

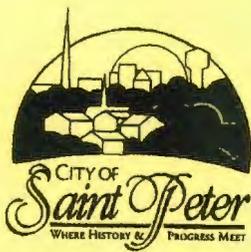
**CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING**

Regular City Council Meeting of Monday, August 22, 2016
Community Center Governors' Room - 7:00 p.m.

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
- IV. VISITORS**
 - A. Scheduling of Visitor Comments on Agenda Items
 - B. General Visitor Comments
 - 1. American Legion Post #37 Flag Presentation
 - 2. Others
- V. APPROVAL OF CONSENT AGENDA ITEMS**
- VI. UNFINISHED BUSINESS**

None scheduled
- VII. NEW BUSINESS**
 - A. North Third Street Land Swap
 - B. Façade Renovation Fund Close Out
 - C. MVED Joint Use Agreement
 - D. Hospital Patient Room Modification
- VIII. REPORTS**
 - A. **MAYOR**
 - B. **CITY ADMINISTRATOR**
 - 1. Labor Day Closures
 - 2. Joint Transit Steering Committee Meeting
 - 3. Boomers and Beyond Expo
 - 4. Others
- IX. ADJOURNMENT**

Office of the City Administrator
Todd Prafke



I. **CALL TO ORDER**

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

II. **APPROVAL OF AGENDA**

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

III. **APPROVAL OF MINUTES**

A copy of the minutes of the August 8, 2016 regular Council meeting is attached for approval. A MOTION is in order.

IV. **VISITORS**

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

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

B. **General Visitor Comments**

1. **AMERICAN LEGION POST #37 FLAG PRESENTATION**

American Legion Post #37 Commander Ron Haugen will be at the meeting to present a ceremonial flag representing the donation of 42 flags for parks and City buildings.

2. **OTHERS**

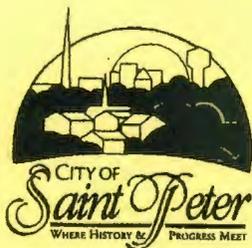
Members of the audience wishing to address the Council concerning items not on the agenda may do so at this time.

V. **APPROVAL OF CONSENT AGENDA ITEMS**

The consent agenda, including approval of the schedule of disbursements for August 4, 2016 through August 17, 2016, is attached. Please see the attached staff reports and RESOLUTION.

VI. **UNFINISHED BUSINESS**

None scheduled.



VII. NEW BUSINESS

A. ADOPTION OF A RESOLUTION AUTHORIZING LAND TRANSFER ALONG NORTH THIRD STREET

Staff recommends approval of a quit claim deed transferring land to Northern Con-Agg, LLP in exchange for dedication of land within the North Third Street right-of-way. Please see the attached staff report and RESOLUTION.

B. ADOPTION OF A RESOLUTION APPROVING CLOSE OUT OF FAÇADE RENOVATION LOAN FUND

Staff recommends the Façade Renovation Loan program be closed out and any remaining monies in the fund be combined with the Revolving Loan Program. Please see the attached staff report and RESOLUTION.

C. ADOPTION OF A RESOLUTION APPROVING EXECUTION OF SHARED USE AGREEMENT WITH SCHOOL DISTRICT #508

Staff recommends authorization be provided for execution of a shared use agreement with School District #508 for recreational facilities located on City and School property at Ramsey Park and the MVED building on Davis Street. Please see the attached staff report and RESOLUTION.

D. ADOPTION OF A RESOLUTION APPROVING MODIFICATION TO CERTAIN PATIENT ROOMS AT RIVER'S EDGE HOSPITAL AND CLINIC

The Hospital Commission has requested approval for modifications to certain patient rooms at the Hospital totaling \$59,820. Council approval is required for modifications to the building. Please see the attached staff report and RESOLUTION.

IX. REPORTS

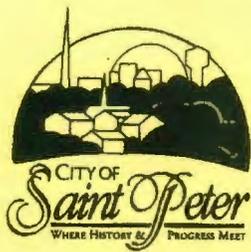
A. MAYOR

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

B. CITY ADMINISTRATOR

1. REPORT ON LABOR DAY CLOSURES

A report will be provided at this time on closures related to the Labor Day legal holiday.



2. REPORT ON JOINT TRANSIT STEERING COMMITTEE MEETING

A report will be provided at this time on the schedule for the first joint transit steering committee meeting with representatives from the City of Le Sueur.

3. REPORT ON BOOMERS AND BEYOND EXPO

An report will be provided at this time on the upcoming "Boomers and Beyond Expo" to be held on September 15th at the Community Center.

4. OTHERS

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

IX. ADJOURNMENT

Office of the City Administrator
Todd Prafke

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

**MINUTES OF THE CITY COUNCIL MEETING
AUGUST 8, 2016**

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 August 8, 2016.

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

Approval of Minutes – A motion was made by Carlin, seconded by Pfeifer, to approve the minutes of the July 25, 2016 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 25, 2016 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

Consent Agenda – In motion by Parras, seconded by Brand, Resolution No. 2016-117 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. 2016-117 is contained in the City Administrator's book entitled Council Resolutions 21.

Transit Cooperative Resolution With Le Sueur – City Administrator Prafke recommended adoption of a resolution stating the City's intent to work with the City of Le Sueur to form a joint transit system. Prafke stated the goal of the action was to provide notice to the State of Minnesota of the action by the two cities which will occur after the deadlines for the normal transit grant award cycle. Prafke also stated the second resolution would designate elected official representation on a steering committee that would help finalize what is expected to be a Joint Powers Agreement for operation of the joint system. Prafke noted that the steering committee members may end up being on the Joint Powers board in the future. Finance Director O'Connell indicated working with Le Sueur was going very well and a joint system would allow staff members to be more focused on federal rules and procurement processes. Prafke stated the joint system would provide efficiencies in operation and expenditures and meet the Department of Transportation's goal to consolidate some systems within the state. Prafke noted the joint system should augment services for riders and allow for shared costs for capital purchases like a dispatching system. Prafke and O'Connell both noted that the funding for capital and operational needs of the joint system would still be provided eighty percent (80%) by the State and twenty percent (20%) by local fare revenues. In motion by Parras, seconded by Carlin, Resolution No. 2016-118 entitled "Resolution Stating The City Of Saint Peter's Intent To Work With The City Of Le Sueur On Formation Of A Cooperative Transit System" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-118 is contained in the City Administrator's book entitled Council Resolutions 21.

Prafke recommended adoption of a resolution that would designate Councilmembers Grams and Carlin as the elected official representatives on the steering committee for Saint Peter and Councilmember Parras as the alternate. In motion by Pfeifer, seconded by Brand, Resolution No. 2016-119 entitled "Resolution Appointing Councilmembers To Joint Transit System Steering Committee" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-119 is contained in the City Administrator's book entitled Council Resolutions 21.

Transit Service Agreement With Gustavus – Finance Director O'Connell requested authorization for execution of an agreement for the City to provide transit services to Gustavus students during the school year from September, 2016 through May, 2018 at the rate of \$37.50 per hour per bus. O'Connell noted the agreement included a thirty-day termination notice provision. Councilmember Parras, on behalf of absent Councilmember Grams, expressed concerns over the hourly rate for service and asked what the fee was based on. O'Connell stated the charge included driver wages, fuel costs and wear and tear on the bus. O'Connell noted that should fuel costs change dramatically, the termination notice will allow the City to terminate the existing contract and renegotiate the fee if needed. City Administrator Prafke reminded Councilmembers that the grant funds still pay 80% of the City's costs even for service provided under the Gustavus contract. In motion by Brand, seconded by Parras, Resolution No. 2016-120 entitled "Resolution Approving Execution Of Transit Services Agreement With Gustavus Adolphus College" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-120 is contained in the City Administrator's book entitled Council Resolutions 21.

MMUA Safety Agreement Renewal – Public Works Director Moulton requested approval for execution of a renewal contract with the Minnesota Municipal Utilities Association (MMUA) to provide safety training for City Public Works and maintenance employees. Moulton noted the cost was \$25,433.22 for the period October 1, 2016 through September 30, 2017 and an additional \$3,000 for specialized training for the City's Linemen. In motion by Pfeifer, seconded by Parras, Resolution No. 2016-121 entitled "Resolution Authorizing Execution Of Renewal Safety Contract With Minnesota Municipal Utilities Association (MMUA)" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-121 is contained in the City Administrator's book entitled Council Resolutions 21.

Request for City Assistance: Rock Bend Folk Festival – City Administrator Prafke recommended approval of a request for City assistance for the Rock Bend Folk Festival to be held in Minnesota Square Park in September. Prafke reviewed the proposed recommendation and the contingencies associated with the approval. Councilmember Brand requested that City policies be changed to make it mandatory for organizers of community events to provide recycling containers and collection at the event site. Councilmember Carlin questioned the Rock Bend request for a ramp to be installed for one of the event performers. Prafke noted the Rock Bend officials will be renting a ramp and the City doesn't need to take any further action regarding that portion of the request. Councilmembers discussed the need for handicap parking spaces for the event and Prafke noted additional spaces were being provided along Elm Street. In motion by Carlin, seconded by Brand, Resolution No. 2016-122 entitled "Resolution Authorizing City Assistance For Rock Bend Folk Festival" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-122 is contained in the City Administrator's book entitled Council Resolutions 21.

Historic Loan Program Modifications – Community Development Director Wille reviewed the proposed changes to the Central Business District Renovation/Accessibility Enhancement Loan

Program (previously referenced as the Historic Preservation Loan Program). Wille noted the changes included an increase to the loan amounts, changes to the loan security provisions; expansion to allow loans for interior renovations to make the property more compliant with ADA regulations; changing amortization amounts to longer periods for larger loans; and a provision for partial loan forgiveness (up to 50% for loans under \$10,000 or \$5,000 maximum for loans above \$10,000).

Councilmember Pfeifer objected to any portion of the loans being forgiven citing his belief that providing loans at 0% interest that can be paid off over up to 10 years should be incentive enough for property owners to consider the program. Pfeifer suggested that loan money cannot be obtained any cheaper and the “forgiveness” of any portion of a loan is not good business practice. Pfeifer encouraged the Council to be frugal with taxpayer money.

Pfeifer made a motion to delete the loan forgiveness portion of the guidelines. The motion died for lack of a second.

Councilmember Brand asked if Councilmember Pfeifer would be more comfortable with a grant program versus a loan program. Pfeifer reiterated that at 0% interest there should be no forgiveness of any portion of the loan.

City Administrator Prafke reminded Councilmembers that the goal of modifying the loan program was not to encourage more people to borrow money, but rather to encourage property owners in the Historic Preservation District to maintain their buildings. Prafke also noted that the cost to make the historically accurate repairs like window replacement is often more expensive than non-historically accurate repairs would be. Prafke noted that if the City Council believes it is important to maintain the downtown historic properties, it “might be appropriate for the community to share in the costs”.

Councilmember Carlin asked what the fund balance for the loan program was. Wille stated the revolving loan program had an approximately \$1.5 million fund balance although Finance Director O’Connell noted that the amount designated for this particular program was \$60,000.

In motion by Carlin, seconded by Parras, Resolution No. 2016-123 entitled “Resolution Amending The Historic Preservation Revolving Loan Fund Guidelines And Renaming The Loan Fund As The ‘Central Business District Renovation/Accessibility Enhancement Loan Program’ Guidelines” was introduced. Upon roll call, Councilmembers Carlin, Brand, Parras and Mayor Zieman voting aye, Councilmember Pfeifer voting nay, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-123 is contained in the City Administrator’s book entitled Council Resolutions 21.

Purchase of Transit Bus – Finance Director O’Connell requested permission to purchase a 2017 Ford E450 Elkhart Coach transit bus from North Central Bus and Equipment at a total cost of \$73,959. O’Connell indicated the City’s capital transit grant had included funding for purchase of a bus and if approved, the bus wouldn’t be delivered until February of 2017. O’Connell reported the bus purchase would allow graphics/decals to be installed once the new bus is delivered which would allow it to be marked under the new joint transit system graphics.

Councilmember Parras questioned who would own the bus if a joint system is developed. O’Connell stated that the formation of the Joint Power Agreement would include a provision for ownership of the assets. O’Connell also noted that once the new bus is received one of the older buses would be declared surplus property as recommended by the City’s Mechanic.

In motion by Brand, seconded by Parras, Resolution No. 2016-124 entitled "Resolution Authorizing Purchase Of A New Transit Bus" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2016-124 is contained in the City Administrator's book entitled Council Resolutions 21.

Reports

Mayor's Report – Mayor Zieman reported on the Night To Unite event which had been very well attended and reminded the public of the upcoming Nicollet County Fair and the Smithsonian "Water Ways" exhibit being featured at the Treaty Site History Center through September 25th. City Administrator Prafke also noted that as part of the "Water Ways" event, public tours would be provided at the City's water and wastewater plants.

Park Naming Process - City Administrator Prafke reported that the Council would be conducting a contest to solicit names for the two new City parks (Traverse Green Subdivision and next to the new High School). Prafke stated additional information on the contest would be publicized in the near future.

Primary Election – City Administrator Prafke reminded the public to vote in the August 9th primary election. Prafke thanked Election Judges for their work and stated they were the "Keepers of Democracy".

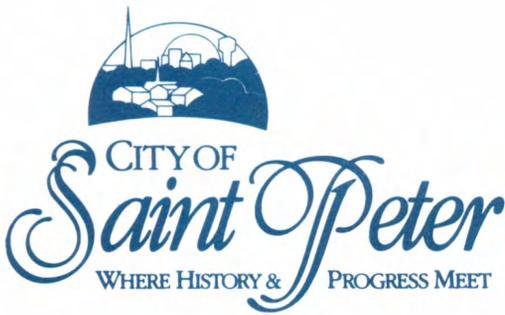
Seal Coating Update – Public Works Director Moulton reported the annual seal coating project was underway and 100 blocks had been completed with 50,000 gallons of oil applied and 2000 tons of rock used for a total cost of \$126,500. Moulton noted seal coating is done to extend the life of the roadway and to seal out moisture which deteriorates the road surface.

There being no further business, a motion was made by Pfeifer, seconded by Parras, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:09 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

To: Todd Prafke
City Administrator

DATE: 8/3/2016

From: Pete Moulton
Director of Public Works

RE: Electric Meters for Advanced Metering Infrastructure (AMI) System

Action:

Approve the purchase of fifty - (50) Residential 120/240 V meter with disconnect (F12S) from Eaton Cooper Power Systems of Minneapolis, Minnesota in the amount of \$11,491.83.

Background:

The City staff have currently been working with Eaton Cooper on implementing an “Advanced Metering Infrastructure” (AMI) system which is capable of reading electric and water meters through a radio frequency (RF) system connected to our existing city computer backbone.

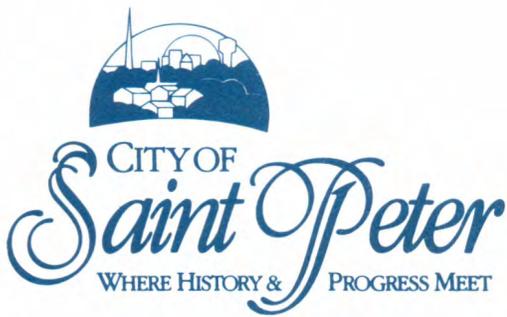
In this second segment the utility staff will be installing new electric meters capable of transmitting a RF signal to a receiver; the signal is then collected and transmitted to the city’s computer system through our existing fiber optic network system.

Once the system is operational, staff would add collector meters to the system and pull in the monthly readings. Both water and electric meters will have the capability of communicating to and receiving information from the City’s server. The new smart meters will be used to replenish the depleted electric department inventory.

Summary of Cost:	Each	Number	Freight	Total
Residential Meter- 120/240 V (F12S)	\$225.33	50	\$225.33	\$11,491.83

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

PM/amg



Memorandum

TO: Todd Prafke
City Administrator

DATE: 8/17/2016

FROM: Cindy Moulton
Administrative Secretary

RE: Temporary License Applications

ACTION/RECOMMENDATION

Provide approval of several temporary license applications.

BACKGROUND

The City has received temporary license applications for City Council approval.

The St. Peter Lions will be holding their annual raffle on October 18, 2016 at Gustavus Adolphus College and they have applied for a Temporary Gambling License in order to allow them to hold their event.

The Rock Bend Folk Festival will be held at Minnesota Square Park on September 10 and 11, 2016. Trudi Olmanson, on behalf of the Rock Bend organization, has applied for Show and Soft Drink licenses in order to provide entertainment at the event and allow all vendors to sell soft drinks.

Please place these items on the August 22, 2016 City Council consent agenda.

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

CKM/

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
A TO Z RENTAL CENTER	cement mixer rental	WASTE WATER FUND	COLLECTOR/LIFT STAT	18.00
	cement mixer rental	STORMWATER FUND	TREATMENT	18.00
			TOTAL:	36.00
AMERICAN RED CROSS	rec staff training for cpr	GENERAL FUND	RECREATION/LEISURE SER	246.00
			TOTAL:	246.00
ARROW ACE HARDWARE INC	bulbs	GENERAL FUND	CITY ADMINISTRATION	9.89
	bulbs	GENERAL FUND	CITY CLERK	9.89
	bulbs	GENERAL FUND	FINANCE	6.60
	caulk	GENERAL FUND	MUNICIPAL BUILDING	19.98
	bulbs	GENERAL FUND	POLICE	5.28
	fly swatters	GENERAL FUND	POLICE	1.99
	pipe threadcmpd tfe 4oz #5	GENERAL FUND	FIRE	7.19
	oil, weed be gone, bulbs	GENERAL FUND	FIRE	49.75
	bulbs	GENERAL FUND	BUILDING INSPECTOR	2.64
	bulbs	GENERAL FUND	PUBLIC WORKS ADMIN	1.32
	return	GENERAL FUND	STREETS	1.48-
	battiers, grass seed, pain	GENERAL FUND	RECREATION/LEISURE SER	27.98
	summer program supplies	GENERAL FUND	RECREATION/LEISURE SER	8.99
	cleaner and pool supplies	GENERAL FUND	SWIMMING POOL	55.49
	roller & bucket	GENERAL FUND	PARKS	25.17
	#910 tie down & water	GENERAL FUND	PARKS	24.94
	return	GENERAL FUND	PARKS	1.48-
	bulbs	GENERAL FUND	ECONOMIC DEVMT	0.66
	phone cord	GENERAL FUND	ECONOMIC DEVMT	6.59
	general supplies	COMMUNITY CENTER	COMMUNITY CENTER	40.94
	grass seed	COMMUNITY CENTER	COMMUNITY CENTER	9.99
	bushing & adapter	WATER	PURIFICATION AND TREAT	8.88
	return	WATER	DISTRIBUTION AND STORA	0.74-
	asphalt blade, bushing, co	WATER	DISTRIBUTION AND STORA	327.92
	phone splice & magnet	WATER	DISTRIBUTION AND STORA	34.88
	bulbs	WATER	ADMIN AND GENERAL	5.94
	blade	WASTE WATER FUND	COLLECTOR/LIFT STAT	11.95
	return	WASTE WATER FUND	SOURCE/TREATMENT	0.74-
	bulbs	WASTE WATER FUND	ADMIN AND GENERAL	5.93
	return	ENVIRON SERVICES F	REFUSE DISPOSAL	0.74-
	filter	ELECTRIC FUND	POWER PRODUCTION	81.96
	seeds & foam spray	ELECTRIC FUND	POWER DISTRIBUTION	68.76
	return	ELECTRIC FUND	POWER DISTRIBUTION	1.48-
	bulbs	ELECTRIC FUND	ADMIN AND GENERAL	17.81
	return	STORMWATER FUND	TREATMENT	0.74-
	#1 cap/ pipe, tape measure	STORMWATER FUND	TREATMENT	3.54
	#1 cap/ pipe, tape measure	STORMWATER FUND	TREATMENT	11.99
		TOTAL:	887.44	
BATTERIES PLUS	12v nicad	ELECTRIC FUND	POWER DISTRIBUTION	44.95
			TOTAL:	44.95
BOLTON & MENK INC	3rd st vacated-to N ConAgg	GENERAL FUND	ECONOMIC DEVMT	70.00
			TOTAL:	70.00
BORDER STATES ELECTRIC SUPPLY	paint	ELECTRIC FUND	POWER DISTRIBUTION	386.40
			TOTAL:	386.40
BRANDT LAW OFFICE	civil	GENERAL FUND	LEGAL SERVICES	2,919.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	criminal	GENERAL FUND	LEGAL SERVICES	8,532.25
	land work	HOUSING DISTRICT #	ECONOMIC DEVMT	626.75
	ameresco	ELECTRIC FUND	ADMIN AND GENERAL	480.50
			TOTAL:	12,558.50
C & S SUPPLY CO INC	mike w. uniform allow.	GENERAL FUND	MUNICIPAL BUILDING	79.98
			TOTAL:	79.98
CARQUEST AUTO PARTS STORES	#111 blower motor	GENERAL FUND	POLICE	96.33
	couplers and in-line	GENERAL FUND	STREETS	4.90
	couplers and in-line	GENERAL FUND	PARKS	4.90
	antenna top	GENERAL FUND	PARKS	10.99
	service charge on account	GENERAL FUND	PARKS	1.62
	couplers and in-line	WATER	DISTRIBUTION AND STORA	2.45
	duplicate pmts	WATER	DISTRIBUTION AND STORA	29.40-
	water pump, belt, thermost	WATER	CUSTOMER ACCOUNTS	49.02
	couplers and in-line	WASTE WATER FUND	SOURCE/TREATMENT	2.45
	grease	WASTE WATER FUND	SOURCE/TREATMENT	47.49
	water pump, belt, thermost	WASTE WATER FUND	CUSTOMER ACCOUNTS	49.02
	couplers and in-line	ENVIRON SERVICES F	REFUSE DISPOSAL	2.45
	duplicate pmts	ENVIRON SERVICES F	REFUSE DISPOSAL	20.98-
	water pump, belt, thermost	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	49.01
	couplers and in-line	ELECTRIC FUND	POWER DISTRIBUTION	4.90
	#80 univ. clamp	ELECTRIC FUND	POWER DISTRIBUTION	3.74
	water pump, belt, thermost	ELECTRIC FUND	CUSTOMER ACCOUNTS	49.02
	couplers and in-line	STORMWATER FUND	TREATMENT	2.46
			TOTAL:	330.37
CENTERPOINT ENERGY MINNEGASCO	july gas bill	GENERAL FUND	FIRE	55.46
	july gas bill	GENERAL FUND	STREETS	46.15
	july gas bill	GENERAL FUND	SWIMMING POOL	379.63
	july gas bill	GENERAL FUND	PARKS	36.92
	july gas bill	LIBRARY FUND	LIBRARY	128.50
	july gas bill	COMMUNITY CENTER	COMMUNITY CENTER	542.34
	july gas bill	WATER	PURIFICATION AND TREAT	128.50
	july gas bill	WATER	PURIFICATION AND TREAT	18.79
	july gas bill	WATER	ADMIN AND GENERAL	18.46
	july gas bill	WASTE WATER FUND	COLLECTOR/LIFT STAT	15.85
	july gas bill	WASTE WATER FUND	SOURCE/TREATMENT	56.18
	july gas bill	WASTE WATER FUND	ADMIN AND GENERAL	18.46
	july gas bill	ENVIRON SERVICES F	ADMIN AND GENERAL	18.46
	july gas bill	ELECTRIC FUND	ADMIN AND GENERAL	46.15
			TOTAL:	1,509.85
CINTAS CORPORATION #754	july uniform cleaning	ELECTRIC FUND	ADMIN AND GENERAL	586.71
			TOTAL:	586.71
CINTAS FIRST AID & SAFETY	safety cabinet	GENERAL FUND	STREETS	11.09
	first aid supplies	GENERAL FUND	RECREATION/LEISURE SER	49.52
	pool first aid supplies	GENERAL FUND	SWIMMING POOL	237.63
	safety cabinet	GENERAL FUND	PARKS	8.87
	first aid supplies	LIBRARY FUND	LIBRARY	3.51
	safety cabinet	WATER	ADMIN AND GENERAL	4.44
	safety cabinet	WASTE WATER FUND	ADMIN AND GENERAL	4.44
	safety cabinet	ENVIRON SERVICES F	ADMIN AND GENERAL	4.42
	safety cabinet	ELECTRIC FUND	ADMIN AND GENERAL	11.09

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	335.01
COALITION OF GREATER MN CITIES	2016 cgmc summer conferenc	GENERAL FUND	MAYOR & COUNCIL	275.00
			TOTAL:	275.00
COLE PAPERS INC	armor all	GENERAL FUND	STREETS	18.44
	wipes, t.p., soap	GENERAL FUND	STREETS	133.76
	armor all	GENERAL FUND	PARKS	18.44
	wipes, t.p., soap	GENERAL FUND	PARKS	133.76
	t.p.	GENERAL FUND	PARKS	48.19
	cleaning supplies	LIBRARY FUND	LIBRARY	144.37
	library supplies	LIBRARY FUND	LIBRARY	56.17
	reflections 25 finish	LIBRARY FUND	LIBRARY	20.95
	cleaning supplies	COMMUNITY CENTER	COMMUNITY CENTER	577.46
	community center supplies	COMMUNITY CENTER	COMMUNITY CENTER	224.70
	reflections 25 finish	COMMUNITY CENTER	COMMUNITY CENTER	83.79
	armor all	WATER	DISTRIBUTION AND STORA	9.22
	wipes, t.p., soap	WATER	DISTRIBUTION AND STORA	66.88
	armor all	WASTE WATER FUND	SOURCE/TREATMENT	9.22
	wipes, t.p., soap	WASTE WATER FUND	SOURCE/TREATMENT	66.88
	armor all	ENVIRON SERVICES F	REFUSE DISPOSAL	9.22
	wipes, t.p., soap	ENVIRON SERVICES F	REFUSE DISPOSAL	66.88
	armor all	ELECTRIC FUND	POWER DISTRIBUTION	18.44
	wipes, t.p., soap	ELECTRIC FUND	POWER DISTRIBUTION	133.76
	armor all	STORMWATER FUND	TREATMENT	9.23
	wipes, t.p., soap	STORMWATER FUND	TREATMENT	66.89
			TOTAL:	1,916.65
CONSOLIDATED COMMUNICATIONS	phone bill	GENERAL FUND	CITY ADMINISTRATION	60.13
	phone bill	GENERAL FUND	CITY CLERK	11.89
	phone bill	GENERAL FUND	FINANCE	93.60
	phone bill	GENERAL FUND	MUNICIPAL BUILDING	5.56
	phone bill	GENERAL FUND	POLICE	273.52
	phone bill	GENERAL FUND	FIRE	125.14
	phone bill	GENERAL FUND	BUILDING INSPECTOR	34.90
	phone bill	GENERAL FUND	PUBLIC WORKS ADMIN	68.34
	phone bill	GENERAL FUND	STREETS	40.45
	phone bill	GENERAL FUND	SENIOR COORDINATOR	4.71
	phone bill	GENERAL FUND	RECREATION/LEISURE SER	167.64
	phone bill	GENERAL FUND	SWIMMING POOL	35.24
	phone bill	GENERAL FUND	PARKS	74.28
	phone bill	GENERAL FUND	ECONOMIC DEVMT	23.01
	phone bill	LIBRARY FUND	LIBRARY	69.08
	phone bill	PUBLIC ACCESS	PUBLIC ACCESS	11.90
	phone bill	COMMUNITY CENTER	COMMUNITY CENTER	107.44
	phone bill	WATER	ADMIN AND GENERAL	162.55
	phone bill	WASTE WATER FUND	ADMIN AND GENERAL	156.91
	phone bill	ENVIRON SERVICES F	ADMIN AND GENERAL	25.70
	phone bill	ELECTRIC FUND	ADMIN AND GENERAL	26.24
	phone bill	ELECTRIC FUND	ADMIN AND GENERAL	129.24
	phone bill	TRANSIT	TRANSIT/TRANSPORTATION	40.38
			TOTAL:	1,747.85
CROP PRODUCTION SERVICES	round-up fence spraying	ENVIRON SERVICES F	REFUSE DISPOSAL	126.06
			TOTAL:	126.06

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CRYSTAL LAWN, INC	pw irrig head repair	GENERAL FUND	STREETS	21.06
	pw irrig head repair	GENERAL FUND	PARKS	16.85
	pw irrig head repair	WATER	ADMIN AND GENERAL	8.43
	pw irrig head repair	WASTE WATER FUND	ADMIN AND GENERAL	8.43
	pw irrig head repair	ENVIRON SERVICES F	ADMIN AND GENERAL	8.42
	pw irrig head repair	ELECTRIC FUND	ADMIN AND GENERAL	21.06
	TOTAL:			84.25
CULLIGAN	pool-drinking water for st	GENERAL FUND	SWIMMING POOL	162.40
	TOTAL:			162.40
CUMMINS NPOWER, LLC	freeman lift station repai	WASTE WATER FUND	COLLECTOR/LIFT STAT	1,119.47
	TOTAL:			1,119.47
DAMON FARBER LANDSCAPE ARCHITECTS	parcs development assessme	GENERAL FUND	PARKS	3,930.00
	TOTAL:			3,930.00
DANCE CONSERVATORY	instructor fees	GENERAL FUND	RECREATION/LEISURE SER	450.00
	TOTAL:			450.00
DAVID DROWN ASSOCIATES, INC.	annual tif reports	GENERAL FUND	ECONOMIC DEVMT	5,500.00
	TOTAL:			5,500.00
DON'S APPLIANCE & TV	dehumidifier	WASTE WATER FUND	SOURCE/TREATMENT	259.99
	TOTAL:			259.99
EBSCO INFORMATION SERVICES	return	LIBRARY FUND	NON-DEPARTMENTAL	11.43
	annual renewal of periodic	LIBRARY FUND	LIBRARY	5,025.25
	TOTAL:			5,013.82
ELECTRICAL & COMMUNICATION SPECIALISTS	vet's park lions shelter e	GENERAL FUND	PARKS	886.00
	TOTAL:			886.00
EMERGENCY RESPONSE SOLUTIONS	replacement hose	GENERAL FUND	FIRE	289.20
	TOTAL:			289.20
FAMILY FRESH MARKET	monthly staff meeting supp	GENERAL FUND	STREETS	7.74
	senior dance supplies	GENERAL FUND	SENIOR COORDINATOR	29.18
	create-a-camp supplies	GENERAL FUND	RECREATION/LEISURE SER	7.02
	lil'rascals supplies	GENERAL FUND	RECREATION/LEISURE SER	32.90
	create-a-camp supplies	GENERAL FUND	RECREATION/LEISURE SER	49.87
	create-a-camp supplies	GENERAL FUND	RECREATION/LEISURE SER	7.98
	create-a-camp supplies	GENERAL FUND	RECREATION/LEISURE SER	9.96
	create-a-camp supplies	GENERAL FUND	RECREATION/LEISURE SER	27.96
	create-a-camp supplies	GENERAL FUND	RECREATION/LEISURE SER	5.34
	lil'rascal supplies	GENERAL FUND	RECREATION/LEISURE SER	8.07
	vip supplies	GENERAL FUND	RECREATION/LEISURE SER	12.88
	baseball supplies	GENERAL FUND	RECREATION/LEISURE SER	12.45
	create-a-camp supplies	GENERAL FUND	RECREATION/LEISURE SER	37.52
	vip supplies	GENERAL FUND	RECREATION/LEISURE SER	3.38
	lil'rascals supplies	GENERAL FUND	RECREATION/LEISURE SER	6.56
	lil'rascals supplies	GENERAL FUND	RECREATION/LEISURE SER	8.65
	baseball supplies	GENERAL FUND	RECREATION/LEISURE SER	7.67
	vip bingo with seniors	GENERAL FUND	RECREATION/LEISURE SER	18.49
	watermelon for annual wate	GENERAL FUND	SWIMMING POOL	61.87
	pool supplies	GENERAL FUND	SWIMMING POOL	17.54

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	pool supplies	GENERAL FUND	SWIMMING POOL	41.38
	monthly staff meeting supp	GENERAL FUND	PARKS	6.19
	monthly staff meeting supp	WATER	ADMIN AND GENERAL	3.09
	dist. water for lab	WASTE WATER FUND	SOURCE/TREATMENT	19.00
	water	WASTE WATER FUND	SOURCE/TREATMENT	11.40
	monthly staff meeting supp	WASTE WATER FUND	ADMIN AND GENERAL	3.09
	monthly staff meeting supp	ENVIRON SERVICES F	ADMIN AND GENERAL	3.09
	monthly staff meeting supp	ELECTRIC FUND	ADMIN AND GENERAL	7.74
	wellness wills & estates e	RESTRICTED CONTRIB	NON-DEPARTMENTAL	41.63
			TOTAL:	509.64
FASTENAL COMPANY	gloves safety glasses	GENERAL FUND	STREETS	64.45
	duct tape	GENERAL FUND	STREETS	4.92
	weld shop bolts	GENERAL FUND	STREETS	53.10
	bolts	GENERAL FUND	SWIMMING POOL	10.03
	gloves safety glasses	GENERAL FUND	PARKS	51.56
	duct tape	GENERAL FUND	PARKS	4.92
	weld shop bolts	GENERAL FUND	PARKS	53.10
	bulbs	GENERAL FUND	PARKS	457.92
	cut off wheel	COMMUNITY CENTER	COMMUNITY CENTER	16.88
	duct tape	WATER	DISTRIBUTION AND STORA	2.46
	weld shop bolts	WATER	DISTRIBUTION AND STORA	26.55
	gloves safety glasses	WATER	ADMIN AND GENERAL	25.78
	bolts	WASTE WATER FUND	SOURCE/TREATMENT	1.31
	mach lift eye 1/2	WASTE WATER FUND	SOURCE/TREATMENT	16.03
	duct tape	WASTE WATER FUND	SOURCE/TREATMENT	2.46
	weld shop bolts	WASTE WATER FUND	SOURCE/TREATMENT	26.55
	gloves safety glasses	WASTE WATER FUND	ADMIN AND GENERAL	25.78
	duct tape	ENVIRON SERVICES F	REFUSE DISPOSAL	2.46
	weld shop bolts	ENVIRON SERVICES F	REFUSE DISPOSAL	26.55
	gloves safety glasses	ENVIRON SERVICES F	ADMIN AND GENERAL	25.79
	duct tape	ELECTRIC FUND	POWER DISTRIBUTION	4.92
	weld shop bolts	ELECTRIC FUND	POWER DISTRIBUTION	53.10
	gloves safety glasses	ELECTRIC FUND	ADMIN AND GENERAL	64.45
	duct tape	STORMWATER FUND	TREATMENT	2.48
	weld shop bolts	STORMWATER FUND	TREATMENT	26.57
			TOTAL:	1,050.12
FROZEN YOGURT CREATIONS	pool concessions	GENERAL FUND	SWIMMING POOL	112.00
			TOTAL:	112.00
GELDNER UNDERGROUND, INC.	gac elec. prim. transfer d	ELECTRIC FUND	CAPITAL-DISTRIBUTION S	2,367.00
			TOTAL:	2,367.00
GENERAL REPAIR SERVICE	diaphragm	WASTE WATER FUND	SOURCE/TREATMENT	785.82
			TOTAL:	785.82
GILLUND ENTERPRISES INC	fuel additives	GENERAL FUND	STREETS	66.28
	fuel additives	GENERAL FUND	PARKS	66.28
	fuel additives	WATER	DISTRIBUTION AND STORA	33.14
	fuel additives	WASTE WATER FUND	SOURCE/TREATMENT	33.14
	fuel additives	ENVIRON SERVICES F	REFUSE DISPOSAL	33.14
	fuel additives	ELECTRIC FUND	POWER DISTRIBUTION	66.28
	fuel additives	STORMWATER FUND	TREATMENT	33.14
			TOTAL:	331.40

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
GLOWING HEARTH & HOME	routine fireplace maintena	LIBRARY FUND	LIBRARY	125.00
			TOTAL:	125.00
GOPHER STATE ONE-CALL INC	goph state one calls july	WATER	DISTRIBUTION AND STORA	96.09
	goph state one calls july	WASTE WATER FUND	COLLECTOR/LIFT STAT	96.09
	goph state one calls july	ELECTRIC FUND	POWER DISTRIBUTION	96.22
			TOTAL:	288.40
GRAYBAR ELECTRIC COMPANY INC	#460, 467 primary/sec	ELECTRIC FUND	NON-DEPARTMENTAL	370.66
			TOTAL:	370.66
GREEN TECH RECYCLING	electronic recycling	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	72.00
	curbside appl. p/u	ELECTRIC FUND	NON-DEPARTMENTAL	360.00
			TOTAL:	432.00
HANCOCK CONCRETE PRODUCTS, INC.	adj-ring	WASTE WATER FUND	COLLECTOR/LIFT STAT	99.00
	manhole ring	STORMWATER FUND	COLLECTIONS/LIFT STATI	104.00
			TOTAL:	203.00
HAWKINS, INC.	chlorine	GENERAL FUND	SWIMMING POOL	877.60
	sodium hydroxide	WATER	PURIFICATION AND TREAT	2,126.59
	bleach & caustic soda	WATER	PURIFICATION AND TREAT	3,055.29
	sulfuric acid	WASTE WATER FUND	BIOSOLIDS	48.74
	sulfuric acid	WASTE WATER FUND	SOURCE/TREATMENT	113.73
			TOTAL:	6,221.95
HD SUPPLY FACILITIES MAINTENANCE	tools -hedge & string trim	LIBRARY FUND	LIBRARY	265.05
	tools - trimmer line	LIBRARY FUND	LIBRARY	21.36
	tools-hedge & string trimm	COMMUNITY CENTER	COMMUNITY CENTER	265.05
	tools - trimmer line	COMMUNITY CENTER	COMMUNITY CENTER	21.36
	plumbing parts	COMMUNITY CENTER	COMMUNITY CENTER	55.34
	replaced clocks in goveror	COMMUNITY CENTER	COMMUNITY CENTER	50.98
			TOTAL:	679.14
HERMEL WHOLESALE	pool concessions	GENERAL FUND	SWIMMING POOL	366.09
			TOTAL:	366.09
HOLIDAY COMMERCIAL	july fuel	GENERAL FUND	POLICE	122.45
	july fuel	GENERAL FUND	BUILDING INSPECTOR	67.26
	july fuel	GENERAL FUND	STREETS	305.47
	july fuel	GENERAL FUND	RECREATION/LEISURE SER	17.94
	july fuel	GENERAL FUND	PARKS	541.81
	july fuel	LIBRARY FUND	LIBRARY	26.54
	july fuel	COMMUNITY CENTER	COMMUNITY CENTER	26.54
	july fuel	COMMUNITY CENTER	COMMUNITY CENTER	31.15
	july fuel	WATER	SOURCE OF SUPPLY	43.51
	july fuel	WATER	PURIFICATION AND TREAT	65.26
	july fuel	WATER	DISTRIBUTION AND STORA	326.29
	july fuel	WATER	CUSTOMER ACCOUNTS	45.66
	july fuel	WASTE WATER FUND	SOURCE/TREATMENT	253.76
	july fuel	WASTE WATER FUND	CUSTOMER ACCOUNTS	45.66
	july fuel	ENVIRON SERVICES F	REFUSE DISPOSAL	23.45
	july fuel	ELECTRIC FUND	POWER DISTRIBUTION	348.29
	july fuel	ELECTRIC FUND	CUSTOMER ACCOUNTS	45.67
	july fuel	STORMWATER FUND	TREATMENT	594.69
	july fuel	TRANSIT	TRANSIT/TRANSPORTATION	2,036.72

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	4,968.12
IDEXX DISTRIBUTION, INC	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	231.78
			TOTAL:	231.78
INGRAM BOOK COMPANY	new library materials	LIBRARY FUND	LIBRARY	68.55
	new materials	LIBRARY FUND	LIBRARY	163.55
	new library materials	LIBRARY FUND	LIBRARY	220.15
			TOTAL:	452.25
BRENDA ISLEY	registration fee tax semin	GENERAL FUND	FINANCE	20.00
			TOTAL:	20.00
JAVENS MECHANICAL CONTRACTING CO.	wtp spring pm	WATER	PURIFICATION AND TREAT	1,443.77
	wwtp nitrogen for sigma	WASTE WATER FUND	SOURCE/TREATMENT	338.48
	wwtp spring pm	WASTE WATER FUND	SOURCE/TREATMENT	967.50
			TOTAL:	2,749.75
WILLIAM JENSEN	shoes-uniform	GENERAL FUND	POLICE	64.98
			TOTAL:	64.98
TERRY KAMM	drivers license renewal	WATER	ADMIN AND GENERAL	44.25
			TOTAL:	44.25
KENNEDY & GRAVEN	mediacom/enventis renewal	GENERAL FUND	CITY ADMINISTRATION	435.75
	mediacom/enventis renewal	PUBLIC ACCESS	PUBLIC ACCESS	89.25
			TOTAL:	525.00
KIBBLE EQUIPMENT	#715 wheel & mower blade	STORMWATER FUND	TREATMENT	119.29
	knives	STORMWATER FUND	TREATMENT	65.04
			TOTAL:	184.33
KIEFER SWIM PRODUCT	ring buoy	GENERAL FUND	SWIMMING POOL	66.95
			TOTAL:	66.95
KUECHLE UNDERGROUND, INC.	traverse green pay est. #3	HOUSING DISTRICT #	ECONOMIC DEVMT	120,364.05
			TOTAL:	120,364.05
KWIK TRIP INC	july fuel	GENERAL FUND	POLICE	1,503.66
	july fuel	GENERAL FUND	BUILDING INSPECTOR	35.90
	july fuel	GENERAL FUND	PARKS	172.64
			TOTAL:	1,712.20
LAGER'S INC	squad repair	GENERAL FUND	POLICE	391.94
	#36 front end alignment	COMMUNITY CENTER	COMMUNITY CENTER	103.44
			TOTAL:	495.38
LJP ENTERPRISES INC	july waste & recycle	COMMUNITY CENTER	COMMUNITY CENTER	444.46
	july waste & recycle	WATER	PURIFICATION AND TREAT	99.43
	july waste & recycle	WASTE WATER FUND	SOURCE/TREATMENT	128.31
	july waste & recycle	ENVIRON SERVICES F	REFUSE DISPOSAL	1,422.86
	july 2016 refuse pickup &	ENVIRON SERVICES F	REFUSE DISPOSAL	19,507.84
			TOTAL:	21,602.90
MALLOY MONTAGUE KARNOWSKI RADOSEVICH	audit	GENERAL FUND	FINANCE	8,300.00
	audit	WATER	ADMIN AND GENERAL	2,075.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT	
	audit	WASTE WATER FUND	ADMIN AND GENERAL	2,075.00	
	audit	ENVIRON SERVICES F	ADMIN AND GENERAL	2,075.00	
	audit	ELECTRIC FUND	ADMIN AND GENERAL	2,075.00	
			TOTAL:	16,600.00	
MCHUGH, BRENDA	mileage-outreach to nicoll	LIBRARY FUND	LIBRARY	41.79	
			TOTAL:	41.79	
MENARDS	bwtp chlorine line parts	WATER	PURIFICATION AND TREAT	408.03	
			TOTAL:	408.03	
METERING & TECHNOLOGY SOLUTIONS	#811 meters	WATER	NON-DEPARTMENTAL	920.08	
			TOTAL:	920.08	
METRO JANITORIAL SUPPLY INC.	trigger heads	COMMUNITY CENTER	COMMUNITY CENTER	23.20	
			TOTAL:	23.20	
METRO SALES INC	copier maint.	GENERAL FUND	RECREATION/LEISURE SER	306.65	
	copier maint.	COMMUNITY CENTER	COMMUNITY CENTER	306.65	
			TOTAL:	613.30	
MISC VENDOR	ALLIED BLACKTOP COMPAN	2016 seal coat	GENERAL FUND	STREETS	126,433.30
	ANDERSON, JONI	vip garden supplies	GENERAL FUND	RECREATION/LEISURE SER	58.14
	CHILDREN'S MUSEUM OF S	create-a-camp field trip	GENERAL FUND	RECREATION/LEISURE SER	96.00
	KROMER CO. LLC	#316 field commannder	GENERAL FUND	PARKS	507.72
	KUKACKA, KATHY	swimming lession canceled	GENERAL FUND	NON-DEPARTMENTAL	38.00
	MANTAS SWIM CLUB	operating mantas swim club	GENERAL FUND	RECREATION/LEISURE SER	140.00
	SCHWEINFURTER, MOLLY	genealogy classes 09/24/16	LIBRARY FUND	LIBRARY	1,179.32
	TISH, ERICA	refund/ pool changed class	GENERAL FUND	NON-DEPARTMENTAL	38.00
	WOODS GRIL	wellness incentive	RESTRICTED CONTRIB	NON-DEPARTMENTAL	64.13
			TOTAL:	128,554.61	
MN DEPT OF HUMAN SERVICES	may/ june flower watering	ENVIRON SERVICES F	REFUSE DISPOSAL	945.00	
			TOTAL:	945.00	
MN IRON & METAL COMPANY	park grilles	GENERAL FUND	PARKS	163.50	
			TOTAL:	163.50	
MN WASTE PROCESSING	july disposal	ENVIRON SERVICES F	REFUSE DISPOSAL	15,601.72	
			TOTAL:	15,601.72	
PETE MOULTON	cell reimbursement	GENERAL FUND	PUBLIC WORKS ADMIN	100.00	
	mileage 07/18/16-07/29/16	GENERAL FUND	PUBLIC WORKS ADMIN	9.72	
	mileage 07/18/16-07/29/16	GENERAL FUND	PARKS	18.90	
	mileage 07/18/16-07/29/16	WATER	ADMIN AND GENERAL	10.80	
	mileage 07/18/16-07/29/16	WASTE WATER FUND	ADMIN AND GENERAL	9.72	
	mileage 07/18/16-07/29/16	ENVIRON SERVICES F	ADMIN AND GENERAL	9.18	
	mileage 07/18/16-07/29/16	ELECTRIC FUND	ADMIN AND GENERAL	20.52	
			TOTAL:	178.84	
MTI DISTRIBUTING CO	#380 blades	GENERAL FUND	PARKS	405.62	
			TOTAL:	405.62	
MUNICIPAL CLERKS & FINANCE OFFICERS AS	mcfoa membership dues- luk	GENERAL FUND	CITY ADMINISTRATION	35.00	
			TOTAL:	35.00	

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
MVTL LABORATORIES INC	wwtf mercury study testing	WASTE WATER FUND	SOURCE/TREATMENT	347.80
	wwtf hg testing	WASTE WATER FUND	SOURCE/TREATMENT	347.80
	testing	WASTE WATER FUND	SOURCE/TREATMENT	41.00
	wwtf salty discharge testi	WASTE WATER FUND	SOURCE/TREATMENT	126.80
			TOTAL:	863.40
NAPA AUTO PARTS OF ST PETER	oil filter	GENERAL FUND	NON-DEPARTMENTAL	35.16
	sensor, bearing retainer &	GENERAL FUND	POLICE	762.59
	air & oil filters	GENERAL FUND	FIRE	19.18
	breaker,blower motor and a	GENERAL FUND	FIRE	35.81
	reman alternator	GENERAL FUND	BUILDING INSPECTOR	140.83
	power steering fluid & sna	GENERAL FUND	STREETS	5.79
	oil, air, & fuel filters,b	GENERAL FUND	STREETS	328.57
	air filter, response assmb	GENERAL FUND	RECREATION/LEISURE SER	227.74
	power steering fluid & sna	GENERAL FUND	PARKS	5.79
	wiper blade, oil, air, & f	GENERAL FUND	PARKS	69.20
	power steering fluid & sna	WATER	DISTRIBUTION AND STORA	2.89
	high-freq charger	WASTE WATER FUND	COLLECTOR/LIFT STAT	75.99
	power steering fluid & sna	WASTE WATER FUND	SOURCE/TREATMENT	2.89
	power steering fluid & sna	ENVIRON SERVICES F	REFUSE DISPOSAL	2.89
	power steering fluid & sna	ELECTRIC FUND	POWER DISTRIBUTION	5.79
	air filter	ELECTRIC FUND	POWER DISTRIBUTION	8.78
	power steering fluid & sna	STORMWATER FUND	TREATMENT	2.90
	hose end, oil & air filter	STORMWATER FUND	TREATMENT	51.37
	octane booster, windshield	TRANSIT	TRANSIT/TRANSPORTATION	36.77-
				TOTAL:
NATIONAL ASSOCIATION OF SCHOOL RESOURC	nasro memebership	GENERAL FUND	POLICE	40.00
			TOTAL:	40.00
MARGARET NELSEN	vip garden supplies	GENERAL FUND	RECREATION/LEISURE SER	36.89
			TOTAL:	36.89
NELSON PRINTING COMPANY	receipt book	GENERAL FUND	POLICE	37.42
	nuisance notices	GENERAL FUND	POLICE	120.15
	posters	GENERAL FUND	SWIMMING POOL	29.32
	ups	WATER	ADMIN AND GENERAL	27.89
	contracts for service	WATER	CUSTOMER ACCOUNTS	129.23
	contracts for service	WASTE WATER FUND	CUSTOMER ACCOUNTS	129.23
	contracts for service	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	129.23
	contracts for service	ELECTRIC FUND	CUSTOMER ACCOUNTS	129.23
	ntu posters	RESTRICTED CONTRIB	POLICE	29.50
				TOTAL:
NICOLLET COUNTY BANK	july ach	GENERAL FUND	FINANCE	9.06
	july ach	WATER	ADMIN AND GENERAL	2.26
	july ach	WATER	CUSTOMER ACCOUNTS	13.75
	july ach	WASTE WATER FUND	ADMIN AND GENERAL	2.26
	july ach	WASTE WATER FUND	CUSTOMER ACCOUNTS	13.75
	july ach	ENVIRON SERVICES F	ADMIN AND GENERAL	2.26
	july ach	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	13.75
	july ach	ELECTRIC FUND	ADMIN AND GENERAL	2.26
	july ach	ELECTRIC FUND	CUSTOMER ACCOUNTS	13.75
			TOTAL:	73.10
NICOLLET COUNTY RECORDER/ABSTRACTER	annexation	HOUSING DISTRICT #	ECONOMIC DEVMT	92.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	92.00
NIELSEN CONCRETE	2016 curb & gutter correct	GENERAL FUND	STREETS	13,125.00
	2016 sidewalk corrections	GENERAL FUND	STREETS	26,704.75
	2016 additional sidewalk c	GENERAL FUND	STREETS	16,657.00
	curb & gutter assess. s. w	PERM IMPROVMENT RE	STREETS	6,080.75
	curb & gutter assess 704 g	PERM IMPROVMENT RE	STREETS	5,176.80
	423 s. 7th drive assess.	PERM IMPROVMENT RE	STREETS	840.00
	curb&gutter assess 229 s.	PERM IMPROVMENT RE	STREETS	1,230.00
	5th & skaro curb & gutter	WATER	DISTRIBUTION AND STORA	525.00
	922 n 5th st.curb & gutter	WATER	DISTRIBUTION AND STORA	500.00
	l johnson/austin dr curb &	WATER	DISTRIBUTION AND STORA	500.00
	hydrant replacement 5th &	WATER	DISTRIBUTION AND STORA	934.70
			TOTAL:	72,274.00
NORTH CENTRAL LABORATORIES	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	794.54
			TOTAL:	794.54
NUTTER CLOTHING CO	uniform	GENERAL FUND	POLICE	6.00
			TOTAL:	6.00
OFFICE DEPOT	scanner/ printer	TRANSIT	TRANSIT/TRANSPORTATION	199.99
			TOTAL:	199.99
PEPSI-COLA OF MANKATO INC	pool concessions	GENERAL FUND	SWIMMING POOL	80.00
			TOTAL:	80.00
PET EXPO DIST.	routine aquarium maint.	LIBRARY FUND	LIBRARY	62.50
			TOTAL:	62.50
PONGRATZ FENCE&FAB	jeff park fence repair	GENERAL FUND	PARKS	752.00
			TOTAL:	752.00
PRIDE HEATING, COOLING & REFRIGERATION	repair ac in library	LIBRARY FUND	LIBRARY	215.00
			TOTAL:	215.00
RONALD D. QUADE	south central regional mee	GENERAL FUND	FIRE	68.00
			TOTAL:	68.00
QUICK MART ST PETER	july fuel	GENERAL FUND	POLICE	251.74
	july fuel	GENERAL FUND	FIRE	114.80
			TOTAL:	366.54
QUILL	ink cartridges	GENERAL FUND	STREETS	39.49
	ink cartridges	GENERAL FUND	PARKS	31.59
	ink cartridges	LIBRARY FUND	LIBRARY	181.95
	ink cartridges	PUBLIC ACCESS	PUBLIC ACCESS	47.39
	ink cartridges	WATER	ADMIN AND GENERAL	15.80
	ink cartridges	WATER	CUSTOMER ACCOUNTS	24.90
	ink cartridges	WASTE WATER FUND	ADMIN AND GENERAL	15.80
	ink cartridges	WASTE WATER FUND	CUSTOMER ACCOUNTS	24.90
	ink cartridges	ENVIRON SERVICES F	ADMIN AND GENERAL	15.78
	ink cartridges	ENVIRON SERVICES F	CUSTOMER ACCOUNTS	24.88
	ink cartridges	ELECTRIC FUND	ADMIN AND GENERAL	39.49
	ink cartridges	ELECTRIC FUND	CUSTOMER ACCOUNTS	24.90
			TOTAL:	486.87

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
RADIO MANKATO	ntu-radio spots	RESTRICTED CONTRIB	POLICE	<u>280.00</u>
			TOTAL:	280.00
RAMY TURF PRODUCTS	seed	GENERAL FUND	STREETS	172.66
	seed	GENERAL FUND	STREETS	671.50
	seed	WATER	DISTRIBUTION AND STORA	172.67
	seed	ELECTRIC FUND	POWER DISTRIBUTION	<u>172.67</u>
			TOTAL:	1,189.50
REALISTIC TARGET COMPANY	targets	GENERAL FUND	POLICE	<u>280.80</u>
			TOTAL:	280.80
RED WING SHOE STORE	todd m. boots	GENERAL FUND	PARKS	<u>166.49</u>
			TOTAL:	166.49
ROYAL TIRE, INC	#38 tires	GENERAL FUND	STREETS	<u>893.76</u>
			TOTAL:	893.76
RYAN ELECTRIC OF ST PETER	replace light switch	COMMUNITY CENTER	COMMUNITY CENTER	80.20
	n. lift station repair	WASTE WATER FUND	COLLECTOR/LIFT STAT	150.00
	vfd pump fault reset	WASTE WATER FUND	COLLECTOR/LIFT STAT	112.50
	recorder hook-up	WASTE WATER FUND	SOURCE/TREATMENT	262.50
	recorder moving	WASTE WATER FUND	SOURCE/TREATMENT	<u>225.00</u>
			TOTAL:	830.20
RYAN PLUMBING & HEATING	mn sq pk install water he	GENERAL FUND	PARKS	810.10
	gault park water heater	GENERAL FUND	PARKS	<u>755.71</u>
			TOTAL:	1,565.81
SHERWIN-WILLIAMS	traffic marking paint	GENERAL FUND	STREETS	<u>1,045.00</u>
			TOTAL:	1,045.00
SHOPKO STORES OPERATING CO., LLC	lil' rascals supplies	GENERAL FUND	RECREATION/LEISURE SER	3.58
	rec storage supplies	GENERAL FUND	RECREATION/LEISURE SER	115.26
	games for vip night	GENERAL FUND	RECREATION/LEISURE SER	14.95
	card tables for senior cen	COMMUNITY CENTER	COMMUNITY CENTER	<u>179.94</u>
			TOTAL:	313.73
SIGN PRO	repair/ replace way findin	COMMUNITY CENTER	COMMUNITY CENTER	<u>349.00</u>
			TOTAL:	349.00
SOUTH CENTRAL COLLEGE	classes	GENERAL FUND	FIRE	<u>1,500.00</u>
			TOTAL:	1,500.00
SOUTHERN MN CONSTRUCTION CO INC	asphalt	GENERAL FUND	STREETS	705.43
	gravel class 5	WATER	ADMIN AND GENERAL	162.30
	gravel class 5	WASTE WATER FUND	ADMIN AND GENERAL	162.30
	gravel class 5	ENVIRON SERVICES F	ADMIN AND GENERAL	81.16
	gravel class 5	ELECTRIC FUND	ADMIN AND GENERAL	<u>405.76</u>
			TOTAL:	1,516.95
SOUTHERN MN MUNICIPAL POWER AGENCY	smpa purchaced power	ELECTRIC FUND	POWER SUPPLY	<u>837,206.39</u>
			TOTAL:	837,206.39
SOUTHWEST MINNESOTA HOUSING PARTNERSHI	maplewood housing improvem	HOUSING REVOLVING	ECONOMIC DEVMT	<u>116,993.00</u>
			TOTAL:	116,993.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
SPS COMPANIES, INC. MANKATO	tubing	WATER	PURIFICATION AND TREAT	<u>336.71</u>
			TOTAL:	336.71
ST PETER HERALD	public notice & ord 27	GENERAL FUND	CITY CLERK	202.60
	tif	GENERAL FUND	FINANCE	346.60
	employ ad	TRANSIT	TRANSIT/TRANSPORTATION	<u>104.80</u>
			TOTAL:	654.00
ST PETER LUMBER CO	dowels	GENERAL FUND	PARKS	<u>17.94</u>
			TOTAL:	17.94
ST PETER TENNIS ASSOC.	instructor pmt & shared ga	GENERAL FUND	RECREATION/LEISURE SER	<u>2,607.75</u>
			TOTAL:	2,607.75
STAPLES ADVANTAGE	paper, pens, and post-its	GENERAL FUND	STREETS	101.55
	office supplies	GENERAL FUND	RECREATION/LEISURE SER	55.07
	paper, pens, and post-its	GENERAL FUND	PARKS	81.24
	paper, pens, and post-its	WATER	ADMIN AND GENERAL	40.62
	paper, pens, and post-its	WASTE WATER FUND	ADMIN AND GENERAL	40.62
	paper, pens, and post-its	ENVIRON SERVICES F	ADMIN AND GENERAL	40.63
	paper, pens, and post-its	ELECTRIC FUND	ADMIN AND GENERAL	<u>101.55</u>
			TOTAL:	461.28
STOREY KENWORTHY/MATT PARROT	check forms	GENERAL FUND	FINANCE	438.58
	check forms	WATER	ADMIN AND GENERAL	109.65
	check forms	WASTE WATER FUND	ADMIN AND GENERAL	109.65
	check forms	ENVIRON SERVICES F	ADMIN AND GENERAL	109.63
	check forms	ELECTRIC FUND	ADMIN AND GENERAL	<u>109.65</u>
			TOTAL:	877.16
TIRE ASSOCIATES	#84 tires	STORMWATER FUND	TREATMENT	<u>1,118.97</u>
			TOTAL:	1,118.97
TITAN MACHINERY	#69 armrest shipping	WATER	DISTRIBUTION AND STORA	7.87
	#69 armrest	WATER	DISTRIBUTION AND STORA	<u>253.87</u>
			TOTAL:	261.74
TRAVERSE DES SIOUX LIBRARY SYSTEM	1yr wowbrary renewal	LIBRARY FUND	LIBRARY	<u>397.80</u>
			TOTAL:	397.80
US BANK	2015a agent fee	ELECTRIC FUND	ADMIN AND GENERAL	<u>450.00</u>
			TOTAL:	450.00
US POSTMASTER	poastage for mailing the 2	GENERAL FUND	RECREATION/LEISURE SER	<u>570.33</u>
			TOTAL:	570.33
UTILITY CONSULTANTS, INC.	coliform	WATER	DISTRIBUTION AND STORA	<u>121.00</u>
			TOTAL:	121.00
VERIZON WIRELESS	jet packs	GENERAL FUND	BUILDING INSPECTOR	70.06
	jet packs	GENERAL FUND	STREETS	8.75
	jet packs	GENERAL FUND	PARKS	7.00
	jet packs	WATER	ADMIN AND GENERAL	3.50
	jet packs	WATER	ADMIN AND GENERAL	35.01
	jet packs	WASTE WATER FUND	ADMIN AND GENERAL	3.50
	jet packs	ENVIRON SERVICES F	ADMIN AND GENERAL	3.51

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	jet packs	ELECTRIC FUND	ADMIN AND GENERAL	8.75
			TOTAL:	140.08
VWR INTERNATIONAL	lab supplies	WASTE WATER FUND	SOURCE/TREATMENT	72.24
	lab magnifier	WASTE WATER FUND	SOURCE/TREATMENT	22.14
			TOTAL:	94.38
WATER ENVIRONMENT FEDERATION	jeff k. membership	WATER	ADMIN AND GENERAL	158.00
			TOTAL:	158.00
THE WATSON CO	pool concessions	GENERAL FUND	SWIMMING POOL	481.11
	pool concessions	GENERAL FUND	SWIMMING POOL	522.45
			TOTAL:	1,003.56
MICHAEL WEICHERDING	boiler license renewal	COMMUNITY CENTER	COMMUNITY CENTER	35.00
			TOTAL:	35.00
WESCO DISTRIBUTION INC	hard hats	GENERAL FUND	STREETS	98.43
	hard hat suspensions	GENERAL FUND	STREETS	28.93
	hard hats	GENERAL FUND	PARKS	78.74
	hard hat suspensions	GENERAL FUND	PARKS	23.14
	hard hats	WATER	ADMIN AND GENERAL	39.37
	hard hat suspensions	WATER	ADMIN AND GENERAL	11.57
	hard hats	WASTE WATER FUND	ADMIN AND GENERAL	39.37
	hard hat suspensions	WASTE WATER FUND	ADMIN AND GENERAL	11.57
	hard hats	ENVIRON SERVICES F	ADMIN AND GENERAL	39.37
	hard hat suspensions	ENVIRON SERVICES F	ADMIN AND GENERAL	11.57
	hard hats	ELECTRIC FUND	ADMIN AND GENERAL	98.43
	hard hat suspensions	ELECTRIC FUND	ADMIN AND GENERAL	28.93
			TOTAL:	509.42
YOUTH ENRICHMENT LEAGUE	youth enrichment league su	GENERAL FUND	RECREATION/LEISURE SER	1,824.00
	youth enrichment league su	GENERAL FUND	RECREATION/LEISURE SER	176.00
	summer programs	GENERAL FUND	RECREATION/LEISURE SER	2,930.00
	youth enrichment league su	RESTRICTED CONTRIB	RECREATION/LEISURE SER	242.00
	summer programs	RESTRICTED CONTRIB	RECREATION/LEISURE SER	258.00
	summer programs	RESTRICTED CONTRIB	RECREATION/LEISURE SER	258.00
			TOTAL:	5,688.00

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====				
101	GENERAL FUND			246,499.67
211	LIBRARY FUND			8,404.96
213	PUBLIC ACCESS			148.54
217	COMMUNITY CENTER			3,575.85
261	HOUSING REVOLVING LOANS			116,993.00
401	PERM IMPROVMENT REVOLVING			13,327.55
460	HOUSING DISTRICT #20			121,082.80
601	WATER			15,795.85
602	WASTE WATER FUND			10,316.43
603	ENVIRON SERVICES FUND			40,511.64
604	ELECTRIC FUND			846,795.43
606	STORMWATER FUND			2,229.82
610	TRANSIT			2,345.12
820	RESTRICTED CONTRIBUTIONS			1,173.26

	GRAND TOTAL:			1,429,199.92

TOTAL PAGES: 14

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 –

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

RESOLUTION APPROVING CONSENT AGENDA

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

1. The following budgeted purchases in excess of \$7,500 are hereby approved:

<u>VENDOR</u>	<u>ITEM</u>	<u>PRICE</u>	<u>FUNDING</u>
Eaton Cooper Power Systems	Electric meters	\$11,491.83	Electric

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

Temporary Gambling

St. Peter Lions	800 W College Avenue	10/18/16
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Temporary Soft Drink

Rockbend Folk Festival	Minnesota Square Park	9/10/16 – 9/11/16
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Temporary Show

Rockbend Folk Festival	Minnesota Square Park	9/10/16 – 9/11/16
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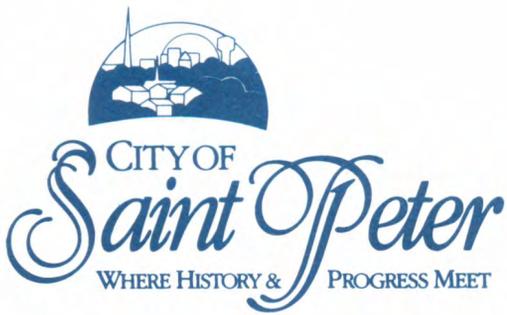
3. The schedule of disbursements for August 4, 2016 through August 17, 2016 is hereby approved.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota this 22nd day of August, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Todd Prafke
City Administrator

DATE: 08/17/16

FROM: Russ Wille
Community Development Director

RE: Hallett Pond Addition – North Third Street Right-of-Way – Quit Claim Deed

ACTION/RECOMMENDATION

Approve execution of a quit claim deed transferring land to Northern Con-Agg, LLP in exchange for the dedication of a land within the North Third Street right-of-way.

BACKGROUND

In January, 2013, the City Council approved the final plat of Hallett Pond Addition to establish lots for future commercial development. When the plat was approved, Northern Con-Agg consented to the City's desire that the curvature of North Third Street be altered to provide for a right-angled turn as North Third Street approaches the Old Minnesota Avenue intersection.

As such, Northern Con-Agg dedicated certain lands within the new North Third Street right-of-way on the Hallett Pond Addition plat. As a result of the dedication, a remnant parcel was created south of the new North Third Street right-of-way.

The intent was that the remnant parcel would be transferred to Northern Con-Agg in trade for the new right-of-way encumbrance. This would have ideally been accomplished by the adoption of a Right-of-Way plat which would have identified the specific parcels and their ultimate ownership.

In lieu of a Right-of-Way Plat, the matter can be remedied by the execution of a Quit Claim Deed transferring the ownership of the remnant parcel from the City of Saint Peter to Northern Con-Agg, LLP.

City Attorney Brandt has prepared a Quit Claim Deed that will accomplish this act.

FISCAL IMPACT:

There would be no anticipated compensation paid to the City as a result of the transfer of lands. \$1.65 in deed tax would be due upon the recording the Deed.

ALTERNATIVES/VARIATIONS:

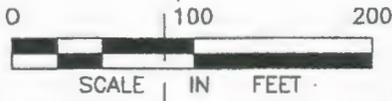
Do not act: Staff will await further direction from the Council.

Negative Votes: The remnant parcel of land would remain limiting the ability to develop adjoining properties owned by Northern Con-Agg.

Modification of the Resolution: Given the limitation of the Hallett Pond Addition plat, this is not an option of the Council in this instance.

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

RJW



PROPOSED PLAT OF
HALLETT POND ADDITION

Platted 3rd Street
Right-of-Way

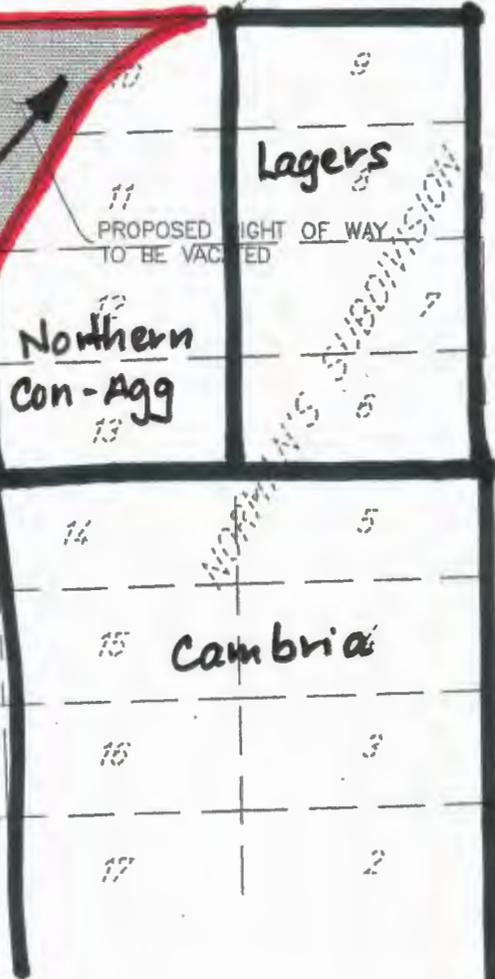
BLOCK 1

PROPOSED DEDICATED
THIRD STREET
RIGHT OF WAY PER THE
PENDING PLAT OF
HALLETT POND ADDITION
OUTLOT A

THIRD STREET
(FORMERLY FOURTH STREET)

POINT OF BEGINNING

Quit claim to
Northern Con-Agg



SHEET 1 OF 2

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VACATION EXHIBIT
SAINT PETER, MN

NORMAN'S SUBDIVISION
STREETS
LOTS 10, 11 & 12



BOLTON & MENK, INC.
Consulting Engineers & Surveyors

1960 PREMIER DRIVE, MANKATO, MN 56001 (507) 625-4171
MANKATO, FAIRMONT, SLEEPY EYE, BURNSVILLE, WILLMAR, CHASKA, RAMSEY,
MAPLEWOOD, BAXTER, ROCHESTER, MINNESOTA & AMES, SPENCER, IOWA

FOR: SAINT PETER, CITY OF

JOB NUMBER: M14.105396 FIELD BOOK: DRAWN BY: JJF

a7
4

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

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

**RESOLUTION AUTHORIZING EXECUTION OF QUIT CLAIM DEED TRANSFERRING
PROPERTY TO NORTHERN CON-AGG, LLP IN EXCHANGE FOR DEDICATION OF LANDS
WITHIN THE NEW NORTH THIRD STREET RIGHT-OF-WAY OF THE HALLETT POND
ADDITION PLAT**

WHEREAS, the City Council approved the final plat of Hallett Pond Addition in January, 2013;
and

WHEREAS, the adopted plat provided for the realignment of the curvature of North Third Street
as a right-angle turn in an attempt to enhance the safety of vehicular traffic; and

WHEREAS, to accommodate the realignment, Northern Con-Agg dedicated certain lands to
constitute the new right-of-way of North Third Street; and

WHEREAS, the adopted plat created a remnant parcel of land comprised of land formerly within
the platted North Third Street right-of-way; and

WHEREAS, the remnant parcel is not independently developable due to its insufficient size as
per the terms and conditions of the Saint Peter Zoning Code; and

WHEREAS, the remnant parcel impedes the orderly development of adjoining privately owned
parcel and limits their accessibility; and

WHEREAS, upon adoption of the Hallett Pond Addition plat, the remnant parcel was intended to
be transferred to Northern Con-Agg, LLP in trade for the new lands dedicated within the new
North Third Street Right-of-Way.

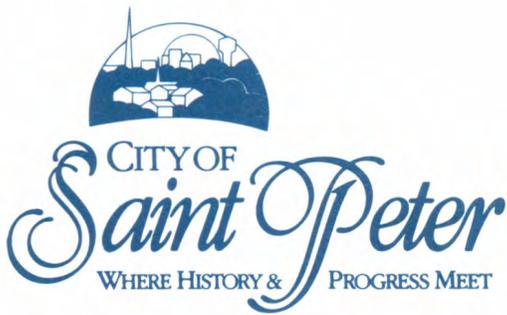
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT
PETER, NICOLLET COUNTY, MINNESOTA, THAT: the Mayor and City Administrator are
authorized to execute a Quit Claim Deed transferring ownership of certain lands to Northern
Con-Agg, LLP in exchange for the dedication of land within the new Third Street Right-of-Way
on the Final Plat of the Hallett Pond Addition.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day
of August, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 8/19/2016

FROM: Todd Prafke
City Administrator

RE: Closure of Fund

ACTION/RECOMMENDATION

Approve the attached resolution closing the Façade Renovation/Historic Enhancement Loan Program Fund #260 established in 1998.

BACKGROUND

In March of 2000 the Economic Development Authority (EDA) and the City Council established a separate fund using EDA Revolving Loan dollars to fund a program that was designed to assist building owners in the enhancement of buildings in the Historic Preservation District. As members know, that fund has been rarely used and at your last meeting you put a replacement program in place. That program is called the Central Business District Renovation/Accessibility Enhancement Loan Program and it has a goal of helping building owners enhance more than just facades, but also include building modifications including ADA enhancements that were not part of the original program established about 16 years ago.

Since there is a replacement program now in place, it is appropriate to close this fund and return the remaining money to the EDA revolving loan fund.

FISCAL IMPACT:

While there is no cost to this action, your approval will provide for the transfer of about \$60,000 back into the EDA Revolving Loan Fund.

ALTERNATIVES AND VARIATIONS:

Do not act. Staff will wait for additional direction.

Negative vote. The funds will remain in the Façade Renovation/Historic Enhancement Loan Program Fund and will remain untapped as the program established to use the funds is no longer in place.

Modification of the Resolution. This is always an option of the City 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. 2016 -

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

**RESOLUTION AUTHORIZING CLOSE OUT OF FAÇADE RENOVATION/HISTORIC
ENHANCEMENT LOAN FUND #260**

WHEREAS, the Economic Development Authority (EDA) recommended and the City Council approved establishment of a separate loan fund designed to support the Façade Renovation/Historic Enhancement Loan Program; and

WHEREAS, the EDA also recommended and on August 8, 2016 the City Council took action to establish loan policies that make the Façade Renovation/Historic Enhancement Loan Program obsolete; and

WHEREAS, the Façade Renovation/Historic Enhancement Loan Fund has approximately \$60,000 and appropriate business practices requires the City Council to stipulate a new designation for those funds; and

WHEREAS, staff recommends the remaining balance in the Façade Renovation/Historical Enhancement Loan fund be transferred to the Revolving Loan Fund.

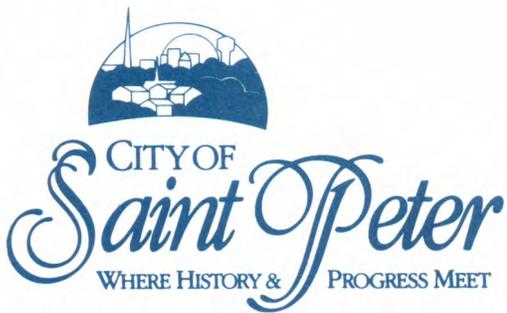
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the Façade Renovation/Historic Enhancement Loan Fund #260 is hereby closed and any remaining funds shall be transferred into the Economic Development Authority Revolving Loan Fund #230.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day of August, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator



Memorandum

TO: Honorable Mayor Zieman
Members of the City Council

DATE: 8/18/2016

FROM: Todd Prafke
City Administrator

RE: MVED Joint Use Agreement

ACTION/RECOMMENDATION

Approve the attached agreement providing for joint use and outlining responsibilities for park facilities located near the intersection of Davis Street and North Washington Avenue (MVED Building).

BACKGROUND

Please find attached an agreement drafted cooperatively by your City Attorney and the School District Attorney and an image of the area.

The agreement, which is very similar to the one agreed to for the new High School/City Park complex, has been modified to meet the needs related to shared facilities at the MVED building and Ramsey Park located near the corner of Davis Street and North Washington Avenue.

Members may recall the City shared development costs on the play structure located on the MVED property (allowing for use by the public) and our ball field that is partially located on the School property. The goal of this agreement is to provide for ongoing use and maintenance rules for the facilities. In general the School must maintain the play structure that you helped pay for and we must maintain the ball field which partially lies on the School property. We each allow the other access and accept responsibility for the facilities that lie on our respective properties.

This agreement helps ensure that a change in Administration, Council or Board cannot, without agreement of the other party, reduce access which, as was stated previously, was to be shared.

As a related aside, both facilities have seen more and have been "discovered" by families and users from our community. That demonstrates to me that your joint effort is working to provide better access for all in our community.

The School Board is expected to take action the agreement at the September meeting.

FISCAL IMPACT:

There is no direct additional fiscal cost to entering this agreement and it follows the direction given when the financial and building commitment were made.

ALTERNATIVES AND VARRIATIONS

Do not act. Staff will wait for further direction. While it is not imperative that the agreement be put in place now, it does seem like an appropriate time with the goal of looking to the future.

Negative vote. Staff will wait for additional direction of the Council.

Modification of the resolution. This is always an option of the Council. Should you wish to modify the agreement, additional discussion and/or negotiation with the District would be needed.

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

TP/bal

SHARED USE AGREEMENT
FOR ATHLETIC FIELDS LOCATED ON DISTRICT AND CITY PROPERTY

This agreement made this ___ day of _____, 2016 by and between Independent School District 508, located in the City of St. Peter, Nicollet County, State of Minnesota (hereinafter referred to as “District”) and the City of Saint Peter, County of Nicollet, State of Minnesota (hereinafter referred to as “City”).

WHEREAS; The City is the owner of real estate as set forth in Exhibit A, attached hereto and made part hereof by reference, and the District is the owner of adjacent real estate as set forth in Exhibit B, attached hereto and made part hereof by reference; and

WHEREAS; The City and the District wish to efficiently and effectively use their real estate assets to provide quality programs and services to meet the educational and recreational needs of their constituents; and

WHEREAS; By sharing the maintenance and upkeep expenses of publicly owned facilities, parks and grounds, the City and District will maximize the use of public resources and minimize the duplication of facilities and athletic fields.

NOW THEREFORE, In consideration of the mutual obligations, agreements and responsibilities assumed by the parties, the District and the City enter into this Shared Use Agreement with regard to the usage, maintenance and operation of the various athletic facilities as described in the attached Exhibit C, annexed hereto and made part hereof by reference.

A. THE CITY USAGE OF THE DISTRICT SITE:

The City is authorized to enter upon school district property as identified in Exhibit B and use such facilities for public use to be scheduled by the City when they are not being used by

the District, and further subject to the exceptions, reservations, terms and provisions expressed herein.

1. The City agrees that its use of any of the described recreational areas located in Exhibit B shall not interfere with the operation and use by the District of the school grounds and school buildings. It is recognized that the properties in Exhibit B are primarily used by the District as school properties and that the City's usage is only secondary thereto.

2. The City, for itself, its successors, and assigns, assumes all risk of loss, damage or injury to persons or property on or about said premises as caused by the City's usage of said facilities and lands described in Exhibit B. The District, for itself, successors, and assigns, assumes all risk of loss, damage or injury to persons or property on or about said premises which maybe caused by the District's use of said shared facilities.

3. During the times the City is using the District's property, the City shall pay for those costs routinely associated with field usage, e.g. lining, dragging, sprinkling fields, including picking up and removing garbage; etc. The District shall provide and pay for the costs associated with routine maintenance and inspections of all District property and recreational equipment which is not maintained by the City and which is located upon any of the properties identified in Exhibit B.

B. THE DISTRICT USAGE OF THE CITY PARK:

The District is authorized to enter upon the City Park property identified in Exhibit A and to use the City Park and athletic fields when they are not in use by the City, subject to the exceptions, reservations, terms and provisions expressed herein.

1. The District agrees that its usage of any of the described recreational areas located on land described in Exhibit A shall be coordinated with the City usage and not in any

way interfere with the operation and use thereof by the City. It is recognized that the properties set forth in Exhibit A are primarily used by the City as recreational park properties and that the District's usage is secondary thereto.

2. The athletic fields identified in Exhibit A herein shall be used primarily for recreational purposes by the City, and the use of such premises by the District shall be subject to, and shall not interfere with, the use thereof by the City.

3. The District, for itself, successors, and assigns, assumes all risk of loss, damage or injury to persons or property on or about said premises which may be caused by the District's usage of the facilities located on the property described in Exhibit A.

4. During the times the District is using the City athletic fields the District shall provide for the services and pay those costs associated with the routine field usage, e.g. picking up and removal of garbage; etc. The City shall provide and pay for the costs associated with routine maintenance and inspections of all City athletic fields, equipment, park equipment not otherwise maintained by the District and located upon the property identified in Exhibit A.

C. GENERAL PROVISIONS:

1. The City and the District shall each maintain their individual liability insurance coverage on their respectively owned recreational facilities, parks, playgrounds, athletic fields and other properties. Such insurance shall be maintained at least in an amount equal to the statutory maximum liability of a governmental body within the State of Minnesota set forth in Minnesota state law from time to time. Evidence of such coverage shall be furnished to the District or the City by each other as appropriate and as requested from time to time.

2. The City and the District shall develop maintenance standards for maintaining said parks and playgrounds. Each party shall be responsible for its own grounds,

with the exception that the City shall maintain that part of the baseball field which lies on the District's property.

3. The City covenants and agrees it will use and occupy the District premises identified in Exhibit B for the purposes stated, and in a reasonably safe and proper manner and will not permit nor suffer any waste thereon, and further it will maintain the premises in a reasonably orderly and slightly condition.

4. The District covenants and agrees it will use and occupy the City premises identified in Exhibit A for the purposes stated, in a reasonably safe and proper manner and will not permit nor suffer any waste thereon, and it will maintain the premises in a reasonably orderly and slightly condition.

5. Upon the termination of this agreement the City shall return to the District any personal and/or real property owned by the District and restore it to its original condition, wear and tear excepted, and likewise upon such termination the District shall restore and return all personal and/or real property owned by the City.

6. Neither the District nor the City shall be allowed to assign or otherwise transfer any of their respective rights and/or obligations under the terms of this agreement.

7. It is understood and agreed by and between the parties that subject to the provisions contained herein all the premises identified in Exhibit A shall be used in accordance with the City of Saint Peter Park use policies.

8. It is agreed that the parties will provide recreational equipment and recreational facilities located upon their properties described in Exhibits A and B to each other at no charge.

9. Alcohol and Tobacco Policy. Said District owned property shall be treated as “school grounds” as contemplated by the alcohol control provisions of Minn. Stat. Sec. 624.701: and therefore the District rules, alcohol and tobacco policies, and regulations, consistent with said statute as awarded, shall apply to said School Grounds; that the area shall be appropriately posted; and that the City shall not allow access to said premises by groups who do not agree to abide by said alcohol and tobacco policies, rules, and regulations.

10. Behavior Polices. The City acknowledges and supports the District’s behavior policies (including its guns and weapons policy) and City will abide by said policies while using the District’s Property.

11. This agreement may be cancelled and terminated with 365 days written notice from one party to the other at the address provided below.

12. This agreement shall not be deemed or construed to be modified, amended, rescinded, canceled or waived, in whole or in part, except by a written amendment thereof duly signed by authorized representatives of the parties.

INDEPENDENT SCHOOL DISTRICT NO. 508

By: _____
Mark Karlsrud
Its Chair

By: _____
Paul Peterson
Its Superintendent

Address: 100 Lincoln Drive, Saint Peter MN 56082

CITY OF SAINT PETER

By: _____
Charles Zieman
Its Mayor

By: _____
Todd Prafke
Its City Administrator

Address: 227 S. Front Street, Saint Peter MN 56082

ATTACHMENTS

EXHIBIT A

CITY LEGAL DESCRIPTION FOR RAMSEY PARK

EXHIBIT B

DISTRICT LEGAL DESCRIPTION FOR EASEMENT PROPERTY

EXHIBIT C

ALLOCATION OF COMMON OUTDOOR FIELD EXPENSES
AND DESCRIPTION OF COMMON FIELDS

EXHIBIT A

CITY LEGAL DESCRIPTION

Ramsey Park, Daun Addition to the City of Saint Peter, Nicollet County, Minnesota, according to the plat thereof on file and of record n the Office of the County Recorder within said County.

EXHIBIT B

SCHOOL DISTRICT REAL PROPERTY

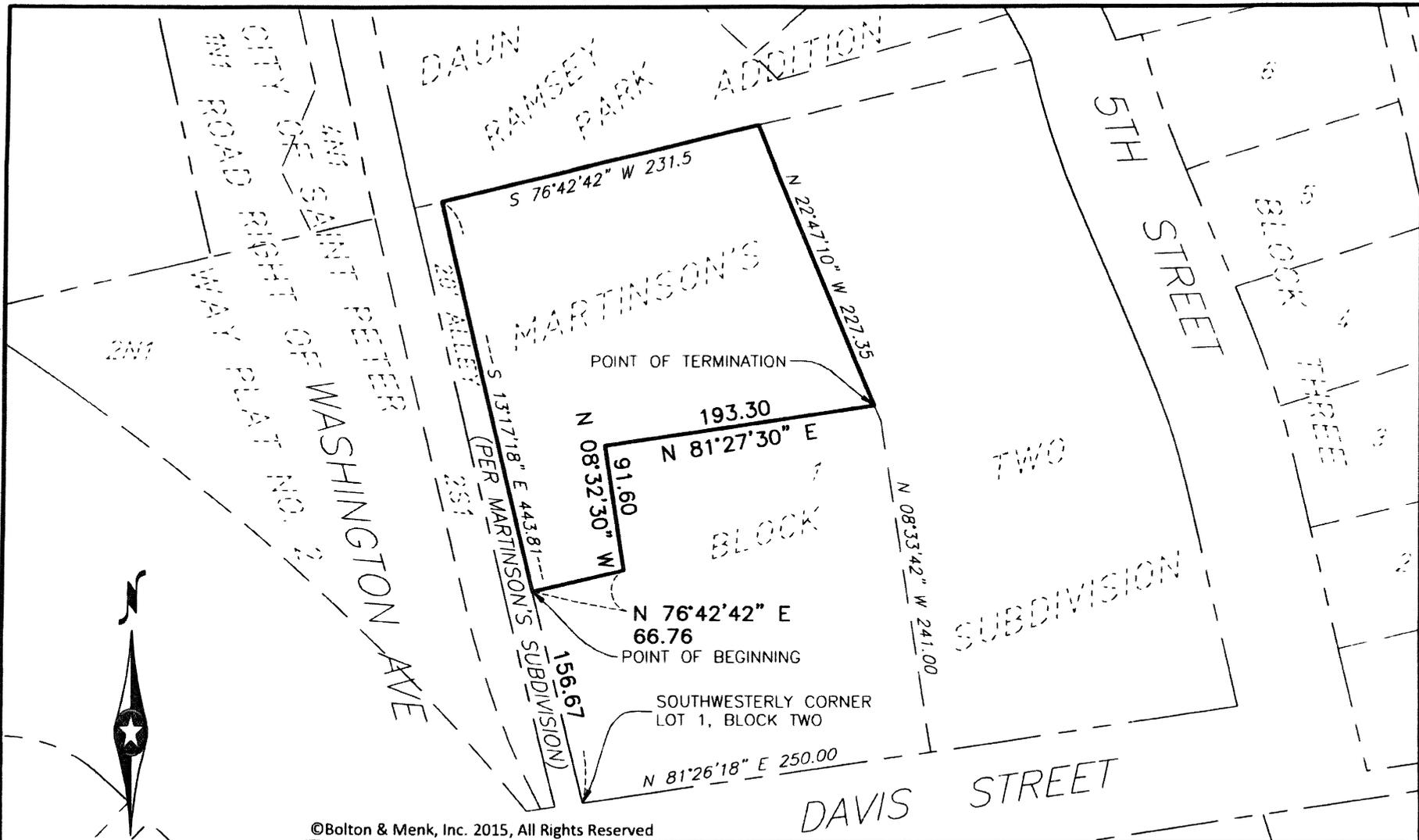
All that part of the following described property:

That part of Lot 1, Block Two, Martinson's Subdivision, City of St. Peter, Nicollet County, Minnesota, described as: Beginning at the southwesterly corner of Lot 1, Block Two, Martinson's Subdivision; thence North 81 degrees 26 minutes 18 seconds East along the southerly line of Lot 1, Block Two a distance of 250.00 feet; thence North 08 degrees 33 minutes 42 seconds West, 241.00 feet; thence North 22 degrees 47 minutes 10 seconds West, 227.35 feet to the northerly line of Lot 1, Block Two; thence South 76 degrees 42 minutes 42 seconds West along the northerly line of Lot 1, Block Two 231.5 feet to the northwesterly corner of Lot 1, Block Two; thence South 13 degrees 17 minutes 18 seconds East along the westerly line of Lot 1, Block Two 443.81 feet to the point of beginning.

Lying northerly of and adjoining the following described line.

Commencing at the southwesterly corner of Lot 1, Block Two, Martinson's Subdivision; thence North 13 degrees 17 minutes 18 seconds West along the westerly line of Lot 1, Block Two, a distance of 156.67 feet to the point of beginning of the line to be described; thence North 76 degrees 42 minutes 42 seconds East, a distance of 66.76 feet; thence North 08 degrees 32 minutes 30 seconds West, a distance of 91.60 feet; thence North 81 degrees 27 minutes 30 seconds East, a distance of 193.30 feet more or less to the easterly line of the above described property and there terminating.

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CERTIFICATE OF EASEMENT
 SAINT PETER, MINNESOTA

BOLTON & MENK, INC.
 Consulting Engineers & Surveyors

1960 PREMIER DRIVE
 MANKATO, MINNESOTA 56001
 (507) 625-4171

PART OF LOT 1, BLOCK TWO
 MARTINSON'S SUBDIVISION

FOR: CITY OF SAINT PETER

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All that part of the following described property:

That part of Lot 1, Block Two, Martinson's Subdivision, City of St. Peter, Nicollet County, Minnesota described as: Beginning at the southwesterly corner of Lot 1, Block Two, Martinson's Subdivision; thence North 81 degrees 26 minutes 18 seconds East along the southerly line of Lot 1, Block Two a distance of 250.00 feet; thence North 08 degrees 33 minutes 42 seconds West, 241.00 feet; thence North 22 degrees 47 minutes 10 seconds West, 227.35 feet to the northerly line of Lot 1, Block Two; thence South 76 degrees 42 minutes 42 seconds West along the northerly line of Lot 1, Block Two 231.5 feet to the northwesterly corner of Lot 1, Block Two; thence South 13 degrees 17 minutes 18 seconds East along the westerly line of Lot 1, Block Two 443.81 feet to the point of beginning.

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SURVEYOR'S CERTIFICATION

I hereby certify that this survey was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Janele Fowlds
Janele Fowlds
License Number 26748

8-11-2015
Date

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**CERTIFICATE OF EASEMENT
SAINT PETER, MINNESOTA**



BOLTON & MENK, INC.
Consulting Engineers & Surveyors

1960 PREMIER DRIVE
MANKATO, MINNESOTA 56001
(507) 625-4171

PART OF LOT 1, BLOCK TWO
MARTINSON'S SUBDIVISION

FOR: CITY OF SAINT PETER

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EXHIBIT B (3)

H:\STPE\M14.109454\EASEMENT S OF RAMSEY PARK\CAD\C3D\109454EA1.DWG 08-11-2015 1.29p.m



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EASEMENT EXHIBIT
SAINT PETER, MINNESOTA



BOLTON & MENK, INC.
Consulting Engineers & Surveyors

1960 PREMIER DRIVE
MANKATO, MINNESOTA 56001
(507) 625-4171

PART OF LOT 1, BLOCK TWO
MARTINSON'S SUBDIVISION

FOR: CITY OF SAINT PETER

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EXHIBIT C

ALLOCATION OF COMMON OUTDOOR FIELD EXPENSES
AND DESCRIPTION OF COMMON FIELDS

:

<u>Activity</u>	<u>ISD 508 Responsibility</u>	<u>City Responsibility</u>
Baseball Field #1	0%	100%
Playground Equipment	100%	0%
Irrigation	Pro Rata share based on area owned by each party	
Landscaping	paid by respective property owner	
Signage	paid by respective property owner	
Park Amenities	paid by respective property owner	
Field Improvements	paid by respective property owner	
Turf Establishment	Pro Rata share based on area owned by each party	

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CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

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

RESOLUTION APPROVING EXECUTION OF SHARED USE AGREEMENT WITH SCHOOL DISTRICT #508 FOR FACILITIES AT RAMSEY PARK AND SCHOOL PROPERTY ON DAVIS STREET

WHEREAS, the City owns Ramsey Park which is located directly north of property owned by School District #508; and

WHEREAS, as the Washington Avenue Link Project was completed and Ramsey Park became more accessible to the public, the City worked with School District #508 to develop recreational facilities that would benefit both the public and students at the MVED school on Davis Street; and

WHEREAS, the City shared development costs for purchase and installation of a public use playground structure that is located on the School District #508 property; and

WHEREAS, the City's ballfield is partially located on the School property; and

WHEREAS, both entities wish to provide for continued use and accessibility of the athletic and playground structure by students and the public; and

WHEREAS, legal counsel for both entities have developed a joint use agreement that outlines the responsibilities for ongoing maintenance and expenditures related to use of the these facilities; and

WHEREAS, execution of a shared use agreement will maximize the use of public resources and minimize duplication of facilities and athletic fields for taxpayers.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SAINT PETER, NICOLLET COUNTY, MINNESOTA, THAT: the Mayor and City Administrator are authorized to execution the "Shared Use Agreement For Athletic Fields Located On District and City Property" as developed by the City Attorney.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day of August, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator

TO: Todd Prafke
City Administrator

DATE: 8/18/2016

FROM: George Rohrich
REHC CEO

RE: Recommendation for Tubs to Showers Renovation Project.

ACTION/RECOMMENDATION

Authorize renovation of Hospital Room 372, Isolation Room, and Rooms 385, 386, and 387, former Labor and Delivery Rooms by Met-Con Companies at a cost of \$59,820.00.

BACKGROUND

This project started as a simple renovation of a restroom where a tub is removed and a shower installed in the existing space. Work was to be completed by a licensed plumber. At this point in the project development the cost was estimated at \$13,000.

When safety specifications such as certified weight capacity shower seat, grab bars, and drains to reduce or eliminate user slip/fall hazards were identified for the new showers, the existing tub space required modification. A General Contractor was added to provide oversight to engineered plans and approval by the MN Department of Health. Additionally the number of rooms identified increased from 3 to 4.

The additional enhancements and addition of the fourth room changed the project cost to \$59,820.

Capital equipment and projects exceeding \$50,000 require multiple bids. However, due to the unanticipated evolution of this project's costs and because Met-Con has outstanding performance on three previous projects and our review of what we believe to be reasonable market costs, we ask the Council to allow REHC to proceed with this project with a single quote.

FISCAL IMPACT:

There is no fiscal impact to the City of Saint Peter. REHC will provide the \$59,820 for this renovation.

COMMUNITY IMPACT: There are two significant positive impacts provided by this project:

- 1) Reduction of Patient Fall Risk. Tubs have a wall which patients must step over entering and exiting the tub. As many of REHC patients are orthopedic post-surgical patients,

they have limited range of motion in their hips or knees. These patients are at higher risk of falling. Stepping over the wall of the tub significantly increases this risk. A fall could result in a serious injury to the patient.

- 2) Patient Convenience and Privacy. We typically move patients to another room to shower to avoid the fall risk. This requires walking or moving the patient down a hallway to another room and back again to their home room. This is inconvenient for the patient and inefficient for staff productivity.

ALTERNATIVES/VARIATIONS:

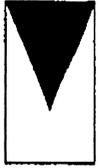
Do Not Act: Delay would result in continued movement of patients to other rooms to shower. Use of tubs for patient bathing would increase risk of patient injury.

Denial: Delay would result in continued movement of patients to other rooms to shower. Use of tubs for patient bathing would increase risk of patient injury.

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

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

GR/



**MET-CON
COMPANIES**
CONSTRUCTION SERVICES

MANKATO DIVISION
100 Warren Street, Suite 200
Mankato, Minnesota 56001
Phone (507) 625-8100
Fax (507) 625-9298

PROPOSAL SUBMITTED TO Rivers Edge Hospital - Kurt Schroeder/John Weber		PHONE	DATE July 12, 2016
STREET 1900 North Sunrise Drive		JOB NAME Tub Removal and Shower Install	
CITY, STATE AND ZIP CODE Saint Peter, MN 56082		JOB LOCATION St. Peter, MN	
ARCHITECT	DATE OF PLANS	JOB PHONE NA	

We hereby submit specifications and estimates for:

We propose to supply all labor, materials, and equipment to remove existing tubs and install new aquarius tubs in 4 rooms

Lump Sum - \$59,820.00

Inclusions:

- Building permit
- Temp poly area of work
- Hepa vac/filter unit
- Dumpster
- Construction cleanup
- Demo existing tubs, pre-fab'd walls, concrete grout, concrete floor, Corian, and bath fixtures as required
- Frame with metal studs new rough opening/modify existing framing as required
- Moisture resistant gypsum wall board, wrap with FRP where pre-fab'd wall unit cannot be used
- Install new corian above shower surrounds
- Floor base at new walls
- Reinstall existing grab bars and misc fixtures as required
- New stand up Aquarius showers, new plumbing rough ins as required, reuse existing fixtures, state plumbing permit
- Add Zurn Z880 trench drain outside each shower, resubmit plans to MDH and DOLI

Exclusions:

- Bonds
- Engineered Plans
- Builders Risk Insurance
- Moisture Mitigation (should not be required)

hereby to furnish material and labor-complete in accordance with above specifications, for the sum of:

Fifty-nine thousand eight hundred twenty dollars (\$59,820.00)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature _____

Jared M. Weber

Note: This proposal may be withdrawn by us if not accepted within 30 days

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____

CITY OF SAINT PETER, MINNESOTA

RESOLUTION NO. 2016 -

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

**RESOLUTION APPROVING MODIFICATIONS TO ROOMS AT RIVER'S EDGE HOSPITAL
AND CLINIC**

WHEREAS, the City Council has established rules for purchases by River's Edge Hospital and Clinic; and

WHEREAS, the Hospital Commission has recommended acceptance of a single quote for a project that includes the replacement of tubs for showers in Hospital Rooms # 385, 386, and 387, and the former labor and delivery rooms; and

WHEREAS, the goal of the project is to reduce patient fall risk and improve patient convenience and privacy; and

WHEREAS the Commission provided rational for its purchase recommendation which is outside of the normal purchase policy; and

WHEREAS, the recommended improvement will be funded by Hospital funds.

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

1. The quote of \$59,820.00 from Met Con for the replacement of tubs for showers in Room numbers 385, 386, 387, and the former labor and delivery room is hereby approved.
2. Funding for the project shall be from Hospital funds.

Adopted by the City Council of the City of Saint Peter, Nicollet County, Minnesota, this 22nd day of August, 2016.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator