd Prafke
City Administrator

DATE: 08/09/13

FROM: Lewis Giesking
Director of Public Works

RE: Purchase of Transformer For The New Shopko Facility

ACTION/RECOMMENDATION

Authorize the purchase of a 300 kVA three-phase, pad mount transformer be purchased from WESCO Distribution in the amount of \$9,084.38.

BACKGROUND

Shopko is building a new facility which will required a 300 kVA, three-phase, 277/480, pad mounted transformer. Due to the long lead time for delivery, the City will utilize a transformer that is currently in inventory to meet Shopko's needs. The transformer being ordered will be placed in inventory for backup should another transformer fail or for another development if it would require a transformer. Only two suppliers in the state supply brand new transformers so only two quotes were obtained:

Company	Quote	Total with Sales Tax
WESCO Distribution	\$8,500.00	\$9,084.38
Border States Electric Supply	\$8,908.00	\$9,520.43

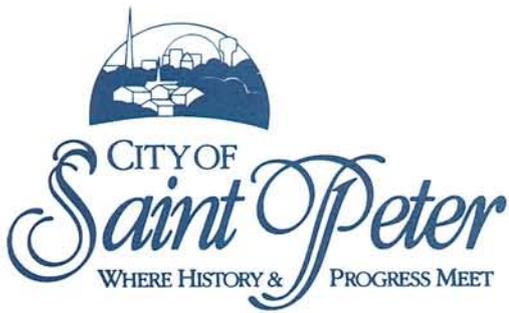
The transformers were evaluated based on purchase price and the cost of electric losses over a 30 year life for the transformer. The ABB transformer supplied by WESCO is the best life time value and the lowest purchase price.

The purchase will be funded through the Electric Fund.

The purchase of this transformer is standard under the City's policy for the electric distribution system.

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

LLG/vwt



Memorandum

TO: Todd Prafke
City Administrator

FROM: Lewis Giesking
Director of Public Works

RE: Pressure Washer Replacement

DATE: August 5, 2013

ACTION/RECOMMENDATION

Authorize purchase of a replacement for a failing pressure washer from American Pressure Inc. in the amount of \$5,630.44, tax included.

BACKGROUND

The City's current 2002 All American pressure washer is used by all divisions of Public Works to clean equipment and vehicles. The pressure washer has had two complete hose failures which was caused by too much PSI being put into the hose because of pump failure. In addition, the burner coil is not igniting properly due to the age of the unit. This older unit does not have an auto shut off in case there would be a failure with the machine.

The hoses have been replaced numerous times because of the up and down PSI pressure throughout the system. Replacing all of these items would end up being close to the cost of a new pressure washer. Three quotes were received for a new unit

American Pressure Inc.	\$5,630.44 tax included
Hotsy Equipment	\$6,017.06 tax included
Skarpohl Presser Washer	\$6,068.60 tax included

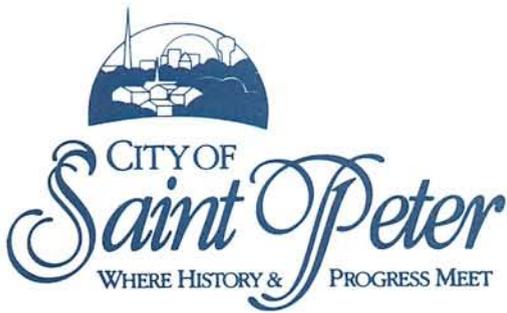
The quoted unites include the following features:

- Auto shut off in cause of failure
- 3,000 PSI and 8.2 Baldor motor
- Auto shut down after 45 minutes of no use
- 5 year warranty on the coil
- 1 year warranty on all parts and labor.

Staff is recommending the purchase of the new pressure washer from American Pressure Inc. in the amount of \$5,630.44. This new pressure washer would be funded through utilities and general fund budgets.

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

LGG



Memorandum

TO: Todd Prafke
City Administrator

FROM: Lewis Giesking
Director of Public Works

RE: Compost Site Grading

DATE: August 6, 2013

ACTION/RECOMMENDATION

Authorize grading work at the new compost site in Kasota by Southern Minnesota Construction (SMC) in the amount of \$52,456.07.

BACKGROUND

The new 10 acre compost site in Kasota is located on land owned and operated under the UNIMIN Corporation and Southern Minnesota Construction (SMC). The lease agreement the Council approved at the last meeting stipulates that SMC do all grading work. This is the anticipated amount to do the grading that is needed to make the site suitable for use and meet MPCA guidelines for permitting. The grading is needed to allow for truck and equipment traffic and to ensure that stormwater runoff is handled properly.

This work needs to be done as soon as possible to allow for the new fence to be installed so City staff can start to move the existing compost location from the old ponds site east of Saint Peter. Staff has worked with the co-owner of the land, Southern Minnesota Construction to establish the lowest cost for the grading of the site which is why there is only one proposal.

The work would be funded from the 2013 Environmental Services Budget and falls within the overall budget for this project.

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

LGG



Memorandum

TO: Todd Prafke
City Administrator

DATE: 8/2/2013

FROM: Cindy Moulton *Cindy*
Administrative Secretary

RE: Temporary Licenses

ACTION/RECOMMENDATION

Provide approval of temporary licenses.

BACKGROUND

The City has received three Temporary License applications for City Council approval.

The St. Peter Lions Club has submitted a Temporary Gambling License application in order to hold their annual raffle. The raffle will take place at Gustavus Adolphus College, 800 College Avenue, on October 22, 2013.

The St. Peter Rotary has submitted a Temporary On Sale Wine and Temporary On Sale Beer license application in order to sell these beverages at the Rock Bend Folk Festival. The event will take place at Minnesota Square Park on September 7 & 8, 2013.

Please place these items on the August 12, 2013 City Council consent agenda.

FISCAL IMPACT:

None other than receipt of the permit fees.

ALTERNATIVES/VARIATIONS:

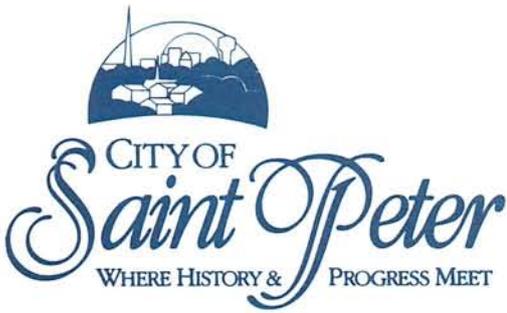
Do Not Act: No further action will be taken without Council direction.

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

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

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

CKM



Memorandum

TO: Todd Prafke
City Administrator

DATE: 7/30/2013

FROM: Matt Peters
Chief of Police

RE: Consent Agenda—Surplus Property

ACTION/RECOMMENDATION

Declare the following list of unclaimed/forfeited property as surplus property.

BACKGROUND

Unclaimed bicycles are for the most part not usable. Once the bicycles are declared surplus they are turned over to Key City Bikes. Key City Bikes rebuilds bikes and then donates them to various charitable organizations for distribution to children. Forfeited vehicles are sold via MinnBid.

<u>Bicycle Description</u>	<u>Property Card Number</u>
Purple Huffy Mountain Bike	PC 15350
Blue Huffy Maximal 18 sp	PC 15358
Teal Huffy Rock Trail	PC 15360
Black/Green Huffy Thunder Ridge	PC 15338
Orange Huffy Rock It	PC 15331
Blue Mongoose Outer Limit	PC 15328

2001 Pontiac Grand Prix Vin # 1G2WK52J21F236059

FISCAL IMPACT:

None

ALTERNATIVES/VARIATIONS:

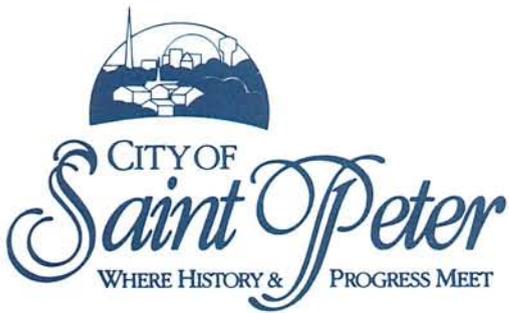
Do Not Act: No further action will be taken without additional direction from the Council.

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

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.

MP



Memorandum

TO: Todd Prafke
City Administrator

DATE: 7/24/11

FROM: Lewis G. Giesking *Lew*
Director of Public Works

RE: Hiring Wastewater Foreman

ACTION/RECOMMENDATION

It is recommended the City Council hire Scot Peterson to fill the Wastewater Foreman position at a wage of \$28.47 per hour.

BACKGROUND

The city had an employee retire which opened a wastewater foreman position. The position requires a Class "A" Wastewater Operators license and experience to fill the position. Scot Peterson meets the requirements, has good background experience for the position and is recommended for the position based on interview, experience and references.

Fiscal Impact:

The wastewater position is a funded, authorized position.

Alternatives and Variations:

Vote in favor: Staff will work with candidate to complete the hire.

Negative vote: Staff will re-advertise to fill the position.

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

LGG/vwt



Memorandum

To: Todd Prafke
City Administrator

Date: August 6, 2013

From: Jane Timmerman, Director
Recreation & Leisure Services

Re: Employee appointment

ACTION/RECOMMENDATION

Approve the appointment of Gary Brewes to the position of part-time Housekeeper at the wage rate of \$9.37 per hour pending successful completion of a pre-employment physical.

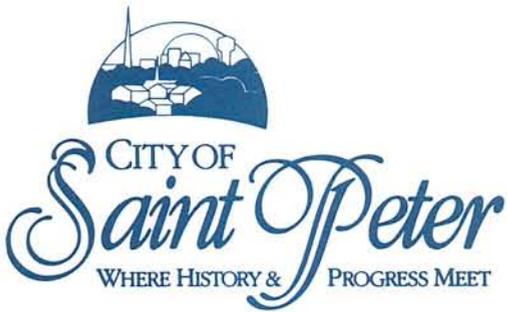
BACKGROUND

Six interviews were conducted for the position of part-time Housekeeper. Following the interview process and contingent upon successful completion of a pre-employment physical, I recommend the appointment of Gary Brewes. He will be primarily assigned to housekeeping duties in the community center.

The wage rate for Mr. Brewes will be \$9.37 per hour.

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: 8/6/2013

FROM: Matthew A. Peters
Chief of Police 

RE: Consent Agenda—Employee Transfer

ACTION/RECOMMENDATION

Change of assignments.

BACKGROUND

The Rules and Regulations of the Police Civil Service Commission allow for the Chief of Police to transfer employees within the same class. These are assignments not promotions or reductions. The Rules and Regulations allow for the Chief of Police to assign employees who are qualified by ability and experience to perform the duties as are necessary for the efficient operation of the service.

Current Community Service Officer Malinda Meyer has requested to transfer back to the assignment she previously held as a Communications Technician.

Current Communications Technician Janet Thompson has requested to transfer to the position of Community Service Officer.

I have approved both transfers effective September 16th, 2013.

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A. H. HERMEL WHOLESAL	#718 vending	COMMUNITY CENTER	COMMUNITY CENTER	118.66
			TOTAL:	118.66
ALL AMERICA PRESSURE WASHER MFG., INC.	coupler & gun wand	GENERAL FUND	STREETS	20.44
	coupler & gun wand	GENERAL FUND	PARKS	16.35
	coupler & gun wand	WATER	ADMIN AND GENERAL	8.18
	coupler & gun wand	WASTE WATER FUND	ADMIN AND GENERAL	8.18
	coupler & gun wand	ENVIRON SERVICES F	ADMIN AND GENERAL	8.17
	coupler & gun wand	ELECTRIC FUND	ADMIN AND GENERAL	20.44
			TOTAL:	81.76
ALPHA WIRELESS COMMUNICATIONS CO	pager service	GENERAL FUND	FIRE	133.17
			TOTAL:	133.17
AMAZON	ink cartridge	GENERAL FUND	STREETS	12.49
	ink cartridge	GENERAL FUND	PARKS	9.99
	books	LIBRARY FUND	LIBRARY	511.44
	ink cartridge	WATER	ADMIN AND GENERAL	5.00
	ink cartridge	WASTE WATER FUND	ADMIN AND GENERAL	5.00
	ink cartridge	ENVIRON SERVICES F	ADMIN AND GENERAL	4.99
	ink cartridge	ELECTRIC FUND	ADMIN AND GENERAL	12.49
			TOTAL:	561.40
ARROW ACE HARDWARE INC	summer camp supplies	GENERAL FUND	RECREATION/LEISURE SER	53.43
	camp supplies,bolts,screw,	COMMUNITY CENTER	COMMUNITY CENTER	121.72
			TOTAL:	175.15
AUDIO EDITIONS	adult audio	LIBRARY FUND	LIBRARY	212.00
	adult audio	LIBRARY FUND	LIBRARY	192.74
			TOTAL:	404.74
AUTOMATIC SYSTEMS CO.	effluent valve -filter5lim	WATER	PURIFICATION AND TREAT	360.00
	uv alarm to dialr prog&tes	WASTE WATER FUND	SOURCE/TREATMENT	240.00
			TOTAL:	600.00
BARNUM GATE SERVICES, INC.	gate edge transmittr&rvrs	GENERAL FUND	STREETS	60.38
	gate edge transmittr&rvrs	GENERAL FUND	PARKS	48.30
	gate edge transmittr&rvrs	WATER	DISTRIBUTION AND STORA	241.51
	gate edge transmittr&rvrs	WATER	ADMIN AND GENERAL	24.15
	gate edge transmittr&rvrs	WASTE WATER FUND	ADMIN AND GENERAL	24.15
	gate edge transmittr&rvrs	ENVIRON SERVICES F	ADMIN AND GENERAL	24.15
	gate edge transmittr&rvrs	ELECTRIC FUND	ADMIN AND GENERAL	60.38
			TOTAL:	483.02
BNR IRRIGATION SERVICES, INC.	9"round valve box cover	WASTE WATER FUND	SOURCE/TREATMENT	23.93
			TOTAL:	23.93
STEVE BUSHMAN	20 contract hours	WASTE WATER FUND	ADMIN AND GENERAL	600.00
			TOTAL:	600.00
COLE PAPERS INC	disinfectant	GENERAL FUND	STREETS	37.24
	towels,clnr,bags,gloves	GENERAL FUND	STREETS	119.89
	disinfectant	GENERAL FUND	PARKS	37.24
	towels,clnr,bags,gloves	GENERAL FUND	PARKS	119.89
	cleaning supplies	LIBRARY FUND	LIBRARY	122.90
	cleaning supplies	LIBRARY FUND	LIBRARY	53.62

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	cleaning supplies	LIBRARY FUND	LIBRARY	90.50
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	491.61
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	214.47
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	362.00
	disinfectant	WATER	DISTRIBUTION AND STORA	18.62
	towels,clnr,bags,gloves	WATER	DISTRIBUTION AND STORA	59.95
	disinfectant	WASTE WATER FUND	SOURCE/TREATMENT	18.62
	towels,clnr,bags,gloves	WASTE WATER FUND	SOURCE/TREATMENT	59.95
	disinfectant	ENVIRON SERVICES F	REFUSE DISPOSAL	18.62
	towels,clnr,bags,gloves	ENVIRON SERVICES F	REFUSE DISPOSAL	59.95
	disinfectant	ELECTRIC FUND	POWER DISTRIBUTION	37.24
	towels,clnr,bags,gloves	ELECTRIC FUND	POWER DISTRIBUTION	119.89
	disinfectant	STORMWATER FUND	TREATMENT	18.60
	towels,clnr,bags,gloves	STORMWATER FUND	TREATMENT	59.95
			TOTAL:	2,120.75
COMFORT SYSTEMS, INC.	woodshop ac coil cleaned	GENERAL FUND	STREETS	40.66
	woodshop ac coil cleaned	GENERAL FUND	PARKS	32.53
	ritt st a/c repairs	TORNADO DISASTER R	ECONOMIC DEVMT	889.87
	ritt st a/c svc	TORNADO DISASTER R	ECONOMIC DEVMT	85.00
	woodshop ac coil cleaned	WATER	ADMIN AND GENERAL	16.27
	woodshop ac coil cleaned	WASTE WATER FUND	ADMIN AND GENERAL	16.27
	woodshop ac coil cleaned	ENVIRON SERVICES F	ADMIN AND GENERAL	16.26
	woodshop ac coil cleaned	ELECTRIC FUND	ADMIN AND GENERAL	40.66
			TOTAL:	1,137.52
COMPUTER TECHNOLOGY SOLUTIONS, INC.	ram for server w2k3sru	GENERAL FUND	CITY ADMINISTRATION	19.64
	emerg repl city data switc	GENERAL FUND	CITY ADMINISTRATION	153.11
	emergency server ups replace	GENERAL FUND	CITY ADMINISTRATION	61.29
	single mode cord-connect s	GENERAL FUND	CITY ADMINISTRATION	4.81
	single mode cord-connect s	GENERAL FUND	CITY CLERK	4.81
	ram for server w2k3sru	GENERAL FUND	FINANCE	70.73
	emerg repl city data switc	GENERAL FUND	FINANCE	551.25
	emergency server ups replace	GENERAL FUND	FINANCE	220.67
	single mode cord-connect s	GENERAL FUND	FINANCE	3.21
	ram for server w2k3sru	GENERAL FUND	POLICE	90.37
	emerg repl city data switc	GENERAL FUND	POLICE	704.37
	emergency server ups replace	GENERAL FUND	POLICE	281.96
	single mode cord-connect s	GENERAL FUND	POLICE	2.56
	ram for server w2k3sru	GENERAL FUND	FIRE	11.79
	emerg repl city data switc	GENERAL FUND	FIRE	91.87
	emergency server ups replace	GENERAL FUND	FIRE	36.78
	ram for server w2k3sru	GENERAL FUND	BUILDING INSPECTOR	11.79
	emerg repl city data switc	GENERAL FUND	BUILDING INSPECTOR	91.87
	emergency server ups replace	GENERAL FUND	BUILDING INSPECTOR	36.78
	single mode cord-connect s	GENERAL FUND	BUILDING INSPECTOR	1.28
	ram for pw windows 7 upgra	GENERAL FUND	PUBLIC WORKS ADMIN	153.90
	ram for server w2k3sru	GENERAL FUND	PUBLIC WORKS ADMIN	27.50
	emerg repl city data switc	GENERAL FUND	PUBLIC WORKS ADMIN	214.37
	emergency server ups replace	GENERAL FUND	PUBLIC WORKS ADMIN	85.81
	single mode cord-connect s	GENERAL FUND	PUBLIC WORKS ADMIN	0.64
	ram for server w2k3sru	GENERAL FUND	STREETS	7.86
	emerg repl city data switc	GENERAL FUND	STREETS	61.25
	emergency server ups replace	GENERAL FUND	STREETS	24.52
	ram for server w2k3sru	GENERAL FUND	RECREATION/LEISURE SER	51.08
	emerg repl city data switc	GENERAL FUND	RECREATION/LEISURE SER	398.12

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	emergency server ups replace	GENERAL FUND	RECREATION/LEISURE SER	159.37
	ram for server w2k3sru	GENERAL FUND	PARKS	3.93
	emerg repl city data switc	GENERAL FUND	PARKS	30.62
	emergency server ups replace	GENERAL FUND	PARKS	12.26
	ram for server w2k3sru	GENERAL FUND	ECONOMIC DEVMT	7.86
	emerg repl city data switc	GENERAL FUND	ECONOMIC DEVMT	61.25
	emergency server ups replace	GENERAL FUND	ECONOMIC DEVMT	24.52
	single mode cord-connect s	GENERAL FUND	ECONOMIC DEVMT	0.32
	ram for server w2k3sru	LIBRARY FUND	LIBRARY	125.74
	emerg repl city data switc	LIBRARY FUND	LIBRARY	980.00
	emergency server ups replace	LIBRARY FUND	LIBRARY	392.29
	ram for server w2k3sru	PUBLIC ACCESS	PUBLIC ACCESS	3.93
	emerg repl city data switc	PUBLIC ACCESS	PUBLIC ACCESS	30.62
	emergency server ups replace	PUBLIC ACCESS	PUBLIC ACCESS	12.26
	ram for server w2k3sru	COMMUNITY CENTER	COMMUNITY CENTER	3.93
	emerg repl city data switc	COMMUNITY CENTER	COMMUNITY CENTER	30.62
	emergency server ups replace	COMMUNITY CENTER	COMMUNITY CENTER	12.26
	ram for server w2k3sru	WATER	ADMIN AND GENERAL	19.65
	emerg repl city data switc	WATER	ADMIN AND GENERAL	153.12
	emergency server ups replace	WATER	ADMIN AND GENERAL	61.30
	single mode cord-connect s	WATER	ADMIN AND GENERAL	2.89
	ram for server w2k3sru	WASTE WATER FUND	ADMIN AND GENERAL	11.79
	emerg repl city data switc	WASTE WATER FUND	ADMIN AND GENERAL	91.87
	emergency server ups replace	WASTE WATER FUND	ADMIN AND GENERAL	36.78
	single mode cord-connect s	WASTE WATER FUND	ADMIN AND GENERAL	2.88
	connect cord for switch at	WASTE WATER FUND	ADMIN AND GENERAL	28.86
	ram for server w2k3sru	ENVIRON SERVICES F	REFUSE DISPOSAL	3.93
	emerg repl city data switc	ENVIRON SERVICES F	REFUSE DISPOSAL	30.62
	emergency server ups replace	ENVIRON SERVICES F	REFUSE DISPOSAL	12.26
	ram for server w2k3sru	ELECTRIC FUND	ADMIN AND GENERAL	51.30
	emerg repl city data switc	ELECTRIC FUND	ADMIN AND GENERAL	399.84
	emergency server ups replace	ELECTRIC FUND	ADMIN AND GENERAL	160.06
	single mode cord-connect s	ELECTRIC FUND	ADMIN AND GENERAL	8.66
	ram for server w2k3sru	STORMWATER FUND	ADMINISTRATION AND GEN	7.86
	emerg repl city data switc	STORMWATER FUND	ADMINISTRATION AND GEN	61.25
	emergency server ups replace	STORMWATER FUND	ADMINISTRATION AND GEN	24.52
	ram for server w2k3sru	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	3.70
	emerg repl city data switc	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	28.98
	emergency server ups replace	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	11.56
			TOTAL:	6,581.45
CONSTRUCTION MIDWEST INC.	stone weather sealer	ENVIRON SERVICES F	REFUSE DISPOSAL	296.85
			TOTAL:	296.85
COPIER BUSINESS SOLUTIONS	contract overage 6/10-7/9/	GENERAL FUND	RECREATION/LEISURE SER	86.66
	contract overage 6/10-7/9/	COMMUNITY CENTER	COMMUNITY CENTER	86.67
			TOTAL:	173.33
CROP PRODUCTION SERVICES	sealcoat route spray weeds	GENERAL FUND	STREETS	193.55
	weed killer pathway/rodeo	STORMWATER FUND	TREATMENT	258.59
	weed control milestone&act	STORMWATER FUND	TREATMENT	825.67
	rodeo weed chemical	STORMWATER FUND	TREATMENT	86.02
			TOTAL:	1,363.83
CRYSTAL LAWN, INC	gault irrigation repair	GENERAL FUND	PARKS	81.03
			TOTAL:	81.03

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CRYSTAL VALLEY	1m diesel #331377	ELECTRIC FUND	POWER PRODUCTION	24,319.26
			TOTAL:	24,319.26
CULLIGAN	muni bldg softener rental	GENERAL FUND	MUNICIPAL BUILDING	28.05
	drinking water for staff	GENERAL FUND	SWIMMING POOL	131.28
	cc solar salt delivered	COMMUNITY CENTER	COMMUNITY CENTER	53.38
			TOTAL:	212.71
CUSTOM FIRE APPARATUS, INC.	hose	GENERAL FUND	FIRE	244.03
			TOTAL:	244.03
DAKOTA SUPPLY GROUP	#797 1" meters w/radios	WATER	NON-DEPARTMENTAL	862.58
	3/4" meters w/radio	WATER	NON-DEPARTMENTAL	893.28
	3/4" meters w.radios	WATER	NON-DEPARTMENTAL	892.59
	meter/flange set	WATER	NON-DEPARTMENTAL	557.01
	radio read	WATER	DISTRIBUTION AND STORA	168.11
	radio meter	WATER	DISTRIBUTION AND STORA	167.90
			TOTAL:	3,541.47
DAVID DROWN ASSOCIATES, INC.	2012 annual TIF reports	GENERAL FUND	ECONOMIC DEVMT	6,000.00
			TOTAL:	6,000.00
DAVIS EQUIPMENT CORPORATION	ferris mower parts	WATER	DISTRIBUTION AND STORA	201.36
			TOTAL:	201.36
RICHARD DELESTRE	mileage/meal/lodging	GENERAL FUND	FIRE	840.36
			TOTAL:	840.36
DEMCO, INC.	Displays, supplies	LIBRARY FUND	LIBRARY	208.62
			TOTAL:	208.62
DEZURIK, INC.	regulator	WASTE WATER FUND	SOURCE/TREATMENT	442.46
			TOTAL:	442.46
DGR ENGINEERING	Broadway Generation plant	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	1,782.70
			TOTAL:	1,782.70
DIAMOND VOGEL PAINTS	white traffic paint	GENERAL FUND	STREETS	435.25
			TOTAL:	435.25
LANCE DLOUHY	Youth football coach binde	GENERAL FUND	RECREATION/LEISURE SER	25.51
			TOTAL:	25.51
DOUGLAS-KERR UNDERGROUND, LLC	N Third Street improvement	WATER	CAPITAL-WATER DISTRIBU	76,576.91
	N Third Street improvement	WASTE WATER FUND	CAPITAL-COLLECTOR SYST	76,576.91
	N Third Street improvement	STORMWATER FUND	CAPITAL-COLL SYS/LIFT	76,576.91
			TOTAL:	229,730.73
DPC INDUSTRIES, INC.	pot. permanganate	WATER	PURIFICATION AND TREAT	900.00
	returned cylinder	WATER	PURIFICATION AND TREAT	137.43
			TOTAL:	762.57
EARL F ANDERSEN INC	2 "road closed" signs	GENERAL FUND	STREETS	38.59
	2 signs & chip seal marker	GENERAL FUND	STREETS	389.96
	2 "road closed" signs	GENERAL FUND	PARKS	38.59
	2 "road closed" signs	WATER	DISTRIBUTION AND STORA	19.29

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	2 "road closed" signs	WASTE WATER FUND	SOURCE/TREATMENT	19.29
	2 "road closed" signs	ENVIRON SERVICES F	REFUSE DISPOSAL	19.29
	2 "road closed" signs	ELECTRIC FUND	POWER DISTRIBUTION	38.59
	2 "road closed" signs	STORMWATER FUND	TREATMENT	19.30
			TOTAL:	582.90
EBSCO ACCOUNTS RECEIVABLE	subscriptions	LIBRARY FUND	LIBRARY	4,836.34
	newsweek	LIBRARY FUND	LIBRARY	35.34-
			TOTAL:	4,801.00
ED'S PLUMBING	millpond toilet repair	GENERAL FUND	PARKS	122.98
			TOTAL:	122.98
EESCO UNITED ELECTRIC	scada computer card	WASTE WATER FUND	SOURCE/TREATMENT	1,210.00
	scada computer card	WASTE WATER FUND	SOURCE/TREATMENT	1,210.00
			TOTAL:	2,420.00
EMERGENCY APPARATUS MAINT.	nfpa test	GENERAL FUND	FIRE	334.86
	nfpa test #6	GENERAL FUND	FIRE	313.88
	nfpa test #508	GENERAL FUND	FIRE	313.88
			TOTAL:	962.62
FASTENAL COMPANY	batteries	GENERAL FUND	STREETS	178.08
	glasses/earplugs/light	GENERAL FUND	STREETS	34.74
	batteries	GENERAL FUND	PARKS	178.08
	glasses/earplugs/light	GENERAL FUND	PARKS	27.79
	batteries	WATER	DISTRIBUTION AND STORA	89.04
	steel carabiners	WATER	DISTRIBUTION AND STORA	173.08
	glasses/earplugs/light	WATER	ADMIN AND GENERAL	13.89
	batteries	WASTE WATER FUND	SOURCE/TREATMENT	89.04
	glasses/earplugs/light	WASTE WATER FUND	ADMIN AND GENERAL	13.89
	batteries	ENVIRON SERVICES F	REFUSE DISPOSAL	89.04
	glasses/earplugs/light	ENVIRON SERVICES F	ADMIN AND GENERAL	13.89
	batteries	ELECTRIC FUND	POWER DISTRIBUTION	178.08
	12V battery	ELECTRIC FUND	POWER DISTRIBUTION	96.01
	glasses/earplugs/light	ELECTRIC FUND	ADMIN AND GENERAL	34.74
	batteries	STORMWATER FUND	TREATMENT	89.06
			TOTAL:	1,298.45
FERGUSON ENTERPRISES, INC.	double payment	GENERAL FUND	FIRE	51.06-
	repair kits and cart	GENERAL FUND	PARKS	131.26
			TOTAL:	80.20
FERGUSON WATERWORKS #2516	hydrant gasket	WATER	DISTRIBUTION AND STORA	208.37
			TOTAL:	208.37
TIM FISCHER	steel toe boots	COMMUNITY CENTER	COMMUNITY CENTER	159.99
			TOTAL:	159.99
FROZEN YOGURT CREATIONS	concessions	GENERAL FUND	SWIMMING POOL	112.50
	concessions	GENERAL FUND	SWIMMING POOL	62.50
			TOTAL:	175.00
GELDNER UNDERGROUND, INC.	sunrise dr boring	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	8,620.00
	sunrise dr boring	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	2,570.00
	install boxes	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	525.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	11,715.00
GENERATIONS PHOTOGRAPHY & VINYL CREATI	bus stop sign decals	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	310.00
			TOTAL:	310.00
LEWIS GIESKING	6/27-7/24 mileage	GENERAL FUND	PUBLIC WORKS ADMIN	1.92
	6/27-7/24 mileage	GENERAL FUND	STREETS	4.94
	6/27-7/24 mileage	GENERAL FUND	STREETS	121.98
	region 9 meeting	GENERAL FUND	STREETS	30.00
	6/27-7/24 mileage	GENERAL FUND	PARKS	3.95
	6/27-7/24 mileage	GENERAL FUND	PARKS	4.80
	6/27-7/24 mileage	WATER	ADMIN AND GENERAL	1.98
	6/27-7/24 mileage	WASTE WATER FUND	ADMIN AND GENERAL	1.98
	6/27-7/24 mileage	WASTE WATER FUND	ADMIN AND GENERAL	3.17
	6/27-7/24 mileage	ENVIRON SERVICES F	ADMIN AND GENERAL	1.98
	6/27-7/24 mileage	ELECTRIC FUND	ADMIN AND GENERAL	4.94
	6/27-7/24 mileage	ELECTRIC FUND	ADMIN AND GENERAL	148.04
			TOTAL:	329.68
GOLDER ASSOCIATES INC.	coordinate stack testing	ELECTRIC FUND	POWER PRODUCTION	208.65
			TOTAL:	208.65
GOPHER STATE ONE-CALL INC	july locates	WATER	DISTRIBUTION AND STORA	124.65
	july locates	WASTE WATER FUND	COLLECTOR/LIFT STAT	124.65
	july locates	ELECTRIC FUND	POWER DISTRIBUTION	124.65
			TOTAL:	373.95
GRAFIX SHOPPE	'13 durango door decals	2013 EQUIPMENT CER	POLICE	920.00
	jeep door decals	RESTRICTED CONTRIB	POLICE	880.00
			TOTAL:	1,800.00
HACH COMPANY	lab reagents	WATER	PURIFICATION AND TREAT	358.76
			TOTAL:	358.76
HAWKINS, INC.	azone-15 chemical	GENERAL FUND	SWIMMING POOL	1,080.55
	chemicals	WATER	PURIFICATION AND TREAT	3,554.05
	caustic soda	WATER	PURIFICATION AND TREAT	1,267.50
	chemicals	WATER	PURIFICATION AND TREAT	2,222.53
	sulfuric acid	WASTE WATER FUND	BIOSOLIDS	52.65
	sulfuric acid	WASTE WATER FUND	SOURCE/TREATMENT	122.84
			TOTAL:	8,300.12
HD SUPPLY WATERWORKS, LTD.	curb box key	WATER	DISTRIBUTION AND STORA	655.07
			TOTAL:	655.07
HOLIDAY COMMERCIAL	july fuel	GENERAL FUND	POLICE	498.93
	july fuel	GENERAL FUND	BUILDING INSPECTOR	123.32
	july fuel	GENERAL FUND	PUBLIC WORKS ADMIN	83.32
	july fuel	GENERAL FUND	STREETS	560.77
	july fuel	GENERAL FUND	STREETS	13.87
	july fuel	GENERAL FUND	PARKS	333.86
	july fuel	WATER	SOURCE OF SUPPLY	36.35
	july fuel	WATER	PURIFICATION AND TREAT	54.52
	july fuel	WATER	DISTRIBUTION AND STORA	272.61
	july fuel	WATER	CUSTOMER ACCOUNTS	66.57
	july fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	7.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	july fuel	WASTE WATER FUND	COLLECTOR/LIFT STAT	319.49
	july fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	66.57
	july fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	416.03
	july fuel	ELECTRIC FUND	POWER DISTRIBUTION	478.49
	july fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	68.59
	july fuel	STORMWATER FUND	TREATMENT	480.58
			TOTAL:	3,880.87
GERALD HOLSAPPLE	lineman license reimb	ELECTRIC FUND	ADMIN AND GENERAL	53.00
			TOTAL:	53.00
HORVICK INC	air spray tips cap & gaske	GENERAL FUND	PARKS	73.43
			TOTAL:	73.43
IDEXX DISTRIBUTION, INC	lab supp gamma irradi colil	WASTE WATER FUND	SOURCE/TREATMENT	777.53
			TOTAL:	777.53
IMPACT	june util bills printing	WATER	CUSTOMER ACCOUNTS	123.96
	june util bills postage, f	WATER	CUSTOMER ACCOUNTS	325.05
	june util bills printing	WASTE WATER FUND	CUSTOMER ACCOUNTS	123.96
	june util bills postage, f	WASTE WATER FUND	CUSTOMER ACCOUNTS	325.05
	june util bills printing	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	123.96
	june util bills postage, f	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	325.06
	cr for barcode issue	ELECTRIC FUND	NON-DEPARTMENTAL	210.00-
	june util bills printing	ELECTRIC FUND	CUSTOMER ACCOUNTS	123.94
	june util bills postage, f	ELECTRIC FUND	CUSTOMER ACCOUNTS	325.05
	june util bills flyer	ELECTRIC FUND	CUSTOMER ACCOUNTS	141.01
	june util bills ad	ELECTRIC FUND	CUSTOMER ACCOUNTS	141.02
			TOTAL:	1,868.06
INGRAM BOOK COMPANY	library books	LIBRARY FUND	LIBRARY	396.32
	library books	LIBRARY FUND	LIBRARY	110.92
	library books	LIBRARY FUND	LIBRARY	37.87
			TOTAL:	545.11
JAVENS MECHANICAL CONTRACTING CO.	spring prevent maint	WATER	PURIFICATION AND TREAT	1,410.00
	repair leaks, replace filt	WASTE WATER FUND	SOURCE/TREATMENT	314.54
			TOTAL:	1,724.54
JLS DISTRIBUTING, INC	fuel additive, grease	GENERAL FUND	STREETS	15.71
	fuel additive, grease	GENERAL FUND	PARKS	15.71
	fuel additive, grease	WATER	DISTRIBUTION AND STORA	7.86
	fuel additive, grease	WASTE WATER FUND	SOURCE/TREATMENT	7.86
	fuel additive, grease	ENVIRON SERVICES F	REFUSE DISPOSAL	7.86
	fuel additive, grease	ELECTRIC FUND	POWER DISTRIBUTION	15.71
	fuel additive, grease	STORMWATER FUND	TREATMENT	7.84
			TOTAL:	78.55
JT SERVICES	polywater lube, power patc	ELECTRIC FUND	POWER DISTRIBUTION	1,158.85
			TOTAL:	1,158.85
KEELEY FARM DRAINAGE	honey golden mulch mn sq	GENERAL FUND	PARKS	163.52
	playground mulch	GENERAL FUND	PARKS	138.40
			TOTAL:	301.92
LARKSTUR ENGINEERING & SUPPLY, INC.	#38 hydraulic hose repair	GENERAL FUND	STREETS	255.72

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
			TOTAL:	255.72	
LGT HYDRAULIC SERVICE CO., INC.	#609 shaft seal sweeper	GENERAL FUND	STREETS	36.60	
			TOTAL:	36.60	
LOCATORS & SUPPLIES, INC.	safety vests	GENERAL FUND	STREETS	29.76	
	safety vests mike m.	GENERAL FUND	STREETS	47.60	
	safety vests	GENERAL FUND	PARKS	23.81	
	safety vests	WATER	ADMIN AND GENERAL	11.90	
	safety vests	WASTE WATER FUND	ADMIN AND GENERAL	11.90	
	safety vests	ENVIRON SERVICES F	ADMIN AND GENERAL	11.90	
	safety vests	ELECTRIC FUND	ADMIN AND GENERAL	29.76	
			TOTAL:	166.63	
MADDEN, GALANTER, HANSEN, LLP	professional svc 6/1-6/30	ELECTRIC FUND	ADMIN AND GENERAL	168.00	
			TOTAL:	168.00	
MALLOY MONTAGUE KARNOWSKI RADOSEVICH	2012 audit	GENERAL FUND	FINANCE	7,375.00	
	2012 audit	WATER	ADMIN AND GENERAL	1,843.75	
	2012 audit	WASTE WATER FUND	ADMIN AND GENERAL	1,843.75	
	2012 audit	ENVIRON SERVICES F	ADMIN AND GENERAL	1,843.75	
	2012 audit	ELECTRIC FUND	ADMIN AND GENERAL	1,843.75	
			TOTAL:	14,750.00	
MARCO, INC.	contract 6/23-7/22 over	GENERAL FUND	CITY ADMINISTRATION	16.82	
	contract 6/23-7/22 over	GENERAL FUND	CITY CLERK	16.82	
	contract 6/23-7/22 over	GENERAL FUND	FINANCE	11.21	
	contract 6/23-7/22 over	GENERAL FUND	POLICE	8.97	
	contract 6/23-7/22 over	GENERAL FUND	BUILDING INSPECTOR	4.48	
	contract 6/23-7/22 over	GENERAL FUND	PUBLIC WORKS ADMIN	2.24	
	contract 6/23-7/22 over	GENERAL FUND	ECONOMIC DEVMT	1.12	
	contract 6/23-7/22 over	WATER	ADMIN AND GENERAL	10.09	
	contract 6/23-7/22 over	WASTE WATER FUND	ADMIN AND GENERAL	10.08	
	contract 6/23-7/22 over	ELECTRIC FUND	ADMIN AND GENERAL	30.27	
			TOTAL:	112.10	
MATHESON TRI-GAS INC	flash arrestor, flints	GENERAL FUND	FIRE	49.16	
			TOTAL:	49.16	
MENARDS	clear poly pool water slid	GENERAL FUND	SWIMMING POOL	41.66	
	shovels	GENERAL FUND	PARKS	8.42	
	ext paint, supp hockey rin	GENERAL FUND	PARKS	816.02	
			TOTAL:	866.10	
DEREK MEYER	summit park mowing july	PERM IMPROVMENT RE	STREETS	493.75	
			TOTAL:	493.75	
MISC VENDOR	DuBois Aimee	DuBois Aimee : cancelled p	GENERAL FUND	NON-DEPARTMENTAL	50.00
	DuBois Aimee	DuBois Aimee : cancelled p	GENERAL FUND	NON-DEPARTMENTAL	3.44
	Freeman Cindy & Tom	used microwave	GENERAL FUND	SKATING RINKS	30.00
	Hoehn Amanda	camp supplies	GENERAL FUND	RECREATION/LEISURE SER	36.86
	MANKATO NORTH MANKATO	60 participants football	GENERAL FUND	RECREATION/LEISURE SER	5,100.00
	MANKATO NORTH MANKATO	2prtl scholarship football	GENERAL FUND	RECREATION/LEISURE SER	90.00
	NICOLLET FIRE DEPT	1st year setup fee, dispat	GENERAL FUND	FIRE	808.75
	ST PETER FOOTBALL BOOS	youth tackle football camp	GENERAL FUND	RECREATION/LEISURE SER	560.00
			TOTAL:	6,679.05	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MN GOVERNMENT FINANCE OFFICERS ASSOC	annual gfoa conf regis- 2	GENERAL FUND	FINANCE	510.00
			TOTAL:	510.00
MN PIPE & EQUIPMENT	#348 1" lo ball valve	WATER	NON-DEPARTMENTAL	678.06
	1"x3/4" u-branch #354	WATER	NON-DEPARTMENTAL	258.00
	valve box parts, pipe fitt	WATER	NON-DEPARTMENTAL	950.44
	gaskets	WATER	DISTRIBUTION AND STORA	29.58
	seat & main valves	WATER	DISTRIBUTION AND STORA	355.83
	hydrant puller (top sectio	WATER	DISTRIBUTION AND STORA	430.32
	itron w/remote mount	WATER	DISTRIBUTION AND STORA	92.06-
	encoder	WATER	DISTRIBUTION AND STORA	128.58
			TOTAL:	2,738.75
PETE MOULTON	pw meeting donuts	GENERAL FUND	STREETS	5.70
	pw meeting donuts	GENERAL FUND	PARKS	4.56
	mileage 7/8-7/18	WATER	ADMIN AND GENERAL	45.20
	pw meeting donuts	WATER	ADMIN AND GENERAL	2.28
	mileage 7/8-7/18	WASTE WATER FUND	ADMIN AND GENERAL	79.10
	pw meeting donuts	WASTE WATER FUND	ADMIN AND GENERAL	2.28
	pw meeting donuts	ENVIRON SERVICES F	ADMIN AND GENERAL	2.26
	credit visa chg	ELECTRIC FUND	ADMIN AND GENERAL	100.24-
	pw meeting donuts	ELECTRIC FUND	ADMIN AND GENERAL	5.70
	mileage 7/8-7/18	STORMWATER FUND	ADMINISTRATION AND GEN	50.29
			TOTAL:	97.13
MTI DISTRIBUTING CO	#554 hydraulic tube	GENERAL FUND	PARKS	80.83
			TOTAL:	80.83
MVTL LABORATORIES INC	wwtf salty disc testing	WASTE WATER FUND	SOURCE/TREATMENT	144.00
	wwtf salty disc testing	WASTE WATER FUND	SOURCE/TREATMENT	159.00
	wwtf salty disc -hwe test	WASTE WATER FUND	SOURCE/TREATMENT	144.00
			TOTAL:	447.00
NELSON PRINTING COMPANY	report covers, sharpie	GENERAL FUND	POLICE	24.32
	ups	GENERAL FUND	STREETS	3.59
	ups	GENERAL FUND	PARKS	2.87
	ups st julien	WATER	PURIFICATION AND TREAT	186.11
	ups	WATER	ADMIN AND GENERAL	1.43
	ups	WASTE WATER FUND	ADMIN AND GENERAL	1.43
	ups	ENVIRON SERVICES F	ADMIN AND GENERAL	1.43
	ups	ELECTRIC FUND	ADMIN AND GENERAL	3.59
	booklets	STORMWATER FUND	ADMINISTRATION AND GEN	16.03
			TOTAL:	240.80
NEW ULM QUARTZITE QUARRIES	seal coat chips	GENERAL FUND	STREETS	3,475.47
			TOTAL:	3,475.47
NICOLLET COUNTY RECORDER/ABSTRACTER	vacation abstract fees	GENERAL FUND	ECONOMIC DEVMT	92.00
			TOTAL:	92.00
NICOLLET COUNTY TREASURER	transfer titles (3)	GENERAL FUND	POLICE	62.25
			TOTAL:	62.25
NORTH CENTRAL INTERNATIONAL	filters	GENERAL FUND	NON-DEPARTMENTAL	33.39
	filters	GENERAL FUND	NON-DEPARTMENTAL	49.76
	filters	GENERAL FUND	NON-DEPARTMENTAL	79.79

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	filters	GENERAL FUND	NON-DEPARTMENTAL	4.75
	freon	GENERAL FUND	STREETS	17.94
	freon	GENERAL FUND	PARKS	17.94
	freon	WATER	DISTRIBUTION AND STORA	8.97
	freon	WASTE WATER FUND	SOURCE/TREATMENT	8.97
	freon	ENVIRON SERVICES F	REFUSE DISPOSAL	8.97
	freon	ELECTRIC FUND	POWER DISTRIBUTION	17.94
	freon	STORMWATER FUND	TREATMENT	8.97
			TOTAL:	257.39
NORTH CENTRAL LABORATORIES	lab reagents	WASTE WATER FUND	SOURCE/TREATMENT	352.66
	lab reagents	WASTE WATER FUND	SOURCE/TREATMENT	438.93
			TOTAL:	791.59
NUTTER CLOTHING CO	uniform patches	GENERAL FUND	POLICE	38.00
			TOTAL:	38.00
PAULA O'CONNELL	title plate truck to MX	RESTRICTED CONTRIB	FIRE	43.75
			TOTAL:	43.75
PARAGON PRINTING & MAILING	citation booklets	GENERAL FUND	POLICE	1,103.15
			TOTAL:	1,103.15
PAULSEN ARCHITECTURAL DESIGN	bldg space - option 3	GENERAL FUND	CITY ADMINISTRATION	1,115.00
			TOTAL:	1,115.00
PET EXPO DIST.	routine aquarium maint	LIBRARY FUND	LIBRARY	77.09
			TOTAL:	77.09
PONGRATZ FENCE&FAB	back stop repair vets	GENERAL FUND	PARKS	825.00
	back stop repair gorman	GENERAL FUND	PARKS	878.00
	back stop repair stones pa	GENERAL FUND	PARKS	858.00
			TOTAL:	2,561.00
RONALD D. QUADE	mileage meetings	GENERAL FUND	FIRE	53.12
	meeting fees	GENERAL FUND	FIRE	14.00
	meeting per diem	GENERAL FUND	FIRE	20.00
			TOTAL:	87.12
QUALITY FLOW SYSTEMS, INC	ksb pump at main lift pump	WASTE WATER FUND	COLLECTOR/LIFT STAT	13,624.71
	rag removal pump #1	WASTE WATER FUND	COLLECTOR/LIFT STAT	642.00
			TOTAL:	14,266.71
RAMADA	room reserv 9/17-9-19 McSh	ELECTRIC FUND	ADMIN AND GENERAL	315.48
			TOTAL:	315.48
RAMY TURF PRODUCTS	grounds grass mix	ENVIRON SERVICES F	REFUSE DISPOSAL	39.81
			TOTAL:	39.81
RED WING SHOE STORE	safety boots weicherding	GENERAL FUND	MUNICIPAL BUILDING	161.49
			TOTAL:	161.49
RHOMAR INDUSTRIES, INC.	asphalt, tack oil emulsifi	GENERAL FUND	STREETS	453.36
			TOTAL:	453.36
RIVER'S EDGE HOSPITAL & CLINIC	jan - june mob	MEDICAL CAMPUS	NON-DEPARTMENTAL	48,414.00-

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	jan - june mob	MEDICAL CAMPUS	ADMIN & GENERAL	60,496.99
			TOTAL:	12,082.99
ROTHHAMMER INTERNATIONAL, INC.	goggles	GENERAL FUND	SWIMMING POOL	94.80
			TOTAL:	94.80
ROYAL TIRE, INC	#4 tires	WASTE WATER FUND	COLLECTOR/LIFT STAT	494.80
			TOTAL:	494.80
RYAN ELECTRIC OF ST PETER	camping peds replaced brea	GENERAL FUND	PARKS	149.90
	ballast replacement	COMMUNITY CENTER	COMMUNITY CENTER	295.64
			TOTAL:	445.54
RYAN PLUMBING & HEATING	repair leak in water line	GENERAL FUND	FIRE	451.73
			TOTAL:	451.73
S&S THERMO DYNAMICS	hvac service library check	LIBRARY FUND	LIBRARY	471.38
	hvac service check, clean	COMMUNITY CENTER	COMMUNITY CENTER	825.94
			TOTAL:	1,297.32
SCANDIA CONSULTING	painted 60 fire hydrants	WATER	DISTRIBUTION AND STORA	4,800.00
			TOTAL:	4,800.00
SCHWICKERT'S, INC.	roof leak repair	LIBRARY FUND	LIBRARY	464.00
			TOTAL:	464.00
SELECT ACCOUNT	admin fee	GENERAL FUND	CITY ADMINISTRATION	3.28
	admin fee	GENERAL FUND	CITY ADMINISTRATION	3.23
	admin fee	GENERAL FUND	CITY CLERK	2.05
	admin fee	GENERAL FUND	CITY CLERK	2.02
	admin fee	GENERAL FUND	FINANCE	5.45
	admin fee	GENERAL FUND	FINANCE	5.37
	admin fee	GENERAL FUND	MUNICIPAL BUILDING	1.43
	admin fee	GENERAL FUND	MUNICIPAL BUILDING	1.41
	admin fee	GENERAL FUND	POLICE	26.66
	admin fee	GENERAL FUND	POLICE	26.25
	admin fee	GENERAL FUND	BUILDING INSPECTOR	5.23
	admin fee	GENERAL FUND	BUILDING INSPECTOR	5.15
	admin fee	GENERAL FUND	COMMUNITY SERVICE	2.05
	admin fee	GENERAL FUND	COMMUNITY SERVICE	2.02
	admin fee	GENERAL FUND	PUBLIC WORKS ADMIN	1.51
	admin fee	GENERAL FUND	PUBLIC WORKS ADMIN	1.48
	admin fee	GENERAL FUND	STREETS	2.78
	admin fee	GENERAL FUND	STREETS	2.74
	admin fee	GENERAL FUND	RECREATION/LEISURE SER	5.90
	admin fee	GENERAL FUND	RECREATION/LEISURE SER	5.81
	admin fee	GENERAL FUND	PARKS	10.52
	admin fee	GENERAL FUND	PARKS	10.36
	admin fee	GENERAL FUND	ECONOMIC DEVMT	2.05
	admin fee	GENERAL FUND	ECONOMIC DEVMT	2.02
	admin fee	LIBRARY FUND	LIBRARY	2.57
	admin fee	LIBRARY FUND	LIBRARY	2.53
	admin fee	COMMUNITY CENTER	COMMUNITY CENTER	3.08
	admin fee	COMMUNITY CENTER	COMMUNITY CENTER	3.03
	admin fee	WATER	DISTRIBUTION AND STORA	5.03
	admin fee	WATER	DISTRIBUTION AND STORA	4.95

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	admin fee	WATER	ADMIN AND GENERAL	1.85
	admin fee	WATER	ADMIN AND GENERAL	1.82
	admin fee	WATER	CUSTOMER ACCOUNTS	0.41
	admin fee	WATER	CUSTOMER ACCOUNTS	0.41
	admin fee	WASTE WATER FUND	SOURCE/TREATMENT	2.98
	admin fee	WASTE WATER FUND	SOURCE/TREATMENT	2.93
	admin fee	WASTE WATER FUND	ADMIN AND GENERAL	2.08
	admin fee	WASTE WATER FUND	ADMIN AND GENERAL	2.05
	admin fee	WASTE WATER FUND	CUSTOMER ACCOUNTS	0.42
	admin fee	WASTE WATER FUND	CUSTOMER ACCOUNTS	0.42
	admin fee	ENVIRON SERVICES F	REFUSE DISPOSAL	4.09
	admin fee	ENVIRON SERVICES F	REFUSE DISPOSAL	4.03
	admin fee	ENVIRON SERVICES F	ADMIN AND GENERAL	0.82
	admin fee	ENVIRON SERVICES F	ADMIN AND GENERAL	0.81
	admin fee	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	0.42
	admin fee	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	0.42
	admin fee	ELECTRIC FUND	POWER DISTRIBUTION	6.14
	admin fee	ELECTRIC FUND	POWER DISTRIBUTION	6.05
	admin fee	ELECTRIC FUND	ADMIN AND GENERAL	7.42
	admin fee	ELECTRIC FUND	ADMIN AND GENERAL	7.31
	admin fee	ELECTRIC FUND	CUSTOMER ACCOUNTS	2.47
	admin fee	ELECTRIC FUND	CUSTOMER ACCOUNTS	2.43
	admin fee	STORMWATER FUND	COLLECTIONS/LIFT STATI	1.53
	admin fee	STORMWATER FUND	COLLECTIONS/LIFT STATI	1.50
	admin fee	STORMWATER FUND	ADMINISTRATION AND GEN	4.25
	admin fee	STORMWATER FUND	ADMINISTRATION AND GEN	4.18
	admin fee	STORMWATER FUND	CUSTOMER ACCOUNTS	0.42
	admin fee	STORMWATER FUND	CUSTOMER ACCOUNTS	0.42
	admin fee	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	4.06
	admin fee	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	3.97
			TOTAL:	236.07
SHORELAND COUNTRY CLUB	golf lessons	GENERAL FUND	RECREATION/LEISURE SER	540.00
			TOTAL:	540.00
SOUTHERN MN CONSTRUCTION CO INC	asphalt pan patch	GENERAL FUND	STREETS	1,429.44
	pan patching fine mix 3/8"	GENERAL FUND	STREETS	185.96
	asphalt material oil	GENERAL FUND	STREETS	1,082.30
	oil(asphalting)	GENERAL FUND	STREETS	420.92
	smaller item disposal	PERM IMPROVMENT RE	STREETS	954.00
	lot 65 trailer demo	PERM IMPROVMENT RE	STREETS	450.00
	class 5 modified	WATER	ADMIN AND GENERAL	87.04
	class 5 gravel stockpile	WATER	ADMIN AND GENERAL	82.16
	class 5 modified	WASTE WATER FUND	ADMIN AND GENERAL	87.04
	class 5 gravel stockpile	WASTE WATER FUND	ADMIN AND GENERAL	82.16
	class 5 modified	ENVIRON SERVICES F	ADMIN AND GENERAL	43.52
	class 5 gravel stockpile	ENVIRON SERVICES F	ADMIN AND GENERAL	41.09
	class 5 modified	ELECTRIC FUND	ADMIN AND GENERAL	217.60
	class 5 gravel stockpile	ELECTRIC FUND	ADMIN AND GENERAL	205.41
			TOTAL:	5,368.64
SOUTHWEST MINNESOTA HOUSING PARTNERSHI	blighted housing admin	HOUSING PROJECT200	ECONOMIC DEVMT	4,400.00
			TOTAL:	4,400.00
SPARTAN PROMOTIONAL GROUP, INC.	night to unite shirts,bags	RESTRICTED CONTRIB	POLICE	127.07
			TOTAL:	127.07

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SPRINT SOLUTIONS, INC.	cell phone svc 6/15-7/14/1	GENERAL FUND	FIRE	17.35
	cell phone svc 6/15-7/14/1	WATER	ADMIN AND GENERAL	39.99
	on call phones 6/15-7/14/1	WATER	ADMIN AND GENERAL	25.82
	on call phones 6/15-7/14/1	WASTE WATER FUND	ADMIN AND GENERAL	28.39
	on call phones 6/15-7/14/1	ELECTRIC FUND	ADMIN AND GENERAL	25.82
		TOTAL:		
ST LOUIS MRO, INC.	annual pre-employment drug	GENERAL FUND	SWIMMING POOL	668.25
			TOTAL:	668.25
ST PETER COMMUNITY & FAMILY EDUCATION	1/2 summer brochure printi	GENERAL FUND	RECREATION/LEISURE SER	1,122.59
			TOTAL:	1,122.59
ST PETER TENNIS ASSOC.	youth tennis program #2	GENERAL FUND	RECREATION/LEISURE SER	1,105.50
	youth tennis program #1	GENERAL FUND	RECREATION/LEISURE SER	524.00
	1/2summer program gain	GENERAL FUND	RECREATION/LEISURE SER	846.75
			TOTAL:	2,476.25
STERTIL KONI	set of 4 jack stands	GENERAL FUND	STREETS	7,918.60
	set of 4 jack stands	GENERAL FUND	PARKS	7,918.60
	set of 4 jack stands	WATER	CAPITAL-GENERAL PLANT	3,959.30
	set of 4 jack stands	WASTE WATER FUND	CAPITAL-GENERAL PLANT	3,959.30
	set of 4 jack stands	ENVIRON SERVICES F	CAPITAL-GENERAL PLANT	3,959.30
	set of 4 jack stands	ELECTRIC FUND	CAPITAL-GENERAL PLANT	7,918.60
	set of 4 jack stands	STORMWATER FUND	CAPITAL-GENERAL PLANT	3,959.30
		TOTAL:		39,593.00
STREICHER'S	clothing allowance	GENERAL FUND	POLICE	69.99
	belt loop replacement	GENERAL FUND	POLICE	26.71
			TOTAL:	96.70
SWANK MOTION PICTURES INC	movie in park	GENERAL FUND	RECREATION/LEISURE SER	369.78
			TOTAL:	369.78
TELIN TRANSPORTATION GROUP	#11 a/c condensor	HEARTLAND TRANSIT	TRANSIT/TRANSPORTATION	948.41
			TOTAL:	948.41
CURTIS THOMPSON	class c ww app & lic fee	WASTE WATER FUND	ADMIN AND GENERAL	100.00
			TOTAL:	100.00
TIGERDIRECT.COM	usb cable for city admin	GENERAL FUND	CITY ADMINISTRATION	23.93
	replacement card	GENERAL FUND	POLICE	39.62
	replace monitor patron-1	LIBRARY FUND	LIBRARY	160.45
			TOTAL:	224.00
TRANE	checked out chiller, new f	COMMUNITY CENTER	COMMUNITY CENTER	869.80
	chiller oil leak	COMMUNITY CENTER	COMMUNITY CENTER	2,168.31
	fan blade for chiller	COMMUNITY CENTER	COMMUNITY CENTER	109.97
	fuses for chiller	COMMUNITY CENTER	COMMUNITY CENTER	64.26
			TOTAL:	3,212.34
US POSTMASTER	mail fall rec/comm ed broc	GENERAL FUND	RECREATION/LEISURE SER	498.23
			TOTAL:	498.23
USA BLUE BOOK	2.5" pressure gauge	WATER	DISTRIBUTION AND STORA	49.82
			TOTAL:	49.82

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
VEITH CONSTRUCTION LL	1420 n 3rd waterline	WATER	CAPITAL-WATER DISTRIBU	6,030.98
			TOTAL:	6,030.98
VISA	parking reimbursement	GENERAL FUND	NON-DEPARTMENTAL	20.00
	lg mn cities conf hotel	GENERAL FUND	CITY ADMINISTRATION	541.82
	candidates supper,meal,mtg	GENERAL FUND	CITY ADMINISTRATION	322.36
	st cloud trng hotel	GENERAL FUND	POLICE	86.53
	parallel card	GENERAL FUND	BUILDING INSPECTOR	40.58
	survey monkey subscription	GENERAL FUND	SENIOR COORDINATOR	20.40
	create a camp room equip	GENERAL FUND	RECREATION/LEISURE SER	140.72
	survey monkey subscription	GENERAL FUND	RECREATION/LEISURE SER	102.00
	survey monkey subscription	GENERAL FUND	SWIMMING POOL	20.40
	clear window	GENERAL FUND	PARKS	137.57
	spdc business meal	GENERAL FUND	ECONOMIC DEVMT	14.08
	parallel card	GENERAL FUND	ECONOMIC DEVMT	40.58
	survey monkey subscription	LIBRARY FUND	LIBRARY	20.40
	survey monkey subscription	COMMUNITY CENTER	COMMUNITY CENTER	20.40
	dollar bill acceptor	WATER	DISTRIBUTION AND STORA	196.22
	des moines workshop	WATER	ADMIN AND GENERAL	75.00
	smpa mtg hotel	ELECTRIC FUND	ADMIN AND GENERAL	100.24
	appa conf hotel	ELECTRIC FUND	ADMIN AND GENERAL	1,124.59
	conf meals,bag fee,parking	ELECTRIC FUND	ADMIN AND GENERAL	287.26
	survey monkey subscription	YOUTH CENTER GRANT	YOUTH CENTER	20.40
			TOTAL:	3,331.55
VON ESSEN TOWING	tire repair, mount tires	GENERAL FUND	POLICE	87.00
	towing	GENERAL FUND	POLICE	60.00
	#407 mower tires	GENERAL FUND	PARKS	306.00
			TOTAL:	453.00
WASTE MANAGEMENT OF SOUTHERN MINNESOTA	june refuse pickup, dispos	ENVIRON SERVICES F	NON-DEPARTMENTAL	20.00
	june refuse pickup, dispos	ENVIRON SERVICES F	REFUSE DISPOSAL	18,614.70
			TOTAL:	18,634.70
THE WATSON CO	return concessions	GENERAL FUND	SWIMMING POOL	2.03-
	concessions	GENERAL FUND	SWIMMING POOL	643.84
	concessions	GENERAL FUND	SWIMMING POOL	516.20
	concessions	GENERAL FUND	SWIMMING POOL	366.98
			TOTAL:	1,524.99
WESCO DISTRIBUTION INC	225kva 3p padmount trsfrmr	ELECTRIC FUND	NON-DEPARTMENTAL	16,452.34
	5/8" ground rods	ELECTRIC FUND	NON-DEPARTMENTAL	513.00
	3ph box pad bsmt	ELECTRIC FUND	NON-DEPARTMENTAL	1,416.09
	parallel connectors #493	ELECTRIC FUND	NON-DEPARTMENTAL	255.97
	parallel connectors #493	ELECTRIC FUND	NON-DEPARTMENTAL	255.97
	splice cleaner, silicone 1	ELECTRIC FUND	POWER DISTRIBUTION	250.09
	marking spray paint	ELECTRIC FUND	POWER DISTRIBUTION	89.45
			TOTAL:	19,232.91
WILSON DEVELOPMENT SERVICES, LLC	wash ave link services	PERM IMPROVMENT RE	STREETS	11,038.94
			TOTAL:	11,038.94
TOM WINSELL	uniform	GENERAL FUND	POLICE	24.68
			TOTAL:	24.68
XCEL ENERGY	hwy 22 bridge lights	GENERAL FUND	STREETS	48.99
			TOTAL:	48.99

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====				
101	GENERAL FUND			72,668.61
211	LIBRARY FUND			9,434.38
213	PUBLIC ACCESS			46.81
217	COMMUNITY CENTER			6,015.74
240	TORNADO DISASTER REV LOAN			974.87
401	PERM IMPROVMENT REVOLVING			12,936.69
450	HOUSING PROJECT2000 #10			4,400.00
473	2013 EQUIPMENT CERTIFICAT			920.00
601	WATER			113,247.36
602	WASTE WATER FUND			105,202.54
603	ENVIRON SERVICES FUND			26,070.23
604	ELECTRIC FUND			73,315.78
606	STORMWATER FUND			82,563.04
610	HEARTLAND TRANSIT			1,310.68
627	MEDICAL CAMPUS			12,082.99
820	RESTRICTED CONTRIBUTIONS			1,050.82
824	YOUTH CENTER GRANT			20.40

	GRAND TOTAL:			522,260.94

TOTAL PAGES: 15

Blue Mongoose Outer Limit

To be offered for public sale through the State of Minnesota online auction site:
2001 Pontiac Grand Prix Vin #1G2WK52J21F236059

4. The following employee appointments or transfers are hereby approved at the wage indicated:

<u>NAME</u>	<u>POSITION</u>	<u>WAGE</u>
Scot Peterson	Wastewater Foreman	\$28.47/hour
Gary Brewes	Part-time Housekeeper	\$9.37/hour
Malinda Meyer	transfer to Communications Technician*	no change
Janet Thompson	transfer to Community Services Officer*	no change

*Effective September 16, 2103

5. The schedule of disbursements for July 18, 2013 through August 7, 2013 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 12th day of August, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



BOLTON & MENK, INC.
Consulting Engineers & Surveyors
1960 Premier Drive • Mankato, MN 56001-5900
Phone (507) 625-4171 • Fax (507) 625-4177
www.bolton-menk.com

MEMORANDUM

Date: August 7, 2013
To: Lew Giesking, Director of Public Works
From: Jeffrey A. Domras, P.E.
Subject: Change Order No. 1
2013 North 3rd Street Improvements
Project No.: M14.105396

A few items came up during the North 3rd Street Improvement project that require changes to the contract. I've prepared and enclosed Change Order No. 1 in the amount of \$21,326.52 to address these changes. A summary of the changes is below.

As part of the utility work, the Contractor was required to dig into the Brown and North 3rd Street intersections with Old Minnesota Avenue. The excavation required removal of the existing bituminous pavement and removal of the underlying 9-inch reinforced concrete pavement from old highway 169. A bid price was received from the Contractor for removal of the existing bituminous pavement however, a bid price for removal of the existing concrete pavement was needed.

During the deeper storm sewer construction between the intersection of North 3rd Street and Old Minnesota Avenue and the outlet at TH 169, the Contractor encountered layered sedimentary rock. The rock was hard enough to require a special toothed bucket to remove. Also, 13 boulders ranging between 1.0 and 10.4 cubic yards in size were discovered and removed during utility construction. A bid item for rock excavation was not included in the original bid schedule therefore a price was requested from the Contractor.

During construction of the 36-inch RCP storm sewer overflow between Halletts Pond and Old Minnesota Avenue, the Contractor encountered a 24-inch RCP storm sewer draining from the Shopko parking lot to the temporary stormwater detention basin. The 24-inch storm sewer from Shopko was installed higher than our new 36-inch storm sewer to avoid a conflict. However, the pipe was also installed sooner than originally anticipated. This required the 24-inch storm sewer to be removed and re-laid in order to get our new 36-inch storm sewer under it without the 24-inch falling into the trench due to its near parallel alignment with our 36-inch pipe. A price for this work was requested from the Contractor.

During watermain construction there were a few locations where watermain crossed near a storm sewer line. To avoid the watermain freezing from cold air in the storm sewer, the Contractor was requested to furnish and install 2-inch polystyrene insulation. A price for this work was requested from the Contractor.

We have reviewed the unit prices for the requested change order work and find them to be acceptable.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

**RESOLUTION APPROVING CHANGE ORDER FOR 2013 NORTH THIRD STREET
IMPROVEMENTS PROJECT**

WHEREAS, the City Council has previously awarded a contract to Douglas-Kerr Construction for the 2013 North Third Street Improvements project; and

WHEREAS, the contract did not include pricing for removal of the existing underlying concrete pavement at the Old Minnesota Avenue intersections with Brown and North Third Streets; and

WHEREAS, the original bid specifications did not include rock excavation and extensive rock was discovered during the excavation work; and

WHEREAS, a conflict was also discovered with a 24" RCP storm sewer that needed to be removed and re-laid to get the new 36" storm sewer under it; and

WHEREAS, it was also necessary to install 2" polystyrene insulation around a watermain to avoid freezing; and

WHEREAS, the contractor agreed to perform all of the additional work through a change order to the original contract.

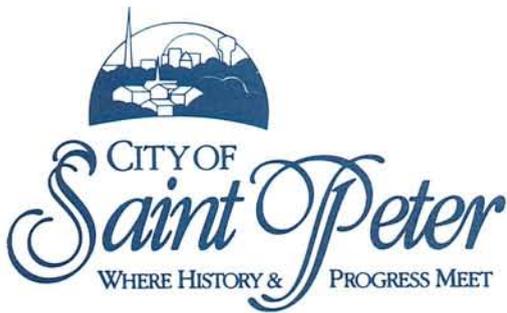
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: Change Order #1 for the 2013 North Third Street Improvements Project is hereby approved in the additional amount of \$21,326.52.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 12th day of August, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 8/9/13

FROM: Todd Prafke
City Administrator

RE: Property Sale Technical Clarification (Park Row Crossing)

ACTION/RECOMMENDATION

Approve the attached resolution clarifying the land to be sold for the Park Row Crossing project.

BACKGROUND

The Council is aware that it has taken action to enter into a development agreement and purchase agreement and agreed to sell the "Old Hospital Site" and a portion of the adjoining parking lot to Southwest Minnesota Housing Partnership for development of two, townhome style apartment buildings totaling 40 units.

The title company for this transaction is concerned that the resolution authorizing the transaction only lists one parcel ID; however both parcels are listed in the Development Agreement. Even though the development agreement lists both parcels, the title company would prefer to have both parcels listed in the resolution that directs staff to complete the transaction. This is important to the entity that is buying the tax credits and, therefore, the request is to correct this technical issue through the attached resolution.

FISCAL IMPACT:

There is no direct fiscal impact as this action was contemplated and executed previously.

ALTERNATIVES AND VARIATIONS:

Do not act. I am not sure what happens in the event the Council does not act, but there are a number of eventualities, including everything from a suit claiming the City has not met its' obligation under your previous action up to the tax credit purchaser dropping out of the project. Negative vote. I think the same range of issues illustrated above could take place. Modification of the resolution. This is always an option of the Council.

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

TP/bal

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

**RESOLUTION PROVIDING CLARIFICATION OF RESOLUTION NO. 2013-93 AUTHORIZING
SALE OF PROPERTY TO SWMHP PARK ROW CROSSING LLC**

WHEREAS, the City Council has previously taken action to sell property to SWMHP Park Row Crossing LLC for the development of multi-family housing units; and

WHEREAS, the property to be sold includes two parcels commonly known as the site of old Community Hospital and the parking lot directly south of the Community Hospital site; and

WHEREAS, the buyer's title company has indicated that the resolution previously approved (Resolution No. 2013-93) does not meet their standards for identification of the parcels; and

WHEREAS, staff has previously been directed to take appropriate action to complete the transactions; and

WHEREAS, in an effort to ensure the most appropriate and clear transactions it would be appropriate to provide a clarification as to the parcels being sold.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: sale of City property to Southwest Minnesota Housing Partnership, which was previously authorized in Resolution No. 2013-93 shall include the following real estate

Parcel #1. Parcel Identification Number 19.701.3135

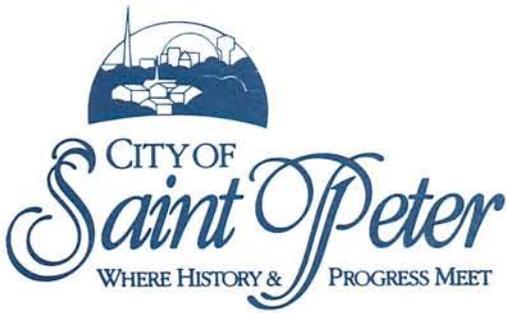
Parcel #2. That part of Lots 10, 11, and 12 of Block 94, Skaro & Evenson's Addition to St. Peter, according to the recorded plat thereof, City of Saint Peter, Nicollet County, Minnesota described as follows: Commencing at the most easterly corner of said Block 94; thence North 59 degrees 17 minutes 34 seconds West (assumed bearing) on the northerly line of said Block 94, a distance of 70.13 feet to the point of beginning; thence South 31 degrees 33 minutes 18 seconds West, 98.00 feet; thence North 59 degrees 17 minutes 34 seconds West, 84.00 feet to a point on the Westerly line of said Lot 10; thence North 31 degrees 33 minutes 18 seconds East on the westerly line of said Lots 10, 11, and 12, a distance of 98.00 feet to the most Northerly corner of said Lot 12; thence South 59 degrees 17 minutes 34 seconds East on the Northerly line of said Block 94, a distance of 84.00 feet to the point of beginning.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 12th day of August, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 8/9/2013

FROM: Todd Prafke
City Administrator

RE: MnDOT Highway 169 Project Layout

ACTION/RECOMMENDATION

Provide approval for the layout of the Minnesota Department of Transportation Highway 169 Project.

BACKGROUND

As provided for in State Statutes, (M.S. 161.164), the City Council is required to provide approval for a project to be completed by the MnDOT for reconstruction of a portion of Highway 169 within the City limits.

MnDOT Engineer Zachary Tess will be in attendance at the City Council meeting to provide information on the proposed project.

Also enclosed for Council review is a memo from the July 8th Council meeting which provides additional information on the project as well as a report from MnDOT.

Following the public hearing and Mr. Tess' presentation, it will be appropriate for the Council to take action regarding the project layout as provided by MnDOT.

The action tonight does not approve the final design or work on Old Minnesota. Those plans must be approved by the Council and authorized for solicitation or bid as a part of your usual process. We anticipate that will come in a month or so as a part of an additional agreement with MnDOT where we, at least at this point, plan to bid the projects as one. We believe a joint bid process will save money and reduce the impact on businesses during construction by allowing better construction coordination.

FISCAL IMPACT:

There is no direct impact to this action, however the Council is aware that this action drives modifications to other intersections of which the cost will be borne by the City through the use of municipal state aid (MSA) funds.

ALTERNATIVES/VARIATIONS:

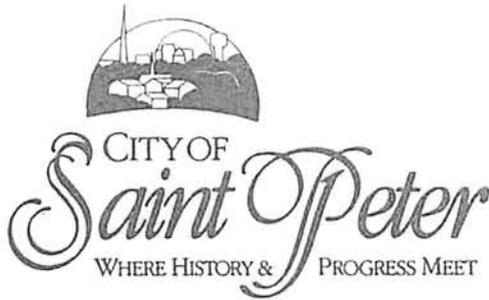
Do Not Act: MnDOT will then have an opportunity to negotiate further with the City as to changes or use the alternative approval process that is provided in State Statute. As you know, Councilmembers and staff have met with MnDOT many times during the design process and we believe that the layout that is proposed is reasonable given the goals set by MnDOT and the City. The Statute does allow the City up to 90 days to consider this action.

Denial: MnDOT will then have an opportunity to negotiate further with the City as to changes or use the alternative approval process that is provided in State Statute.

Modification of the Resolution: This is always an option of the Council. You may note that the Resolution was originally provided by MnDOT and modified by your staff.

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

TP/bal



Memorandum

TO: Todd Prafke
City Administrator

DATE: 07/03/13

FROM: Lewis Giesking
Director of Public Works

RE: Call for A Public Hearing Concerning the 169 Trunk Highway Project

ACTION/RECOMMENDATION

Authorize calling for a public hearing to be held on August 12, 2013 at 7:00 p.m. in the Governors' Room at Saint Peter Community Center at 600 South Fifth Street.

BACKGROUND

The Minnesota Department of Transportation (MnDOT) has received a flood mitigation grant to raise the elevation of the southbound lanes of Highway 169 on the north side of Saint Peter to minimize floodwater interruptions on traffic flow. City staff has been working with MnDOT to address the safety and access issues to Highway 169 at the intersections of Union Street., St. Julien Street, and Dodd Avenue (trunk Highway 22), where accidents are already an issue. Substantial growth in traffic on trunk Highway 169 is anticipated in the next few years, as well as anticipated commercial development on the north end of Saint Peter. These factors will create more difficulty in accessing Trunk Highway 169. MnDOT has developed a plan to address access issues with the anticipated high volume of Trunk Highway 169 traffic. The elevation of the southbound lanes of Highway 169 will be raised from Dodd Avenue through Union Street. The general description of the highway routing modifications (shown on the attached plans) are as follows:

- **Union Street Intersection:** The proposed changes would channelize left turn traffic, provide deceleration lanes for right turn traffic, and would eliminate the Union Street traffic left turns onto Highway 169. The elevation of Highway 169 would be raised at this intersection to more closely match the elevation of Union Street. The City will adjust business accesses to the street and improve the transition from trunk Highway 169 changes to Union Street. The City would also reconstruct the alley from Union Street to Ramsey Street with an asphalt surface.
- **St. Julien Street Intersection:** All access at this intersection will continue to be allowed but be changed in a manner to improve safety. The proposed changes would channelize northbound left turn traffic to St. Julien Street, provide a separated deceleration right turn lane for southbound traffic, provide a restricted crossing U-turn (RCUT) for traffic on St. Julien to access northbound highway 169. A median would be installed on St. Julien Street and local business accesses, currently located on St. Julien at Highway 169, will

be closed. The City will construct a round-a-bout at the intersection of Old Minnesota Avenue and St. Julien Street to improve the flow of traffic on an off highway 169 and to access local businesses.

- Ritt Street Intersection: The crossover will be eliminated and the street will be closed.
- Dranttel Street Intersection: The access to or from northbound Highway 169 to Dranttel Street will not be allowed. The crossover will be eliminated and a right in/right out traffic flow will be allowed for the southbound traffic.
- Dodd Avenue Intersection (trunk highway 22): All access at this intersection will continue to be allowed, but be changed in a manner to improve safety. Channelized left turn lanes will be installed, acceleration and deceleration lanes will be installed and RCUTs will be added.
- Old Minnesota Avenue Intersection: The access to and from northbound trunk Highway 169 traffic will be eliminated. Right in and right out traffic from southbound trunk Highway 169 traffic will continue to be allowed. The City will be working with MnDOT to install the area street lighting necessary to properly light each of these reconstructed intersections. Design work for the project is expected to begin when the project concept is approved after the public hearing has been held and comments from the public have considered.

A number of neighborhood meetings and public information meetings have been held concerning this project. Utilizing public input and this final draft of the project concept has been developed for a formal public hearing. MNDOT will hold another "open house" prior to the August 12th hearing.

MnDOT will fund 100% of the Trunk Highway 169 improvements and related intersection adjustments (in color on the maps). The City will fund 100% of the remaining costs by bonding, utilizing municipal State Aid Funds for bond repayment and the use of some tax increment financing funds. It is anticipated the lighting costs will be shared between MnDOT and the City.

FISCAL IMPACT:

The only cost to the City of tonight's action will be the publication costs of the public hearing notice in the Saint Peter Herald which is expected to be approximately \$400.

ALTERNATIVES/VARIATIONS:

Do not act: This would jeopardize the City's participation in this project.

Negative vote: Staff will seek City Council direction.

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

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

LGG/vwt

HIGHWAY 169 CONSTRUCTION PROJECT
A Report in Support of the 'Saint Peter North' (SP 5209-66) Final Geometric Layout
Submitted by the Minnesota Department of Transportation
To the City of Saint Peter
June 28, 2013

The Minnesota Department of Transportation (MnDOT) has developed the final geometric layout depicting proposed construction of Highway 169 from Union Street in Saint Peter to Old Minnesota Avenue. This report summarizes the decisions that went into the layout development and presents the next steps toward constructing the project. This report is submitted as part of a package requesting approval of the final 'Saint Peter North' layout by the City as required by Minnesota Statutes 161.164.

Background

As part of an overall goal on Highway 169 to raise the southbound lanes out of the 100-year flood elevation from Saint Peter to Le Sueur, MnDOT is taking this opportunity to enhance the safety of intersections on the north end of Saint Peter that have existing crash problems while we reconstruct this portion of roadway.

MnDOT is now seeking approval of the final layout by the Saint Peter City Council. MnDOT requests the city schedule a public hearing for **August 12, 2013** to vote on approving the final layout consistent with Minnesota Statutes 161.164.

This project is scheduled to begin in May of 2014 and be completed in November of 2014.

Saint Peter North Layout Details

The construction project on Highway 169 (State Project number 5209-66) begins at Union Street and extends to 1000' north of the north junction of Highway 93 near Le Sueur, a length of 10.7 miles. The 'Saint Peter North' Layout focuses on access revisions in Saint Peter between Union Street and Old Minnesota Avenue, a length of 1.5 miles.

The 4-lane divided expressway is on a high-priority interregional corridor (IRC) with existing full access at Union Street, Saint Julien Street, Ritt Street, Drantel Street, Highway 22, and Old Minnesota Avenue. This is an ideal time to review and revise access to Highway 169, because the southbound lanes are being reconstructed between Union Street and Highway 22 for the flood mitigation work. There also is an existing crash problem at the intersections of Highway 22 with Highway 169 and Saint Julien Street with Highway 169. In a 10-year crash analysis period (2002-2011), the intersection of Highway 22 with Highway 169 had 37 crashes and the intersection of Saint Julien Street with Highway 169 had 41 crashes. Both intersections experience more crashes than would be expected and have crash rates above the statewide average.

Restricted Crossing U-Turns (RCUT), an alternative intersection treatment type, are being proposed at Highway 22 and Saint Julien Street. Studies from the Federal Highway Administration (FHWA) show a 42% reduction in injury related crashes and a 70% reduction in fatal crashes where RCUTs have been used. Though neither intersection has experienced a fatal crash in this 10-year analysis, RCUT installations would greatly reduce the likelihood of fatal crashes in the future, despite significant increases in traffic

volumes. More information can be found about this type of intersection treatment at: www.dot.state.mn.us/roadwork/rci.html

Additionally local access on Saint Julien Street is being shifted further away from Highway 169 to allow for better queuing and stacking at the intersection. Full access to the businesses will still be accommodated on Saint Julien Street; however, it will now occur 150' further west of the existing access locations.

Union Street access is being revised to a "3/4" intersection which still allows the existing movements from Highway 169 to Union Street, but does not allow the left turning movement back onto the highway from the local network. Though the intersection of Union Street with Highway 169 doesn't currently have a crash problem, the "3/4" intersection is a proactive measure towards a future crash problem. Commercial development is occurring in the area north of Old Minnesota Avenue between Union Street and Saint Julien Street which will increase volumes at this intersection. A Shopko Center is coming in this fall which is expected to be a part of this volume increase. This intersection treatment also provides a better Level of Service for the movements still in the intersection so that it can handle this volume increase.

As part of access management planning, we are providing safe intersections for the community of Saint Peter as growth continues to occur over the next 15 to 20 years. Because of this, the following revisions in access will occur in addition to the above mentioned RCUTs:

- The closure of Ritt Street on Highway 169
- The conversion of Drantel Street to a Right In/Right out for Highway 169 southbound traffic
- The conversion of Old Minnesota Avenue to a Right In/Right out for Highway 169 southbound traffic

As traffic volumes continue to grow both on Highway 169 and in Saint Peter, Old Minnesota Avenue is expected to accommodate local traffic, functioning like a frontage/backage road. This then allows MnDOT and the community to manage access well and safely on Highway 169 at the improved intersections.

Cost Estimate

The City has no share of the cost for the construction work which is colored in. Local work like the roundabout at Saint Julien Street and Old Minnesota Avenue and additional modifications to Union Street are 100% City cost.

Contact

The primary point of contact at MnDOT regarding the final layout is the project manager:

Zachary Tess, P.E.
2151 Basset Drive
Mankato, MN 56001
507-304-6199
Zachary.Tess@state.mn.us

161.164 FINAL LAYOUT APPROVAL PROCESS.

Subdivision 1. **Submission of final layout.** Before proceeding with the construction, reconstruction, or improvement of any route on the trunk highway system lying within any municipality, the commissioner shall submit to its governing body a final layout and project report covering the purpose, route location, and proposed design of the highway. The final layout must be submitted as part of a report containing any supporting data that the commissioner deems helpful to the governing body in reviewing the final layout submitted. The supporting data must include a good-faith cost estimate of all the costs in which the governing body is expected to participate. The final layout must be submitted before final decisions are reached so that meaningful early input can be obtained from the municipality.

Subd. 2. **Governing body action.** (a) Within 15 days of receiving a final layout from the commissioner, the governing body shall schedule a public hearing on the final layout. The governing body shall, within 60 days of receiving a final layout from the commissioner, conduct a public hearing at which the Department of Transportation shall present the final layout for the project. The governing body shall give at least 30 days' notice of the public hearing.

(b) Within 90 days from the date of the public hearing, the governing body shall approve or disapprove the final layout in writing, as follows:

(1) If the governing body approves the final layout or does not disapprove the final layout in writing within 90 days, in which case the final layout is deemed to be approved, the commissioner may continue the project development.

(2) If the final construction plans contain changes in access, traffic capacity, or acquisition of permanent right-of-way from the final layout approved by the governing body, the commissioner shall resubmit the portion of the final construction plans where changes were made to the governing body. The governing body must approve or disapprove the changes, in writing, within 60 days from the date the commissioner submits them.

(3) If the governing body disapproves the final layout, the commissioner may make modifications requested by the municipality, decide not to proceed with the project, or refer the final layout to an appeal board. The appeal board shall consist of one member appointed by the commissioner, one member appointed by the governing body, and a third member agreed upon by both the commissioner and the governing body. If the commissioner and the governing body cannot agree upon the third member, the chief justice of the Supreme Court shall appoint a third member within 14 days of the request of the commissioner to appoint the third member.

Subd. 3. **Appeal board.** Within 30 days after referral of the final layout, the appeal board shall hold a hearing at which the commissioner and the governing body may present the case for or against approval of the final layout referred. Not later than 60 days after the hearing, the appeal board shall recommend approval, recommend approval with modifications, or recommend disapproval of the final layout, making additional recommendations consistent with state and federal requirements as it deems appropriate. It shall submit a written report containing its findings and recommendations to the commissioner and the governing body.

History: 2001 c 191 s 5

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

**RESOLUTION APPROVING FINAL LAYOUT OF MINNESOTA DEPARTMENT OF
TRANSPORTATION HIGHWAY 169 PROJECT IN SAINT PETER**

WHEREAS, WHEREAS, the Commissioner of Transportation has prepared a final layout for the improvement of Highway 169 within the City of Saint Peter from Union Street to Old Minnesota Avenue and seeks the approval thereof; and

WHEREAS, said final layouts are on file in the Minnesota Department of Transportation office, in Mankato, Minnesota being marked, labeled and identified as Layout No. 1A S.P. 5209-66 (TH 169) from R.P. 67.00 to 68.54; and

WHEREAS, improvements to City streets and appurtenances have been included in the said final layouts.

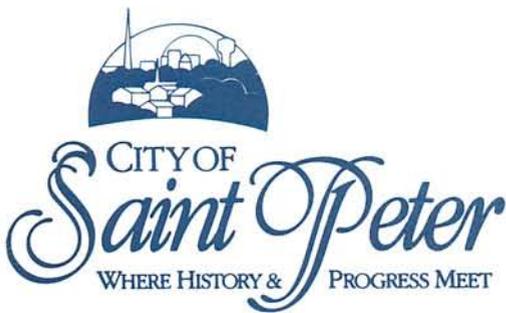
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: said final layouts for the improvement of said Trunk Highway within the corporate limits be and are hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 12th day of August, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 8/9/2013

FROM: Todd Prafke
City Administrator

RE: Unbudgeted Purchase: Fire Station Roof Repairs

ACTION/RECOMMENDATION

Authorize unbudgeted roof repairs at the fire station to be performed by Schwickert's in the amount of \$7,160.

BACKGROUND

Two quotes were received for the repair of three active leaks at the Fire Station. Those quotes were from Ballman Roofing & Coatings (\$7,643), and Schwickerts (\$7,160). Completion of the repairs should eliminate any further damage to the building that could occur should the leaks continue.

Schwickert's originally did work on this roof and has provided repairs in the past at this facility and other City buildings.

FISCAL IMPACT:

Funding for this project would be provided through the Fire Department budget under maintenance.

ALTERNATIVES/VARIATIONS:

Do Not Act: Failure to make the repairs could result in damage to the building and/or equipment stored inside.

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

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

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

RESOLUTION APPROVING UNBUDGETED PURCHASE OF FIRE STATION ROOF
REPAIRS

WHEREAS, the City owns and maintains a Fire Station; and

WHEREAS, the building roof has developed three active leaks; and

WHEREAS, staff received two quotes for repairs to the roof as follows:

<u>VENDOR</u>	<u>PRICE</u>
Schwickert's	\$7,160
Ballman Roofing & Coatings	\$7,643

WHEREAS, Schwickert's has submitted the low quote for the repairs and the company has successfully worked on other City buildings in the past.

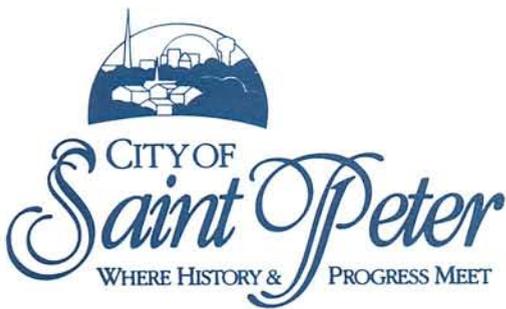
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the low quote from Schwickert's in the amount of \$7,160 is hereby accepted for repairs to the Fire Station roof.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 12th day of August, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Strand
Members of the City Council

DATE: 8/6/2013

FROM: Todd Prafke
City Administrator

RE: City Assistance Request: Rock Bend Folk
Festival

ACTION/RECOMMENDATION

Approve a request for City assistance for the Rock Bend Folk Festival in Minnesota Square Park.

BACKGROUND

Organizers of the Rock Bend Folk Festival have requested City assistance for their annual event to be held in Minnesota Square Park on September 7th and 8th. The request is similar to that made in previous years and includes:

- Use of Minnesota Square Park on September 7-8, 2013 for the festival:
 - Setup of festival equipment, stage, etc... the week prior to the festival
 - Take down will occur on September 9, 2013.
- Use of City electricity during the event.
- Use of picnic tables.
- Installation of a tent in the park contingent upon following Gopher State One Call regulations.
- Use of the park restroom facilities, including supplies and use of a restroom key.
- Use of a gate key
- Requesting on-site security from Police Reserves on September 7th and 8th. Costs associated with providing Police security shall be paid by the Rock Bend Folk Festival organization.
- Access to the Public Works site where Rock Bend items are stored in the Chamber building.
- Asking the City to act as fiscal agent for the Festival's grant application.

Staff has met with representatives of the organizers to review City concerns regarding the number of vehicles being allowed access into the park. Organizers have provided preliminary information as to their plans for restricting vehicle access. As this is a community event, staff recommends the request for assistance be approved contingent upon the following:

- All publicity concerning the event shall include notice of dogs not being allowed in the park and Rock Bend officials must notify anyone with a dog in the park of the need to remove the animal as stipulated in City regulations.
- Rock Bend Folk Festival shall notify all drink and food vendors of the need to obtain the appropriate City, County and/or State licensure by no later than August 21st.
- Rock Bend Folk Festival officials will be responsible to ensure that vendors have no more than one vehicle in the park and other vehicles in the park shall be limited as directed by City staff.
- Access to the Public Works site shall be limited to normal business hours only. Should Rock Bend officials need access to the site during non-business hours, Rock Bend will be required to pay all call-out charges for City staff.
- Prior to the event Rock Bend must provide a certificate of insurance naming the City as an additional insured in the amount of \$1,500,000 for a single occurrence.
- Rock Bend must provide for refuse disposal, additional restroom facilities as required and disposal of any and all waste and debris resulting from the event.
- Rock Bend officials must return the park to pre-event condition.
- Trudi Olmanson will be the only authorized key holder for the restroom and gate keys.

FISCAL IMPACT:

The expected cost for the requested assistance will be \$5,000 including staff time, materials, and ongoing fiscal assistance.

ALTERNATIVES/VARIATIONS:

Approval: Staff will work with Rock Bend officials.

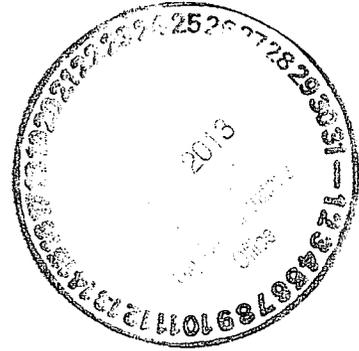
Denial: No City assistance will be provided without additional direction from the Council.

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

TP/bal

May 21, 2013

Todd Prafke, City Administrator
City of St. Peter
227 South Front St.
St. Peter, MN 56082



Hi Todd:

Rock Bend Folk Festival (RBFF) # 23 is approaching.

This year's Festival will be Sept. 7th and 8th, 2013.

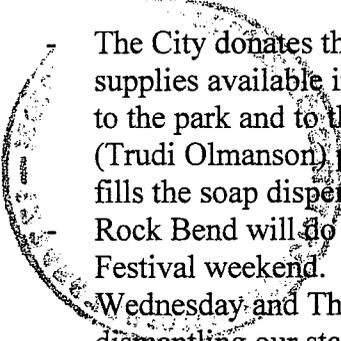
A big Thank You to the City for past and continued support!

The Committee for Rock Bend once again requests the support of the City Council for this year's Festival.

The park is reserved for the Festival. Our set-up needs were addressed in Trudi's communications with the parks department folks. We'll need to access Minnesota Square Park on Tuesday evening 9/3, after 4 PM, for initial drop-off of equipment and supplies. We'll be in the park doing stage set-up, tents, etc. on 9/4, 9/5, and helping vendors on 9/6. Take down will occur Monday 9/9 starting after 3:30 PM.

Support and Requests include:

- Permission to use the support pillars along Minnesota Ave in front of the park. RBFF will do the attaching of the 3 banners to the pillars. We anticipate doing that about 8/28/13 or so.
- The City has reserved Minnesota Square Park for Rock Bend Folk Festival use for the purpose of setting up and conducting the Rock Bend Folk Festival. The City of St. Peter donates the park and electricity for set-up and on the weekend of Sept. 7th and 8th, and has a service electrician available for assistance should there be electrical problems. We would appreciate phone contact numbers for the electrician and any City liaison (has been Tim Mayo), to facilitate service and minimize problems. RBFF lists the City of St. Peter as a festival co-sponsor in programs, grants, and literature.
- It would be helpful if City staff could check the various outlets in the park and verify they are all working before Wed. 9/4, so there is time for repairs if any are not working. There were no electrical problems last year. To remain proactive, we will be asking vendors to consider reducing their electrical needs slightly, and we are encouraging them to bring their own generators. We have not always been able to get electricity back on in a timely manner, and want them to realize they may be without power at times if they do not do these steps.
- The City also allows use of the park picnic tables. It was helpful last year the way the City Park's Staff scattered picnic tables in a semi-circle about 100 feet out from the pavilion on the Highway 169 side, and 10 picnic tables along College Ave by the smaller stage. We also use 4 picnic tables in the Pavilion, and about 5 along the Elm St side in the lower level of the Pavilion.



- The City donates the use of the bathrooms, and leaves a plunger and toilet paper supplies available in the supply room. The City allows the Festival to use the key to the park and to the supply room for the Festival. A Festival Board member (Trudi Olmanson) picks up the key on Tuesday 9/3/13 from the City. The City fills the soap dispensers in the bathrooms before the weekend for the Festival.
- Rock Bend will do set-up and tear down in the week prior to, and the day after, the Festival weekend. We will begin set-up on Tuesday 9/3 and will continue on Wednesday and Thursday and Friday until done. We plan to complete dismantling our stages and tents on Monday night 9/9.
- RBFF will request overnight security on 9/7 into 9/8 from the St. Peter Police Reserves as always. We've been paying \$ 110 to the reserves for this.
- RBFF has arranged for garbage capacity and disposal with Waste Management.
- Per our discussions the last two years, Vendors are expected to obtain a license from the City, and this is noted on their vendor agreement with the Festival.
- Dogs are not allowed in the park per City Ordinance. This is announced, is in all of our schedules and literature, and we inform any dog owners we find of the City Ordinance and ask them to leave the park. Per our discussions with the Chief of police, we will not call the police to report dogs.
- Vehicle access to the park will be limited and controlled as per the plan.
- Access to the Public Works site – we need to get into the Chamber's building for our equipment on Tuesday 9/3. Being completely done and out of that site by 5 PM has been difficult. Same with returning supplies to the building on 9/9 late evening. Again, if we could have a contact person in the City with access to that site to help us, it would not tie up the police or your staff person in the Public Works Office. Tim Mayo was that person last year and that worked fine.
- Last year the Police Department set up 3 additional handicapped spaces along Elm Street near the sidewalk by Highway 169. These spaces were used, so we would like to request this happens again on 9/7 and 9/8/13.
- Also last year, RBFF was billed \$ 270 for police security during the festival, by the City of St. Peter, after the festival. If this will continue, we just want to know cost and details so we can plan for that.
- If City Council approval is granted, RBFF will apply for a Show license for the use of Minnesota Square Park.

Todd has requested RBFF cell phone numbers of Committee members who will be reachable during the week before and after the festival, and who will be at the Festival, if City Personnel need to reach one of us. The cell phone numbers we can provide are: John Ganey at 507 – 327 – 6188, Ron Arsenault at 507 – 420 – 3755, or Dawn Devens at 612 – 414 – 9020.

We are actively planning for this year's Festival, and anticipate another wonderful two days of fun, music, food, and crafts in the best park in the area. Thanks to City support, and the work of Paula O'Connell, we received a substantial grant from the Minnesota State Arts Board for # 23. With that, we have been able to plan ahead, and this year's lineup is largely complete and is already posted on the Rock Bend website. We will wait for word from you as to when you wish to meet with representatives of the Festival.

If you or any member of the Council or the St. Peter Chamber would like to introduce any act(s) and/or promote St. Peter in person from the stage, let us know.

On a related matter, Kris sits on the Committee for the City plans for redoing the Pavilion. We remain interested in working with the City in planning for the new Pavilion, and for possible alternative sites for the year when the Pavilion is built (if needed).

Respectfully,
John Ganey,
President,
for the Rock Bend Folk Festival and Committee

A handwritten signature in black ink, appearing to read "John Ganey". The signature is fluid and cursive, with a large, sweeping loop at the end.

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2013 -

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

RESOLUTION AUTHORIZING CITY ASSISTANCE FOR ROCK BEND FOLK FESTIVAL

WHEREAS, Rock Bend Folk Festival is a community event; and

WHEREAS, the organizers have requested City assistance; and

WHEREAS, the City Council recognizes the community benefit this event provides.

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

1. The request submitted by Rock Bend Folk Festival organizers for City assistance for the 2013 festival is hereby approved and shall include:
 - Use of Minnesota Square Park on September 7-8, 2013 for the festival:
 - Setup of festival equipment, stage, etc... the week prior to the festival
 - Take down will occur on September 9, 2013
 - Use of City electricity during the Use of picnic tables.
 - Installation of a tent in the park contingent upon following Gopher State One Call regulations.
 - Use of the park restroom facilities, including supplies and use of a restroom key and use of a gate key with the authorized key holder being Trudi Olmanson.
 - On-site security from Police Reserves, if available, on September 7th and 8th. Costs associated with providing Police security shall be paid by the Rock Bend Folk Festival organization.
 - Access to the Public Works site where Rock Bend items are stored in the Chamber building with the contingency stated below.
 - The City acting as fiscal agent for the Festival's grant application.

2. Said assistance shall be provided contingent upon the following:
 - All publicity concerning the event shall include notice of dogs not being allowed in the park. Rock Bend organizers shall also inform anyone with a dog in the park of the need to remove the dog as stipulated in City regulations.
 - Rock Bend Folk Festival shall notify all drink and food vendors of the need to obtain the appropriate City, County and/or State licensure by no later than August 21st.
 - Rock Bend Folk Festival officials will be responsible to ensure that vendors have no more than one vehicle in the park and other vehicles in the park shall be limited as directed by City staff.
 - Access to the Public Works site shall be limited to normal business hours only and must be arranged through the City's Maintenance Superintendent. Should Rock Bend officials need access to the site during non-business hours, Rock Bend will be required to pay all call-out charges for City staff.
 - Rock Bend providing for refuse disposal, additional restroom facilities as required and disposal of any and all waste and debris resulting from the event.
 - Rock Bend providing for return of the park to pre-event condition.
 - Prior to the event Rock Bend Folk Festival shall provide to the City a certificate of insurance naming the City of Saint Peter as an additional insured in an amount not less than \$1,500,000 per occurrence.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 12th day of August, 2013.

Timothy Strand
Mayor

ATTEST:

Todd Prafke
City Administrator